



# SVRA Construction/Remodeling Packet

## New Home, Garage, Auxiliary Building, Remodel, Exterior Painting or Landscaping

### Documents provided by SVRA:

- Improvement Request Form
- Certification and Agreement of Owner Form
- Materials Description Form
- Sample Plot Plan
- SVRA Declarations of Covenants, Conditions, and Restrictions (DCC&R's)
- Architectural Control Policy

### Please Return:

- Improvement Request Form
- Certification and Agreement of Owner (Signed)
- Materials Description form
- Color samples for siding, trim, doors and roofing

### Applicant must also provide:

- One (1) dimensioned plot plan showing all setbacks and building location.
- One (1) complete set of building plans. (Digital or hard copy is acceptable.)
- **Landscaping plan for front yard or preliminary plan if landscaping is not included as a part of home construction.**

### Special Note:

**Please contact Lower Valley Energy, Silver Star Telephone, and Lincoln County for line locations before excavation.**



# IMPROVEMENT REQUEST FORM



## ➤ Required Information:

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Star Valley Ranch Physical Address

\_\_\_\_\_  
Plat

\_\_\_\_\_  
Lot

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

### ➤ **Type of Request** All that apply

- New Home/Addition
- Exterior Remodeling
- Auxiliary Building
- Garage

- Front Yard Landscaping
- Exterior Painting
- Variance
- Other: \_\_\_\_\_

### ➤ **Contractor Information**

- Homeowner
- Other (Please complete information below)

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Contact

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Mailing Address, City, State, Zip Code

## ➤ Briefly describe the construction you propose below (use the back of this page if necessary):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Estimated Completion Date:** \_\_\_\_\_



SVRA ARCHITECTURAL CONTROL COMMITTEE  
MATERIALS DESCRIPTION FORM

**New Home, Garage, Auxiliary Building, Remodel, or Landscaping**

➤ **MATERIAL:**

- Wood Siding
- Log
- Stucco
- Brick
- Rock
- Vinyl Siding
- Other: \_\_\_\_\_

➤ **COLORS:** (Please provide sample(s))

- Siding Color \_\_\_\_\_
- Trim Color \_\_\_\_\_
- Main Door Color \_\_\_\_\_

➤ **ROOFING:**

- Metal
- Shingles

Color: \_\_\_\_\_

➤ **LANDSCAPING:**

**Landscaping plan for front yard or preliminary plan if landscaping is not included as a part of home construction.**

➤ **MISCELLANEOUS:**

Describe any external materials or decorative landscaping items not shown elsewhere. (Use another sheet of paper if necessary)

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Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## CERTIFICATION AND AGREEMENT OF OWNER:

If these plans are approved by the Architectural Control Committee, I agree that:

- a. A Building Permit issued by the Town of Star Valley Ranch must be obtained before any site work or construction work commences.
- b. Star Valley Ranch Association, its Board of Directors or Architectural Control Committee shall not be responsible or liable for any defects in the submitted plans and specifications, whether approved or not.
- c. Any shed/accessory building on the property will be placed within the plat setback requirement. This includes any structures under 200 square feet.
- d. I will not permit trespassing on or damage to neighboring lots.

As owner of the property, I have read and understand the Declaration of Covenants, Conditions and Restrictions, (DCC&R's) and the Architectural Control Policy. I hereby agree to comply with all rules, regulations, restrictions, policies and procedures of the Star Valley Ranch Association.

I understand that prior to beginning work on any project I need approval from the Architectural Control Committee. I acknowledge that approval of a project by the Architectural Control Committee does not override any regulations or laws that require I get approval with a governmental agency. In addition, I understand that by approving a request the Association is not issuing a decision on the structural integrity of my project(s). I know that I am completely responsible for the sound construction of any project done on my property.

Should it become necessary for Star Valley Ranch Association to consult with or take action, with or without suit, to enforce the Building Plan Request, Building Permit, or any other Building Rules and Regulations of the Association, I will pay all the Association's attorney fees, court costs, and other costs incurred therein.

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Owner

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Date

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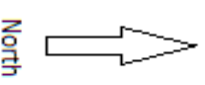
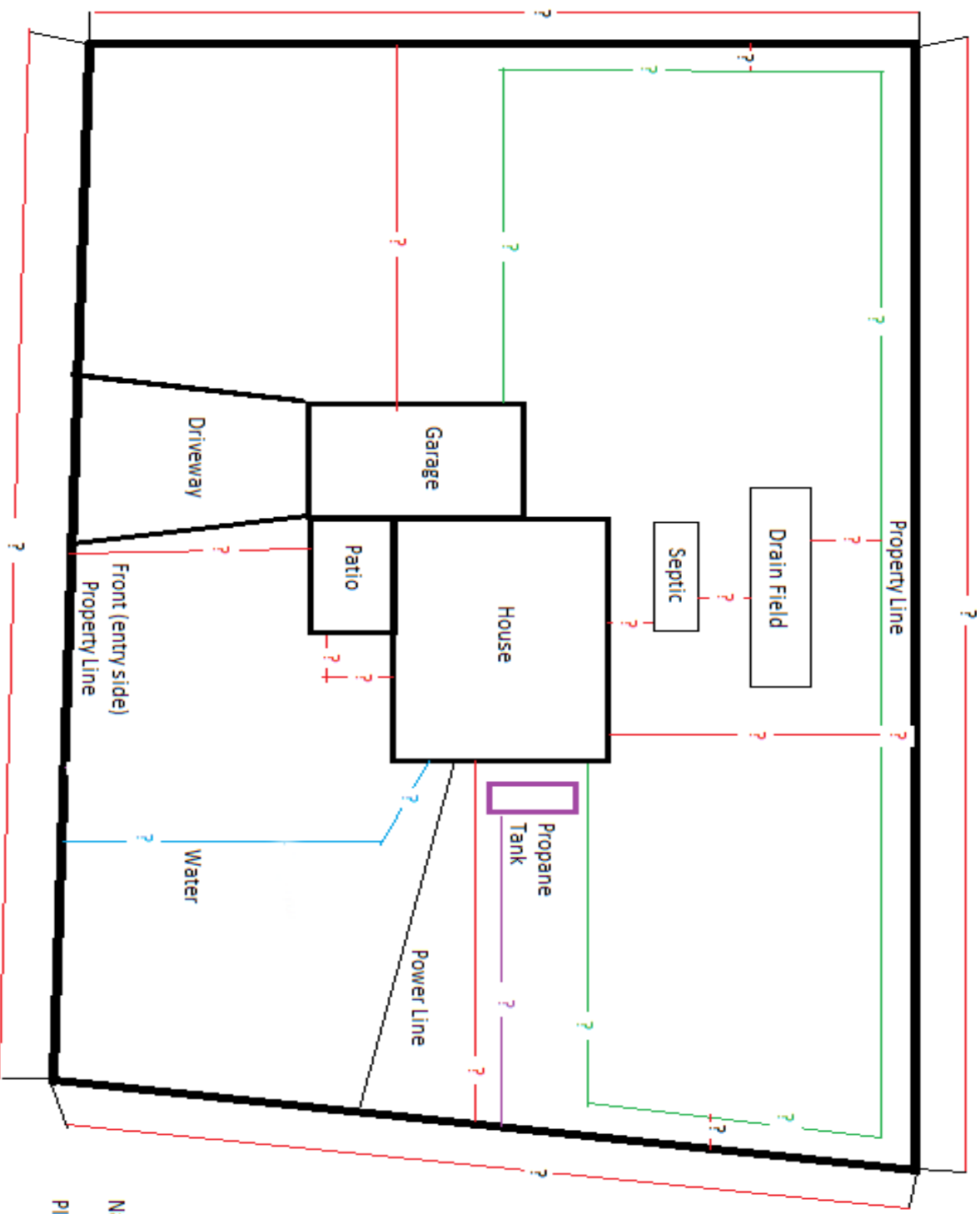
Owner

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Date

# SVRA Sample Plot Plan

## Example Only



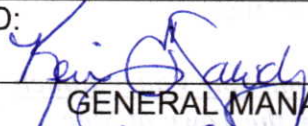
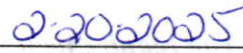
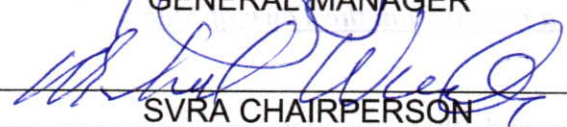
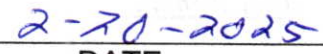
— Fence  
 ? = Insert Measurement Here

Name: \_\_\_\_\_  
 Plat: \_\_\_\_\_ Lot: \_\_\_\_\_

----- Street Name & Address -----



# OPERATING POLICY

<b>POLICY TITLE: ARCHITECTURAL CONTROL POLICY</b>					
<b>SECTION</b>	<b>7- ARCHITECTURAL RULES AND REGULATIONS</b>	<b>NUMBER</b>	<b>7.1.2</b>	<b>DATE</b>	
REPLACES POLICY NUMBER: 7.1.1, 7.6.2		TITLE: Rules and Regulations Architectural Control			
DATE ADOPTED: 1994					
DATE REVISED: 03/17/2022, 09/21/2023					
CROSS REFERENCES:					
APPROVED:					
 GENERAL MANAGER		 DATE			
 SVRA CHAIRPERSON		 DATE			

**This Policy describes the Association’s Architectural Control procedures and the rules used to implement the Declaration of Covenants, Conditions, and Restrictions (DCC&Rs) and related Association Operating Policies. The policy provides a synopsis of the major requirements needed to obtain a permit, demonstrates the permitting process and provides permit applicants and Architectural Control members with a convenient reference.**

**Construction Affected**

All buildings on any lot of Star Valley Ranch Association are to be in compliance with its DCC&Rs, and any relevant policies adopted later.

Prior to commencing construction of any of the following, the approval of the SVRA Architectural Control Committee or the Board of Directors must be secured:

- A new structure
- External modification or addition to existing structures
- Any additions or modifications to the front of a residence including, but not limited to, flag poles, landscaping, planting trees, shrubs or hedges, etc....
- Changes to the exterior colors of a building to ensure harmony with surrounding environment

**It is the homeowners' responsibility to obtain a building permit from the Town of Star Valley Ranch before any activities or work can be done on the property.**

A **SVRA Improvement Request Form** (available at the SVRA office) must be completed and returned with the following documents:

- ⇒ One (1) dimensioned plot plan showing all setbacks and building location.
- ⇒ One (1) complete set of building plans. (Digital or hard copy is acceptable.)
- ⇒ Landscaping plan for front yard or preliminary plan if landscaping is not included as a part of home construction. If landscaping is not included with home construction, a separate Certificate of Conformity must be obtained before landscaping is started.

The Architectural Control Committee reviews all applications for completeness and adherence to the DCC&Rs and Association Policies. If necessary, items are missing or if clarification is needed the committee will work with the applicant to resolve the issues. Timeline approval requirements as stated in the DCC&Rs will not begin until application is complete. The committee will then either approve or disapprove the application. If the application is disapproved the applicant has the right to appeal the decision directly to the Board of Directors.

**Once a Certificate of Conformity has been issued and building is commenced, the Committee must be informed of and approve any proposed changes.**

***Note: The requirement to obtain a Certificate of Conformity from Star Valley Ranch Association does not eliminate the need to obtain a permit from the Town of Star Valley Ranch.***

**Section 2. Architectural Requirements.** All buildings and other structures, including any addition to or change or alteration thereof, erected or placed on any Lot shall conform to the following requirements:

- a. Manufactured homes and/or HUD code homes will not be approved.
- b. The floor area of all residential structures shall be noted on the building plans and specifications which are filed with the Board of Directors or the Architectural Control Committee. The floor area of all residential structures shall be no less than that specified by the applicable Declaration of Covenants, Conditions and Restrictions.
- c. Every residential structure may have an attached and/or detached garage and one (1) auxiliary building. Any structure over 200 sq. feet must obtain a certificate of conformity from the Board of Directors or the Architectural Control Committee.
- d. All building materials utilized shall be new and unused.
- e. Prior to painting or installation, approval of all exterior colors must be obtained. Color samples for siding, trim, doors and roofing shall be submitted to the Board of Directors or Architectural Control Committee as a part of the building plans and specifications.
- f. One (1) dimensioned plot plan showing all setbacks and building location.
- g. Plans and specifications filed with the Board of Directors or Architectural Control Committee shall include One (1) complete set of building plans. (Digital or hard copy is acceptable.)
- h. Plans and specifications filed with the Board of Directors or Architectural Control Committee shall include a landscaping plan for front yard or preliminary plan if landscaping is not included as a part of home construction. If landscaping is not included with home

construction, a separate Certificate of Conformity must be obtained before landscaping is started.

- i. Star Valley Ranch Association, its Board of Directors or Architectural Control Committee shall not be responsible or liable for any structural defects in the plans and specifications, whether approved or not, or in any building or other structure erected according to said plans and specifications. Neither Star Valley Ranch Association nor its Board of Directors or Architectural Control Committee shall be responsible or liable for the location of Lot lines or boundaries, for the erroneous or improper location of boundaries, buildings or other structures on the plans and specifications, whether approved or not, or for the erroneous or improper location of any building or other structure.
- j. Star Valley Ranch Association nor its Board of Directors or Architectural Control Committee, nor any director or committee member, shall be liable to any Lot Owner or Member, or to any other person, for any damage, loss or prejudice suffered or claimed on account of (i) the approval or disapproval of any plans, drawings or specifications, whether or not defective; (ii) the failure to enforce this policy (Architectural Control Policy) the IRC/IBC, as adopted by the Town of Star Valley Ranch, or the Declaration of Covenants, Conditions and Restrictions or to restrain a violation thereof; (iii) the failure to ensure that all elements of the design and construction comply with this policy (Architectural Control Policy), the IRC/IBC, as adopted by the Town of Star Valley Ranch, or the Declaration of Covenants, Conditions and Restrictions; (iv) the construction or performance of any work on a lot, whether or not pursuant to approved plans and specifications, or (v) otherwise carrying out the duties or exercising the powers of the Architectural Control Committee.

**Section 3: Enforcement.** The Association shall have the right to enforce, by any proceeding at law or in equity, all provisions of this policy (Architectural Control Policy), and the Declaration of Covenants, Conditions, and Restrictions.(DCC&R's) In any action to enforce any of said provisions, including the defense of any of said provisions, the Association shall be entitled to recover its legal fees and expenses in the event that a court shall determine that a Member or Owner has committed one or more violations of said policy (Architectural Control Policy), or the Declaration of Covenants, Conditions and Restrictions (DCC&R's) The Town of Star Valley Ranch is not responsible for the enforcement of the Association's polices and Covenants, Conditions, and Restrictions. (DCC&R's)