

## TABLE OF CONTENTS

### SECTION 1.0- SVEA ARCHITECTURAL DESIGN COMMITTEE OBJECTIVES, POLICY, AND RESPONSIBILITIES

	Page #
1.1 Committee Objectives	3
1.2 Committee Policy	4
1.3 Committee Responsibilities	4

### SECTION 2.0 - DESIGN REVIEW PROCEDURE

2.1 Committee Meetings	5
2.2 Submittals	5
2.3 Submittal Requirements	5
2.3.1 Application for Design Review	5
2.3.2 Plan Package	6
2.3.3 Required Fees	6
2.3.4 Construction Agreements	6
2.3.5 Subassociation Approval	6
2.3.6 Variance Application	6
2.3.7 Notification of Contiguous Neighbors	6
2.3.8 Signage	6
Preliminary Review	6

6

### SECTION 3.0 - FINAL SITE PLAN AND ARCHITECTURAL REVIEW

3.1 Plan Package	7
3.1.1 Vicinity Map	7
3.1.2 Neighborhood Map	7
3.1.3 Site Plan (a through i)	7
3.1.4 Architectural Drawings (a through f)	8
3.1.5 Landscape Drawings (a through f)	9

### SECTION 4.0 - ARCHITECTURAL DESIGN COMMITTEE INSPECTIONS

4.1 Site Inspection	10
4.2 Landscape Start Date Inspection	10
4.3 Final Inspection	10

### SECTION 5.0 - TERM OF DESIGN REVIEW APPROVALS 11

### SECTION 6.0 - APPEAL OF ADC DECISIONS 11

### SECTION 7.0 - ASSUMPTION OF CONSTRUCTION AGREEMENT OBLIGATIONS 11

### SECTION 8.0 - COMPLIANCE 11

### SECTION 9.0 - DEFINITIONS 12

### SCHEDULES ATTACHED (A through F)

*Including all amendments up to and including July 1, 2004*

## **WELCOME TO ELKHORN**

These guidelines have been prepared to assist property owners and their architects and builders in the development, design, and construction of new homes, home additions or alterations, commercial projects, fences, and landscape improvements in Elkhorn. The purpose and intent of this document is to assure owners and residents of Elkhorn that proper standards of development, design, and construction will be maintained for the benefit of all.

### **DESIGN PHILOSOPHY**

Elkhorn is an area of unique natural beauty, combining the environment of the mountains and high desert in a secluded valley setting. It is the common desire, intent, and purpose to create a community of high quality development, design, and construction in which the natural character of the area is preserved and complimented.

Since there is minimum existing significant landscape on the majority of building sites, any structure placed on the site becomes an imposition or, in itself, a landscape element. Consequently, construction and other improvements will dominate the site until such time as landscape features such as trees and shrubs, mature and soften the appearance of the constructed elements. With this understanding in mind, it is the objective of this document to define design parameters in which the forms of the proposed buildings, particularly roof forms, elevations, fence and wall designs, footprint location and color selections will blend together to provide a consistent design character.

### **DESIGN GUIDELINES**

#### OVERVIEW

The objective of these guidelines is to establish a clear pattern to which the entire process of development and construction will be subjected in order to assure that the improvement will compliment the natural beauty of the land and enhance the quality of the community.

Elkhorn is a community where differing architectural designs and styles merge and where the efforts of one architect or owner is not damaged or devalued by the incompatible design of a neighbor. The Architectural Design Committee shall be the judge of compatibility and the overall appropriateness of the design. Since there are many individuals involved, guidelines are necessary and useful in attaining the desired level of consistency and quality of community appearance.

The intent of these guidelines is to accomplish a community development that achieves harmony among dwellings and between each dwelling and its surrounding landscape, yet allows individual identity to the dwelling. The guidelines apply primarily to:

- A. Assuring compatibility and harmony of exterior color materials and design so the exteriors of buildings are subdued in a manner to avoid negative contrast within the neighborhood.
- B. Relating proposed improvements to the natural features of the land, and to neighboring structures and other improvements.
- C. Conforming the plans and specifications to the purpose and general plan and intent of the Elkhorn Master Declaration and Supplemental Declarations.

#### **SITE CONSIDERATION**

Because no two lots are exactly alike in Elkhorn, the Architectural Design Committee will

review each plan for a building in relation to the specific characteristics of the subject lot and its surroundings. For this reason, the Elkhorn Master Declaration of Covenants, Conditions and Restrictions, Supplemental Declarations, and these guidelines permit the flexibility that is essential to the appropriate use of widely varying site conditions. The basic objective is to achieve compatibility of the building and other improvements with the subject lot and the immediate surroundings. The site consideration review is, in summary, specific to the site itself.

Location of the structures shall be based on, but not limited to, the following:

1. Natural and proposed final grade contours.
2. Street grades as installed.
3. Presence of vegetation, trees, shrubs, and rock out-croppings.
4. Driveways and off-street parking.
5. Appearance of buildings from open space, roads, and other lots will be important criteria.
6. Architectural design shall result in masses that are generally parallel to natural terrain. If building masses are perpendicular to natural contours, the building shall accommodate the natural terrain through use of stepped foundation elevations and rooflines.
7. Site grading and drainage shall minimize required natural grade alterations. Drainage from lots shall not cause soil erosion, excessive drainage or impede drainage flows on adjacent lots.
8. Site grading of cut or fill on adjacent lots, roads, driveways or open space shall not be allowed.

## **SECTION 1.0 - SVEA ARCHITECTURAL DESIGN COMMITTEE (ADC) OBJECTIVES, POLICY, AND RESPONSIBILITIES**

### **1.1 COMMITTEE OBJECTIVES**

Set forth in this DESIGN COMMITTEE MANUAL are those policies, procedures and guidelines developed to assist the Design Committee and Owners through the Design Review process. The Design Committee Manual details review and control procedures for construction of, and alterations to, structures and lots in Elkhorn.

1.2 COMMITTEE POLICY

All property in Elkhorn is subject to the Master Declaration together with any and all Supplemental Declarations and Elkhorn Rules in effect from time to time. THESE RULES AND RESTRICTIONS PROVIDE THAT LANDSCAPING, NEW CONSTRUCTION, OR ALTERATION OF IMPROVEMENTS OF ANY KIND SHALL REQUIRE DESIGN COMMITTEE APPROVAL. No construction shall commence on any new building, structure, fence, sign, or related improvement, nor on any addition, alteration, or change to the exterior of any existing building structure, fence, sign, or related improvement until the Elkhorn Design Committee has reviewed and approved the proposals, plans and specifications for the proposed improvement, even if such improvement is to be constructed in accordance with preapproved plans. **Removal or planting of vegetation requires Design Committee approval, as does any modification to any improved or unimproved site in Elkhorn.**

We welcome landscape additions and some do not require formal ADC approval or plan preparation. It is **always** a requirement that you contact the administrative office to discuss plant selections and locations for administrative approval.

1.3 COMMITTEE RESPONSIBILITIES

The Committee is charged with reviewing all plans and specifications, and granting variances if necessary, for **landscaping, new construction, or alteration of improvements** at Elkhorn to determine architectural compatibility, site compatibility, and compliance with Elkhorn Restrictions. Specifically, the Master Declaration provides that:

The Committee shall consider and act upon any and all proposals or plans and specifications for actions to be taken pursuant to Article III hereof, and perform such other duties as from time to time shall be assigned to it by the Board, including inspection of construction in progress to assure its conformance with plans as approved by the Committee. The Committee shall approve such proposals or plans and specifications only if it deems that the construction, alterations, or additions contemplated thereby in the locations indicated will not be detrimental to the appearance of the surrounding area or Elkhorn as a whole and that the appearance of any proposed improvement will be in harmony with the surrounding improvements. . . . (Article VIII, Section 8.02, Elkhorn Master Declaration).

The Committee shall review and approve or disapprove all plans submitted to it for any proposed improvement, alteration or addition, solely on the basis of aesthetic considerations and the overall benefit or detriment which would result to the immediate vicinity and Elkhorn generally. The Committee shall take into consideration the aesthetic aspects of the architectural designs, placement of buildings, landscaping, color schemes, exterior finishes, materials and similar features . . . (Article VIII, Section 8.07, Elkhorn Master Declaration). See also Article X, Section 10.06, Paragraphs A and B, Elkhorn Master Declaration.

**The Committee does not consider and assumes no responsibility for the following:**

- 1.3.1 The structural capacity or building code compliance of the proposed improvement.
- 1.3.2 Whether or not the location of the proposed improvement on the building site is free from possible man-made or natural hazards occurring either on or off the property.
- 1.3.3 The internal operation or functional integrity of the improvement.

**NOTE: General land use requirements and building codes are established and enforced by the City of Sun Valley and other governmental agencies.**

**SECTION 2.0 - DESIGN REVIEW PROCEDURE**

**2.1 COMMITTEE MEETINGS**

The Design Committee normally meets at least once every month at the Harker Center. The Committee conducts a site inspection, if necessary, of agenda items generally one (1) hour, prior to the scheduled meeting. The owner or his representative may be requested to attend such site inspection for the purpose of answering any questions, which might arise, regarding his proposal. **Special meetings of the Committee** may be considered and arranged, at the applicant's expense. Owners are encouraged to attend all meetings to better acquaint themselves with the review process.

**2.2 SUBMITTALS**

All Elkhorn applicants must submit to Sun Valley Planning and Zoning for site plan and architectural review. When applicable, owners must also receive approval from their individual association. The approval by the Architectural Design Committee of any proposal shall not be deemed to constitute a waiver of any required approval or consent from any other agency.

**No consideration shall be given to any owner/applicant with unresolved violations and until all SVEA assessments, liens, fees, and charges are fully paid.**

**2.3 SUBMITTAL REQUIREMENTS**

Request for final site plan and architectural review shall be accompanied by all of the following and must be received in completed form at the SVEA office no later than 5:00 p.m. on the Monday before the Wednesday two weeks prior to the ADC meeting for which review is scheduled.

**The ADC Chairman, upon review of a plan submittal package, may require that the applicant participate in a preliminary review process, based on but not limited to completeness of plan package, design, neighborhood conflicts, or variance requests.**

- 2.3.1 APPLICATION FOR DESIGN REVIEW - This application may be obtained at

SVEA office at the Harker Center.

- 2.3.2 PLAN PACKAGE - The plan package submittal for final approval shall be prepared and stamped by an architect licensed in the State of Idaho.

The preparation of plans stamped by a licensed architect may be waived when the proposed improvement for which approval is sought is minor or consists of a fence, privacy screen, sign, open or uncovered deck, porch or patio, landscape walls or plantings, hard surfaces, lighting, or other landscape items. The chairman of the ADC shall determine the necessity of professionally prepared plans in such instances.

- 2.3.3 REQUIRED FEES - The fee schedules for any review by the ADC are found at the back of the ADC Manual (Schedule A & A-1). These schedules are subject to change from time to time. For good cause and upon consent of the ADC Liaison Committee, the Design Committee in its discretion may waive fees.

- 2.3.4 CONSTRUCTION AGREEMENTS - Prior to the start of any construction, landscaping, site clearing or activity of any kind, other than surveying and staking on any Elkhorn property, an appropriate Construction Agreement must be completed, signed by all owners of the property, notarized and returned to the SVEA office.

The Agreement for Construction, Landscaping, Additions, or Alteration of Improvements at Elkhorn (Schedule B) is found at the back of the ADC Manual.

- 2.3.5 SUBASSOCIATION APPROVAL - Written approval from the Board of Directors or Manager of the Association where the alteration is being proposed is required.

- 2.3.6 VARIANCE APPLICATION - Written request for modification to any Master Declaration or Elkhorn Subdivision restrictions. This application requires completion, by the applicant, of Schedule C and the submittal of a list of those neighbors, including their mailing addresses, within 300' of any portion of the subject property. The ADC Administrator will then prepare and mail the notices via certified mail. The applicant may be required to reimburse SVEA for the cost of the mailing. Certified mail shall mean United States Post Office certificate of mailing.

- 2.3.7 NOTIFICATION - Notification of neighbors within 100' (certified mail) of the meeting date and time is required. The applicant shall complete and submit Schedule C together with a list of the neighbors within 100', including their mailing addresses. The ADC Administrator will then prepare and mail the notices via certified mail. Certified mail shall mean United States Post Office certificate of mailing.

- 2.3.8 SIGNAGE - Temporary and/or permanent signage is only allowed within Elkhorn as defined by and subject to Schedule D.

## 2.4 PRELIMINARY REVIEW

An owner may submit plans for the purpose of preliminary review. This submission allows the Committee to comment on the proposed design at a preliminary stage regarding such things as concept, compatibility, and variance applications and then advise the owner of any changes that may be required.

This provision is especially valuable in adverting excessive cost in fees and lost time if a design concept has deviated from the design standards herein or is in conflict with the interests of its neighbors and surroundings.

Such preliminary submittals should indicate the location of the proposed improvement on the lot and contain complete enough plans and elevations to demonstrate the exterior character of the improvement. This submittal may consist of informal presentation material since the review will be advisory in nature.

**This submittal does not require a signed Construction Agreement.**

A fee will be charged for preliminary plan review based on the most recent fee schedule (see Schedule A). This fee will be applied towards the plan check fee for final design approval if and when such is requested.

## SECTION 3.0 - FINAL SITE PLAN AND ARCHITECTURAL REVIEW

APPLICATION for final design review and approval shall include a complete APPLICATION, PLAN PACKAGE, SIGNED CONSTRUCTION AGREEMENT, FEE, AND APPROVAL (when applicable) FROM THE SUBASSOCIATION.

PROPERTY STAKING - the staking of building corners, driveway centerline, lot corners with witness stakes, building centroid, and a staking plan is required on all new construction.

- 3.1 PLAN PACKAGE - The PLAN PACKAGE submittal for final design approval shall include, but not be limited to, the following:
  - 3.1.1 VICINITY MAP - showing the location of the property within the City of Sun Valley.
  - 3.1.2 NEIGHBORHOOD MAP - at a scale of not less than 1" = 100' showing the location of the proposed improvement within the subdivision **and the impact of the proposed improvement on the principal view corridors of all neighboring dwellings or unimproved building envelopes located on any lots or parcels within 300' of the exterior boundaries of the premises for which approval is sought.**
  - 3.1.3 SITE PLAN - at a scale of not less than 1" = 10' (with prior approval of the ADC chairman, a 1" = 20' may be used for other than single family residences)

showing the building lot or parcel and including the following information:

- (a) PROPERTY LINES AND DIMENSIONS as shown on the recorded plat.
- (b) BUILDING CENTROID as shown on the recorded plat and dimensioned to property corners.
- (c) BUILDING ENVELOPE determined in accordance with the City of Sun Valley Municipal Code 9-9-3 B. (See Schedule E attached).
- (d) PROPOSED LOCATION/BUILDING FOOTPRINT - is that area of a lot or parcel which is within the perimeter created by a vertical extension to the ground of the exterior walls of all enclosed portions of a building, including attached garages and enclosed decks, porches, solariums and similar enclosed extensions, attachments, and accessory structures. Not included in the footprint are unenclosed portions or extensions of buildings, including but not limited to, unenclosed decks, porches, porte-cocheres, eaves, and roof overhangs.

The Committee may allow up to one-third of the building footprint to be built out of the envelope if it deems that the proposed improvement will not be detrimental to the surrounding area. Any building footprint more than one-third out of the envelope will require the granting of a variance by the Committee in accordance with Article VIII, Section 8.08, of the Master Declaration of Covenants, Conditions, and Restrictions of Elkhorn at Sun Valley.

- (e) GRADING OR TOPOGRAPHY PLAN using current site information provided or prepared by a LICENSED SURVEYOR showing existing and proposed shape of the earth as it relates to any new and/or existing structures. Such plan shall be at a contour interval not greater than two (2) feet when the slope is less than 25% and not greater than five (5) feet when the slope is 25% or greater. Show all existing and proposed drainage channels and patterns, swales, culverts, catch basins and subsurface drainage systems. **Clearly indicate any drainage that may be directed onto neighboring property by the proposed project and how such water will be handled to prevent encroachment on said property.**
- (f) AN ELEVATION BENCHMARK shall be established by a LICENSED SURVEYOR on or adjacent to the subject property and shall be used to set all finish elevations of the proposed improvement. This benchmark elevation and location shall be clearly indicated on the grading plan.
- (g) PROMINENT SITE FEATURES such as rock out-croppings, existing vegetation and watercourses or features shall be clearly delineated on the plans.
- (h) DRIVEWAY location, width, grades, and proposed surface material.

Also show proposed turn-arounds and parking areas and delineate all areas intended for removal or storage of snow.

- (i) LOCATE all existing maintenance, utility, and snow storage easements on or adjacent to the subject property.

3.1.4 ARCHITECTURAL DRAWINGS - prepared and stamped by an architect licensed in the State of Idaho which shall include the following information:

- (a) FLOOR PLANS at a scale of not less than 1/8" = 1' and showing all floors, basements, lofts, and spaces intended to be used or occupied. Show square footage of each floor.
- (b) EXTERIOR MATERIALS called out on the plans specifying color, type of material and finish of siding, trim, doors, windows, fascia, roof, exposed foundation, skylights, decking, handrails, and all attached or recessed lighting. Color chips and cut sheets of exterior lighting are required.
- (c) EXTERIOR ELEVATIONS at a scale of not less than 1/8" = 1' showing all elevations of the proposed improvement with texture and direction of surface materials clearly delineated. **Also show all proposed finish grades relative to each elevation as indicated on the grading plan.**
- (d) CROSS-SECTIONS taken through the proposed improvement at its highest point indicating the height of the structure above both existing and proposed grade. Where pertinent, a section should be taken through the structure to the city street indicating grade differential that may exist and how that differential will be handled in gaining access to the proposed improvement.
- (e) ROOF PLAN showing roof pitch, valleys, hips, and gables.
- (f) OTHER - Pursuant to Article VIII, Section 8.02, Elkhorn Master Declaration, as it deems appropriate, the committee may require submission of additional plans and specifications or other information (including models).

3.1.5 LANDSCAPE DRAWINGS - at a scale of not less than 1" = 10'.

**Unless prior approval of the ADC or its designee is obtained, landscape plans must be prepared and stamped by a landscape architect licensed in the State of Idaho.** All Elkhorn property on which any improvement is constructed shall be landscaped in accordance with an approved landscape plan. The Committee shall decide whether the proposed landscape plan is adequate and in harmony with the proposed improvement and/or other similar improvements in the Elkhorn area. The preparation of plans by a professional may not be required when the proposed improvement or change is minor. The chairman of the ADC shall determine the necessity of professionally prepared plans. Landscaping shall be designed and installed so as to minimize the potential blocking of solar access and scenic views of adjacent properties.

The landscape Drawings shall include, but not be limited to, the following:

- (a) PLANTING PLAN - Landscape Plans shall clearly show the arrangement of all trees, shrubs, groundcovers, seeded lawn areas, sodded lawn areas, natural grass areas, and areas to be revegetated after final grading and construction cleanup. Identify all areas to be left undisturbed and delineate method (s) of protecting said areas. Included on the plan shall be a plant list or other method of clearly indicating species, variety, size, quantity, spacing, and location of all plant materials proposed for use on the project. Contour lines for final grades shall be shown on initial landscaping, major landscape changes, or where there is a change in elevations.
- (b) CONSTRUCTION FENCING - shall be required on all projects involving any site grading or excavation. The maximum area of disturbance or the property lines shall be delineated in order to limit unnecessary disturbance to natural areas, streams, vegetation, and to prevent encroachment on neighboring properties. Construction fencing must be installed prior to any site grading or excavation.
- (c) IRRIGATION - shall clearly show the method and limits of irrigation for all landscaped areas.

**IMPORTANT: An adequate irrigation system is required for all planted and revegetated areas on Elkhorn properties and all such irrigation systems shall be provided with an automatic controller.**

- (d) LANDSCAPE FEATURES - such as decks, retaining walls, privacy screens awnings, canopies, gazebos, benches, steps, dog runs, etc., shall be clearly delineated on the plans in sufficient detail to adequately demonstrate finished appearance.
- (e) LANDSCAPE LIGHTING - shall be clearly delineated on the plan indicating location, type, height, material, and type of light source. All exterior lighting shall be designed and placed to minimize its impact on all neighbors.
- (f) LANDSCAPE TIMING - The landscape plan shall be implemented as soon as physically practical and be completed within 60 days. The Committee following an on-site inspection may set a reasonable start date. The owner will be notified of that date by regular mail or hand delivery.

#### **SECTION 4.0 - ARCHITECTURAL DESIGN COMMITTEE INSPECTIONS**

The Design Committee requires certain inspections during the course of construction. They are as follows:

- 4.1 SITE INSPECTION - Generally conducted on the day the proposed improvement is brought before the Committee for final approval. All members of the Committee in attendance that day may participate in the inspection. The owner may be asked, prior

to or as a result of the inspection, to stake corners, centroid, envelope, and/or proposed drives to facilitate the Committee in visualizing the proposed improvement on the site.

4.2 LANDSCAPE START DATE INSPECTION - Performed to determine a reasonable start date for implementation of the approved landscape program. This inspection is generally performed once the structure is substantially complete and allows for seasonal conditions.

4.3 FINAL INSPECTION - Performed after final installation of all items on the approved architectural, site and landscape plans to determine whether such work is in compliance with the approved plans and completed in a workman-like manner.

All inspections and/or operations required to be performed by persons other than ADC personnel shall be at the sole expense of the owner.

**IMPORTANT NOTICE:** Any change or deviation in the implementation of any improvement, or any portion thereof, from the approved plan **without prior written approval of the Committee** will result in the owner bearing the cost of corrections required to bring the work into compliance with the approved plans.

Upon failure of any improvement to pass the final inspection, such matter shall be referred to the Board of Directors pursuant to Article VIII, Section 8.06, of the Master Declaration.

## **SECTION 5.0 - TERM OF DESIGN REVIEW APPROVALS**

Site plan and architectural approvals granted by the Architectural Design Committee shall expire 365 days from the date of approval for new construction and alterations of existing structures. Construction must begin within said 365 days. If construction has not begun in that time, plans must be resubmitted to the committee for review/approval and an additional fee may be required. No extensions may be granted. For new residence construction, all work delineated on the approved plans must be completed within two (2) years of initial approval and in accordance with accepted construction practices. For alterations to existing structures, all work delineated on the approved plans must be completed within one (1) year of initial approval and in accordance with accepted construction practices. At the time plans are approved, the Committee may set a longer or shorter time period to complete construction. Owners/Applicants will be notified in writing of any ADC decision.

## **SECTION 6.0 - APPEAL OF ADC DECISIONS**

Elkhorn property owners may appeal ADC decisions to the SVEA Board provided the following conditions are met:

1. Appeal must be evidenced in writing
2. Appeal must be made within the following deadlines
  - Thirty days from date of ADC decision for applicant
  - Seven days from date of ADC decision for Elkhorn property owners.

## **SECTION 7.0 - ASSUMPTION OF CONSTRUCTION AGREEMENT OBLIGATIONS**

Upon the transfer of ownership of any property within Elkhorn at any point after the

**Construction Agreement** has been executed, and prior to final inspection it is required that the seller obtain the buyer's notarized signature on the existing **Construction Agreement** thereby signifying the new owner's assumption of, concurrence in and understanding of the obligations, requirements, and liabilities contained in said agreement.

## **SECTION 8.0 - COMPLIANCE**

Any alleged noncompliance of ADC rules, findings, determinations, policies, procedures, or any other facet of SVEA operations, which fall within the purview of the ADC, shall cause a violation notice, stop work order or other directive to be issued. Said violation notice, stop work order or other directive shall be dealt with by the appropriate authority (i.e., ADC, SVEA Field Manager, SVEA Violation Hearing Board, SVEA Board of Directors, etc.) and said authority shall be taken within the guidelines established by the Master Declaration, any applicable supplemental declaration, Elkhorn Restrictions or other appropriate authority.

## **SECTION 9.0 - DEFINITIONS**

Unless the context otherwise specifies or requires, the following words and phrases, when used in the Architectural Design Committee Manual, shall have the meanings hereinafter specified:

1. **ARCHITECTURAL DESIGN COMMITTEE (ADC)** - shall mean the Committee created pursuant to Article VIII of the Master Declaration, sometimes referred to as the DESIGN COMMITTEE or COMMITTEE.
2. **ATTACHED** - any structure, which shares a common wall with the main structure on the property or is connected to the main structure on the property by an enclosed walkway, corridor, or other structure.
3. **BOARD** - shall mean the Board of Directors of the Sun Valley Elkhorn Association, Inc.
4. **BUILDING ENVELOPE** - shall mean that area of a platted lot designated to contain the building footprint of any single-family dwelling proposed for or constructed on any lot. For purposes of determining the maximum total area of the lot, which the building envelope and building footprint may occupy, the owner must refer to the applicable portions of the Sun Valley Municipal Code 9-9-3 B as amended (see Schedule E attached).
5. **BUILDING FOOTPRINT** - is that area of a lot or parcel, which is within the perimeter created by a vertical extension to the ground of the exterior walls of all enclosed portions of a building, including attached garages and enclosed decks, porches, solariums and similar enclosed extensions, attachments, and accessory structures. Not included in the footprint are unenclosed portions or extensions of buildings, including but not limited to, unenclosed decks, porches, porte-cocheres, eaves, and roof overhangs.

The Committee may allow up to one-third of the building footprint to be built out of the envelope if it deems that the proposed improvement will not be detrimental to the surrounding area. Any building footprint more than one-third out of the envelope will require the granting of a variance by the Committee in accordance with Article VIII, Section 8.08, Master Declaration of Covenants, Conditions & Restrictions of Elkhorn at

Sun Valley.

6. CONTIGUOUS - shall mean properties sharing a common property boundary.
7. DWELLING, SINGLE FAMILY - shall mean a building including attached or detached carports and automobile garages, and designed to be occupied by and occupied not otherwise than by one family.
8. IMPROVEMENT - shall mean all structures and appurtenances thereto of every type and kind, including by way of example but not limited to, buildings, outbuildings, garages, carports, roads, driveways, parking areas, fences, screening walls, retaining walls, stairs, decks, landscaping, hedges, windbreaks, trees and shrubs, poles, signs, solar equipment, antennas, satellite dishes, recreational structures and equipment, light fixtures or structures, landscape berms, enclosures, play structures, and swimming pools.
9. PARKING SPACE - shall mean an automobile-parking stall containing a surface area of not less than 9' by 20' together with a means of ingress and egress from said stall. The dimensions of said ingress and egress for required parking spaces shall not be less than those specified in the latest edition of Architectural Graphic Standards.
10. SATELLITE DISH/ANTENNAS - ADC Chairman may review and approve satellite dish/antennas no larger than 18" in diameter. Larger satellite dish/antennas shall require formal ADC approval.
11. SITE COMPATIBILITY - Plans are evaluated by the Sun Valley Elkhorn Association Architectural Design Committee according to, among other things, the proposed structures compatibility to the site. This means taking into account significant existing site features such as, but not limited to, outcroppings, steepness, narrowness, water or wet areas, vegetation, access, orientation, and planning the improvement whenever possible in concert with those features.  
  
By way of example, a building site with a stream or wet area may require planning the structure in a way that avoids disturbing this characteristic. A sloped site may require a stepped foundation and different floor levels for the plan to remain compatible and in harmony with the existing topography.
12. STRUCTURE - includes buildings, signs, fences, and other improvements, or portions thereof, constructed, erected, built, installed, or placed upon a lot or parcel of ground.
13. SUBASSOCIATION - any individual condominium association within Elkhorn.
14. SVEA - shall mean the Sun Valley Elkhorn Association, Inc.
15. VARIANCE - shall mean a modification of the requirements of the Elkhorn Restrictions, including restrictions upon height, size, footprint, floor area, placement of structures, or similar restrictions, where circumstances such as topography, natural obstructions, hardship, aesthetic, or environmental considerations might require. The Committee pursuant to Article VIII, Section 8.08, of the Master Declaration, may authorize such variances.

16. VIOLATION HEARING BOARD (VHB) - shall mean the Violation Hearing Board created by Elkhorn Resolution #18.

**SUN VALLEY ELKHORN ASSOCIATION, INC.  
ARCHITECTURAL DESIGN COMMITTEE**

**REVIEW FEE SCHEDULE**

**SCHEDULE A**

1.	SINGLE \$750	FAMILY	RESIDENTIAL	PLANS
	When presenting plans for preliminary review, \$300 of the architectural review fee must accompany the submittal; the \$450 remaining balance must accompany the submittal for final plan review.			
2.	SINGLE FAMILY RESIDENTIAL REMODEL, ADDITION, OR ALTERATION			\$450
3.	DOG RUNS, FENCES, WALLS, SCREENS, LANDSCAPE ADDITIONS (depending on complexity of proposal), DECKS, MINOR EXTERIOR MODIFICATIONS AND ALTERATIONS			\$75- \$150
4.	REPAINTING EXTERIOR:	SAME COLOR COLOR MODIFICATIONS		NO FEE VARIES
5.	COMMERCIAL OR MULTI-FAMILY REMODEL, ADDITION OR ALTERATION, INCLUDING EXTERIOR COLOR MODIFICATIONS			VARIES
	(Hourly fee @ \$750/hour)			
6.	COMMERCIAL OR MULTI-FAMILY PROJECTS			VARIES
	The greater of: \$150 per dwelling unit <b>or</b> \$750 minimum fee ( <b>Plus</b> \$750 per hour above one hour)			
7.	SPECIAL MEETINGS BY REQUEST		VARIES	
	\$750 minimum plus \$750 above one hour in addition to the normal fee			

**NOTE:** FEES SHOWN ABOVE INCLUDE THE SITE VISIT, SITE PLAN AND ARCHITECTURAL REVIEW, AND SUBSEQUENT INSPECTIONS BY THE COMMITTEE OR ITS DULY AUTHORIZED REPRESENTATIVE.

FEES ARE FOR TOTAL AGENDA TIME NOT EXCEEDING ONE (1) HOUR. ADDITIONAL AGENDA TIME IS \$750/HOUR BILLED IN 1/4 HOUR INCREMENTS.

ALL FEES ARE NONREFUNDABLE.

Revised: July 6, 2001

**SUN VALLEY ELKHORN ASSOCIATION, INC.  
ARCHITECTURAL DESIGN COMMITTEE**

**COMPLETION DEPOSIT SCHEDULE**

**SCHEDULE A-1**

1.	SINGLE FAMILY RESIDENTIAL PLAN	\$1500.00
2.	SINGLE FAMILY RESIDENTIAL REMODEL, ADDITION, OR ALTERATION	\$1000.00
3.	COMMERCIAL OR MULTI FAMILY PROJECTS	\$1000.00 per unit

**NOTE:** All deposits will be refunded upon passing final inspection per Master Declaration  
Section 8.06

**AGREEMENT FOR CONSTRUCTION, LANDSCAPING, ADDITIONS, OR ALTERATION OF IMPROVEMENTS AT ELKHORN**

Sun Valley Elkhorn Association, Inc.  
Architectural Design Committee  
Box 1708, Sun Valley, ID 83353  
(208) 622-7420  
FAX (208) 622-3215

1. As an Elkhorn property owner, I/we certify that I/we have read the Elkhorn Restrictions (including applicable subdivision declarations), and the Design Committee Manual pertaining to construction or alteration of improvements at Elkhorn and that I/we fully understand the requirements of this submittal.
2. I/we understand that all inspections and/or operations required to be performed by persons other than ADC personnel shall be at the sole expense of the owner.
3. I/we understand that any change or deviation in the building, site, or any portion of the improvement from the approved plans must be resubmitted to the committee for approval prior to such change being made and that an additional fee may be required. I/we further understand that any deviations from approved plans in actual construction may result in an order for an immediate halt in construction and a restoration of the property and/or improvement to its original condition or to a condition in conformance with the approved plans.
4. I/we understand that it is the responsibility of the owner to bear the cost of any corrections required by the committee because of the failure of the owner to follow the plans as approved by the committee. I/we further understand that deviation from the approved plans is a violation of Elkhorn Restrictions which may cause, among other penalties more fully defined in said Elkhorn Restrictions, a special assessment of up to \$50 per day to be imposed for each day said violation continues, and/or loss of Elkhorn amenities and that all unapproved construction be brought into conformance with the approved plans.
5. I/we understand that all construction activities required to complete the work in accordance with approved plans shall be confined to the boundaries of the subject property and that I/we assume responsibility for any and all damage to adjacent properties caused by owner, contractor, subcontractor, or any persons connected in any fashion with work covered by this submittal.
6. I/we understand that approval for new construction or alteration of existing structures within Elkhorn is valid for 365 days unless a shorter period is set by the ADC at the time plans are approved. If construction has not begun in that time, plans must be

resubmitted to the committee for approval and an additional fee may be required.





**SUN VALLEY ELKHORN ASSOCIATION, INC.**

P.O. Box 1708

Sun Valley, ID 83353

Phone (208) 622-7420

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**ADC MANUAL SCHEDULE C**

**NOTICE**

**NOTICE TO AFFECTED PROPERTY OWNERS OF AN APPLICATION FOR  
SITE PLAN AND ARCHITECTURAL REVIEW**

**NOTICE IS HEREBY GIVEN** that the SVEA Architectural Design Committee will hold a meeting on \_\_\_\_\_ to consider the application of \_\_\_\_\_ for Site Plan and Architectural Review with regard to the following described property:

Street Address \_\_\_\_\_

Legal Description \_\_\_\_\_

The applicant proposes to construct the following: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Applicant is requesting a variance for: \_\_\_\_\_

Reasons supporting variance: \_\_\_\_\_

\_\_\_\_\_

**NOTICE IS FURTHER GIVEN** that the ADC meetings are held at the Harker Center, generally on the second Wednesday of every month. However, special meetings may be called when necessary. ***The meeting date as specified above may be postponed or changed to a later date. Please call to confirm the date.*** All interested parties should contact the SVEA office with questions, comments and requests for meeting details and agenda times. Written comments received prior to the meeting shall be made part of the record at the meeting. Plans and supporting documents are on file in the SVEA offices at the Harker Center.

DATED this \_\_\_\_ day of \_\_\_\_\_, 200\_\_

\_\_\_\_\_  
ADC Administrator

(Revised 7-3-03)

**SUN VALLEY ELKHORN ASSOCIATION, INC.  
ARCHITECTURAL DESIGN COMMITTEE**

**SCHEDULE D**

**Sign Design Standards and Restrictions**

1. **Permanent signs** (commercial, business, etc.) require formal architectural design review approval
2. **Banners/buntings/pennants and announcement flags** require formal architectural design review approval
3. **Temporary sales signs for vacant land or improved property** do not require formal architectural design review and approval provided the following conditions are met:
  - A. Size - 3 sq. ft. maximum
  - B. Only one sign is allowed per improved property or vacant lot
4. **Temporary Site Development** does not require formal architectural design review and approval, provided the following conditions are met:
  - A. Size - 32 sq. ft. maximum
  - B. Only one sign is allowed per development site, e.g., all subcontractor/job trailer/architect/builder, etc., signs shall be made a part of the single 32 sq. ft. sign
  - C. Colors - subdued and unobtrusive
  - D. Duration - This sign shall be removed by the owner/developer of the property within 10 days after notification of the completion of final inspection of the property (Section 4.4 ADC Manual)

**SUN VALLEY ELKHORN ASSOCIATION  
ARCHITECTURAL DESIGN COMMITTEE**

**SCHEDULE E**

**SUN VALLEY MUNICIPAL CODE 9-9-3 B**

Lot Coverage: For each lot in an RA or RS-1 District, the maximum total area of the lot which the building envelope and building footprint may occupy shall be determined in accordance with the following formula:

1. For lots of ten thousand eight hundred ninety (10,890) square feet or less (1/4 acre), a footprint of two thousand five hundred (2,500) square feet. (Ord. 202, 4-6-88)
2. For lots with areas greater than ten thousand eight hundred ninety-one (10,891) square feet, a footprint of two thousand five hundred (2,500) square feet plus one square foot for each additional twelve (12) square feet of lot area over ten thousand eight hundred ninety (10,890) square feet. (Ord. 333, 8-23-90)
3. For lots greater in size than eighty-three thousand two hundred one (83,201) square feet, the maximum allowable footprint shall be twelve percent (12%) of the lot area. (Ord. 219, 10-17-89)

**SUN VALLEY ELKHORN ASSOCIATION, INC.  
ARCHITECTURAL DESIGN COMMITTEE**

**EXTERIOR LIGHTING  
SCHEDULE F**

- 1.0 Intent – It is the intent of this schedule on exterior lighting to eliminate and prevent light trespass through the proper installation of lighting fixtures. All new exterior lighting shall not cause light trespass and shall be such as to protect adjacent properties within the jurisdiction of SVEA from direct glare, non-essential and excessive lighting. Homeowners are encouraged to modify existing exterior lighting to meet the intent of these guidelines.
- 2.0 Definitions:
- 2.1 Exterior Lighting is defined as temporary or permanent lighting that is installed, located or used in such a manner to cause light rays to shine outside. Fixtures that are installed indoors that are intended to light something outside are considered exterior lighting for the intent of these guidelines.
- 2.2 Direct Glare is defined as intense light that results in discomfort and/or a reduction of visual performance and visibility.
- 2.3 Non-Essential Lighting is defined as lighting that is not necessary for an intended purpose after the purpose has been served. Example: For purposes of these guidelines, lighting for a business sign that could be considered essential during business hours, however, is considered non-essential once the business is closed.
- 2.4 Light Trespass is defined as light falling where it is not wanted or needed, generally caused by a light on property that shines onto the property of others.
- 2.5 Seasonal Lighting is defined as decorative holiday type lighting, limited to small individual bulbs on a string, and is subject to time of year and hour of day requirements.
- 3.0 Fixture Design – All exterior lighting shall be limited to: a) full cut-off fixtures; b) partially shielded fixtures; and c) recessed fixtures, provided that they meet the requirements of Section 1.0 above and the definitions below for their intended purposes.
- 3.1 Full Cut-Off Fixtures are defined as fixtures, as installed, that are designed or shielded in such a manner that all light rays emitted by the fixture, either directly from the bulbs or indirectly from the fixture, are projected below a horizontal plane running through the lowest point on the fixture where light is emitted.
- 3.2 Partially Shielded Fixtures are defined as fixtures where the bulb of the fixture is shielded by a translucent siding and is not visible at all. Light may be emitted at the horizontal level of the bulb.

- 3.3 Recessed Fixtures are defined as fixtures built into a structure or portion of a structure such that the bulb is fully cut-off and no part of the bulb extends or protrudes beyond the underside of a structure or portion of a structure.
- 4.0 Landscape Lighting – The lighting of vegetation other than seasonal lighting is discouraged and shall be in conformance with the requirements of these guidelines. Up-lighting is prohibited.
- 5.0 Seasonal Lighting – Decorative holiday lighting used on the exterior of buildings and in plantings is permitted during the winter months from November 1<sup>st</sup> until March 15<sup>th</sup>, provided a timer is used to insure that the seasonal lighting is turned off by 11:00 p.m. each evening. The use of seasonal lighting shall be kept to a minimum so as to meet the intent of this Resolution.
- 6.0 Other – Sensor activated lighting that meets the requirements above is allowed, provided the light is set to go on when activated and to go off within five minutes after activation has ceased, and the light shall not be triggered by activity off the property. Photocells with timers that allow a light to go on at dusk and off by 11:00 p.m. are encouraged. Exterior lighting should not be used as a replacement for a security alarm system.