



PLAN AND CONSTRUCTION REVIEW PROCESS

Design and construction will be reviewed by the Mountainside Village Design Review Committee (DRC). Plan review will be in multiple steps. The following steps are the minimum.

- 1. Preliminary review submission & discussion.** This is an opportunity to informally benefit from the experience and insights of those who have worked with the Mountainside Village Lot Standards, Building Envelopes and Architectural Guidelines.
- 2. Review of plans.** This review is to include;
 - a. Drawings and submissions indicating site plan, appearance, structural systems, finish materials and colors of buildings. Submission templates are available.
 - b. Completed Energy Star compliance documentation and LEED-H score sheets. These are to be filled out by the applicant. Mountainside Village DRC will provide examples and assistance if requested. Two sets of plans shall be submitted for review; of which one signed set will be returned to the Builder or Homeowner.
 - c. The scheduled fee for design review. (\$100 base for 2007)

Written approval of drawings and designs is required before construction may begin. The approval of the DRC is required prior to application for the City of Victor building permit.

3. Construction review is to verify that the structure submitted is what is being built. Items of concern to the DRC are aesthetic and compliance with Energy Star and "Green Building" standards. Any significant variance from the approved plans shall be submitted to the DRC for review prior to constructing such variance from plans. Code compliance is the purview of local building inspectors, not the Mountainside Village DRC.

4. Post construction certification. Will provide the homeowner with documentation that all building requirements of the DRC have been met. Commendations for excellence and exceeding standards will be granted. High scorers with regard to architectural merit, green building and craftsmanship will be recognized each year.

Third party verification of compliance to the LEED-H standard is recommended but is not currently required. The DRC will respond to applications as quickly as possible. Review time is expected to be one to two weeks. Complete applications will speed review. If approval is not granted in 30 days the application shall be deemed to not be approved.