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***DEVELOPMENT REVIEW COMMITTEE (DRC)  
BUILDING PLANS AND APPLICATION SUBMISSION CHECKLIST***

Lot # \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Applications will not be accepted unless **ALL** information required by this application is reviewed and completed as required for the Preliminary or Final Design Reviews.

- It is the Owner's responsibility to read and comply with the Teton Springs Master Development Guidelines and Mountain Meadows-Association Guidelines or Cabin Sub-Association Guidelines, if applicable (located here: <https://www.tetonspringshoa.com/drc-guidelines-builders-info/>); this includes the Owner's architect/designer and build contractor.
- The checklists included in this application are provided to ensure the Owner's understanding of the Tetons Springs design and construction requirements; the Owner must acknowledge their understanding of each checklist item with a checkmark.

**Note:** The DRC is not responsible for identifying additional deficiencies not specified by the Owner in section 6.2 (Areas of Non-Compliance) at the Preliminary or Final Design Reviews. Additional deficiencies may be identified at the final property inspection (section 3.11) when the construction and landscaping have been completed and inspected by the DRC.

- Submission of complete building plans bearing Teton County Building Permit Stamp.

**Building Envelope** Refer to Section 2 of Master Guidelines

Each homesite has a defined building envelope. The building envelope is recorded on the building envelope map with Teton County, ID. These conditions comprise the three-dimensional volume of the building envelope and establish the area with which all structural improvements must be built, including roof overhangs. Initial \_\_\_\_\_

# Application Checklist

## **Building Plans** Refer to Section 1 of the Master Guidelines

- ☐ Elevations with all dimensions and all materials
- ☐ 3-D Colored Renderings – Final Review
- ☐ Gross floor area calculations for all levels
- ☐ Garage floor area
- ☐ Floor plans with all dimensions wall (verify wall lengths Section 1.8)
- ☐ Building Height calculation shown (Section 1.2)
- ☐ Address with light marker shown on elevations.
- ☐ Roof plan with pitches, dimensions, and overhangs (verify eave and roof pitch lengths Section 1.6)
- ☐ Exterior Lighting Plan

## **Site Plan** Refer to Section 2 of Master Guidelines

- ☐ Site Plan must be to scale and have dimensions for all required elements.
- ☐ Building envelope must be shown within lot with all dimensions.
- ☐ All structures/structural elements must be shown.
- ☐ Property lines and easements
- ☐ Site topography if applicable
- ☐ Site drainage, grading and erosion control plan
- ☐ Existing and finished grade.
- ☐ Driveway, garage access and guest parking dimensions
- ☐ Snow storage
- ☐ All utilities shown.
- ☐ A/C location and screening.
- ☐ Retaining walls with materials and dimensions shown (if applicable).
- ☐ Any proposed outdoor features i.e., firepits, water features, benches, walls etc.

## **Landscape Plan** Refer to Section 2 of Master Guidelines

### **Preliminary Landscape Plan**

- ☐ Site plan that includes building envelopes, easements, and topography (if applicable).
- ☐ Adjacent landscaping, view corridors and shows the theme for the final landscape plan.

### **Final Landscape Plan**

- ☐ Plan to scale with name of landscape designer.
- ☐ Building Envelope, utilities, easements, and topography
- ☐ Adjacent landscaping on developed lots.
- ☐ Identification of existing vegetation.
- ☐ Calculation for required landscaping.

- ☐ Landscape key listing species, quantity, and size of all proposed vegetation.
- ☐ Hardscape areas shown with materials noted.
- ☐ Ground cover materials noted.
- ☐ Retaining walls with materials and dimensions shown (if applicable).
- ☐ Any proposed outdoor features i.e., firepits, water features, benches, walls etc.
- ☐ Irrigation plan.
- ☐ If property is located within the Mountain Meadows or Cabins neighborhoods, please refer to the specific neighborhood Guidelines for any additional requirements.

**Materials Sheet** List manufacturer, style name and color

- ☐ Siding
- ☐ Stone
- ☐ Trim
- ☐ Fascia
- ☐ Roofing
- ☐ Windows
- ☐ Garage Doors
- ☐ Exterior Doors
- ☐ Exterior light fixtures
- ☐ Hardscape materials
- ☐ Decking
- ☐ Railing
- ☐ Physical material mockup

**Exception Request**

- ☐ Section in Master Guidelines \_\_\_\_\_
- ☐ Section in Neighborhood Guidelines \_\_\_\_\_
- ☐ Summary of hardship. *Please attach.*
- ☐ Proposed mitigation for exception. *Please attach.*

\_\_\_\_\_  
Signature of Lot Owner or applicant

\_\_\_\_\_  
Date

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Each application for Design Review will be evaluated on its own unique and individual merits and as such, there are no precedents for approvals by the DRC and/or HOA Board. An owner, architect, or other professional shall apply the current Design Requirements in their entirety when preparing an application without comparison to existing residences.

\_\_\_\_\_  
Signature of Lot Owner or applicant

\_\_\_\_\_  
Date

## **APPLICATION FEES:**

In order to defray the expense of reviewing plans and related data, and to compensate any consulting architects, landscape architects, and other professionals, the Covenants establish submission fees payable each time an application is made to the DRC. These fees shall be paid prior to the Pre-submission Conference.

1. New Construction - \$7,500.00  
- This fee covers a total of three meetings, the Pre-Submission, Preliminary Design Review and Final Design Review.
2. Major Addition - \$7,500.00  
- This fee covers a total of three meetings, the Pre-Submission, Preliminary Design Review and Final Design Review.
3. Minor Addition - \$3,000.00  
- This fee covers a total of three meetings, the Pre-Submission, Preliminary Design Review and Final Design Review.
4. Remodel - \$1,000.00  
- This fee covers a total of three meetings, the Pre-Submission, Preliminary Design Review and Final Design Review.
5. Additional Meetings - \$1,000.00 per additional meeting after three meetings  
- This fee shall be paid prior to each additional meeting
6. Landscape and Small Architectural Changes - \$350.00  
- This fee covers one meeting to review and approve the landscape and architectural changes.

These fees are subject to revision annually.

Initial \_\_\_\_\_

## **ADDRESS MARKERS:**

Address markers for all homes and cabins, except homes on Estates sites, shall be of a standard type and shall be obtained from the Homeowner's Association. \$220.00 shall be paid during the DRC process to the HOA for the purchase of the approved marker. Upon completion of construction of the home or cabin, the HOA will deliver to the owner, the address marker to be mounted in the area located on the approved elevation plan submitted to the DRC. The marker must have downlighting as approved on the elevation and/or exterior finishes plan submitted to the DRC.

Initial \_\_\_\_\_

## **WATER AND SEWER:**

After the DRC approves an owner's Final Design, and prior to commencing construction activity, please contact John Pinardi of Teton Water and Sewer to finalize your water and sewer installation. Teton Water and Sewer: 208 354-0256 [TetonWS@silverstar.com](mailto:TetonWS@silverstar.com)

Initial \_\_\_\_\_

**IRRIGATION WATER:**

After the DRC approves an owner's Final Design, please remit a check for the irrigation hook up. The hook up fee is \$1500(home site and cabin lots). Please remit payment to Grand Teton Property Management. Please make check payable to the Bronze Buffalo Ranch  
If you have questions regarding irrigation please contact, BBR Accounting at [accounting@bronzebuffaloranch.com](mailto:accounting@bronzebuffaloranch.com)

Initial \_\_\_\_\_

**PERFORMANCE DEPOSITS:**

After the DRC approves an owner's Final Design, and prior to commencing construction activity, the Owner shall deliver a Performance Deposit to the DRC, as security for the Owner's full and faithful performance of the construction activity in accordance with its approved final plans, the Master Development Guidelines and Master Declaration of Protective Covenants, Section 4.17. Legal fees to enforce compliance of the Development Guidelines are subject to being withheld from the performance deposit. The amount of the Performance Deposit shall be \$55,000, \$50,000 refundable, and \$5,000 is a non-refundable impact fee for new construction and major additions. The amount of the Performance Deposit shall be \$25,000, \$20,000 refundable, and \$5,000 is a non-refundable impact fee for minor additions.

Initial \_\_\_\_\_

\_\_\_\_\_  
Signature of Lot Owner

\_\_\_\_\_  
Date

## Design Review & Approval Checklist

Please fill in **ALL** information:

LOT OWNER(S): \_\_\_\_\_

LOT NUMBER: \_\_\_\_\_ STREET ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE (CELL): \_\_\_\_\_

Email Address \_\_\_\_\_

### Design Character

Describe: \_\_\_\_\_

#### Exterior Materials:

Walls: \_\_\_\_\_

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

Trim: \_\_\_\_\_

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

Fascia: \_\_\_\_\_

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

Roofing: \_\_\_\_\_

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

Exterior Doors: \_\_\_\_\_

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

Garage Door: \_\_\_\_\_

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

Windows: \_\_\_\_\_

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

(Please submit all material samples with colors applied.)

### Building Design

Lot Area: \_\_\_\_\_ Acres  
\_\_\_\_\_ Square Feet

Floor Area: \_\_\_\_\_ 1st Floor  
\_\_\_\_\_ 2nd Floor  
\_\_\_\_\_ Garage

Building Height & Ridge: \_\_\_\_\_

Initial \_\_\_\_\_

**GENERAL CONTRACT/BUILDER  
INFORMATION SHEET**

*To be completed by the General Contractor/Builder only*

Company name: \_\_\_\_\_  
Owner: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
  
Jobsite Street Address: \_\_\_\_\_  
Lot Owners: \_\_\_\_\_  
  
General Contractor/Foreman: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_

I, \_\_\_\_\_ (Name of General Contractor/Builder) have been provided with a copy of the Teton Springs' CC & Rs by the lot owners. I understand that I am required to comply with the CC & Rs and the LOT OWNER/BUILDER INFORMATION and am required to ensure that my employees and my sub-contractors follow these documents at all times. If the CC & Rs and the LOT OWNER/BUILDER INFORMATION are not followed, the lot owner will be subject to fines, and I may lose my future privileges to work within the Teton Springs Subdivision.

\_\_\_\_\_  
Signature of General Contractor/Builder

\_\_\_\_\_  
Date

**NOTICE REGARDING REVISION OF APPROVED DESIGN PLANS**

THIS IS AN IMPORTANT NOTICE REGARDING THE PLANS THAT THE TETON SPRINGS HOA APPROVES REGARDING CONSTRUCTION, LANDSCAPING AND/OR CHANGES TO YOUR PROPERTY. ONCE YOUR PLANS ARE APPROVED BY THE DEVELOPMENT REVIEW COMMITTEE YOU MAY NOT MAKE ANY CHANGES TO THE PLANS AND ALL CONSTRUCTION MUST BE MADE IN CONFORMANCE WITH SUCH APPROVED PLANS.

ANY CHANGE TO THE PLANS OR DEVIATION FROM THE APPROVED PLANS MUST BE APPROVED IN WRITING BY THE DEVELOPMENT REVIEW COMMITTEE PRIOR TO CONSTRUCTION, LANDSCAPING AND/OR CHANGE.

YOUR FAILURE TO RECEIVE SUCH PRIOR WRITTEN APPROVAL WILL RESULT IN ADDITIONAL COSTS ASSESSED AGAINST YOUR PROPERTY, THE POTENTIAL FOR THE LOSS OF SOME OR ALL OF YOUR PERFORMANCE DEPOSIT, THE POSSIBLE STOPPAGE OF YOUR CONSTRUCTION, LANDSCAPING AND/OR CHANGE AND THE POTENTIAL FOR THE HOA TO SEEK TO OBTAIN A COURT ORDER REQUIRING THAT YOU COMPLY WITH THE DEVELOPMENT GUIDELINES.

I HAVE RECEIVED A COPY OF THIS NOTICE. I UNDERSTAND THE NOTICE'S INTENT AND PURPOSE AND WILL COMPLY FULLY WITH ITS DIRECTIONS.

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PROPERTY OWNER SIGNATURE – DATE

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BUILDER/GENERAL CONTRACTOR SIGNATURE - DATE