



RIVER VALLEY RANCH

Important Design and Construction Deadlines

Courtesy Notice

River Valley Ranch has a policy of notifying adjacent and abutting property owners when a new Preliminary Submittal has been received and reviewed. They have 14 days to schedule an appointment with the DRC Administrator to review your Preliminary Plans and offer any comments. All comments received are non-binding upon Staff, the DRC, the DRC Administrator and/or the Executive Board of Directors.

Building Permit

Prior to beginning any construction, the Applicant must obtain a Building Permit from the Town of Carbondale and provide a copy to the DRC Administrator. A Pre-Construction meeting must be scheduled and conducted with the DRC Administrator before starting **any** building activity on the site. A Performance Damage Deposit of \$50,000 will be required at the Pre-Construction meeting.

Preliminary Approval Term – Six Months

Per Section **7.20: Six Month Delay**: of the RVRMA Design Guidelines, “Within six-months after the initial Preliminary Design review meeting, the Owner must initiate the Final Design Review process by submitting a Design Review Request Form together with the required final documents. Should more than six months lapse between the preliminary and final submission, the DRC may require the owner to resubmit for preliminary review.”

Final Approval Term – One Year

Per Section **7.26: Term of Approval** of the RVRMA Design Guidelines, “Final approval is valid for one year. Should more than a year lapse, the Owner must resubmit for approval and pay the necessary re-submission fees. If necessary, the DRC can require that the process be started at the beginning.”

Pre-Construction Requirements

Prior to beginning any construction, the Applicant must obtain a Building Permit from the Town of Carbondale and provide a copy to the DRC Administrator. A Pre-Construction meeting must be scheduled and conducted with the DRC Administrator before starting any building activity on the site. A Performance Damage Deposit of \$50,000 will be due at the Pre-Construction meeting.



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Construction Window – 24-Months

Per Section **4.15: Prosecution and Completion of Work after Approval** of the RVRMA Design Guidelines, “All Improvements approved by the Design Review Committee, shall be completed, including issuance of a Certificate of Compliance and the removal of all construction equipment, materials and debris within twenty-four (24) months from the date of approval of such Improvements by the Design Review Committee...”

Occupancy: Certificate of Occupancy/Certification of Compliance

Per Section **3.5: New Construction Required: No Temporary Buildings or Occupancy** of the RVRMA Master Declaration, “No completed residence on a Lot shall be occupied in any manner until all provisions of this Master Declaration and of the Master Design Guidelines and all conditions of development approval have been complied with, and a Certificate of Compliance has been issued pursuant to Section 4.17 below.

Per Section **4.17: Certificate of Compliance (d)** of the Third Amendment to the RVRMA Master Declaration, “When the Design Review Committee is satisfied that the Improvements have been completed in accordance with the approval granted by the Committee and with the Design Guidelines and a Certificate of Occupancy has been issued by the Town of Carbondale, it shall issue to the Owner a Certificate of Compliance with respect to said Improvements. No newly constructed residence on a Lot shall be occupied until a Certificate of Occupancy, as required by the Town of Carbondale, has been issued.”

Occupancy: Primary Residence/ADU

Per Section **4.13: Ancillary Structures** of the RVRMA Design Guidelines, “Construction can be phased but the primary component of the home must be completed first. Accessory Dwelling Units may not be constructed in advance of the main house.

Compliance Responsibility

It is the responsibility of the property Owner and their representatives to understand and comply with the design, construction, approval, and other relevant requirements established in the River Valley Ranch Master Association Master Declaration, Design Guidelines and other governing policies. DRC Administrative staff is available to answer questions and provide direction.

Available Resources

You can access DRC Review forms and information at: <https://rvrma.org/meet-the-team/design-review/> . DRC Administrative staff can be contacted at jessica.hennessy@rvrma.org or 970.963.6300.