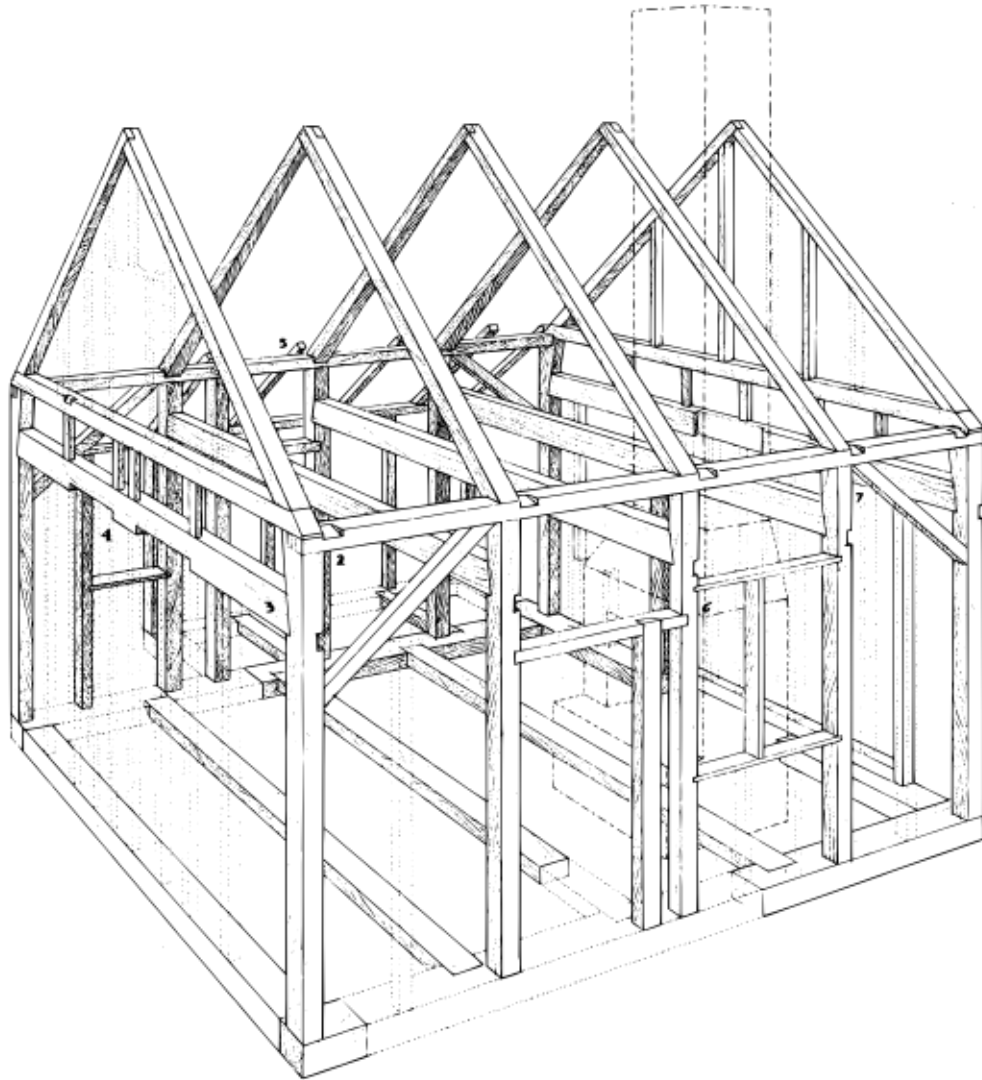


# San Juan River Village Property Owners Association Architectural Guidelines

Revised May 2020



# What is the purpose of this document?

The primary goal of these guidelines is to help San Juan River Resort (SJRR) a.k.a San Juan River Village (SJR) property owners build the home or structure that fits their needs and desires, while following the SJRV Protective Covenants and the Rules and Regulations established by the SJRV Property Owners Association (SJR POA). The POA Board has established these guidelines to clarify the application and construction process so that the Protective Covenants are followed, the applicant and adjacent property owners are content, and no future conflicts will arise. The POA Board wishes to help maintain and enhance the beauty of the area and the property values of SJRV.

## First Steps Before Building

- **Plan Ahead.** Plan well in advance of your anticipated start date for construction, to get all necessary permits and documents required! A timeline for you to follow is in this document. You may contact the POA Architectural Committee (contact information is on the last page) for questions and suggestions to make the process flow as smoothly as possible.
- **Obtain a Permit from Both San Juan River Village POA and Archuleta County.** Prior to any excavation or construction of any structure or improvements within SJRV, a building permit must be obtained from the SJRV POA Board, and when it is obtained, then application can be made to the Archuleta County Building Department (970-731-3877) for the county permit.
- **Apply to the SJRV Metro District.** The San Juan River Village Metro District must receive an application at least 60 days (contact information is on the last page) before needing water and sewer hook-ups. The Metro District is also in charge of driveway access to roadways within SJRV and should be contacted regarding culverts.
- **Contact Utility Companies.** Utility companies get especially busy during the summer building season, so make your applications for services for your project well in advance of your anticipated start. You

may want electricity at your site for the builder when they are ready to start!

- **Get a Soil Analysis.** Soils in SJRV may have high clay content. Before designing the foundation for your project, a soils analysis should be done. This will provide the information required to design a good foundation for your project and save countless problems later.
- **Plan for Weather.** Remember that winter can come early and last a long time at this altitude. Please begin your planning and application process as early as possible so that your building process is not slowed down by our unpredictable weather.
- **Ask for Advice.** Building in the mountains presents unique challenges, and requires special design considerations. Feel free to get ideas and advice about building in this beautiful area from the POA Board, the Architectural Committee, and your friends and neighbors who live here. They may be able to help you build a more comfortable and problem free home.

## Which projects need a permit from the POA?

All homes and garages require POA Board approval and a building permit prior to construction.

All other building or property improvements must be reviewed by the SJRV Architectural Committee to determine whether a permit from the POA is required. This includes:

- Excavation
- Construction of any buildings (including storage structures)
- Fencing
- Decks
- Exterior painting and roofing (if color changes are made)
- Remodeling (if the exterior appearance of an existing building will be changed)

If the Architectural Committee determines that a permit is required, the property owner must complete an application and submit all required plans,

other documents, and fees prior to starting the project. The Architectural Committee will then review the project to determine if it meets the Protective Covenants and the Building Guidelines established by the POA Board, and make a recommendation to the Board for a permit.

## Timeline

**First of the Month:** Complete and submit an application to the SJRV POA Architectural Committee by the first of the month, so that the Board has time to add it to the agenda for their meetings on the second Tuesday of every month.

**Second Tuesday of the Month:** Unless the SJRV POA Board meeting has been cancelled or postponed, the board will make a decision regarding architectural applications during their regular Board meeting on the second Tuesday of every month. If the application is denied, the applicant has *30 days* to appeal.

**After Receiving Letter of Approval from SJRV POA:** You may submit an application with your plans to the Archuleta County Building Department after you receive a letter of approval from the SJRV POA.

**One Year After Receiving a Permit from SJRV POA:** Your permit will expire after one year. Written requests for extensions may be granted by the Board provided that the project is in compliance with the plans and specifications originally presented and the applicant has a legitimate reason for needing an extension.

## Definitions

**Living Area** – The enclosed living area as measured from the outside surface of the outside walls. Porches, garage space, and storage areas outside the garage or residence firewall or firefloor are excluded. Lofts and second floor areas which have a ceiling height of less than five (5) feet are not considered as part of the living area.

**Substantially Complete** – A building on which the roof is complete, all windows and doors are installed, exterior siding and trim are finished and

painted or stained, a driveway is complete, and the lot is cleared of materials and construction debris.

**Setbacks** - The minimum distance from the furthest projection of the roofline or any part of a structure, building, or improvement to the closest property line.

**Mountain Style Home** – Referred to in Section 7, paragraph (a), in the Amended Declaration of Protective Covenants, filed 01/15/1991, as the type of home which is acceptable within SJRR. See standards below.

## **Architectural Standards**

**General** – All structures must meet the standards described in the Declaration of Amended Protective Covenants (filed 01/15/91), the Building Guidelines approved by the POA Board, and all building codes currently in use by the State of Colorado and Archuleta County.

**Living Area Requirements** – Each housing structure must contain a minimum of 1200 square feet. Multiple story units shall contain a minimum of 800 square feet on the ground floor. No structure shall be permitted that exceeds 5000 square feet.

**Setbacks** – No part of a home or structure may be placed closer than 10 feet to any side lot line or 30 feet from the front or back lot line. Minimum rear setback will be 15 feet for property adjoining the National Forest.

**Maximum Coverage** - No building or structure shall be constructed that covers more than 55% of the total lot area.

**Maximum Height** - No structure shall exceed 37 feet in height from finish grade level to the top of the roof on the side of the building facing a street.

**Architectural Style** – The Protective Covenants require that all structures be built in a mountain style. The following standards for “mountain style home” have been approved by the POA board:

**Architectural Harmony** – Homes with radically dissimilar or non-compatible designs to existing homes in the area such as geodesic domes, those constructed on pedestal supports, or designs which do not

conform to the standards for a “mountain style home” as listed in this section will not be approved.

**Foundation** - Exposed concrete or steel foundation and structural supports must be finished with stucco or stone. Large expanses of foundation, such as on steep lot installations, must have design details to provide an attractive appearance.

**Entryway** - Homes must feature a prominent covered entryway with exposed beam or log accents incorporated into the porch and/or roof structure.

**Roof** - Roof designs should take into consideration where snow will fall and be piled during winter, allowing access to entryways and garages. A minimum pitch of 5 in. in 12 in. is required. The roof is required to **overhang** the finished exterior walls a minimum of 18" at the eaves and gable ends (measured horizontally). Some exceptions may be made on an individual basis for small roof sections (such as small dormers) where it has a better appearance with smaller overhangs.

Metal roofing in natural dark colors is recommended. Dimensional asphalt shingles in natural dark colors are acceptable. All extensions from the roof such as chimneys, flues, vents, gutters, skylights, etc. must be located and finished to complement the other elements of the exterior finish.

**Exterior Finish** – Wood siding and trim details with earth tone colors are preferred. Simulated wood products are allowed, but must be finished as above for a natural appearance. Vinyl and panel type siding is not allowed. Stucco and stone veneers are acceptable, but must include timber, log or wood details. 100% stucco southwest style homes are not acceptable.

**Colors** – Earth tone colors are preferred and must be consistent on all structures located on the property.

**Details** – Structural steel and railings must have wood details and coverings. The entire structure must be finished with consistent, complimentary materials and details.

**Exterior Lighting** – All exterior lighting must conform to the Dark Sky Ordinance as required by Archuleta County Land Use Regulations (Section 25) to minimize light spill onto adjacent properties. See County Regulations for a full description of acceptable exterior light fixtures.

**Temporary Housing** – Trailers, mobile homes, or other temporary housing may only be used for living quarters during construction and only for a period not to exceed six (6) months. Extensions may be granted by the POA Board upon written request.

**Additions and Detached Buildings** – Guest homes, garages, storage or other buildings must meet all the same architectural standards, except for Living Area Requirements. Greenhouses will be considered on a case by case basis because of their unique characteristics.

**Repairs & Remodeling** – Interior repairs and remodeling of an existing structure do not require POA Board approval. Any repairs and remodeling affecting the exterior appearance of any structure requires a permit.

**Repainting & Staining** – Repainting and staining does not require a permit if the color is to remain the same. If a change in exterior colors is planned, color samples must be approved by the Architectural Committee prior to repainting. A permit fee will not be required.

**Excavation** – No excavation for drainage, driveways, utilities or foundations may be done without first being approved by the POA Board.

**Fencing** – A current survey of the property must be provided to the POA Board before a fence can be approved.

## Permit Application Procedure

All the following items must be submitted before the permit application can be acted upon. Once the application is approved and a permit has been issued, both the County and SJRV Building Permits must be posted in a prominent location at the building site.

**Application Form** – The application form included in this document must be completed and submitted as part of the application package.

**Plan Requirements** – One complete set of plans in printed form must be submitted. This set will be returned to the applicant upon approval or denial of the permit request. In addition, digital files in pdf format must be submitted. Should standardized plans be used, any changes, deletions, or additions by the applicant must be clearly indicated in ink and initialed on both sets of plans.

Plans must include the following:

- Floor plans drawn to scale in ¼" = 1' scale, with dimensions
- A minimum of four (4) elevations of structure clearly indicating types of exterior finish materials and all roof pitches.
- Samples and color charts indicating exterior color and finish material selections

**Improvement Location Certificate** – Two copies of an Improvement Location Certificate (ILC) must be submitted with the permit application. If improvements are located less than three (3) feet from the minimum setback requirements (including any approved setback variance) an additional ILC is required after forms are set, but before concrete is poured, to verify the location. It is the builder and owner's responsibility to get this additional survey and to contact the chair of the Architectural Committee or POA Board to verify, before concrete is placed. The ILC must be prepared and stamped by a Professional Land Surveyor as defined in Colorado Statute 12-25-202.

**Owner and Contractor's Agreement** – The completed Owner and Contractor's agreement must be submitted along with the permit application package.

**Application Fee** – Payment of the application fee (as set by the POA Board), currently set at \$35.00, must accompany the application. Checks should be made payable to San Juan River Resort POA.

## Variances

If a variance from the Protective Covenants or Building Guidelines is requested, it is recommended that the request for variance be made as soon as



possible before final completion of your plans. This could save a great deal of expense should the variance be denied.

**Variance Requests** – All requests to vary from the Covenants or Building Guidelines must be made in writing and must include a reason for the request and adequate information, i.e. plats, plans, drawings etc. for the Architectural Committee and POA Board to make a judgment regarding their merit.

**Comment Period** – If a building setback variance is requested, all adjacent property owners, including those across the river, roadways, and/or common areas, must be notified of the request for variance, and the pertinent information from the application will be made available for review. Comments will be taken and will weigh in the POA Board’s decision to grant or deny the variance. Variance requests will require a minimum of two weeks to allow for notification of adjacent property owners and a reasonable comment period.

**Approval or Denial** - Will be in writing, and a permanent record of the variance will be kept in the POA records. A variance will not be granted if it is deemed by the Board to be inconsistent with the intent and purpose of the Protective Covenants or if it is detrimental or injurious to other property owners within SJRV.

## Disclaimer

**Existing Structures** – While the Protective Covenants have remained the same, the rules and guidelines established by the SJRV Board have been amended from time to time over the years. Prior project approvals **absolutely do not** establish continuing precedent. Just because a structure or condition exists within the SJRV does not mean it is acceptable or that a similar structure or condition will be approved by the Board.

## Contact Information

**Architectural Committee Chair:** Jeff Hester

**Submit Questions, Application, and Plans to:** [SJRVArchitectural@gmail.com](mailto:SJRVArchitectural@gmail.com)

**SJRV Metro District Hook-Up Applications can be found at:**  
[www.sanjuanrivervillage.com](http://www.sanjuanrivervillage.com)



# San Juan River Village Owners & Contractors Building Agreement

The owner and contractors agree to abide with the SJRV POA Building Guidelines and the Covenants, Rules & Regulations, and Stipulations below:

## Contractor Agreement:

1. The Contractor agrees that he/she has read, understands, and agrees to abide by the SJRV POA Covenants, Rules & Regulations, Guidelines, and Stipulations, and will be responsible to ensure that all of his/her subcontractors and employees comply. Fines will be assessed according to the POA Rules & Regulations Guidelines and fines for noncompliance will be the responsibility of the property owner.
2. The Contractor acknowledges that the speed limit on all San Juan River Village roads is 15 mph and agrees to comply, and will require all subcontractors and employees to comply with the speed limit. Speeding violations are subject to fines set out in the rules and regulations as set by the SJRV Metro Board.
3. The Contractor agrees that all structures built or placed in SJRV shall comply with the most recent applicable edition of the Uniform Building Code (UBC).
4. The Contractor agrees that all excavated materials, construction materials, tools, and equipment shall be kept within the boundaries of the property on which the contractor is working. The Contractor agrees that the roadway will not be used for vehicle parking, portable toilets, shipping containers, and/or any other materials.
5. The Contractor agrees that if the roadway needs to be used and may affect traffic, then the Contractor will notify the POA, Metro District, and all affected homeowners at least 24 hours before the roadway is used. The Contractor must receive approval from the Metro District before proceeding. If approved by the Metro, the roadway cannot be blocked for more than four (4) hours.
6. The Contractor agrees that no open burning by the contractor at the building site will be permitted without a burning permit issued by the appropriate County agency.
7. The Contractor agrees that all construction debris shall be removed from the building site and be properly disposed of in a timely manner.
8. The Contractor agrees that an enclosed self-contained portable toilet is required on site prior to construction on all projects where there is not an existing working bathroom.
9. The Contractor agrees that per SJRV Protective Covenants the exterior of the project must be complete and construction waste cleaned and removed within one (1) year from the commencement of construction.
10. Should a stop work order be issued by the SJRV Architectural Committee, Contractor agrees to cease work until the issue has been resolved and the stop work order is rescinded.

## Owner Agreement:

1. The Owner agrees that he/she has read, understands, and agrees to abide by the above provisions, Covenants, Rules & Regulations, Guidelines, and Stipulations of the SJRV POA.
2. The Owner grants permission to the SJRV POA Board and its representatives to access the property to assure that the building being constructed conforms to the Application and Plans submitted and approved by the SJRV POA Board.
3. The Owner agrees to pay any fines assessed to the property by SJRV Metro or SJRV POA, if a hearing determines that a violation has occurred.
4. The Owner understands that in the event that legal action is required to enforce the terms of this agreement, or any of the terms contained in the Covenants, Rules and Regulations, Guidelines, and Stipulations, and if the legal action prevails, the Owner will be required to pay reasonable attorney fees and costs incurred by the SJRV POA.

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor's Signature

\_\_\_\_\_  
Date



Property Owner's Name (Print)

Contractor's Name (Print)

# San Juan River Village POA Application for Building Permit

<p align="center"><b><u>Owner Information</u></b></p> <p>Name: _____  Mailing Address: _____  _____  _____  Email Address: _____  Home Phone: _____  Cell Phone: _____  Alternate Contact: _____  _____</p>	<p align="center"><b><u>Architectural Standards</u></b></p> <p>Living Area Square Footage on:  Basement Level: _____  Ground Level: _____  Second Level: _____  Total Living Area: _____</p> <p>Garage Square Footage: _____</p> <p>Siding Material: _____  Siding Color: _____</p> <p>Trim Material: _____  Trim Color: _____</p> <p>Roof Material: _____  Roof Color: _____  Roof Pitch of least sloped portion of roof  is _____ inches x 12 inches.</p> <p>Exposed Foundation Finish Color:  _____  Material: _____</p>
<p align="center"><b><u>Project Information</u></b></p> <p>Project Street Address: _____  _____  _____  SJR Unit #1 or #2 (Circle One)  Lot #: _____  Project Description: (Circle One)  House    Garage    Storage Building  Other: _____  Estimated Start Date: _____  Estimated Completion Date: _____</p>	<p align="center"><b><u>Attachments Checklist</u></b></p> <p align="center">All are required.</p> <p>_____ Two complete sets of plans  _____ Two copies of ILC  _____ Owner/Contractor Agreement  _____ Color Samples  _____ \$35.00 Application Fee</p>
<p align="center"><b><u>Contractor Information</u></b></p> <p>Contractor Address: _____  _____  _____  Email Address: _____  Office Phone: _____  Primary Contact Name: _____  _____  Phone: _____</p>	<p>The undersigned certify they have read and will abide by all the Covenants, Rules and Regulations, and Building Guidelines of San Juan River Village POA, as well as the Rules and Regulations of the San Juan River Village Metro District.</p> <p>_____</p>



Property Owner's Signature	Date
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