

SKYRIDGE

MOUNTAIN COMMUNITY

Home Design and Building Steps

Pre-Design Meeting

The Owner and their Architect/Designer will meet with ARC representative for a Pre-Design Conference prior to starting the design development of their Homesite Plans. If your Architect/Designer is not on the approved list, please apply for approval prior to scheduling a pre-design conference. Please also complete the Owner Contact and Consent form found on our website so that we can create a project in the system and send your Architect/Designer log in credentials for our homebuilding portal.

Submit Compliance Plan Application

The Compliance Review ensures that plans encompass and adheres to all SkyRidge Architectural Guidelines as well as assists in preparing your plans for Preliminary review with the full Architectural Review Committee. The assigned reviewer will assist your team throughout the review process. *Compliance approval is valid for six months from the date issued by the ARC.*

Submit Preliminary Plan Application

Once preliminary plans are reviewed and approved by the assigned reviewer, your team will receive a Zoom invitation to present plans to the full ARC committee. Plans will be reviewed by the committee. If major issues are found, the submitting Architects/Designer may be required to revise plans and present revisions to the committee at the next meeting. If the submission is approved by the full committee, you will be invited to submit final plans for approval. *Preliminary approval is valid for six months from the date issued by the ARC.*

Submit Final Plan Application

Final plans will be reviewed by the assigned ARC Member. If all requested revisions have been made, the reviewer will grant approval to develop and will stamp your plans. A copy of the ARC stamped plans must always be kept on the job site. *The ARC approval to develop a homesite design shall be valid for 12 months from approval date.*

Pre-Construction Conference

You will receive an invoice for your Performance Deposit and Voluntary Lien paperwork when you submit final plans. Once the ARC receives confirmation of payment and execution of lien, you will receive ARC Stamped Final Plans and can schedule a Pre-construction conference at the job site.

Wasatch County Permitting

A Wasatch County Building Permit must be obtained within 12 months of Final Plan Approval or plans must be resubmitted to the ARC. An electronic copy of the stamped permitted set of plans must be provided to SkyRidge Mountain Community association through Coopers HOA Management.

Home Construction

The site will be monitored by the HOA for compliance with construction regulations and by ARC representatives to ensure that the home is being built in accordance with the ARC stamped plans. If you wish to make changes to the design, please submit those changes to the ARC for approval prior to construction. You must keep an exterior finish materials board in the garage accessible to ARC site reviewers with the approved finish materials sheet attached once the garage is framed and decked.

Final Inspection and Release of Bond

Once the home is completed, please submit a letter of certification as outlined in your performance agreement to the ARC to request a final Landscape and exterior building finishes inspection. You must complete the ARC final inspection within 6 months of receipt of your Certificate of Occupancy or forfeit the performance deposit.

Contact Information:

For assistance with payment of fees: Coopers HOA Management Skyridge@Coopershoa.com SkyRidge Architectural Review Committee ARC@SkyRidgeParkcity.com
SkyRidge Homebuilding Documents Page <https://skyridgeparkcity.com/homebuilding-docs/>