



Design and Construction Review Schedule Checklist

1. **Preliminary Review** – No fees or specific requirements
2. **Design Review** – Complete submission of drawings, application documents and 50% of review fee. (See Fee Schedule)
3. **Issuing of Mountainside Village (MsV) Approval to Build Letter** -
 - a. Letter with site specific expectations to be signed by both Village Architect and Builder or Owner
 - b. Balance of review fee paid. (Paid to Mountainside Inc.)
 - c. Performance Deposit Paid. (Paid to Mountainside Village Association)
 - d. Confirm that Builder is an approved (MsV) Builder with Builder Agreement signed.
4. **MsV Approval to build letter submitted to City of Victor** with building permit application.
5. **Construction Review**
 - a. Pre Construction Meeting, Site Staking & Grading Review
 - b. Rough Grading, Framing, Insulation, Glazing Review
 - c. Exterior Finish Materials Review
 - d. Final Grading and Landscaping Review
 - e. City issue of Occupancy Permit
 - f. Return of Performance Deposit

List of Design and Construction Documents

See <http://mountainsideidaho.com/community-documents>

Design Regulatory Documents Include:

1. Lot Standards
2. Design Code
3. Landscape Code
4. Building Envelope Drawings by phase of MsV

Design and Construction Review Documents Include:

1. Building Process and Review Schedule
2. Design and Construction Review Schedule Checklist
3. Design and Construction Fee Schedule
4. Materials and Color Palette Submittal form
5. Irrigation Specifications
6. Renovation, Addition, or Modification Review Process

Builder Documents Include:

1. Builder Agreement
2. Builder Application
3. Approved Builder Renewal Application