COMPLIANCE CHECKLIST FOR CONSTRUCTION
SAN JUAN COUNTRY CLUB ESTATES – PHASE II

Lot # **Address:**

Lot Owner Information

Lot Owner: _____
Address: _____
E-Mail: _____ **Phone:** _____

Note: Documents should be submitted as PDF format to the ACC chairman. Owners/contractors who submit paper documents larger than legal size will be charged a fee for scanning at a professional copy center and original documents will be destroyed.

Contractor Information

Contractor: _____ **NM License #:**_____
Contact Person: _____ **Phone:** _____
Address: _____
E-mail: _____

Construction Contact

Contact Person: _____ **Phone:** _____

Landscaping Contractor

Contractor: _____
Contact Person:_____ **Phone:** _____
Address: _____
E-mail: _____

Building Location Setbacks

Garage portion (25'): _____
Front house portion (20'): _____ **Rear house portion (25'):** _____
Right Side (10'): _____ **Left Side (10'):** _____
Note: There shall be no walls, fences, planters or other obstructions of any kind on the rear of any lot bordering the golf course. All walls, fences, planters and other obstructions on any lot where permitted must be approved by the ACC prior to commencement of construction.
Note 2: All clearing of lots, construction/building, modifications and variances must be approved in writing by the ACC in advance of commencement of construction or modification.

Building/Residence Size and Height
Square Feet

Heated finished living area (excluding the garage): _____**square feet**
Note: Square feet not to be less than 1,800 except on golf course lots not less than 2,000

Floor Plan/Elevation

Has this floor plan been built in the SJCCE previously? Yes / No
If Yes, List all address(es) of homes with this floor plan: _____

Height

Roof height from center of street at driveway entrance: _____
Note: Not to exceed 35'

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Building Type and Use

Detached single family residence: _____ Additional buildings: _____
Garage: _____car (not less than 2 cars)
Off street parking: _____cars (paved or concrete and not less than 2 cars)

Note 1: No parking allowed in non-designated parking areas such as gravel, in the front yard or on the sides of homes, only on paved/concrete designated parking areas. Overnight parking is not permitted in the street.
Note 2: No storage sheds are allowed.

Exterior Building Material, Finishes, Colors and Roof
Exterior Finish

Wall – Type of finish material: _____ Color: _____
Stucco, brick, slump block, stone (no wood*) Second Color: _____

Windows – Type of finish material: _____ Color: _____

Garage Doors – Type of finish material: _____ Color/Stain: _____

Driveway – Type of finish material: _____ Color: _____

All Exterior Doors – Type of finish materials: Color: _____

Sidewalks/Paths – Type of finish material: _____ Color: _____
Note: Sidewalks are required for all homes built on Club House Drive and must be unstained concrete.
Parapets – Type of finish material: _____ Color: _____

Gutters – Type of finish material: _____ Color: _____

Wood Trim* (Vigas, Eaves, etc…): _____ Color/Stain:_____

Special Accents (Metal, Tile, Vents, etc…) _____ Color: _____
Note: Any and all wood trim must be clearly marked on the elevations, along with color or stain

Pitched Roof

Pitched roof material: _____ Color: _____
Note: Concrete tile or concrete slate only. (No wood, shake or asphalt composite shingles.

Flat Roof

Flat roof: _____
Note: Any portion of a flat roof that is visible from any location inside Phase II shall be covered by appropriate material as determined by the ACC (i.e. no finished roof surfaces shall be allowed to reveal any black roofing tar)

Mechanical AC/Heating Units

Number of units: _____
Location of Unit 1: Roof / Ground / Interior Location of Unit 2: Roof / Ground / Interior
Note: Mechanical units need to be screened from public view. (i.e. behind a fence/landscaping if on the ground or on the back of the house if located on the roof.)

Fencing/Gates

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Fencing plan submitted: Yes / No **Fencing Approved: Yes / No**
Fencing - Type of Material: _____ **Color: _____**
Gate(s) - Type of Material: **Color: _____**
Fencing Height (from ground level): _____
Note: Rear fences on lots bordering the golf course must be black wrought iron/aluminum bars, no taller than 4 foot and within the building setbacks.

Trashcan Containment Plan

Type of Material: _____ **Color: _____**

Note: Trash cans and recycling bins must be screened from public view according to the Second Amended Supplement Declaration, Article Three (3), Section Seventeen (17). Acceptable screening materials include vinyl, block or stucco walls that match the house.

Landscaping

Front Yard Start Date: _____ **Front Yard Completion Date: _____**
Back/Side Yard Start Date: _____ **Back/Side Yard Completion Date: _____**

Note: All home site plans submitted to the ACC for approval must include a complete landscaping plan, including date of completion. Approved landscaping must be completed on or before the approved completion deadline or the Unit/Lot owner shall be subject to fines as provided for in Article Three (3), Section Twenty-one (21) of the Second Amended and Supplement Declaration. All changes to landscaping must be submitted in writing to ACC for approval.

Swimming Pool

Pool Start Date: _____ **Pool Completion Date: _____**
Type of Material: _____ **Color: _____**
Special Features (slides, fountains, waterfalls, etc…): _____

Note: The location of swimming pools must be within the building setback lines as specified in the Restrictive Covenants, Sections A and E.
Note 2: Above ground pools are not permitted.

Construction Dates

Proposed start date: _____ **Proposed completion date: _____**

Construction / Landscaping Request Information

Housing plans submitted by : _____ **Date submitted: _____**
Landscaping plans submitted by: _____ **Date submitted: _____**

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Contractor and Homeowner Agreement		
Regulations	**Contractor Initials**	**Homeowner Initials**
1) Please inform your sub-contractors and vendors that this is a private residential area and all roads and common areas are owned by the residents and any damage to the roadways by contractors/subs/vendors will be the lot owner's responsibility and must be repaired within 30 days. As of April 15, 2015 the HOA Board Phase 2 requires contractors/homeowners to submit a $2000.00 deposit with the ACC checklist to be held in order to ensure that the lot/building site and streets are kept clean during and after the completion of construction. The deposit will be refunded upon successful completion of construction.		
2) Maximum speed limit is 20 -25 mph & traffic signs must be obeyed.		
3) Please keep any radio/stereo music turned done low and construction noise to a minimum.		
4) The home owner will need an area for trash can storage that screens them from public view.		
5) Storage sheds are not allowed.		
6) Construction debris must be picked up and removed from the subdivision in a timely manner. Trash is not allowed to be blown off of the construction site.		
7) All construction debris/materials must be removed from the site upon completion of the home.		
7) Washing out of cement trucks must be on the lot approved for construction only. Violators will be fined.		
8) Satellite dishes will need to be installed in the least conspicuous place. The HOA reserves the right to have the dish relocated or concealed at the owners cost.		
9) Gravel or construction materials shall not be stored on the roadways, empty lots or on any undeveloped portion of the SJCCE.		
10) Please refrain from disturbing neighboring lots. Including driving on, parking on or storage of materials.		
11) I agree to submit all changes to the approved plans to the ACC for approval before commencing. (Including mirrored elevation, material/color changes, etc…)		
12) Contractors are NOT to be given clickers to the back gate.		

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General Comments

I have read, understand and agree to comply with the SJCCE Phase II HOA Second Amended Declaration, Restrictive Covenants, Bylaws and Fine Schedule.

Owner Signature: _____ **Date:** _____

Contractor Signature: _____ **Date:** _____

The SJCCE, Phase II HOA governing documents can be found on our website at
www.sanjuancountryclubestates.com/documents

ACC Construction Approval

1) _____ **ACC Chairman** **Date:** _____
2) _____ **ACC Member** **Date:** _____
3) _____ **ACC Member** **Date:** _____
4) _____ **ACC Member** **Date:** _____
5) _____ **ACC Member** **Date:** _____