

CARLIN BAY PROPERTY OWNER'S ASSOCIATION
LAND USE PLAN
A Guide for Building a New Home, Garage, Shop or Outbuilding

The purpose of the Land Use Plan is primarily to aid the property owner when building a new home, garage, shop or outbuilding. It is the intent of the Land Use Plan to provide guidelines to assist an Association property owner in planning on how to undertake such a project so that it will conform to Kootenai County Building Codes as well as the CC & R's of the Carlin Bay Property Owner's Association and supplemental CC & R's for Parkwood Acres.

We live in a unique setting and want new construction to blend in with the natural surroundings. We have a lake and forests with wildlife roaming among the properties. It is all in our best interests, for our property values and the joy that comes from living in such a place, to preserve and maintain this valuable environment.

The Architectural-Landscaping Committee has arranged general guidelines for designing and building structures into a logical sequence that should be followed from the planning stage through the actual completion of the structure. Some pertinent information that is included in the CC & R's is also included in these guidelines, as we believe that they are important enough to be expanded upon and explained more thoroughly.

GENERAL CONSIDERATIONS

It is permissible to clear trees from only the area that would comprise the footprint of the structure. Trees that are in the way of building sites, driveways or utility easements can be removed. Other trees that can be removed are those that are dead or dying which constitute a hazard to persons or structures. Trees that unduly obstruct the homeowner's view can be removed only to a very limited extent and only with permission of the Architectural-Landscaping Committee. Burning of construction refuse is allowed during the open burning season, and no open burning is permitted during the closed burning season. Recreational vehicles such as travel trailers, 5 th wheels, motor homes, tent trailers and other camping devices may not be occupied or used as holiday or seasonal residences by property owners. They may be used only as temporary housing while a home is in the construction stage (18 months maximum). Guests visiting residents may use the guest's recreational vehicle for a period not to exceed 14 days. Board approval is required to extend this time period. Boats, trailers and recreational vehicles, stored on property owner's lots, should be located so as to be less visible to their neighbors.

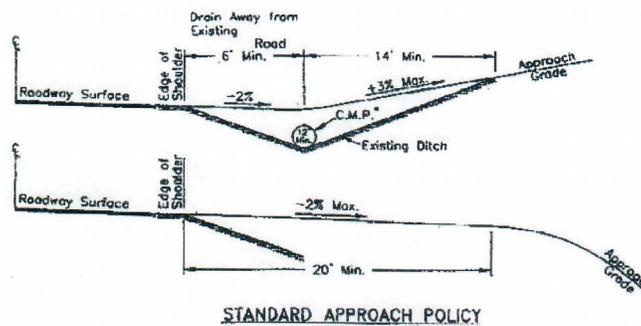
No more than one single-family residence, one detached garage building and one other approved building may be constructed on any lot or parcel 5 acres and smaller in size. On lots exceeding 5 acres in size, the construction of additional buildings depends upon their location on the parcel and must be approved by the Board of Directors. No "pre-constructed", "panelized", "factory-built", "modular building" type of construction or "trailers" are permitted. Off-site construction of studded wall panels is permitted.

No home or other structure may be constructed within Carlin Bay Property Owner's Association lands unless such construction complies with all Kootenai County Building Codes and regulations and the community standards contained in the CBPOA CC&R's, supplemental CC&R's for Parkwood Meadows and this Land Use Plan.

PLANNING STAGE (Before Architectural Drawings Are Made)

The following are topics that should be addressed before the landowner goes to the expense of having architectural drawings made. This is to ensure that the proposed construction generally complies with the established community standards and that the structure blends with our "lakeside" residential community.

- **Introduction to the Architectural-Landscaping Committee** We urge all property owners to contact the committee soon after they decide to build. We would like to have their name, address, telephone number and email address as well as the identification of the lot and a picture, sketch, drawing or artist's rendition of the proposed structure to see how it will blend in.
- **Land Survey** We encourage all home builders have their lot surveyed if they can not locate the pins. This could prevent any embarrassing and costly problem of building too close to the property line.
- **Minimum Square Foot Requirements** Homes built on parcels less than five acres in size must have a minimum of 900 sq. feet of habitable living space on the 1 st floor. Homes on parcels in excess of 5 acres must have at least 1,200 sq. feet of habitable living space on the 1 st floor. Homes in Parkwood Acres (Ridgeview Loop) must contain either 1,700 sq. feet of habitable living space if the residence is single story or 1,400 sq. feet of habitable space on the main floor of a multi-level structure.
- **Set-back Requirements** Parcels less than 4 acres in size shall have a minimum 15 foot side line set-back and a 25 foot rear line set-back. Parcels exceeding 4 acres shall have a minimum 30 foot set-back for both side and rear lines. All Kootenai County set-back requirements must also be observed.
- **Driveway Approach Requirements** The following criteria should be followed when constructing a driveway approach off an association road.
 - ✓ A minus 2% driveway slope from the edge of the pavement to the center of the ditch line. This allows surface water from the driveway to drain off into the ditch and not sheet drain on to the roadway.
 - ✓ A positive 3% maximum driveway slope that extends approximately 14 feet from the center of the ditch line to where the driveway goes uphill from the roadway. A minus 2% driveway slope from the edge of the pavement for a distance of at least 20 feet where the driveway goes downhill from the roadway to provide better traction going from the driveway to the road.



- ✓ CBPOA suggests the driveway slope from the association road to the garage or parking pad is no more than a 12% grade. Grades of 10% or greater shall not exceed 100 feet in length. Slope on the sides of the driveway should not exceed 1/1 and should be planted to reduce erosion.
- **View Preservation Area** On lots 4, 5 and 6 in Parkwood Acres, no structures may be constructed in the view preservation area and vegetation is limited to a maximum height of 4 feet at maturity.
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- **Septic System** All homes are required to connect to the CBPOA septic system. No future leach fields will be permitted. All homes must have a double compartment concrete septic tank with a solids capacity of 1,000 gal. and a second pump chamber that assures no solids enter the community collection systems,

500 gallons or greater. It must be equipped with a pump that is of adequate size to move the liquid waste into the CBPOA system.

Waste water connections must be inspected and recorded by the Waste Water Committee prior to back filling and before a “will serve” will be issued.

- **Water System** All homes are required to have a water meter installed by the landowner at the location where the connection to the CBPOA water line is made. The following specifications are to be adhered to:
 - ✓ Service line to houses shall be a minimum 1 inch black poly pipe rated at 250 psi.
 - ✓ 1 inch curb stop with curb stop box either fiberglass or concrete.
 - ✓ 1 inch brass water meter with remote read.
 - ✓ Meter face shall be no more than 12 to 18 inches below ground level.
 - ✓ Before backfilling CBPOA shall be notified so that the water connection can be inspected.
 - ✓ Items supplied by CBPOA (CBPOA shall be reimbursed for supplied items):
 - 1) Curb Stop.
 - 2) Curb Stop Box.
 - 3) Meter Set.
 - 4) Remote read water meter (make & model specified by CBPOA).
 - 5) Water boxes with lids.
 - 6) Saddle.
 - 7) Connectors for poly pipe.

In the unlikely event that there is a failure of the water meter, CBPOA will pay for the replacement meter while the property owner is responsible for the cost of removing the defective meter and installing its replacement. A **check valve** is required for lines that might be used for outside irrigation. We try to advise property owners not to plant a grass lawn due to the great amounts of water that are required to maintain them. Water is a valuable commodity in this area as we process our own in our treatment plant and there is a limit on how much potable water that can be produced. We encourage residents to practice water conservation. Hydrant location-for residents that have a hydrant within 600 yards of their driveway, they will receive a reduction in their fire insurance costs. If you do not have a hydrant within 600 yards, you might contact the Board of Directors to see about having one installed.

- **Roofing** Roof materials must be fire resistant and be of natural earth tone colors. Due to the danger of wild land fires, no wood shingle roofing will be permitted. Metal roofing systems may be used, however, were they are not permitted in Parkwood Meadows.
- **Siding Material** Siding materials must be of earth tone shades. Blue, yellow, white and pink do not blend with the natural environment. No vinyl, aluminum or T-111 siding is to be used on homes built in Parkwood Meadows.
- **Trim Color** Shall also be of earth tone shades or white.

AFTER YOU RECEIVE YOUR APPROVED PLANS FROM KOOTENAI BUILDING DEPARTMENT

- The documents you will want to review are the CC&R’s and Land Use Plan to insure that what you intend is permissible. Please submit your plans in writing to the Board of Directors. Below are guidelines to help ensure you include some of the common aspects considered in building, this list is not all inclusive.
 - Property owner’s name, contact information
 - Legal county parcel description and number

- Builder's information (name, phone number) if builder has been selected
- Beginning Date of Construction
- Completion Date
- A scaled Land Use plot plan that shows building site access, fencing and gates. The positions of the primary dwelling and all appurtenant structures with all the setback distances clearly marked
- A "Plot Plan". This shows the footprint of all buildings on your property and setbacks
- Kootenai County stamped plans, showing all elevations of any building to be constructed. (These will be returned to you)
- Scaled floor plans of each building shown on plot plan showing elevations
- Color samples for main exterior and trim, roofing material type and color. (We cannot accept colors from the internet. They do not reproduce accurately. Color samples will be retained.) Colors must be earth tones, to blend with our environment. No bright colors, blues, yellow or pure whites
- Please copy and reduce your elevation plans to 11" x 17". These will be retained for the Architectural-Landscaping Committee records. The committee does not need electrical, heating or plumbing plans.
- The Committee will review your plans and the samples that you have submitted and make a recommendation to the CBPOA Board of Directors. Upon the Board's approval, a letter authorizing the start of construction will be sent to you. There can be no construction started until this letter is sent.
- **Failure to submit any of these plans and samples will hold up Board approval.**
- The Panhandle Board of Health will request a "will serve letter" for assurance that CBPOA will allow you to connect to our septic system. Upon your request, the chairperson of the Architectural-Landscaping Committee will provide you with this letter to be given to the Board of Health.
- There may be some uncertainty as to **where you should connect to CBPOA water and septic lines.** Contact the Architectural committee and they will arrange a meeting between your contractor or you and a member of the water and sewer committee to locate these lines. A connection fee of \$8,000 (\$4,000 for the water connection and \$4,000 for the sewer connection) is due at the time of connection. Connection to water and sewer is required at the beginning of your building process. If the Board of Directors deems it necessary to use a "utility locate service" to find utility lines before making utility connections, the Association will bear the cost.
- **The septic line on the east side of Carlin Bay Road going south from the Ridgeview Drive intersection** is a sleeved line that is buried in the same trench as the water line and should be treated accordingly.
- A 2" septic line has been put under Ridgeview Drive to service **homes to be constructed along the east side of the road from Edgewater Drive towards the most northerly located lot on that road.** Connections to this line for these homes will be located on both sides of the driveway located at 13584 S. Ridgeview Drive. Lines running parallel to the road to the individual lots will be 2" in diameter when installed.
- Any **damage to existing water or septic lines** due to construction is the responsibility of the property owner who initiated the action and must be reported to the Board of Directors and repaired immediately.
- Any **damage to roadways** due to construction is the responsibility of the property owner who initiated the action and must be reported to the Board of Directors and repaired immediately.

- **Private fencing** is generally prohibited. Limited animal fencing such as small dog runs will be approved, but only if such fencing is consistent with lot size and does not detract from the natural landscapes. Fencing cannot be used to delineate property lines.
- The construction of a house is expected to be completed within 18 months from the start of the project. This time frame provides two fair weather seasons to complete the process. Construction materials require storage areas and consideration must be given to site appearance and community standards. Collection and removal of construction debris must be done in a timely manner.