

Single-Family Residence Construction		Owner Checklist	PF AC and Manager Checklists
<i>Time allowed for completing construction--18 months from start of construction.</i>			
<i>Building fee: \$3500. \$2000 of fee is refundable if work is completed within 18 months of start date, there is a certificate of occupancy, and completed structure is as approved by Architecture Committee.</i>			
<i>Approval to proceed with work contingent on payment of building fee and all Pine Forest dues.</i>			
<i>Water hookup fee: \$2000</i>			
Property owner fill out this section.			
Owner Name(s):			
Owner Signature(s):			
Pine Forest Lot #:			
Form Submission Date:	Expected Construction Start Date:		
Plot Plan included. Plan specifies lot #, includes (1) building footprint and dimensions, (2) building placement relative to lot boundaries, width of driveway, (3) location of propane tank (at least 30' from nearest structure) and 4) any other planned access improvements.			
Exterior elevation specifying building dimensions included.			
Landscape plan included. Specifies how 30' of defensible space around primary structure will be created.			
What exterior siding will be used (non-combustible skirting included)?			
Roofing must be fire-resistant (e.g., metal, Class A shingles, slate, tile). Wood shakes are not allowed. What roof material/color will be used, and in what color?			
What exterior paints or stains /trim will be used? Attach chips or identify brand and color names and #s so committee can look up on internet.			
For Architectural Committee Use			
Building fee (\$3500) deposited with Pine Forest Treasurer.			
All dues are paid.			
Pine Forest Manager Checklist/Approval to Refund Portion of Building Deposit			
Exterior complies with AC approved request.			
Certificate of occupancy confirmed.			
Water hook-up inspected.			
Defensible space provided.			
Lot cleared of construction debris.			
Construction completed within 18 months of construction start date.			
If applicable, temporary shelter/residence removed.			

Approval of temporary shelter/residence during construction	Owner Checklist	Completed
Describe temporary shelter:		
Temporary shelter included in plot plan.		

Contact information

To submit approval form

Architecture Committee Chair

PO Box 443

Winthrop, WA 98862

Email: architecture@pine-forest.org

To pay fees

Pine Forest Treasurer

PO Box 443

Winthrop, WA 98862

For advice on the project

Pine Forest Manager

Brad Sawtell

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Home: 509.996.2484

Cell: 970.389.6723

Note: Brad's cell does not work at his Pine Forest home