

**EXCAVATION, NEW CONSTRUCTION, REMODELING APPLICATION**

Pinehaven and North Pinehaven Subdivisions, Island Park, Idaho

- 1. Owner : \_\_\_\_\_ Phone: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Pinehaven Address: \_\_\_\_\_ email: \_\_\_\_\_  
 Division: \_\_\_\_\_ Block: \_\_\_\_\_ Lot(s): \_\_\_\_\_
- 2. Builder: \_\_\_\_\_ Phone: \_\_\_\_\_ email: \_\_\_\_\_
- 3. Planned Dates of Construction: Start - \_\_\_\_\_ Completion – \_\_\_\_\_

I have read the Pinehaven Covenants and will abide by the stated building policies. I understand the subdivision roads should not be blocked during construction and that I am responsible for returning roads to their original condition upon completion of construction.

Signed \_\_\_\_\_ Date \_\_\_\_\_

**NOTICE – YOU WILL NEED TO SUBMIT THIS COMPLETED AND APPROVED APPLICATION FROM THE BOARD TO OBTAIN A BUILDING PERMIT TO FREMONT COUNTY.**

The following items, as appropriate, shall be submitted with this application to the Pinehaven Planning Board Administrator, Mark Searle, via email: [Searleml@gmail.com](mailto:Searleml@gmail.com). Written approval, or a list of disapproved items base on the Pinehaven Covenants, will be provided within 45 days of receipt of a complete application package. The board will retain all submitted materials for future reference. Written approval by a majority of the Pinehaven Planning Board is required before any excavation, construction, or remodeling activity may being. Interior remodeling which does not change the building foot print or exterior appearance does not require approval.

- \_\_\_ 1. Copy of Septic plan and District 7 Health Department permit.
- \_\_\_ 2. Plot of building site that show location of ALL structures including the footprint of all overhangs, porches, fences, oil/propane tanks, septic system and water connection routing.
- \_\_\_ 3. Elevation views of all structures.
- \_\_\_ 4. Samples or color pictures of selected roofing (green or brown only) and siding materials. Note – Painted or stained wood or other siding materials must blend with the natural surroundings-dark tones preferred.
- \_\_\_ 5. Water connection plan or well permit number if a new well is dug. The water connection should be coordinated through the Planning Board and local unit well manager.
- \_\_\_ 6. Damage deposit forms and deposit are on file. All damage deposits must be paid before approval will be given.
- \_\_\_ 7. All four corners of property line have been identified and marked to ensure compliance with setback requirements shown in covenants.

**REMODELING and ADDITIONS**

The modifications of, or additions to, existing structures which materially affect any of the above items, either structurally or in appearance, requires submission of the appropriate items to the Pinehaven Planning Board for approval prior to the start of work. Examples include, but are not limited to, change of siding and/or roofing material or color, installation of any tanks, fencing, room additions or expansion of decks. Any work that alters the footprint or a structure will require approval and verification of building placement with your existing property. The relevant covenants are attached to this application.

**NOTE: No excavation, construction, or remodeling shall commence until a Pinehaven Planning Board member has inspected the site and verified the 20’ setback from the property lines or any adjacent road. It is the responsibility of the property owner to locate and clearly mark the property corners, even if a survey is required.**

Approved by \_\_\_\_\_ Date \_\_\_\_\_ Approved by \_\_\_\_\_ Date \_\_\_\_\_

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