

WHISPER POINT

Design Review and Construction Procedures

- Step 1** Receive and review packet containing all necessary forms, rules and regulations, design guidelines and construction procedures for Whisper Point
- Step 2** Attend a pre design meeting with builder, owner and architect. All attendees will sign a checklist indicating they fully understand all rules, design guidelines and construction procedures. (Note: Ruff building site location is required at this time showing the approximate building location. Intent is to not spend money until site has received preliminary approval from HOA.)
- Step 3** Submit the application for preliminary design review with the preliminary submittal checklist and a non-refundable check for \$_____ payable to _____ and send to:
- Whisper Point HOA
Bill Fanning
info@21waterfront.com
41 W Riverside Ave, Ste 200
Spokane, WA 99201
- Step 4** Submit the application for final design review with the final submittal checklist. Final approval will be necessary prior to any work on the lot.
- Step 5** Submit copy of county building permit along with a construction schedule. Once construction is ready the following inspections will apply.
- **Geo Tech:** Report submittal to DRC prior to start up (as required by County)
 - **Foundation:** Upon completion of foundation forming you must provide the DRC with a certification letter from a civil engineer for pad elevation, property line encroachments, setbacks, perimeter dimensions and finished floor elevations.
 - **Framing:** Upon completion you must provide the DRC with a letter of certification from a civil engineer that the building height is in compliance with the approved plans and height limit.
 - **Completion:** Notify the DRC in writing for an on-site inspection for compliance of approved design and material usage. Provide DRC with copy of Certificate of Occupancy.
 - **Landscape:** Musts be complete within 45 days of the completed structure when complete notify DRC for on-site inspection for compliance to approved plans

Note: Upon completion of the landscape inspection, final approval will be issued

| | | | |
|---------------------|-----|---------|----|
| FOR INTERNAL USE | | | |
| Sales | lot | /block# | __ |
| Rec'd | | by/Date | __ |
| _____ Meeting Date | | _____ | |
| _____ RCB Attendees | | _____ | |
| _____ | | | |
| Owner Attendees | | _____ | |



WHISPER POINT
ON THE PEND O'REILLE RIVER

PRE - DESIGN MEETING CHECKLIST

- **DESIGN CHARACTER** -The Design Review Committee encourages architecture that uses natural materials in keeping with their physical nature and structural capabilities and construction types that have shown permanence, durability, and architectural integrity. The architectural character of Whisper Point is primarily influence by Northwest style, native to the immediate area. The building materials should be wood, stone, timber or the like, as approved by the Design Review Committee.
- **BUILDING ENVELOPE** -def... "...acts as a limit beyond which no construction activity, including grading, or storage of materials is allowed." Areas outside of the BE shall be returned to their natural condition upon the completion of construction.
- **SITE GRADING** -A topographic grading plan with grades indicated at intervals must be provided. Residences should be designed to fit the existing topography of the property without large amounts of cut or fill. No grading shall take place where more than 50 cubic yards of material is being moved without Design Committee approval. Pend Oreille County requires a separate grading permit if more than 50 cubic yards of material is being disturbed. Retaining walls shall not exceed (6') feet in height and finished with similar materials as the main structure. Screen walls may not exceed (6') feet in height and finished with similar materials as the main structure.
- **BUILDING SIZE** -No minimum home sizes.
- **BUILDING HEIGHT** -Homes are limited to County guidelines.
- **ROOFS** -Roof pitches are flexible.
- **EXTERIOR COLOR** -It is the intent of the Design Guidelines that homes within Whisper Point utilize "Northwest Vernacular" materials. Weathering agents are encouraged on natural wood surfaces to accelerate the weathering process.

- **EXTERIOR WALLS** -All elevations shall incorporate a minimum of 3 approved wall materials.
 - No exterior concrete foundation walls shall be exposed more than 2"
 - The use of exterior insulation and finish systems, EIFS, is discouraged and will have limited approval. In no instance shall the amount of EIFS exceed 25% of the total building wall surface.
 - No changes in materials or color shall occur at outside comers.

- **FENCING** -Perimeter fencing is permitted, subject to the review and approval of the Design Review Committee. Fences around a homeowner's pool shall be submitted to the Design Review Committee for approval.

- **ENTRANCE DRIVE**- Drive way approaches must be a maximum of 15' wide where they adjoin the roadway. Gravel drives will be allowed provided a dust control plan is submitted.

- **PROPANE GAS** -The use of propane gas is acceptable. Propane tanks must be stored below grade or screened from any views subject the approval of the Design Review Committee.

- **Water Meter**- The water meter and connection will be installed by PO Shores Water District at sellers cost. (This is subject to change and final cost and coordination procedures will be confirmed in the "final Submittal checklist")

- **PRE CONSTRUCTION PROCEDURES**
 1. A silt fence must be installed per Pend Oreille Country requirements.
 2. The restrooms must be off the street and located on your property.
 3. It is the general contractor's responsibility to keep the street cleans at all times. The street will need to be cleaned on a daily basis.
 4. Garbage containers are OK on site. Piles of construction debris are not acceptable.
 5. Keep the site clean at all times, clean up the site on a daily basis.
 6. Street Parking: All construction parking shall be either on your site or one side of the street, only. Do not park on both sides of the street; coordinate with other construction parking so everyone parks on one side of the street only, so traffic is unimpaired getting through the subdivision. Only on blacktop.
 7. You may not disturb your neighboring lots. If you are going to access adjacent lots, you must provide the Design Review Committee with a letter from the property owner giving you permission to access their site.
 8. The General Contractor sign is the only sign permissible on site. No subcontractor signs are allowed. Its design must be approved by the DRC.
 9. Deviations for the Design Review Committee's approved final drawings: We understand that changes can and do occur during the construction process. Any deviation from the "Approved Final Review" drawings or color board MUST be pre-approved by the Design Review Committee. The contractor must receive the approval in writing prior to ordering any materials or commencing with any construction changes. Submit any requested changes, along with the completed paperwork to the

Design Review Committee. Please note that an additional fee of \$_____ applies to Additional Design Reviews.

Acknowledgment of Receipt and Understating of the Rules, Design Guidelines and Construction Procedures

Owner _____

Date _____

Builder _____

Date _____

Architect _____

Date _____



| | |
|------------------|-------|
| FOR INTERNAL USE | |
| Owner | _____ |
| Lot/Block # | _____ |
| Rec'd by/date | _____ |

APPLICATION FOR PRELIMINARY DESIGN REVIEW

Applicant Name _____ Co-Applicant Name _____ Lot/Block number _____

Mailing address _____

Day phone _____ Evening phone _____ Email address _____

Architect _____ Address _____

Phone _____ Email address _____

Structural Engineer _____ Address _____

Phone _____ Email address _____

General Contractor _____ Address _____

Phone _____ Email address _____

| | | | |
|------------------------|-------|-------------|-------|
| Building Detail | | | |
| Square Footage | | | |
| Main Level | _____ | Home height | _____ |
| Upper Level | _____ | | _____ |
| Lower Level | _____ | | |
| Total Living Area | _____ | Garage SF | _____ |

I have received and read a copy of Whisper Point Design Guidelines. I understand the Building Envelope area of my lot and its intent. I have a complete understanding of the review process. I understand and agree that the decision(s) of the Design Review Committee are final. I understand that the Design Review Committee meetings are closed to Applicants unless the Applicant's attendance is requested in writing by the Design Review Committee. I understand that the Design Review fee is non-refundable and that I may be charged an additional fee for review of any re-submittals should the original submittals be found to be not in compliance with the Design Guidelines of Whisper Point.

Applicant Signature _____ Date _____ Co-applicant Signature _____ Date _____



WHISPER POINT
ON THE PEND O'REILLE RIVER

PRELIMINARY SUBMITTAL CHECKLIST

The following items are mandatory for your preliminary submittal. Please check to see that your preliminary submittal contains ALL of the items listed. Please note the submittal will be considered incomplete and will not be reviewed if any items listed below are missing. All documents and plans (except the sample board) shall be submitted digitally via email in PDF format to: DRC

Completed *Preliminary Submittal Checklist*

Completed *Application for Preliminary Submittal* (builder may be omitted on the Preliminary Application if not yet chosen)

Site Plan (1"=20' scale max.)

Site Plan **MUST** include the following:

Lot Boundaries and dimensions

Graphic Location of Building Envelope

Residence and all Structures to nearest of same on adjacent

Lot Driveway

Centerline of Adjacent

street Parking Areas

Patios

Pools

Walls

Proposed Utility Services Facilities and Routes

Site Grading (must include existing and proposed contours at one foot intervals) Topographic Features (drainage swales, rock outcroppings, existing trees and major shrubs to be retained/removed)

Elevations of all building floors, patios and terrace

plans (not less than 1/8"=1') **MUST** include the following: Floor Plans, Exterior Elevations of all

sides of Dwelling Unit (at same scale as floor

plans) Structure heights, Both existing and

proposed grade lines drawn on all elevations '-

All proposed exterior materials and colors

Roof Plans

Other (upon request of Design Review Committee)

Design Review Fee of \$ _____ payable to: Whisper Point HOA

I hereby acknowledge that all of the items on this checklist necessary to submit for Preliminary Review are included. The design review fee is non-refundable, should I elect to not pursue construction. I further understand that should any of the above referenced items be lacking or missing the submittal will be considered incomplete and will not be reviewed until all information is made available to the Design Review Committee.

Owner/Owner Agent

Dated

Printed Name



| | |
|-------------------------|----------|
| FOR INTERNAL USE | |
| Owner | _____ Lo |
| Rec'd by/date | _____ |

APPLICATION FOR FINAL DESIGN REVIEW

| | | |
|----------------|--------------------|------------------|
| Applicant Name | Co- Applicant Name | Lot/Block number |
|----------------|--------------------|------------------|

Mailing address _____

| | | |
|-----------|---------------|---------------|
| Day phone | Evening phone | Email address |
|-----------|---------------|---------------|

| | |
|-----------|---------|
| Architect | Address |
|-----------|---------|

| | |
|-------|---------------|
| Phone | Email address |
|-------|---------------|

| | |
|---------------------|---------|
| Structural Engineer | Address |
|---------------------|---------|

| | |
|-------|---------------|
| Phone | Email address |
|-------|---------------|

| | |
|--------------------|---------|
| General Contractor | Address |
|--------------------|---------|

| | |
|-------|---------------|
| Phone | Email address |
|-------|---------------|

| Building Detail | |
|--------------------------|-------|
| Square Footage | |
| Main Level | _____ |
| Upper Level | _____ |
| Lower Level | _____ |
| Total Living Area | _____ |
| Homeheight | _____ |
| Garage SF | _____ |

I have received and read a copy of Whisper Point Design Guidelines. I understand the Building Envelope area of my lot and its intent. I have a complete understanding of the review process. I understand and agree that the decision(s) of the Design Review Committee are final. I understand that the Design Review Committee meetings are closed to Applicants unless the Applicant's attendance is requested in writing by the Design Review Committee. I understand that the Design Review fee is non-refundable and that I may be charged an additional fee for review of any re-submittals should the original submittals be found to be not in compliance with the Design Guidelines of Whisper Point.

| | | | |
|---------------------|------|------------------------|------|
| Applicant Signature | Date | Co-applicant Signature | Date |
|---------------------|------|------------------------|------|

Owner _____
Lot/Block # _____
Rec'd by/Date _____



WHISPER POINT
ON THE PEND O'REILLE RIVER

FINAL SUBMITTAL CHECKLIST

The following are attached for submittal to the Design Review Committee of Whisper Point. Please note the submittal will be considered incomplete and will not be reviewed if any items listed below are missing. All documents and plans (except the sample board) shall be submitted digitally via email, in PDF format to: DRC

- *Final Submittal Checklist*
 - Application form for *Final Review*
 - Construction Documents and all required information from Section B, C and D of the Design Guidelines.
 - Final Plans
 - Final Site Plan
 - Corrections to non-compliance with preliminary submittal, if any
 - True and accurate samples of "Sample Board" of all:
 - Exterior Materials (including all siding, roofing, decking and railing materials)
 - Exterior Material Colors
 - Window and Glass Specifications
 - Exterior Stone (color photographs are allowed if show color and coursing pattern)
 - Exterior Light Fixtures
 - Exterior Door and Garage Door Specifications
 - Color Photographs of any other Exterior Artwork

"Sample Boards" MUST be mounted on heavy stock cardboard (minimum of 12"x18") for Committee to ascertain intent and must include Manufacture's name, color and/or number. Sample Boards must also include Owner, Architect and Builder name as well as lot and block number.

- Complete landscape plan of a least Entire Building Envelope which indicates:
 - Proposed contours
 - Proposed grading if different from final site plan
 - Meter fee \$_____ and water line connection fee \$_____
 - Exterior walks, drives, patios and any other decorative features including lighting
 - Location and size of existing trees greater than 5 inches in diameter
- Approximate construction schedule including dates for:
 - Start of construction
 - Completion of landscaping
 - Anticipated occupancy
- Notification of changes required by the County Plan review Other (upon request of Design Review Committee)

I hereby acknowledge that all of the items on this checklist necessary to submit for Final Review are included. I further understand that should any of the above referenced items be lacking or missing the submittal will be considered incomplete and will not be reviewed until all information is made available to the Design Review Committee.

Owner / Agent Printed Name Date

FOR INTERNAL USE

Owner _____
Lot/block # _____ Rec'



APPLICATION FOR A DESIGN GUIDELINE VARIANCE

The 'Application for a Design Guideline Variance' (DGV) is the process for all homeowner's in Whisper Point to receive approval for a variance to the *Design Guidelines* for their unique situation. Proposed changes to any portion of the *Design Guidelines* or any other requirement set forth by Whisper Point Development Homeowner's Association must be submitted for review to the Design Review Committee and the Homeowner's Association Board. The following is a list of requirements for the DGV that must be fulfilled, if they are applicable, for the review to begin. Further requirements may be added for the DGV approval and will be stipulated in the return review letter. All documents and plans (except the sample board) shall be submitted digitally via email in PDF format to:

- D Application for a Design Guideline Variance
 - D Photographs, if applicable
 - D Plans, if applicable, see *Preliminary Submittal Checklist* under 'Plans' for requirements
 - D Site Plan, if applicable, see *Preliminary Submittal Checklist* under 'Site Plans' for requirements
 - D Sample Board, if applicable, see *Final Submittal Checklist* under 'Sample Board' for requirements
 - D Landscape Plan, if applicable see *Final Submittal Checklist* under 'Landscape Plan' for requirements
- DGV minimum fee of \$250.00 in a check payable to: Whisper Point HOA

Note: Additional fees may apply, at a rate of \$125 per hour, for reviews which exceed the allotted time. These fees will be stipulated in the return review letter, pending final approval.

EXISTING DESIGN GUIDELINE: SECTION: _____ PAGE: _____ DESCRIPTION: _____

REQUESTED VARIANCE DESCRIPTION: _____

Applicant Name _____ Mailing Address _____

Whisper Point Residence Address _____

Day Telephone _____ Evening Telephone _____ E-mail _____

I understand and agree that the decision(s) of the Design Committee are final. I understand that the Design Committee meetings are closed to Applicants unless Applicant's attendance is requested in writing by the Design Committee. I understand that the Application fee is non-refundable; and that I may be charged an additional fee for review of any re-submittals should submittal be denied.

Applicant Signature _____ Date _____

TRCB HOA Signature _____ Date _____

TRCB HOA Signature _____ Date _____

TRCB HOA Signature _____ Date _____

TRCB HOA Signature _____ Date _____

APPROVED

DENIED

Whisper Point Rules and Regulations

Access Pathway, Dock Use and Boating

A. General. (Pursuant to Section 6.1.3)

The community dock and access pathway at Whisper Point are intended for the recreational use of Whisper Point Homeowners Association (HOA) members who have paid their dues and are in good standing. These rules may be modified from time to time by Whisper Point Bay HOA Board of Directors.

B. Pathway and dock rules. The following rules are adopted by the HOA and shall be adhered to by all HOA members and Guests:

1. The pathway easement is intended to provide access to and from the community dock. The pathway may not be used for picnicking or sunbathing. Beach chairs and/or equipment shall not be used or stored on the pathway easement area.
2. The community dock is available for boating, swimming and recreational use by HOA members and their invited guests. The use of beach chairs on the dock is permitted as long as it does not interfere with the reasonable use of the dock by other members.
3. Running on or swimming under the docks is not permitted. Children under the age of 8 years are not allowed on the docks unsupervised.
4. The pathway and dock shall open at 8:00 am and close at 9:00 pm or dark, whichever shall occur earlier, excluding access to and mooring of boats. Swimming and recreational use of the dock outside of these hours is not permitted.
5. Alcoholic beverages are not allowed, except for transfer to and from a private boat moored at the dock. Alcoholic beverages may not be consumed on the dock or pathway.
6. Animals are not allowed on the pathway or dock except for transport to and from a boat. All animals must be kept on a leash.
7. Fires and/or fireworks shall not be allowed on the pathway or dock, provided however, that the owners of lots adjacent to the beach may have a fire on the beach frontage that is included as part of their lot ownership.
8. There shall be no storage of boating, swimming or beach equipment on the pathway or dock except fully within a private boat moored at the dock or as otherwise specifically provided by the HOA. Beach chairs and/or equipment shall not be left overnight on the dock.
9. Lot owners with beach frontage may store private items on the beach area included within their ownership so long as it is neat in appearance and does not create a nuisance to adjacent lot owners.
10. In consideration of the wide range of tastes in music and listening, members and guests shall not play radios, CDs or any form of recorded or live music on the dock or pathway unless individual headphones are used or as specifically authorized in writing.

by the HOA Board.

11. All members and guests are required to immediately remove their trash from the pathway or dock.

12. Guests to the community must be accompanied on the pathway and dock by their host member. Members are responsible for the conduct of their guests.

13. Misconduct, whether of a suggestive nature or not, including lack of swimming attire, dressing and/or undressing on the beach, committing a nuisance, use of profane language, or any other wrong doing, shall not be permitted.

14. Bicycles may use the pathway leading to the beach but may not be taken past the end of the gravel portion of the pathway and may not be ridden on the beach. Bicycles may only be parked in areas specifically marked for bike parking by the HOA Board.

15. Motorized and non-motorized vehicles will be permitted on common pathways. Vehicles at no time shall be parked anywhere except in authorized turnouts. No vehicles at any time shall restrict traffic on pathway.

16. Visitors may dock their boat at the guest parking slip for up to 2 hours during daylight hours only. No overnight guest parking will be allowed. No motorized craft is allowed to dock on the beach whether owned by a guest or property owner, provided however that the owners of lots with water frontage may dock boats on that portion of the beach that is included in their lot ownership.

17. Nothing in these rules is intended to limit the rights of the water frontage lot owners to use the beach and water frontage on their lots for boating, recreational or swimming use.

C. Assignment of Boat Slips

1. **Eligibility.** Lot owners are eligible for a license to the use of a private boat dock (waterfront lots) or a boat slip at the community dock. All docks are owned exclusively by the HOA. The right of use of private dock or boat slip is limited to the licensee and cannot be assigned. The Declarant is not subject to the license agreement.
2. **Improvements.** Improvements will only be allowed on docks or beach with approval of the HOA.
3. **Community Boat Slips.** Use of Community Dock Slips will be limited to the lot owners that do not have private docks only and their guests. The cost of maintaining the community slips will be paid exclusively by the secondary lot owners that do not have individual private docks.
4. **Private Docks.** The waterfront lots have individual docks and are solely responsible for the cost of maintaining said docks. The use of said docks will be for the sole enjoyment of the waterfront lot owners which dock is appurtenant. L
5. **Common Dock Area.** The ramp and walkway portion of the community dock (excluding slips) are open to all members of the HOA and costs of maintenance and repair of this portion and pilings will be the responsibility of the HOA. (See Dock Map)

6. Boat Slip Covers. The HOA may require at their sole discretion, the dock licensee to install at licensee's expense a slip cover/tarp. The style and color shall be at the discretion of the HOA.

Whisper Point Good Neighbor Policy

Be a good neighbor. Talk to your neighbor if you have a question or concern and work out an amicable solution. It is impossible to foresee or put into print every conceivable question that may arise, however, most are covered in this or other Association documents. If everyone adheres to these rules and guidelines and uses common sense and courtesy toward their neighbors and the use of the facilities, Whisper Point will continue to prosper and provide enjoyment for years to come which is the central organizing principal of our Association.