



**Pine Harbour
Property Owners' Association**
1 Pine Harbour Drive
Mineral, VA 23117

Subject: How to gain approval for home construction within the rules and regulations of the Pine Harbour Property Owners' Association (PHPOA).

NOTE: Please read the PHPOA Covenants carefully during the planning stage. There are requirements in the Covenants that are not covered here.

Prior To Construction: the following items must be submitted to the Environmental Control Committee (ECC) for review. While not required, electronic submissions are preferable.

Site Plan: The site plan is a drawing of the planned layout of the house and must:

- a. Present good contrast between background and lettering/lines, and be legible
- b. Be drawn on a copy of the plat of the lot. A copy of the plat may be obtained from the County Clerk's office for a nominal fee
- c. Be proportional. The size, shape, location and orientation of the house (including porches, decks, etc.) must be drawn on the plat in proper proportion relative to the size and shape of the plat
- d. Show all dimensions of the lot, including distances from house to front, back and sides of lot (Note: Pine Harbour requires homes be set back at least 60 feet from road easement line (not the edge of the road), 25 feet from the rear of lot and 10 feet from each side lot line.)
- e. Show locations of iron rod property line markers
- f. Show adjoining road rights of way, with R/W width clearly stated, e.g. R/W=50 feet
- g. Show approximate locations of existing structures
- h. Show existing or proposed driveway(s)
- i. Show existing or proposed culvert pipe (at least 12" in diameter and 20' long)
- j. Show existing or proposed drain field

House Plan: The set of building plans the builder will use for construction. (Note: Pine Harbour requires a minimum 200 sq. ft. of decking, and a roof overhang (eaves) of not less than 12 inches).

Landscaping Plan: Be aware that the basic character of this community calls for wooded lots. You should plan your landscaping such that trees are left along property lines as privacy buffers. Please leave standing those trees that do not interfere with construction, and are not any more likely to fall than most trees in the subdivision in the event of high winds.

Siding, Trim, and Roofing Material Samples/Pictures that are the same material and color that will be on the home.

Cash Bond: Either the owner or contractor must post a \$2,500 cash bond to protect PHPOA against damage to the roads and other property owned by the Association. Funds must be deposited with the Secretary/Treasurer of the Association prior to the issuance of a building approval letter from the ECC.

- a. Five hundred dollars (\$500) of the deposit amount is non-refundable by the Association for damage to roads (known or unknown) by heavy equipment used in the construction of any structure. The \$500 assessment shall be applied to the cost of future road repair.
- b. When your home construction project is finished, request a road and common property inspection by the ECC.
- c. If identifiable damage to roads or other common property is determined by the ECC to be directly attributable to your project, then the cost to repair shall be assessed against the \$2,000 balance. Once any assessments for property damage have been deducted, and not more than 30 days after the Treasurer receives a release notice from the ECC, the remainder of the \$2,000 shall be returned by check.

Staking of Lot: The house and lot corners must be staked and taped with bright colored construction tape, prior to approval.

Review Time: The ECC shall review and approve or disapprove plans, specifications and details within 30 days from the receipt thereof.

Suggestion: You may wish to drill your well before you build the house. On a number of lots in the subdivision, water has been very difficult to find, has been very far down, and/or has produced very low capacity supply.

Gate Codes: After you have received your approval letter, please contact the current Gate Keeper for a temporary gate code to be used during construction of your home.

NOTICE: Removal of trees for construction site clearance shall be limited to those within the boundary of the building foundation and not more than 20 feet there from, and those within the boundaries of drain fields, walks, driveways and parking areas. Additional trees over 6" in diameter **MUST** be approved by the ECC **BEFORE** removal.