

Recreation Residence Standards and Guidelines

Priest Lake and Sandpoint
Ranger Districts



Idaho Panhandle National Forests

February 2005



**Recreation Residence Standards and Guidelines
Idaho Panhandle National Forests
Priest Lake and Sandpoint Ranger Districts**

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This document supersedes the Recreation Residence Standards and Guidelines that were approved on July 23, 1986.

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IDAHO PANHANDLE NATIONAL FORESTS
PRIEST LAKE & SANDPOINT RANGER DISTRICTS
RECREATION RESIDENCE STANDARDS AND GUIDELINES

Clause II.A.
February 2005

The following is a set of guidelines developed jointly between the Forest Service and representatives of the Priest Lake Permittee's Association, to help direct management of recreation residence tracts on the Priest Lake and Sandpoint Ranger Districts, Idaho Panhandle National Forests. Although there is no Permittee's Association for the cabin owners on the Sandpoint Ranger District, the previous guidelines that were accepted in 1986 were adopted for use at the Garfield Bay Tract, due to similar settings, goals and objectives. These updated guidelines will be used in determining the need for future modifications and help determine what is appropriate and permissible for recreation residences located on both Districts.

All permit holders and prospective purchasers will use these guidelines. Nothing in the guidelines will supersede conditions of the special use permit authorized for each recreation residence. The guidelines will give permit holders a more detailed and informative understanding of a common approach to maintaining the character of their recreation residence lots and tracts.

These guidelines will fulfill the requirement of the recreation residence term special use permit (FS 2700-5a), Clause II.A. Operation and Maintenance.

Objectives

It is not intended that these guidelines cover all situations that might arise in the administration of recreation residences. The guidelines give an overall intent of joint Forest Service/permit holder management of the area. ***It should be clearly understood that prior approval for all exterior cabin modifications and modifications to the permitted lot is required.***

The following management objectives were used in developing the recreation residence standards and guidelines:

1. Recreation residences will be used and maintained as a single-family recreation home, which fits in with the rustic character of the Idaho Panhandle National Forests. It is intended that use shall be exercised at least 15 days each year, unless

otherwise authorized in writing. It shall not be used as a full-time residence to the exclusion of a home elsewhere.

2. Prevent the urbanization of recreation residence lots and tracts.
3. Recreation residences and other associated structures will be constructed and maintained to be as visually unobtrusive as possible from viewpoints on Priest Lake, Pend Oreille Lake and as seen from county roads, access roads or trails, (such as the Beach Trail #48) and other public use and access areas.
4. Recreation residence lots shall be maintained to reduce fire hazards by the elimination of fine fuels and dead material on the lot to provide a natural but managed appearance.
5. All structures will be maintained and kept structurally sound.
6. The lakeshore area (i.e. the area between the permitted lot boundary and the high water mark) will be managed as a public use area.
7. Permit holder structures or temporary items will not block the Beach Trail #48 and other public thoroughfares.
8. Docks will be constructed and maintained to provide boat access and boat security, and will be designed to blend in with the surrounding landscape.
9. Other forest resources will be protected, such as archeological resources, sensitive plant and animal species, water quality and fish habitat.

Administration of Standards and Guidelines

To insure that compliance with the standards and guidelines is being met, the Forest Service will make periodic inspections of all permitted recreation residences and lots, including docks, outbuildings and other permitted improvements. At the time of the inspection, a report will be written, detailing any improvements needed to meet the guidelines and dates when the items should be completed.

Formal inspections, when applicable, will usually be accomplished during the summer when the permit holders are present. Advance notice will be sent to each permit holder when practical, notifying him or her of the scheduled inspection date. Permit holders are

encouraged to be present during these inspections to facilitate discussion and agreement on necessary mitigation measures and the associated timeline to make the corrections.

When objections arise with inspection items or dates to accomplish them, the permit holders are encouraged to contact the Forest Service and discuss them. The intent is to have a mutually agreeable working relationship to accomplish the objectives stated earlier. If the situation cannot be resolved to the permit holder's satisfaction, he or she may request help from the Priest Lake Permittee's Association President who can act as a mediator with the Forest Service in resolving the problem.

Procedures for Construction of New Improvements

1. Before proceeding on *any* project that involves altering the external dimensions or appearance of structures, vegetation changes, changing the shape or color of structures or requiring any ground-disturbing activities, prior written approval will be required from the Forest Service.
2. The permit holder will be required to provide an Application for Construction (Appendix A), or a written proposal that contains all of the information requested in the application. Requests should be made *at least 6 months* in advance of the proposed start date.
3. It is advised that before the permit holder spends time and/or money in drafting plans, they discuss the concept of the proposal with the Permit Administrator.
4. Detailed plans will be required for, but not limited to, building construction and reconstruction including; cabin remodels or additions, storage buildings, pump houses, outside toilets, porches, decks, septic tanks, drain fields, utility lines, access roads and parking areas.
5. Drawings prepared by a licensed Architect or Engineer or an approved design professional will be required for major new construction or additions.
6. Permit holders must certify that all new construction complies with the current Uniform Building Code and County or State Codes where applicable. Applicable State and County building permits will be required for new improvements, additions and remodels.

Residence

1. Plans for new construction will be evaluated on how well the proposal blends in with the surrounding terrain, slope, vegetation, existing footprint location, lot boundaries, visual integrity and existing structures, along with any environmental conditions that may be limiting, such as but not limited to; springs, excessive amount of rock or a sensitive archeology area. **The maximum square footage *may not be allowed based on individual site conditions.***
2. Maximum size limit of 1200 square feet on main floor (footprint) as measured by exterior dimensions. This includes enclosed/screened in porches, but excludes decks.
3. A maximum of two stories will be allowed.
4. A maximum height of 24 feet will be allowed, measured from the main floor to the peak of roof.
5. Dormer windows will be allowed, not to exceed 6 feet x 6 feet dimensions per window.
6. A minimum of a 6/12-roof pitch will be required.
7. Basements will not be allowed.
8. Shed style roofs will not be allowed.
9. Once approval is obtained, construction should start within 6 months. If 6 months has passed, the permit holder will need to contact the Forest Service to see if any additional information will be required to continue with the project.
10. All exterior building construction should be completed within 12 months.
11. Natural materials will be used to the extent possible. Use of concrete, keystone type blocks, and pre-formed pavers for construction will be limited.
12. Outside stairways will not be allowed for access to the second story/loft area.

13. If destroyed or damaged beyond repair, existing cabins over the current square footage criteria will only be allowed replacement by a cabin meeting the current square footage allowance.

Storage Buildings and Garages

1. Only one storage building or garage will be authorized per lot. Existing buildings, more than one per lot, *may* be allowed to remain as long as they are maintained to the current standards. If they are not maintained, their removal will be required. If a permit holder requests a brand new garage and a storage shed already exists, the holder will be requested to consolidate into one new building.
2. Construction of storage buildings or garages will require written approval. Any new garage or storage building will not exceed 20 feet x 24 feet, exterior dimensions with a 9-foot wall (floor to point of contact with roof). **Total size allowed *may* be less than the maximum size allowed due to lot size, location and environmental conditions.**
3. Total height for garage/storage buildings cannot exceed 18 feet from floor to peak of roof.
4. A vehicle door will only be allowed on one side of the garage. A single or double door may be allowed.
5. Windows on garage are limited to one per side, maximum 3 feet x 4 feet dimensions, excluding garage door side.
6. Windows on attic walls are limited to 2 feet x 3 feet in size, and a maximum of one window on each end of building. One end may have a loft door for access to storage (replaces window on that side).
7. No outside stairways to access attic will be allowed (portable methods only).
8. Storage buildings or garages will be designed to blend in with the surroundings and have the same color, siding and roofing materials as the residence.

9. New metal buildings will not be approved for use. When a permit is issued to a new permit holder on a lot with a metal building, a review will be conducted to determine whether to continue authorization of the structure.
10. Attached garages will not be allowed.
11. A garage/storage building will not be used as living/sleeping quarters.
12. Utilities such as electricity, propane or water may be allowed in garages. Bathrooms will not be allowed. Water for use in a laundry facility or utility sink is acceptable.

Maintenance of Improvements

Roofs

1. Roofing material can be shingle, shake, rolled mineral surfaced, 3-tab composition, or baked on enamel metal. Shake and shingle roofing, although acceptable, are not recommended because of the potential fire hazard. Proposals for other types of roofing not listed above must be submitted for approval.
2. Roofs of residences and associated structures will be constructed out of the same material and color.
3. Roofing will be a dark earth tone color. Dark brown, dark green and dark gray shades are generally acceptable.
4. Roofs should be kept clear of all debris and needles on a regular basis to reduce fire hazard.
5. If a roof is sagging, missing shingles, leaking or showing rot, replacement or repair will be required.
6. Although it may look somewhat natural, moss on roofs will lessen the lifetime of the roof. It is recommended that moss be removed from roofs.

Foundations

New foundations in the wet climate of north Idaho should generally be concrete. If wood sill logs are currently in place, they should be checked periodically for rot. If rot exists, repair or replacement will be requested. Clearing away dirt from the sill logs so the logs are not touching the ground can prevent some rot.

Painting, Staining and Varnishing

1. The exterior colors should harmonize with the surrounding landscape. Earth tones and forest colors that blend in with the surroundings are ideal. Dark browns, dark greens and dark grays are recommended. Past acceptance of colors is not necessarily approval for continued use. Bright colors such as shades of white, red, blue, yellow, orange, etc. will not be approved. This includes trim and doors.
2. Weathered or unstained siding may be approved if the color blends in with the site conditions. If logs were originally varnished and it is now worn off, they may need to be revarnished.

Decks

1. Maximum deck size will be 480 square feet. The maximum size *may* not be allowed, depending on individual lot conditions, proximity to the Beach Trail #48 or other public use areas. Decks will only be allowed on the ground floor level (first story).
2. Decks should be constructed with firm concrete footings that meet the frost depth for the area (24 inches below ground).
3. All decks greater than 30 inches above ground must have railings. Railings will be at least 36 inches in height with no more than 4 inches distance between balusters, whether constructed vertically or horizontally. Other railing/baluster style options and materials that meet code may be considered. Railings will be maintained to be secure.
4. Redwood or cedar is recommended for all decks. Some types of synthetic decking material may be acceptable.

5. Decks will be approved on the need for an outside entrance and/or outside recreation area.
6. Decks that face the waterfront must be designed to blend in with the existing structures.
7. Decks may be left unpainted after initial construction, but once they are painted or stained, they must be maintained.
8. Decks may not be roofed or screened in.
9. No new concrete patios will be allowed. Those that exist may remain as long as they are in good condition. If repairs are required, it will be up to the Forest Service to determine if they can remain.
10. No freestanding decks will be allowed.
11. A small roof that covers an entryway and blends in with the existing roofline *may* be acceptable.

Porches

Porches are a covered or screened-in extension of the cabin. A porch is considered part of the living space and will contribute to the square footage limitation of the residence.

Guest Cabins/Sleeping Cabins

1. A guest cabin is identified as a building that contains enough facilities that it can be used and is essentially independent of facilities in the main residence.
2. A sleeping cabin is a small building with sleeping accommodations only.
3. No new guest cabins or sleeping cabins will be authorized. Additions to guest/sleeping cabins will not be allowed. The goal, based on existing policy (1988) is to phase out the existing guest and sleeping cabins. When a permit is issued to a new permit holder on a lot with a guest or sleeping cabin, a review will be conducted to determine whether to continue authorization of the structure.

Heating Systems

1. All stoves, heating systems and electrical wiring must be installed to minimize fire danger and must comply with county building and electrical codes.
2. Fireplaces, heating stoves and chimneys shall be National Fire Protection Association (NFPA) and/or Underwriters Laboratory (UL) approved and installed in accordance with the manufacturer's specifications.
3. Natural (native) rock material, artificial rock and masonry material are recommended for exterior construction of chimneys and fireplaces. An exterior facing may be required on those chimneys that do not blend in with the surrounding environment. An example of a chimney that may need to be faced is a concrete block chimney.
4. All chimneys must be equipped with approved spark arrestors. Manufactured spark arrestor screens that meet NFPA and/or UL approval are acceptable. Open fireplaces should be equipped with spark screens.
 - An example of an approved spark arrestor for a chimney is shown in **Appendix B.**

Water and Sewer Systems

1. Individual water systems and sewage disposal facilities shall be installed and maintained in accordance with plans submitted and approved by the Forest Service and Panhandle Health District.
2. Water systems that draw water directly out of the lake are allowed, but wells are recommended. Both systems are acceptable.
3. All waterlines to and from pump houses will be buried, unless not feasible due to terrain.
4. If a Sewer District is implemented in a tract, hook-up is required unless the sewer district issues a variance.

Outdoor Toilets

Outdoor toilets may be allowed subject to Panhandle Health District regulations. Existing pit toilets without leak proof containers are approved on a temporary basis. To insure that any further contamination of lake water does not occur, approval to move existing pit toilets or construct new outside toilets will be based on the following:

1. All new and relocated outdoor toilets will be required to have a leak-proof vault container placed underneath the structure. The vault must be pumped and waste disposed of at an approved sewage facility on a regular basis.
2. Facility is fly and rodent proof.
3. Siding and roofing materials blend in with the residence and surroundings.
4. Continued use of existing pit/vault toilets will be allowed as long as the facility is maintained and permitted through Panhandle Health District. If they are not maintained, their removal will be required.

Lot Maintenance

1. Lots will be maintained in a natural appearing forest environment with a clean, neat and orderly appearance. Trash, debris, unusable equipment, etc., will be disposed of on a regular basis. Building materials and firewood should be stacked neatly. Building materials should be used within a reasonable amount of time or removed from the lot.
2. Firewood storage should be confined to one location when feasible, and stacked away from the residence. If the location uses live trees for bracing, the trees should be protected from bark damage. Tarp or plastic coverings to protect the wood from the elements are permitted if securely fastened. The tarps should be green or brown in color. Lean-tos or metal coverings will not be allowed.
3. Slash and other woody debris should be piled and burned on a regular basis or hauled to a county landfill. Seasonal burning permits are required and can be obtained free of charge at the local Forest Service office.
4. Storage of inoperable vehicles or unused trailers, etc. will not be allowed.

5. Felling of all hazard trees on the permitted lot is the responsibility of the permit holder. Prior approval must be obtained before cutting any tree. ***Removal or pruning of trees will not be allowed for the purpose of creating a view.*** Dead limbs may be pruned from trees to eliminate potential fire hazards. The Forest Service will inspect and mark hazard trees upon request. Removal of live trees *may* be approved; however, the permit holder may be required to purchase the trees from the Forest Service.
6. Most of the downed wood within the lot boundary should be cut up and stacked or disposed of properly. Small material less than 4 inches in diameter should be removed from the site, since this is the size material that creates a fine fuels hazard. Leaving some of the larger down/dead material is desirable because it returns nutrients to the soil and provides protection from erosion.
7. Metal swing sets are not allowed. Alternate swing installation *may* be approved.
8. No approval will be given to install tree houses, forts, playhouses or “flying fox” swing systems.
9. All electrical fixtures will meet code. Electric lines to pump houses, yard lights and other electrical outlets should be buried if feasible. When an electric line serves a light on a post, it will be covered in conduit. Lights currently attached to trees will generally need to be moved to a post.
10. Outdoor lighting will be allowed for safety purposes, but should be kept to a minimum.
11. Since the goal is to maintain lots in a natural appearing condition and not have a landscaped look, only planting of native vegetation will be allowed on the lots. These native plants must be transplanted from an approved location on the Forest and not purchased from a nursery. Ornamental flowering plants will be allowed in removable pots. Plastic yard animals, statues, etc. are not appropriate in a forest setting and will not be allowed.
12. Lawns and gardens will not be allowed. Those that currently exist will need to be converted back to native species and natural conditions. Planting of native grass species may be allowed for erosion control, but approval must be obtained prior to seeding.

13. Installation of TV antennas and satellite dishes may be allowed on the lot with approval.
14. Mailboxes will not be allowed along the West Lakeshore Road. Alternate sites and methods are available for mail delivery.

Sanitation Management:

Outdoor trashcans will not be allowed. This includes cans containing recyclable items. Cans will need to be converted to an approved bear resistant model or trash kept indoors, in a storage building or garage.

In addition, the following requirements will help eliminate conflicts with wild animals:

1. Outdoor refrigerators will not be allowed.
2. Pet food needs to be stored inside.
3. Salt licks will not be allowed.
4. Temporary feeders for birds and squirrels will need to be stored inside when cabin is not occupied.

Lakeshore Area

The area between the high water mark and the individual lot boundary is not part of the permit area. This area is to be managed for public use and the goal is to retain it in as natural condition as possible. The only permanent structures that *may be* permitted in this area include:

1. Access to the dock and lakeshore area.
2. An approach ramp to safely access a boat dock.
3. A pump house to conceal a pump where water is drawn from the lake.
4. A fire ring structure to contain a beach fire.

Permanent structures that do not meet these guidelines, but were approved by the Forest Service in the past, *may* continue to be maintained and repaired on a regular basis. When permits are issued to a new permit holder, the structures that do not meet the guidelines listed above will be removed or modified to bring them into compliance. Immediate removal will be required for structures that were never approved.

1. Temporary items such as a picnic table, chairs and beach toys should be placed where they will not interfere with public use of the Beach Trail #48 or other public access areas.
2. Construction of rock retaining walls, patios, barbecue grills, or any other permanent structures will not be approved. A retaining wall structure or steps to prevent erosion *may* be acceptable as determined by the Forest Service, however, not for the purpose of creating a patio or beach area.
3. Pump house structures will be constructed to the minimum size adequate to cover the pump and any related fixtures and allow for maintenance. Additional space within the pump house to create storage will not be allowed.
4. The beach area will be kept in a neat, clean and orderly appearance. Toys, lawn chairs, tables, etc. should be stored neatly when not in use. These items should be limited to the minimum amount necessary. Old cable, logs and other debris will be disposed of.
5. Large stacks of firewood on the beach should be avoided. Storage of small amounts of wood (approximately 2 cubic feet) for a beach fire is acceptable.
6. Fire ring structures that are partially below the high water mark will need to be replaced above the high water mark in order to maintain water quality by preventing ash deposits in the lake.
7. Hauling sand to the beach/lake area in an attempt to create more beach is not allowed.
8. The removal of shoreline vegetation is not allowed. Pruning and trimming vegetation to safely access docks and existing improved areas is acceptable.

Dock Structures

A dock permit is a joint permit from the State of Idaho and the Forest Service. When applying for a dock permit, the Forest Service will need to sign the application as the adjacent land “owner” prior to submitting the application to the State.

Refer to the State of Idaho guidelines for dock construction, size and placement standards.

1. Dock applications for Priest Lake may be obtained by contacting the Idaho Department of Lands, Priest Lake Area Office, 4053 Cavanaugh Bay Road, Coolin, ID 83821, or by calling (208) 443-2516.
2. Dock applications for Pend Oreille Lake may be obtained by contacting the Idaho Department of Lands, Navigable Waters Division, 3780 Industrial Avenue South, Coeur d’ Alene, ID 83815, or by calling (208) 769-1525.
3. Docking facilities are permitted on National Forest System lands for boat storage, access and security. Docks should be designed to blend into the natural landscape and surrounding vegetation as much as possible.
4. Docks are not to be used as the principle place of moorage for boats owned by persons other than the recreation residence permit holders.
5. Pilings or other underwater anchorage structures may be used to anchor docks in place. Pilings should not extend more than three (3) feet above the mean high water mark. If underwater anchors are used, care should be taken to insure that cables are not visible on the beach or above the high water mark.
6. All docks constructed with Styrofoam or similar material will be approved only if fully enclosed in a wood, plastic or other State approved covering. Logs are recommended for flotation.
7. Slip, “T” and “L” shaped as well as straight docks are acceptable.
8. When new docks are constructed, the old dock structure will be disposed of properly.
9. Dock size is limited by the State.

10. No new docks will be authorized for permit holders in the Neopit View Tract. This is based on existing policy (1962).
11. Boat lifts (temporary, portable structures) will be allowed for additional boat/personal watercraft security. An application must be provided to both the Forest Service and Idaho Department of Lands offices to request a boatlift or personal watercraft lift. Cover colors will be of a color that blends in near the water, such as, green, tan or brown. (The color blue is reserved for marinas).
12. Only structures of a temporary nature will be allowed upon docks, such as umbrellas, chairs, picnic tables, storage boxes.
13. A diving board that is commercially manufactured may be allowed. The diving board must be less than 18 inches in height. Colors will be muted earth tones. Aluminum diving boards will not be allowed.
14. Slides, TV antennas and satellite dishes will not be allowed on docks.
15. Along with the State dock permit number, permit holders are requested to have their lot number printed on a visible surface of their dock.

Signing

1. A sign with the name or lot number and physical address should be maintained on the cabin.
2. A signpost by the entrance to a recreation residence tract with all the permit holder's names is encouraged. The purpose of this sign is to assist emergency response, sheriff and Forest Service personnel in locating residences. Small routed wooden signs are preferred, with a dark brown background. Paper plate signs will not be allowed.
3. Maintenance of tract and lot signing is the responsibility of the permit holder.

4. "No Trespassing" and "private property" signs will not be allowed on the permitted lots or cabins. Prior approval for placement of Real Estate signs is required.
5. Signs indicating the facilities are patrolled by a security service are acceptable. These signs should be placed on the cabin or posts rather than on trees.

Road Maintenance

Maintenance of the recreation residence access roads and driveways is the responsibility of the permit holder unless otherwise specified. Roads such as the West Lakeshore Road, Reeder Bay Road and Garfield Bay Road are all maintained by Bonner County.

Application of approved salt-based dust abatement products to the road surface is the permit holder's responsibility. The use of oil products will not be allowed.

Procedures for Issuance of a Recreation Residence Term Special Use Permit

1. Prior to selling or conveying interest in a recreation residence, contact the Permit Administrator and request an application form 2700-3a. This application documents the request that an existing permit be terminated and a new permit issued to a new owner. It is the responsibility of the permit holder to provide a copy of the permit to any prospective purchasers.
2. A "Bill of Sale" or other notarized document showing there has been a legal change in ownership of the private improvements must be provided to the Forest Service along with the application (2700-3a).
3. An inspection will be made prior to the Forest Service issuing a new permit. Any items needing correction will be documented. Before a new permit is issued, all deficiencies noted in the inspection must be corrected, or an agreement signed that the items will be corrected by a specific date. The seller and buyer are encouraged to be present during the inspection. A written record of the inspection will be sent to the buyer and seller or to the Attorney's office that is handling the transaction.
4. A \$55.00* permit authorization fee must be paid by the purchaser before a new permit will be issued.

5. A recreation residence permit can only be issued to a single person, married couple or a living/family trust. For a living trust, there is specific language that must be included in the trust concerning the special use permit. Please contact your Permit Administrator for details.

The prospective purchaser is encouraged to contact the Forest Service Permit Administrator to learn and understand the requirements, conditions and responsibilities associated with maintaining a recreation residence under permit on National Forest System land.

*Fee Subject to Change

Helpful Addresses & Phone Numbers for the Permit Holder

Priest Lake Ranger District
32203 Highway 57
Priest River, ID 83856-9612
Ph: (208) 443-2512
Fax: (208) 443-6845

Sandpoint Ranger District
1500 Highway 2, Suite 110
Sandpoint, ID 83864-9509
Ph: (208) 263-5111
Fax: (208) 265-6670

Idaho Panhandle National Forests
Forest Supervisors Office
3815 Schreiber Way
Coeur d' Alene, ID 83815
Ph: (208) 765-7223
Fax: (208) 765-7307

Forest Service Website: www.fs.fed.us/ipnf

Bonner County Sheriff – Dispatch: (208) 265-5525 or 448-2631

Panhandle Health District: (208) 265-6384

Priest Lake Permittees Association
Website: priestlakepermittees.org

National Forest Homeowners
Website: www.nationalforesthowners.org
Hotline: 800-669-9971

This information is subject to change

APPENCIES

Appendix A – Application for Construction

Appendix B – Approved Spark Arrester

APPENDIX A

**APPLICATION FOR MODIFICATION/CONSTRUCTION
FOR
RECREATION RESIDENCE PERMIT HOLDERS**

Name: _____

Address: _____

Recreation Residence Tract: _____

Lot Number: _____

- 1) What are you proposing to modify/construct at your recreation residence or lot? Please describe in detail. Attach additional sheets if necessary.

- 2) Why is this work necessary?

- 3) How will the work be accomplished? Please provide details, such as type of equipment needed, any tree removal requested, amount of material to be moved or brought in.

- 4) When is your proposed start date and completion date?

- 5) If you will not be doing the work yourself, who will be conducting the work, and will they be designated to act as your representative on the project? Please provide a name, phone number and address of your designated representative.

- 6) Please provide a drawing of your proposal, including at a minimum, the information requested on the following page, and a directional north indicator arrow. If this is a proposal for anything other than new building construction (such as widening a turn-around, addition of a retaining wall, roof replacement), please provide a diagram and map with adequate detail that the proposal can be identified on the ground.

If the proposal is for new construction of a cabin addition or new building, please provide a conceptual plan at this time. Engineered, stamped plans will be required once the conceptual plan has been approved.

Signature of Permit Holder

Date

Signature of Permit Administrator

Date Application Received

PROPOSAL
DRAWING/DIAGRAM INFORMATION

Dimensions _____

Height _____

Roof Pitch _____

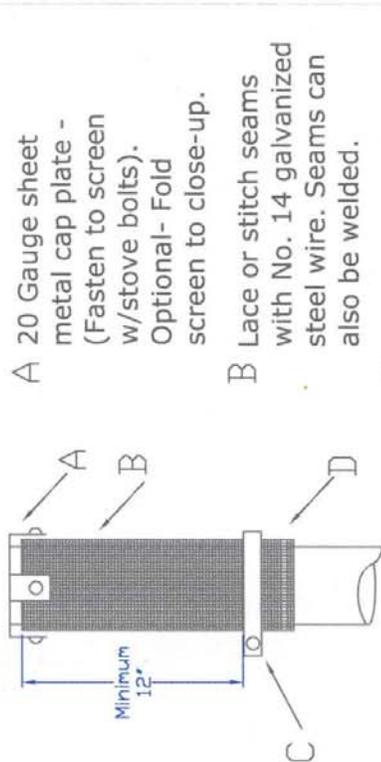
Color _____

Trim Color (windows, doors, shutters) _____

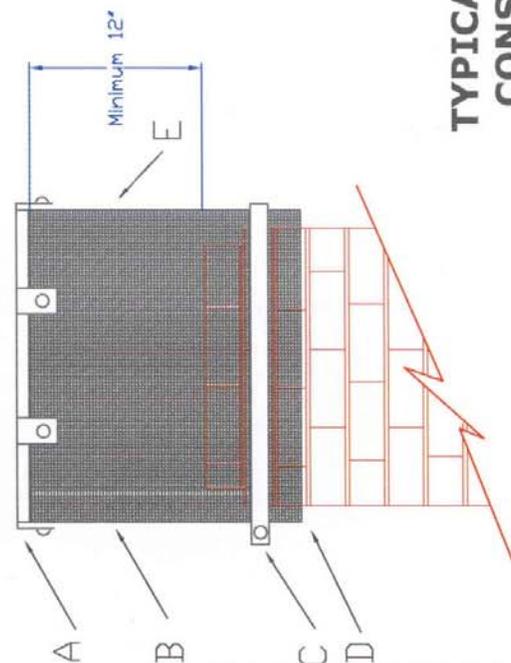
Materials _____

APPENDIX B

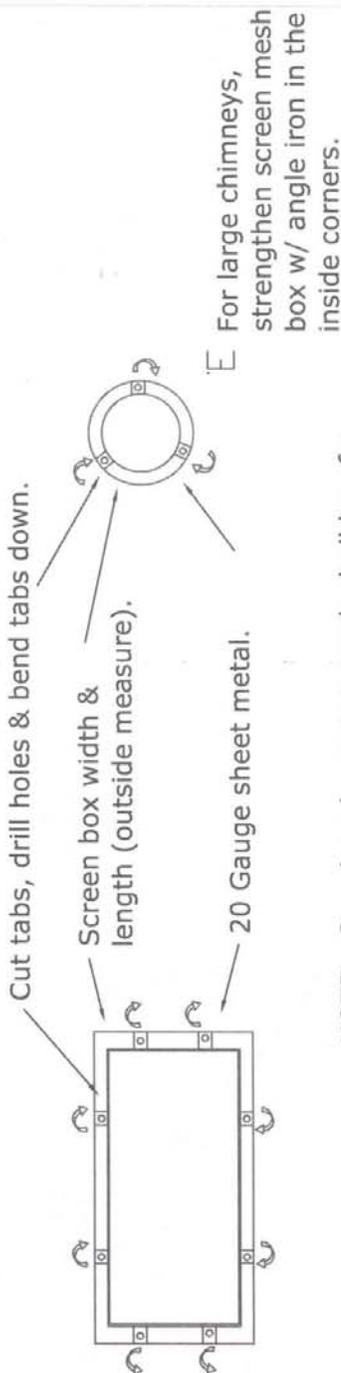
METAL STOVEPIPE SPARK ARRESTER



MASONRY CHIMNEY SPARK ARRESTER



TYPICAL CAP PLATE CONSTRUCTION



NOTE: Openings in screen mesh shall be of a size that does not allow passage of spheres larger than 1/2" diameter or block passage of spheres of less than 3/8" diameter.

12/2004 jhoughton