

Doe Valley Association, Inc.

**Architectural Policy**

*approved as of January 1, 2022*

with Amendments 2/1/23

**1. APPLICATION FOR BUILDING PERMIT.**

Permit Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Issued: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location of Property: Section: \_\_\_\_\_\_\_\_\_\_ Lot Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lot Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Owner Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Builder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Builders Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Dates of completion:**

Permit issued\_\_\_\_\_\_\_\_ Land Surveyed\_\_\_\_\_\_\_\_\_ Silt Fence Installed \_\_\_\_\_\_\_\_

Trash and Porta potty on site \_\_\_\_\_\_\_\_\_\_\_ Six Month Construction \_\_\_\_\_\_

Permit For: \_\_\_\_ New Construction (House/Condo) \_\_\_\_ Garage Addition

\_\_\_\_ Fence \_\_\_\_ Home Addition

\_\_\_\_ Shed \_\_\_\_ Gazebo

\_\_\_\_ Pool (In-Ground/Above Ground) \_\_\_\_ Deck/Patio

\_\_\_\_ Driveway

Square Footage: First Floor \_\_\_\_\_\_\_\_ Second Floor \_\_\_\_\_\_\_\_ Total Above Ground: \_\_\_\_\_\_\_\_\_

Basement (Yes/No) Sq Ft\_\_\_\_\_\_\_\_

Exterior Finishing Materials: Brick \_\_\_\_\_Stone\_\_\_\_\_\_ Siding \_\_\_\_\_Other\_\_\_\_\_\_

Surfacing Material for Driveway: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Must be concrete, brick or asphalt)

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**FOR OFFICE USE:**

|  |  |
| --- | --- |
| 2 Sets of Blueprints \_\_\_\_ (readable) Check Numbers: | Plot Plan \_\_\_\_ Grade Plan \_\_\_\_ Material List: \_\_\_\_ |
| Building Permit: | \_\_\_\_\_\_\_\_\_\_\_\_\_ Water Connection: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Sewer Connection: | \_\_\_\_\_\_\_\_\_\_\_\_\_ Road Damage: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Completion Deposit: | \_\_\_\_\_\_\_\_\_\_\_\_\_ |

Permit Approval Signatures (3):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(date)

Permit Refusal Signatures (3):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(date) Changes Required:

Change requests: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Monitor Assigned \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Construction Start: \_\_\_\_\_\_\_\_ (**6-month completion date)** \_\_\_\_\_\_\_\_\_\_\_Construction Complete: \_\_\_\_\_\_\_\_\_\_\_\_\_

Clean-up Fee Refund Approval: Date \_\_\_\_\_\_\_\_\_\_\_\_. By \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**All requirements for dumpster, porta potty, silt fence, and survey must be met**

**prior to and Construction or groundwork**

Silt fencing must be installed properly before any construction. The silt fence must be maintained throughout any construction involving dirt movement until completion of the project. Failure to properly maintain silt fencing could cause siltation to flow into the lake. If negligence is determined to be the cause of the run-off; a fine of $1000 per day may be enforced.

It is the policy of the Doe Valley Architectural Committee to establish and preserve a harmonious design for the Doe Valley community and to protect the value of the property. Guidelines contained herein are based upon Doe Valley Property Restrictions (see attached document). They are presented to assist builders and homeowners in making decisions about how to construct or renovate property in Doe Valley. All builders and homeowners must familiarize themselves with the Property Restrictions and Architectural policies for Doe Valley to ensure desired plans are within compliance.

Any new building or exterior renovation ***must be approved prior to construction*** by the Doe Valley Architectural Committee. In most cases a Meade County building permit and approval is also required after approval by Doe Valley. Also regulated within the scope of the Architectural Committee are landscaping, maintenance, repair, and safety issues related to property, including placing of structures on the property such as sheds and gazebos, above ground pools and fences.

The Community Rules, Regulations and Fines (CRRF) is applicable to all Doe Valley members and contains more detailed information to sustain a neat, orderly, and peaceful environment and to protect, enhance, and maintain the homes and other valuable and aesthetic aspects of a member’s property. All members shall review all Doe Valley documents to ensure they comply.

**ALL CONSTRUCTION MUST HAVE APPROVAL FROM DOE VALLEY PRIOR TO BUILDING.**

**PROCESS.**

(a) Obtain a Doe Valley building permit request.

* 1. Complete all information and attach all required items, including payment checks.
  2. Return it to the Doe Valley office. Specific requirements for each application are listed on the building permit request form. (See page #1)

1. The Doe Valley Architectural Committee (DVAC) will review request for building permits.

(Submissions must be received at least 30 days prior to the intended start of construction.)

1. If approved, the permit paperwork will be available for pickup at the office the day following DVAC approval. If the permit request is disapproved, the General Manager will contact the applicant and discuss the decision.

1. If the permit request is disapproved, the applicant has the right to discuss the issue with the full Architectural Committee at their next scheduled meeting. If the applicant still is not satisfied, they may discuss the issue with the Doe Valley Board of Directors.

1. If approved by Doe Valley, Meade County building permit is then required. Contact the Meade County Planning and Zoning (MCPZ) office located in the Meade County Courthouse on Fairway Drive to obtain a county building permit. Doe Valley will fax information to MCPZ verifying approval.

1. Doe Valley Office will issue building permits upon presentation of the Meade County building permit.

1. Debris dumpsters and Port-o-Cans **must** be on-site before construction begins.

**FEES.**

**(Note: Separate checks MUST be written for each fee for accountability purposes).**

***New construction:***

Building Permit Fee (nonrefundable): $1,000

Water Connect Fee (nonrefundable): $1,200

Sewer Connect Fee (nonrefundable): $1,000

Road Damage Fee (nonrefundable): $3000

Completion Deposit (refundable after driveway is completed, debris removed, and mailbox placed):$1000 Late fee for construction uncompleted (exterior) in six months (nonrefundable): $500 per month

Building debris left on the ground and not disposed of properly can result in a fine of $200/day

Encroachment will result in a $3000 fine along with repairing or replacing any damamge

***Garage addition/In-Ground Pool/House addition:***

Building Permit Fee (nonrefundable): $250

Road Damage Fee (nonrefundable): $3000

Completion Deposit (refundable after driveway is complete & debris is removed): $500

Late fee for construction uncompleted (exterior) in six months (nonrefundable): not to exceed $500 a month. (To be determined by the General Manager.)

***Shed/Gazebo/Deck/Above-ground pool:***

Building Permit Fee (nonrefundable): $100

Road Damage Fee (nonrefundable): $100

***Driveways/Paving a road to lake:***

Building Permit Fee (nonrefundable): $100

Road Damage Fee: (nonrefundable) $500

***Major reconstruction:***

Major reconstruction projects, such as adding an additional floor or rebuilding after a disaster, will incur fees which will be assessed on a case-by-case basis but normally:

Permit Fee $500

Road Damage Fee $500

**FOR ANY PROJECT NOT COVERED ABOVE, MIMINUM PERMIT FEE IS $50**

***Minor reconstruction:*** Minor changes or upgrades to an existing house or boat dock without additions or changes in the footprint of the construction will not incur fees.

**Building inspections required:** Contact the Meade County Planning Office: 422-4676. All inspections must be requested and made with the planning office and not the inspector. Inspections are made at the following times: footers and foundation, framing, and final inspections/certificate of occupancy (plumbing and electrical). Consult the Meade County Planning Office for fee schedule and particulars.

\*\*\*Certificate of Occupancy: A copy of the Certificate of Occupancy must be delivered to the Doe Valley office prior to actual residents taking ownership of the property.

**Additional items required:**

* Two sets of blueprints for the structure and/or design of shed, gazebo, pool, etc., including square footage of any structure and four elevations, front, back and both sides. All measurements on blueprints must be readable.
* One plot plan showing the location of the structure, driveway, easements, and setbacks.
* Type of exterior materials of the structure and surfacing material for driveway.
* Grading plan (if applicable)

Doe Valley is in an R-1 Meade County zoning district. Only stick/site-built single-family residences are permitted unless a variance is granted by the county after recommendation by the Doe Valley Architectural Committee and approval by the Doe Valley Board of Directors.

* Lots cannot be subdivided for the purpose of building a residence.
* Contractors must not place similar house plans within 1000 feet, of each other, to insure the visual harmonious design throughout Doe Valley Community.
* Boat houses may be erected prior to a house on a waterfront lot.
* No building, tents, or trailers may be used for temporary housing on a residential lot.
* The exteriors of all buildings must be completed within six (6) months from the date construction commences. Extensions will be considered on a case-by-case basis.
* Open pier foundation type construction is only permitted with prior permission and written plan approval by DVA.
* Minimum residence space will be no less than 1,500 square feet above ground level.
* No waste shall be permitted to enter the lake.
* All construction and/or land excavation requires the use of erosion control measures to prevent infiltration of sediment into the lake (i.e., silt fencing, hay bales, etc.).
* All buildings having plumbing facilities shall be required to connect to central water and sewer systems. No house shall be occupied until connection is made to water and sewer and passed final inspection.

**Set back guidelines:**

Twenty-five (25) feet from the front property lines; ten (10) feet from the side; fifty (50) feet horizontally from the normal water line of the lake; fifteen (15) feet from sewer mains. Homeowners must be aware that any landscaping or structure, including mailboxes, which are placed on the right of way, may be removed at any time by management if required for safety or infrastructure maintenance. Replacement of said items will be at the owner’s expense.

**Easements:**

Doe Valley Association reserves a perpetual easement of ten (10) feet in width along the side and rear lines and 25 feet in perpetual easement on the front property line of each and every lot, with the right of ingress and egress thereon, for the purpose of installing, operating, maintaining and servicing all types of utilities, sewers and drainage ditches and appurtenances, together with the right to trim, cut or remove any trees or brush necessary for the above purposes. In the case of sewers, the exact location of the sewer easement shall be as shown on the engineer’s “as built” record plan and may be located on each lot at such a location as sound engineering practices dictate to serve the lot in question and other lots in the subdivision. The owners of the lots in the subdivision shall have no cause of action against DVA either at law or in equity, by reason of any damage caused to lots in the installation, operation, or maintenance of the above-mentioned utilities except in the case of gross negligence on the part of the contractor or builder.

NOTE: When an owner of two or more adjoining lots combines them, the lot shall not be subject to the sideline ten (10) foot easement along the line common to both lots.

**Lake Restrictions:**

Doe Valley Assoc. Inc. and its successor(s)/assignees grants to each respective waterfront lot owner as an appurtenance, the right-of-way across the land, from the lot to lake for the purpose of permitting the purchaser access to the lake reservoir for recreational purposes, erecting of docks (after approval by the Office and fees paid) and other structures on the land consistent with use of lake for recreational purposes. Waterfront lots are described on plat maps located in the Administrative Office and are identified by dashed lines extending from the side boundary lines to the water’s edge. Non-waterfront lots are prohibited from building docks in the common areas. Grandfathered docks already erected in said common areas may remain but if removed, rebuilding will not be allowed. Condominiums, patio homes or any another other multi-family dwellings that have approved dock space on the lake, shall restrict the number of approved docks to the number of residences in the dwellings. All docks are to be maintained in good state of repair and appearance. Failure to maintain docks constitutes the possibility of removal by the Association at the owner’s expense. Efforts will be made to contact the owner of said docks to encourage repair and adequate time will be given before the removal process begins.

Nothing herein shall be construed as granting to the lot owner any riparian rights in the lake or the waters thereof. Construction of structures on the land shall be approved and limited by Doe Valley Assoc. Inc. (DVA) and its successor(s)/assignees. Limited community-use areas, adjacent to waterfront lots as noted on record plat, are restricted to pedestrian easement and no community fishing or water activities from or within this area is allowed.

**Trees:**

* No living tree eight inches or more in diameter may be cut without prior permission of Doe Valley Association*.* During construction, trees should only be cleared 15 feet beyond the footprint of the house.

No clearing beyond property lines without prior permission from the Office.

* All construction of new homes will have 2 hardwood trees at least three inches on diameter planted on. Lot prior to occupancy.
* Construction should not clear-cut the total land area prior to building.
* Waterfront property owners are responsible for tree removal and clean-up if/when a tree falls into the lake either from decay, storm or during construction.
* A member who cuts any live tree larger than 8” in diameter without approval of the Association will be required to replace it with a nursery grown hardwood tree.

**Other restrictions:**

* No particle board or Masonite siding allowed.
* All new-built homes shall be aesthetically pleasing to the environment.
* All new-built homes need to enhance the visual aesthetics of the area.
* All block foundations must be split-faced/decorative block or covered with approved materials.
* Garages must conform to the color and architectural style of the residence and may be attached or unattached to the main house.
* As a residential community all lots are to be for single family use only. No short-term rentals will be allowed. Short-term rental is defined as anything less than a 30-day lease.
* A corrected plat must be filed when lots are combined.
* All driveways must be hard surfaced (i.e., concrete, brick, pavers, or asphalt). If necessary, drain guards will be installed to redirect water flow away from the roadway ad driveway. Driveways must be completed within 6 months from issuance of the Doe Valley building permit or the builder forfeits the clean-up deposit.
* If, at the time of the most Architectural Policy approval date, a property owner has a gravel driveway, it will be considered grandfathered, and will not need to be replaced with a hard-surface material. If the house is sold, however, current driveway standards, as stated in the Architectural Policy and CRRF for hard surfaces, will be required.
* Driveways that are grandfathered as a gravel surface must meet all standards. All gravel surfaces that have excessive grass, weed and foliage growth, and/or those surfaces that no longer have any gravel visible, will be considered as having returned to nature, and no longer be considered a hard surfaced. Once a gravel parking space is judged as having returned to nature, the member is no longer allowed a gravel hard surface, and must submit application within 30 days for a new construction project which is required for concrete, brick, or asphalt surface. If property changes ownership the new owners must submit with in 30 days application to bring driveway up to standard.
* Propane tanks must be concealed from view. Examples of concealment are shrubbery, lattice-work or other type screen. All tanks must have easy access for filling and removal.
* A property owner may not excavate or otherwise modify their land is such a manner as to cause an adjoining property owners land to subside, collapse, retain water or alter the natural flow of water so it flows or backs up onto the adjacent property, lose land mass or any other kind of damage.
* Rigid, non-breakaway mailboxes (i.e. brick, stone, etc.) must be located a minimum of three feet from the edge of the roadway. All other mailboxes will meet the US Postal Service standards.
* All homes must have house numbers visible on the home and mailbox. (Meade County EMS requests reflective numbers on mailbox for emergency purposes)
* Contractors who have purchased several lots cannot build homes that have identical exterior designs within 1,000 feet of each other.

**Fences/Pools/Outbuildings/Docks**

* Fences should not exceed six (6’) feet in height, must be placed a minimum of one foot inside the property line, and cannot extend beyond the front/back corners of the house or onto any right of way. Doe Valley Association reserves a perpetual easement of ten (10) feet in width along the side and rear property lines. It is the owner’s discretion of placing fences on said easement and it is the at the owners’ expense to replace if access is necessary. Wood fences should be of natural wood color or matching the home.
* Swimming pools must be secured with a fence or with a mechanism that prevents personnel from accessing the pool without permission IAW Kentucky Residential Code (Discuss with your insurance agent.) • An outbuilding or shed is that small structure placed in a member’s backyard, and which sole purpose is for storage and not to be considered living space or to be used for residential purposes.
* Silt fencing must be placed on all construction sites to prevent erosion/washing of the site on to roads, and /or adjoining property etc.
* Boat docks must be properly built and securely attached to the shore. No steel floatation containers are allowed. All dock plans must be approved before construction.
* Lot numbers must be visible from the water on docks.

**Pertaining to Builders**

* Prior to any digging or excavation begins, the owner/builder MUST contact the Doe Valley office regarding Doe Valley utilities. The owner/builder next must call 811 before digging to ensure all outside utilities are marked. Failure to do so can result in a fine up to $500 from DV not including what charges the utility company will charge for repairs if damage is done by said digging.
* All stumps must be removed from site or ground up.
* No Single-axle trucks heavier than six tons.
* No Double-axle trucks heavier than ten tons.
* All gravel trucks must have a tarp covering the gravel.
* No track vehicles on roadways.
* Prior to construction Port-O-Let must be in place at each site.
* Prior to start of construction a dumpster is required to be onsite.
* No burning on building site. All brush and scrap building material should be promptly removed from the building site.
* Discharge from concrete trucks must be on building site in driveway area, NOT on nearby lots or

ditches. FINES WILL BE LEVIED TO THE BUILDING CONTRACTOR AND PROPERTY OWNER.

* No encroachment of any kind on adjoining property including piling of brush, access by equipment, storage of materials and/or trash is allowed.
* Access to the lot must be provided by the builder/owner on the approved driveway location as shown on the plot plan, including the culvert installation. This access work shall be the first item of construction accomplished on the job.
* Culvert installation must insure no drainage issues impacting community roads.
* No access across open ditches or adjacent property. Especially prohibited is the offloading of equipment across open ditches.
* No off-loading of large equipment or heavy loads on roads. It must be off-loaded on the lot if possible.
* All construction activity must be completed within the boundary of the lot for which the building permit is issued. No work shall be carried on in the street adjacent to the lot. Debris left on the roadway (mud, clumps, branches, wood etc.) from construction is to be cleaned each day by the workers on that site.
* If the builder/property owner anticipates a late building completion date beyond six months, the builder/property owner must discuss the issue with the General Manager. The reason for the delay must be given and any actions the builder/owner will take to mitigate the late completion.

Reason for extension\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Extension authorized not to exceed \_\_\_\_\_\_ days

\*\*\*All fees / fines and rules and regulations will be reviewed on a case by case basis at the discretion of the General Manager and / or the Board of Directors.