

Dock Replacement Project

Westwood Village Homeowners Association

June 8, 2025



Due to overwhelming age-related deficiencies, the Board of Directors recommends replacement of the marina docks.

The Waterfront Committee collaborated in multiple discussions to take input and develop a design for the replacement that favors a lower total cost of ownership. The design was refined in March and April during two all owner calls and a survey to fine tune an improvement to the swim area that extends the sun deck.

Based on recent projects in the area we expect this to cost about \$7,500 for each of the 79 units at Westwood Village.

A Special Assessment is included in the 2026 budget for approval at this year's annual meeting. This puts money in the bank starting in January with enough collected by the 2026 annual meeting to sign a contract.

At this year's annual meeting we will vote to approve the proposed layout, decide whether the marina docks will be fixed or floating, and what kind of decking to use.

Once those choices are made our engineer can finish the design. It will be sent to five local contractors for their bid in today's dollars to confirm our estimate of the project's cost.

Just before next year's annual meeting we will have the contractors freshen their bids for us to choose from. The budget for 2027 can adjust for a higher or lower project price, and we can sign the contract and have the project run between Labor Day 2026 and Memorial Day 2027.

Estimated Project Timeline

July 2025

- Design choices and budget approval at this year's annual meeting

August 2025

- Engineer drawings complete
- Contractor bids received
- Budget validation

May-June 2026

- Renegotiate bids for selection

July 2026

- Approve project at annual meeting.
- Sign Contract
- Contractor begins shop construction of dock segments
- Demolition begins soon after Labor Day

Spring 2027

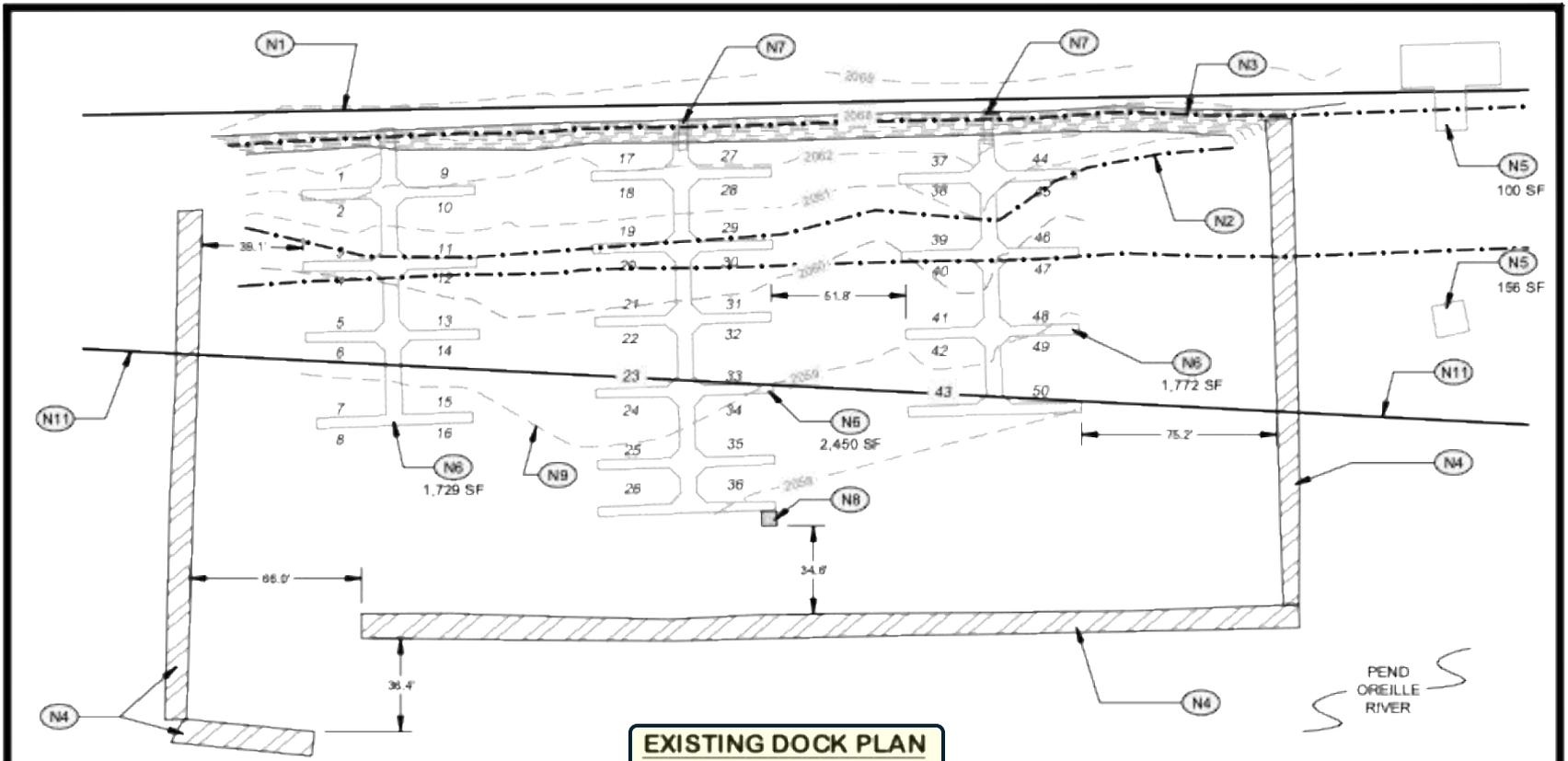
- Installation of new docks completed prior to Memorial Day

Existing Docks and Slips

There are a total of 52 slips available in our marina. The two side ties at the end of A dock are part of the seasonal rentals, but the two at the end of B dock are reserved for maintenance, and another two at the end of C dock are for transient boat tie ups during the day. This leaves 48 slips available for seasonal rental. The slips are generally 12' wide by 30' long.

Most of the slips do not actually provide the full 30' of length because of the way they were constructed. The end of each finger that surrounds the pilings on A and B docks provides only about 27' of usable finger length.

The slips closest to the shore on all three docks are problematic for their shallow draft and limited room to maneuver. The docks were installed too close to the shore.



EXISTING DOCK PLAN

NOTES FOR THIS SHEET

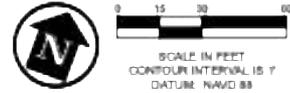
- (N1) PROPERTY TIE LINE ALONG SHORE BETWEEN SURVEY MONUMENTS, 741 LF
- (N2) WATERLINE AS SURVEYED MAY 2024
- (N3) APPROX. ARTIFICIAL HIGH WATER MARK (AHWM) ELEV. 2,066.4
- (N4) EXISTING FLOATING BREAKWATER, FROM AERIAL IMAGERY
- (N5) EXISTING FLOATING SWIM PLATFORM FROM AERIAL IMAGERY
- (N6) EXISTING FLOATING DOCK, AREA AS SHOWN
- (N7) EXISTING ACCESS RAMP
- (N8) EXISTING IRRIGATION BUILDING
- (N9) EXISTING CONTOURS, TYP. AS SHOWN
- (N10) EXISTING SUN PLATFORM FROM AERIAL IMAGERY
- (N11) PROPERTY LINE AS SHOWN ON BONNIER GIS (SUBMERGED LANDS)

NOTE: THE CURRENT DOCK AREA IS 6,207 SF.

PRELIMINARY
NOT FOR CONSTRUCTION

LOCATION: SECTION 28, T 57 N, R 2 W, B.M.
WATERBODY: LAKE PEND OREILLE
NEAR: SANDPOINT, IDAHO
LAT/LONG: 48.258617, -116.575300

SHEET TITLE EXISTING PLAN		DATE 11-18-2024
PROJECT WESTWOOD VILLAGE COMMUNITY DOCKS		SCALE AS SHOWN
 James A. Sewell and Associates, LLC 1319 N. DIVISION SANDPOINT, IDAHO 83864, (208) 263-4160		DRAWN BY JPJ CHECKED BY 777 PLOT NO. 23150-24-001 CAD FILE Westwood Docks.dwg
		SHT. 2 OF 2



Water Coverage & Floating Swim Dock

The Idaho Department of Lands (IDL) and U.S. Army Corp of Engineers (USACE) manage the approval needed to replace our docks.

The state regulates how much of the water can be covered with docks based on the size of our waterfront. We have 741 feet of frontage. The state allows seven square feet of coverage per foot of waterfront. Multiplying 741 by 7 gives us 5,187 square feet of allowed coverage.

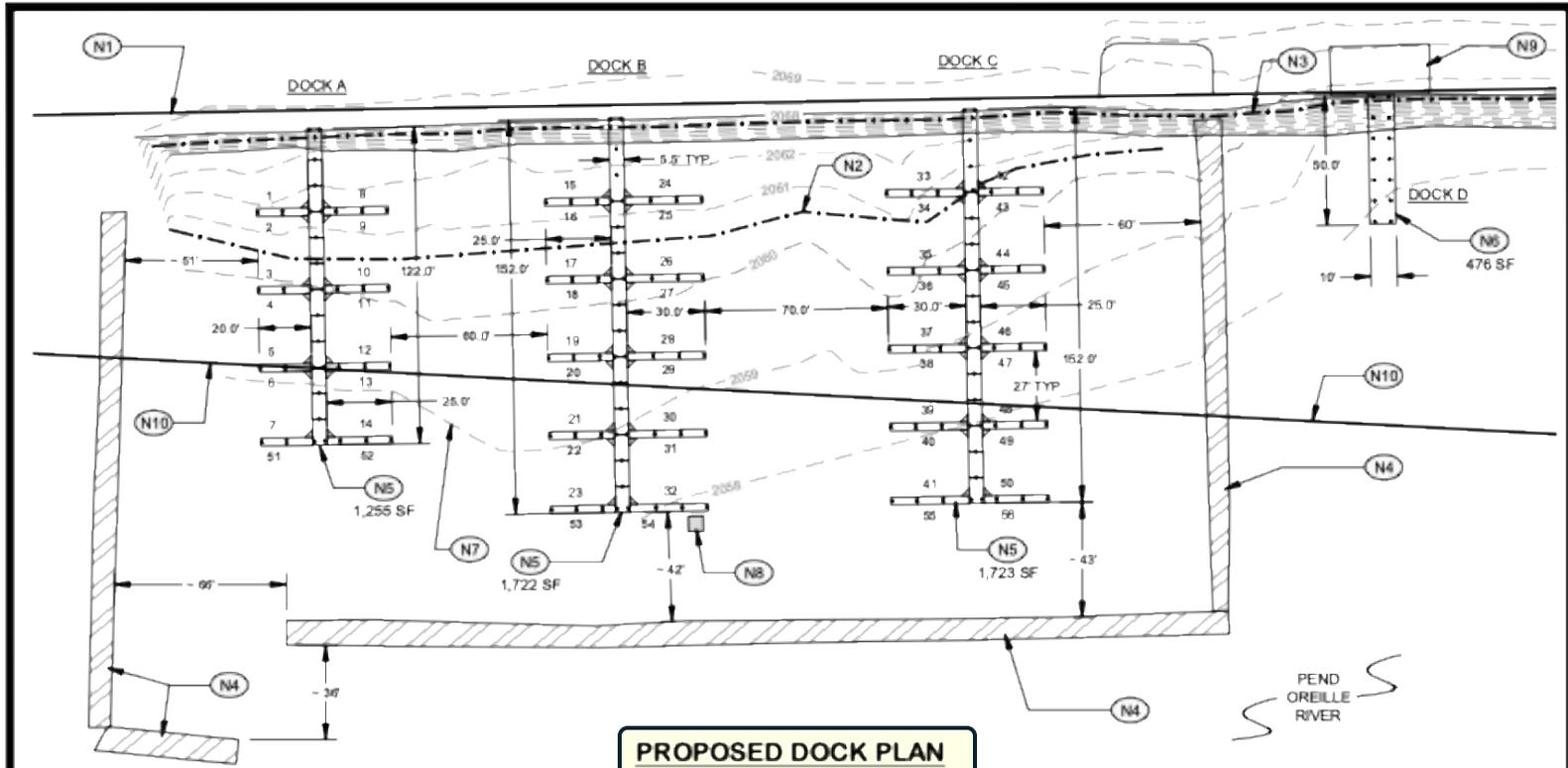
The current permit does not list the floating swim dock.

IDL has advised that community floating docks are not permitted under current regulations. They are permitted under the other two categories (private and commercial), but in the community category the floating dock is considered a toy and must be removed from the water at night or when not in use.

Fire Suppression

The City of Sandpoint has not yet provided final guidance on the need for a fire suppression system on our new docks.

Design Recommendation



PROPOSED DOCK PLAN

NOTES FOR THIS SHEET

- (N1) PROPERTY TIE LINE ALONG SHORE BETWEEN SURVEY MONUMENTS, 741 LF
- (N2) WATERLINE AS SURVEYED MAY 2024
- (N3) APPROX. ARTIFICIAL HIGH WATER MARK (AHWM) ELEV 2,088.4
- (N4) EXISTING FLOATING BREAKWATER, FROM AERIAL IMAGERY
- (N5) PROPOSED FIXED DOCK AREA AS SHOWN
- (N6) PROPOSED FIXED DAY DOCK AREA AS SHOWN
- (N7) EXISTING CONTOURS, TYP. AS SHOWN
- (N8) EXISTING IRRIGATION BUILDING (REMOVE)
- (N9) EXISTING SUN PLATFORM FROM AERIAL IMAGERY

- (N10) PROPERTY LINE AS SHOWN ON BONNER GIS (SUBMERGED LANDS)

DOCK AREAS	
DOCK A	= 1,255 SF
DOCK B	= 1,722 SF
DOCK C	= 1,723 SF
DOCK D	= 476 SF
TOTAL AREA	= 5,176 SF
ALLOWABLE AREA	= 5,187 SF

LOCATION: SECTION 28, T 57 N, R 2 W, B.M.
 WATERBODY: LAKE PEND OREILLE
 NEAR: SANDPOINT, IDAHO
 LAT/LONG: 48.258617, -116.575300

SHEET TITLE: PROPOSED DOCK PLAN	DATE: 09-04-2025
PROJECT: WESTWOOD VILLAGE COMMUNITY DOCKS	SCALE: AS SHOWN
James A. Sowell and Associates, LLC 1319 N. DIVISION SANDPOINT, IDAHO 83864, (208) 263-4160	DESIGNED: JPJ
	CHECKED: 772
	PROJECT NO: 23150-24-001
SHEET 3 OF 2	

Slip Sizes

The marina docks and fingers will be five and a half and three foot wide, respectively.

A mix of slip sizes will best meet our needs without using more of our allowance than necessary.

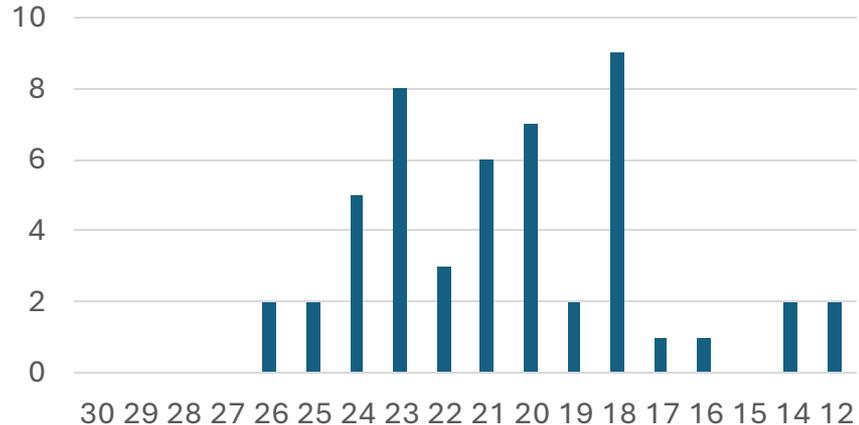
The chart illustrates boat lengths from last season

The table shows finger sizes, supporting a slip of that size on each side

Finger lengths need to be the same for a given side of a dock.

If adjacent fingers are different lengths, the state limits the size of any covering to the shorter of the two.

Boat Population by Length (2024)



Marina Dock Finger Lengths (Two Slips Each)					
A Dock		B Dock		C Dock	
West	East	West	East	West	East
20	25	25	30	30	25
20	25	25	30	30	25
20	25	25	30	30	25
20	25	25	30	30	25
		25	30	30	25

Slip Numbering

The current slip numbering plan is unnecessarily complicated.

New docks will have slips numbered according to their dock and relative position from the shore. Slip A1 would be the first slip from the shore on the west side of A dock.

Odd numbered slips on the west, even numbers to the east.

Shore Landing for Marina Docks

- No steps
- Downlighting

Marina Dock Sections

- 5.5' Wide Dock
- Galvanized Steel
- Built to support future slip covers
- Rub rail lined, center cleats provided
- Choice of decking material
- Downlighting
- Single electrical outlet and water spigot at each dock/finger intersection
- Owner options for Deck Box

Slip Coverings

- Not part of this project
- Approximately \$40/sqft to cover a slip
 - \$15K for 30' slip

Fingers

- 3' Wide Dock
- Galvanized Steel
- Rub rail lined
- At least three cleats per side
- Same decking as marina docks

Sundeck Extension

- Extends from sun deck over water 10' x 50'
- Pier style wood construction
- Attaches/replaces existing 100 sqft overhang
- Water entry/exit ladders
- Choice of decking material
- Designated swim area
- No boats allowed

Marina Dock Plumbing

- Spigots at each dock and finger intersection, as today
- Move supply from outside clubhouse to inside.
- Needs master shutoff, seasonal drainage

Association Approval

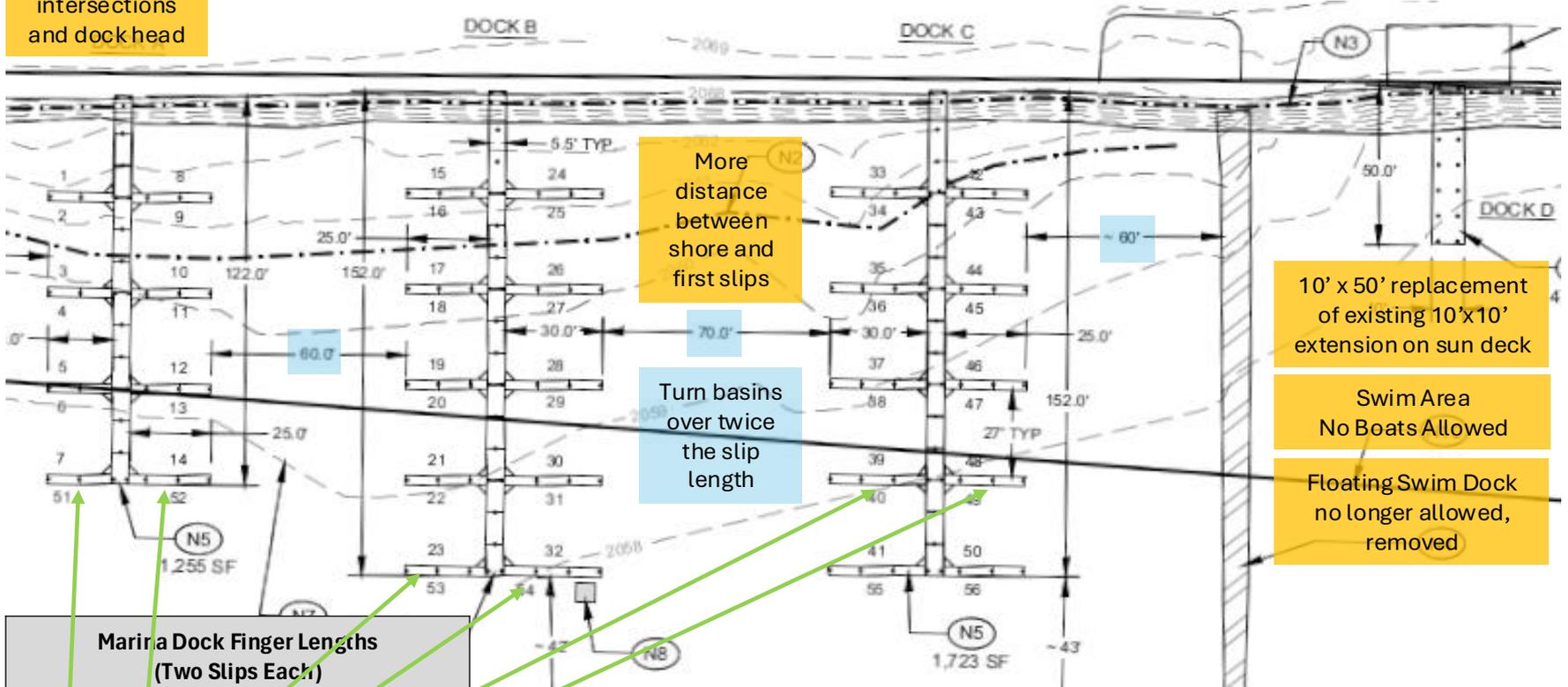
Key Decisions for Owners

- Approval of Marina Layout and Sun Deck Extension
- Floating or Fixed Marina Docks
- Decking for Marina Docks
- Decking for Sun Deck Extension
- \$5,000 Special Assessment for 2026

New 5.5' wide docks and 3' wide fingers, total of 56 slips

Westwood Village Homeowners Association Dock Replacement & Sundeck Extension

Downlighting at intersections and dock head



Marina Dock Finger Lengths (Two Slips Each)					
A Dock		B Dock		C Dock	
West	East	West	East	West	East
20	25	25	30	30	25
20	25	25	30	30	25
20	25	25	30	30	25
20	25	25	30	30	25
		25	30	30	25

Option for owner provided deck boxes on slip corner

Electricity and water at each dock/finger intersection

Relocate irrigation intake to deeper water for longer irrigation season

10' x 50' replacement of existing 10' x 10' extension on sun deck

Swim Area
No Boats Allowed

Floating Swim Dock no longer allowed, removed

Slip Length	Number of Slips	Alignment with 2024 Population
30'	20	17
25'	28	18
20'	8	13

Total 56

Floating or Fixed Marina Docks

	Fixed	Floating	Difference
Cost/sqft	\$95	\$ 105	10%
Approximate Season Length (Weeks)	14	18	22%
Maintenance	Less	More	
Best for	Water level doesn't change	Deep marinas	
Hazards	Harder to get in and out of boats when water drops	Changing water level causes uneven stress on dock segments	
Lifespan for similar material	Longer	Shorter	

Decking

	Composite	Concrete Pavers	Redwood
Lifespan	20+ Years	20+ Years in non-freezing climates	20+ Years with regular care
Refinish	No	No	Clean and stain every 2 - 3 years
Replacement	Replace the board	Pop out old, drop in new	Replace board, stain
Heat retention	Higher	Medium	Lower
Failure Modes		Cracking and crumbling	Checking and splinters
Hazards		Worst for hard landings and road rash	Splinters, popped screws
Freeze / thaw survivability	Best	Poorest	Good
Maintenance cost	Lowest	Low	Highest

Financial Plan

To have the project completed by Memorial Day 2027 we need to approve a Special Assessment for the 2026 budget at this year's annual meeting in July.

We estimate the project will cost each unit about \$7,500.

We will have contractor bids by August to confirm the number.

This Special Assessment may be collected over an 18-month period, from January 2026 to June 2027. The budget for 2026 needs to include \$5,000 for this project.

The Special Assessment for 2027 will need to be paid by June 2027 and will be based on the contract price to be approved at the 2026 annual meeting.

The estimate does not include plumbing and electrical, and material prices are volatile.

Background and References

Westwood Village Homeowners Association

Mailing Address:

WVHA

PO Box 1941

Sandpoint, ID 83864

Physical Address:

1621 Westwood Drive

Sandpoint, ID 83864

Manager:

Josh Anderson

208 263 2618

Project Background

At the July 3, 2023 annual meeting of the association the Board of Directors activated the ad hoc Waterfront Committee to review and make recommendations to the board regarding the deteriorated condition of the marina docks.

The committee provided its final report and recommendations at the November 14, 2023 board meeting. Documents produced by the committee are available at <https://WestwoodVillage.us/waterfront-committee/>

At its May 7, 2024 meeting the board approved engaging James A. Sewell & Associates to provide an overall plan, help navigate regulatory requirements and produce the engineering drawings necessary to ensure contractors have the proper guidance.

At the July 6, 2024 annual meeting of the association the owners approved the Board's recommendation for a multi-year project and special assessment to begin funding the project.

Project Background (2)

Sewell has surveyed the marina, located the existing permit and identified the state regulations that constrain the project. One area of regulation that will impact us significantly governs how much of the water surface can be covered with our docks, ramps, etc. The allowable coverage is based on how much water frontage we own. Permits are managed by the Idaho Department of Lands (IDL).

WVHA has 741 feet of frontage. Regulations allow seven square feet of coverage per foot of frontage. This means WVHA is allowed 5,187 square feet of coverage. We have 5,951 square feet of dock, 156 square feet of floating swim platform, and 100 square feet of sun deck overhanging the water for a total of 6,207 square feet of surface coverage. We are not required to count the breakwater that surrounds and protects the marina.

WVHA will be required to obtain a new permit as part of replacing the docks. Repairing them would be allowed under the existing permit, but since the underlying float logs that support most of them are waterlogged and rotted, it is not feasible or economical to repair them.

PEND OREILLE
SUPERVISORY AREA
2550 Highway 2 West
Sandpoint ID 83864
Phone (208) 263-5104
Fax: Area (208) 263-0724
Fax: District (208) 265-7263



TOM SCHULTZ, DIRECTOR
EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF LAND COMMISSIONERS
C. L. "Butch" Otter, Governor
Lawrence E. Denney, Secretary of State
Lawrence G. Wasden, Attorney General
Brandon D. Woolf, State Controller
Sherri Ybarra, Sup't of Public Instruction

ENCROACHMENT PERMIT NO. L-96-S-0458D

Permission is hereby granted to Bill Wise / Westwood Village Homeowners Assn., Inc. of P.O. Box 773, Sandpoint, ID 83864 to install and maintain waterline 250' waterward of AHWM for irrigation, 430'x200' 60 slip community dock with breakwater, 800' of retaining wall with riprap; swimming buoys. Location: Pend Oreille River, Tax 1, Parcel RPS002C000016AA, Westwood Village Condo, Lot 16, Section 28, Township 57 North, Range 02 West, Boise Meridian, Bonner County.

1. All applicable provisions of the Rules for Regulation of Beds, Waters, and Airspace over Navigable Lakes and Streams in the State of Idaho are incorporated herein by reference and made a part hereof.
2. Construction will follow details and specifications shown on the approved drawings and data provided by the applicant. Should such information and data prove to be materially false, incomplete and/or inaccurate, this authorization may be modified, suspended, or revoked in accordance with the Administrative Procedures Act, Idaho Code Title 67, Chapter 52.
3. This permit does not convey the State's title to nor jurisdiction or management of lands lying below the natural or ordinary high water mark.
4. Acceptance of this permit constitutes permission by the Permittee for representatives of the Department of Lands to come upon Permittee's property at all reasonable times to inspect the encroachment authorized by this permit.
5. The Permittee shall indemnify, defend and save harmless, the state, its officers, agents and employees from and against any liability, claims, damages, losses, debts, obligations, judgments, expenses or actions, including reasonable attorneys' fees from action related to this permit. If it becomes necessary for the State to defend any action seeking to impose any such liability, Permittee agrees to pay the State all costs of court and attorneys' fees incurred

Declaration of Condominium

Declaration of Condominium (2013, Article VI, para 2)

ARTICLE VI. MARINA

Included within the Common Area of Westwood Village is the waterfront property and marina as described and depicted on the Condominium Plat for Westwood Village Condominiums attached hereto as Exhibit “A”. The waterfront area and the docks are primarily for the benefit of the Owners subject to this Declaration, the Articles of Incorporation, Bylaws and such Rules and Regulations as are adopted.

1. Rentable Slips. Westwood Village Owners and their tenants, and Westwood Terrace Owners and their tenants have the right, subject to availability, to lease a boat slip within the marina evidenced by a written lease agreement and subject to such Rules and Regulations as are periodically adopted. Use, maintenance and repair of the marina and the waterfront property shall be administered by the Association and the costs of maintenance and repair shall be assessed in the same manner as other Common Area improvements.

Document available under the CC&R tab of the WVHA website: [here](#)

Bylaws

Amended Bylaws (1983_09_03) Article II Powers and Authority (of the Association)

(j) The Association may charge owners or others reasonable fees for use of any facilities on the common property to help defray the costs of construction, maintenance, repair or operation of such facilities.

Document available under the CC&R tab of our website: [here](#)

References

Idaho Department of Lands

IDAPA 20.03.04 – Regulation of Beds, Waters,
Department of Lands & Airspace Over Navigable
Lakes in Idaho

<https://adminrules.idaho.gov/rules/current/20/200304.pdf>