



# shelter bay community, inc.

1000 Shoshone Drive • La Conner, WA 98257 • 360-466-3805

**For Office Use Only**

Applicant is a member  
in good standing

Initials \_\_\_\_\_ Date \_\_\_\_\_

## APPLICATION FOR SHELTER BAY CONSTRUCTION PERMIT for Exterior Painting or Repainting

Lot No:	Street:	Date:
Member/Applicant:	Mailing Address:	Telephone Numbers: Day: Evening:
Paint Contractor:	Mailing Address:	Telephone Numbers: Day: Evening:

What building or other work will be painted: \_\_\_\_\_

**Complete the reverse side of this Permit Application and  
attach paint chips or color samples for main color(s) and for trim.**

Member and Contractor state that they have reviewed the requirements of the Construction Guidelines and have prepared this Permit Application in accordance with the Submittal Requirements.

This Permit will be revoked if painting does not begin within 90 days of approval, or if finish colors are different than those approved under this Permit. The painting project must be completed within one year from the date of this permit approval.

Completion/Damage Deposit is attached in the amount of \$\_\_\_\_\_. (See the Board approved Fees and Fines Schedule for current rates.)

The Member is ultimately responsible for the performance of work by his/her contractor, in accordance with the Shelter Bay Construction Guidelines. Member hereby understands and agrees that any fines for non-compliance with the Construction Guidelines, subsequent costs to bring the project into compliance, and any costs to repair damages to existing Shelter Bay improvements (except those noted prior to construction), caused by the Contractor or his subcontractors during the performance of this project, shall be borne by the Member and paid to Shelter Bay prior to final approval of the project by the Building Committee.

Member hereby designates \_\_\_\_\_ to act on my behalf to obtain an approved permit for this project. **Please complete the reverse side of this application.**

Signed \_\_\_\_\_, Member Date \_\_\_\_\_

**The Building Committee meets the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of every month at 9:00 a.m. in the Clubhouse. Applications must be in by 5:00 p.m. on the Friday before the week of the meeting in order to be placed on the Agenda.**

**Approval by Building Committee**

**This permit becomes valid upon the signature of four (4) members of the Building Committee.**

**PERMIT APPLICATION APPROVAL**

**FINAL PROJECT APPROVAL**

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

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

Date: \_\_\_\_\_

Date: \_\_\_\_\_

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According to the Declaration of Protective Covenants, the standard for exterior colors in Shelter Bay is a “harmonious color scheme.” There is not a list of “disapproved” colors; however, it is best to keep the colors subdued. The Building Committee is empowered to reject the submitted colors and require you to resubmit alternative colors for Committee consideration and approval.

In the space below, please attach paint chips or samples for the exterior wall and trim colors for each color proposed, along with the **brand** of paint, color **name**, and color **number**.

<b>Main Exterior Paint Color</b>	<b>Trim Color</b>	<b>Other</b>
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If paint chips are not submitted, provide 4" x 4" paint samples on hardboard or other appropriate material and present to the Building Committee for approval.

The Committee may, at its discretion, request additional information before permit approval.

During its review, the Building Committee may request Member to provide a larger paint sample, on appropriate material, or on the building wall, for a more visual representation of the final color before permit approval.

If there is any change of paint colors proposed prior to the final painting, a revised Permit Application must be submitted, with color chips to the Building Committee.

Painting a color different than that approved can result in a fine and/or requirement to re-paint to the approved color.

Building Committee Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_