



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 Propane Tank or Heat Pump Installation

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

For propane tank installation, how many tanks? _____ Total capacity _____

For heat pump installation, check here

Complete the reverse side of this Permit Application and provide the information as requested.

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 propane tank for heat pump installation does not begin within 90 days of approval, or if installation does not conform to the plan as submitted. The 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 1st and 3rd 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

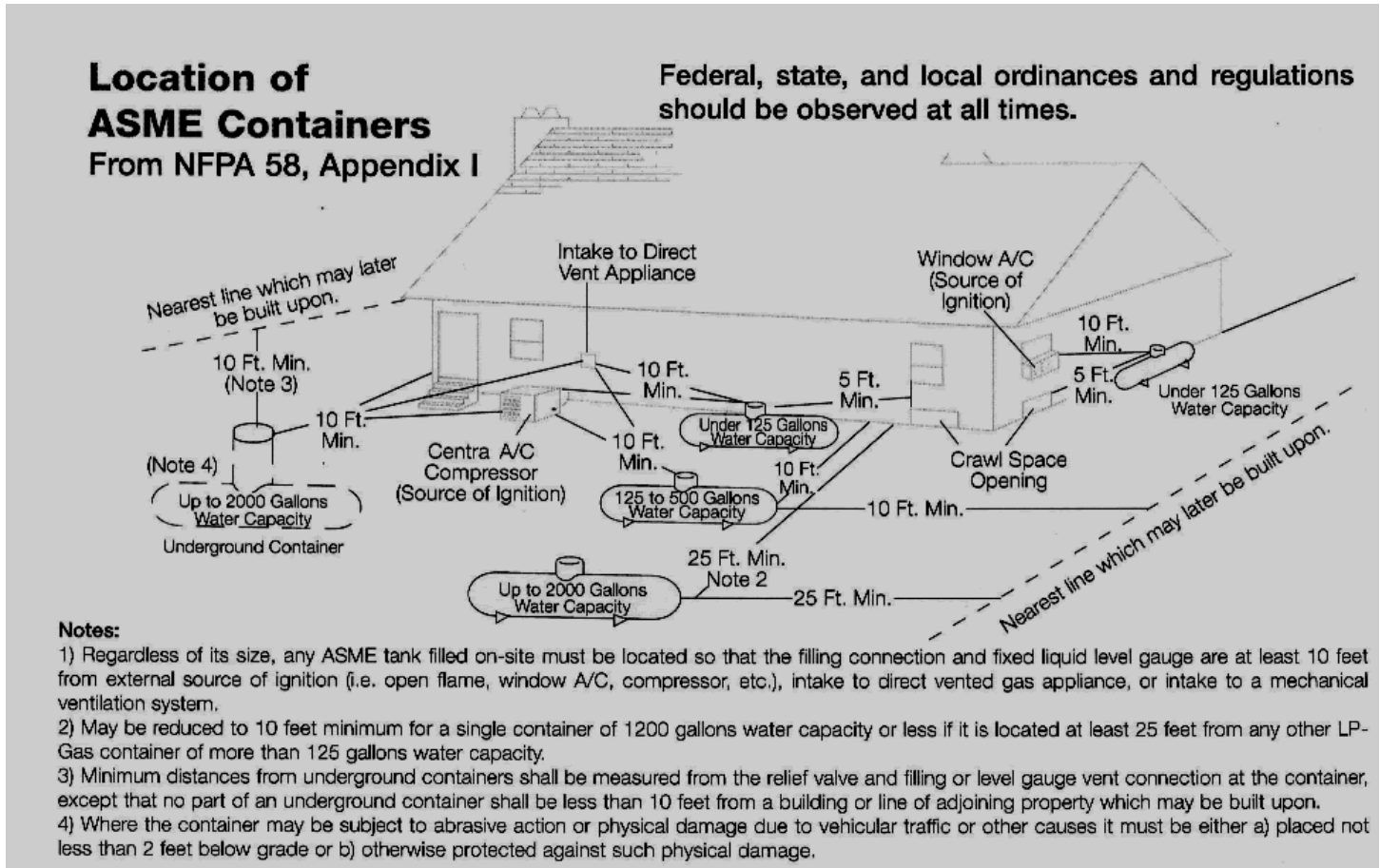
Date: _____

Date: _____

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Page 2 – Information Form**

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.

Attach a drawing which locates the proposed propane tank(s) with respect to buildings and lot lines. The excerpt is from NFPA 58, Appendix 1, for permit applicant’s information.



Propane Tank Screen. Above ground propane tanks must be screened so that they are not visible from any street or adjacent property or from homes which overlook the tank(s). Screening must be solid and extend 8” above the fill cover. A cover may be required so that the tank is not visible from above. When adjacent to a building, the screen shall be painted so as to match the exterior building color.

Requirements for Heat Pump Installation

Attach a drawing locating the heat pump relative to the building and to the lot lines. Set back limits must be observed. If a variance from setback limits is requested, submit a Request for Variance as provided for in Exhibit C.

Heat pumps must be visually screened from the street or from neighboring property and painted to match adjacent construction. The screen should be built so that airflow to the unit is not impaired.

Submit the manufacturer’s literature stating the noise level of the heat pump unit, refer to Section H.7. for noise level limitations.