



# 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 New Construction

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

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. Requests for variances, if any, shall be made on the form provided at Exhibit C.

Approval of this Permit Application requires that groundbreaking occurs within 90 days of permit approval unless a request for extension is applied for and approved by the Building Committee. The construction period begins on the date of groundbreaking, and the time for project exterior completion is one year from the date of groundbreaking.

Contractor is required to notify the Shelter Bay Office – 360-466-3805 – at least 2 days prior to any required Building Committee inspections. If construction does not conform to the documents submitted with the Permit Application, a Stop Work Order may be issued and this Permit may be revoked. Evidence of required Swinomish Indian Tribe Permits and inspections, as well as Building Committee inspections, must be posted on the jobsite in a suitable location, and protected during the period of construction.

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 construction 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 his behalf to obtain an approved Permit for this project.

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

**The Building Committee meets the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday 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 three (3) members of the Building Committee.

PERMIT APPLICATION APPROVAL:

Date \_\_\_\_\_

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