



## Ad Hoc Safety Committee Mission Statement and Guidelines

### Mission Statement

*The mission of the Safety Committee is to develop plans, strategies, and programs to protect the public safety and security of the community and its members. (BOD 9/18/21 Res. 21-11)*

### AUTHORITY

#### **Shelter Bay Community, Inc. Articles of Incorporation:**

##### Article II, Purposes

The purposes for which this corporation is formed are:

2. To build, improve and maintain roadways, culverts, bridges and drainage areas, and to provide for the improving, cleaning and sprinkling of streets, and for collection and disposal of the street sweepings, garbage, ashes, rubbish and the like; to prevent and suppress fires, to provide police protection, and to make and collect charges to cover the costs and expenses, therefore.
16. Generally, to do any and all lawful things which may be advisable, proper, authorized and/or permitted to be done by said corporation under or by virtue of any restrictions, conditions, and/or covenants or laws affecting said property, or any portions thereof (including areas now or hereafter dedicated to public use); and to do and perform any and all acts which may be either necessary for, or incidental to, the exercise of any of the foregoing powers or for the peace, health, comfort, safety and/or general welfare of owners, lessees, or sublessees of said property, or portions thereof, or residents thereon.

#### **Shelter Bay Community, Inc. By-Laws:**

##### Article VI, Powers and Duties of Directors

7. Authorizes the Board of Directors to appoint committees as the Board of Directors deems appropriate for the purpose of carrying out and administering the restrictions of the Covenants and any Rules and Regulations. Said committees shall make recommendations to the Board of Directors for the establishment of rules and regulations for the use of property by members in keeping with the purposes of the corporation.

#### **Shelter Bay Community, Inc. Declaration of Protective Covenants:**

##### Article IV, Covenants and Restrictions:

10. **Use of Firearms and Explosives.** The use of firearms or explosives is prohibited, except as required for construction purposes on said property.
26. **Outside Fires.** Outdoor burning of any kind is prohibited within the survey of Shelter Bay. Barbecuing on a member's property or a community barbecue facility is not considered outdoor burning.

##### Article VI, General Provisions:

3. **Enforcement.** Shelter Bay Community, Inc. is hereby charged with the authority and obligation for the enforcement of the term of this Declaration.

#### **Rules and Regulations, Part I - General**

##### II. General Activities

- 2.1 The following activities are prohibited:

Discharge of firearms

Use of fireworks or firecrackers

Dumping of any trash, debris, or appliances in Community dumpsters except by Marina tenants dumping only vessel generated trash

Littering

- 2.2 All outdoor burning, including the use of weed burning equipment, is prohibited. The supervised use for recreational purposes of propane or charcoal appliances such as barbecues, patio heaters, and fire pits is permitted.

Supervised and controlled fires are permitted only at Community approved and installed fire rings located at park or beach areas, except during those times when a burn ban is in effect.

- 2.6 For safety reasons during times of snowfall, skiing or sledding on the streets of Shelter Bay is forbidden.

- 2.7 The golf course greens are off limits during freezing weather as the grass can be severely damaged when frozen.

##### V. Parks and Barbeque Areas



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- 5.9 Only fires in the firepit at Martha's Beach and the permanent BBQ facility at Rainbow Park are allowed. (No open fires are allowed during burn bans. Use of charcoal briquettes and/or propane in barbeques is allowed during a burn ban.) Fires must be attended at all times and extinguished before leaving.
- 5.10 Operation of vehicles and motorcycles on Martha's Beach, other than transportation to and from, is prohibited.

**IX. Entrance Gate and Security Watch**

- 9.1 Entrance to Shelter Bay is controlled by an entrance gate, the hours of which are established by the Board of Directors.
- 9.2 Gate cards may be obtained at the office. The policy and fee are established by the Board of Directors. Residents must follow the Board approved protocol for access through the front gate.
- 9.3 Public inspection and safety officials, law enforcement officers, fire and medical emergency crews and public utility crews needing access to Shelter Bay will be provided gate cards or other authorized means of access to the Community.
- 9.4 Residents of Shelter Bay are encouraged to organize a security watch program in their neighborhood.

**XI. Signs**

- 11.4 House identification signs: Each resident is required to purchase and post a standard house number sign. The sign shall be of a reflective material, white with blue numbers, and of a standardized form as provided by the Building Construction Guidelines. The house identification sign must be visible from the street.

**OPERATING GUIDELINES**

**A. General Guidelines and Organization**

1. The Ad Hoc Safety Committee will meet monthly at a date, time, and place to be publicized as duly authorized. The Committee may have any number of members as determined by the Board of Directors.
2. The Board will appoint the Chair of the Committee. Other officers will be selected as authorized by Rules and Regulations, Part II, Chapter 20.
3. The Chair is responsible for reporting to the Board on Committee activities each month.

**B. Scope of Committee**

1. Working with the General Manager and Compliance Officer, the Safety Committee will review and make recommendations on complaints regarding safety related items.
2. Working with the General Manager, the Safety Committee is authorized to open and close the emergency ingress/egress driveways located off of Shelter Bay Drive and Muckleshoot Circle as needed in cases of heavy snow fall or in an emergency situation.
3. In conjunction with the General Manager, make recommendations to the Board regarding the effective monitoring and the control of access to and traffic within the Community.
  - Evaluate options with regard to Front Gate coverage on an on-going basis.
  - Use of emergency gates.
  - Assist General Manager in monitoring and maintaining the surveillance cameras at the Front Gate and other locations as requested.
  - Placement of the speed indicator signs and compilation of any data provided by the signs.
  - In coordination with the General Manager, review and make recommendations to the Board regarding road safety and traffic controls and assist the Board with communicating any proposed changes to the membership.
4. In conjunction with the General Manager, work with the Fire District, Swinomish Tribal Police, and other emergency services on safety related issues.
5. Provide opportunities and encouragement for resident participation in public safety education and crime prevention programs.
  - Investigate the educational opportunities provided by other agencies regarding community safety and crime prevention and determine how these programs can be made available to Community residents.



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- Identify the need for any additional education regarding safety issues and coordinate Community such programs as needed.
6. Promote fire safety, education, and prevention programs.
- Utilize the Firewise sub-committee to coordinate the Community Firewise program.
  - Recommend actions to the Greenbelt Committee for fire fuel reduction actions.
  - Educate homeowners on ways to make their homes and neighborhoods fire safe.
  - Coordinate with local the Fire District and the Washington State Department of Natural Resources on matters pertaining to fire hazards and fire fighting in Shelter Bay.
  - Consult with other Firewise communities in the region for developing effective programs in support of fire safety, education, and prevention.
  - Work with the Community Emergency Response Team in Shelter Bay (CERT) to prepare for emergency events, to acquire, store, and maintain needed safety equipment and supplies, and to assist in recruiting and training.
7. Provide education on planning and preparedness in case of a disaster or other emergency situation.
- In coordination with other emergency service organizations, design and provide signage for the Community Evacuation Plan and develop a program to provide membership awareness of such a plan.
  - In coordination with other emergency service organizations, coordinate the Community Notification System (My State USA) within the Community and provide awareness of the program to the membership.
  - Evaluate existing emergency preparedness plans for the Community, including what services are available from outside emergency and support agencies.
  - Recommend to the Board what level of preparedness will improve the Community's self-sufficiency, including how efforts would interface with the response efforts of other emergency service organizations.