

MT. BAKER RIM COMMUNITY CLUB

Minimum Property Standards

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MT. BAKER RIM COMMUNITY CLUB MINIMUM PROPERTY DEVELOPMENT STANDARDS

Applicability

The Minimum Property Development Standards document is mandated in MBRCC Bylaws. These standards apply to two groups of activities – lot development and lot use. The standards also apply to community owned as well as privately owned lots. All lot development and use standards shall adhere to the Whatcom County Code (WCC) and MBRCC Bylaws, covenants, and rules and regulations, whichever regulation is more stringent.

Lot development involves all activities on a ‘raw’ lot from survey and clearing or grading through completion of construction and landscaping. These standards also apply to renovation of existing buildings, construction of accessory or out-buildings, enlargement of an existing building floor area, any change that would require a Whatcom County permit, and those changes considered by the MBRCC Board to have a material impact on the overall design and character of the community. All lot development or construction activity within MBRCC must adhere to the county UR-4 zoning designation, the applicable county building codes, as well as MBRCC Bylaws, covenants, and rules and regulations, whichever regulation is more stringent.

A requirement for those contemplating lot development, lot use, or construction, including general cleanup, should be to check with the MBRCC office about procedures and contacts. Direct contact may be made at the Board address, phone number, FAX, e-mail address, or mailing address shown on the cover of this document.

Purpose

This document serves two important requirements of the MBRCC. The first requirement is that buildings must be placed in such fashion as to complement the community and to be consistent with use on neighboring lots. The second is that materials used to finish the exterior of the building must be consistent with the natural environment. Natural wood finishes, rock facings, logs, and similar types of materials are encouraged.

1.0 LOT DEVELOPMENT & CONSTRUCTION

No clearing of a lot may begin without the explicit written approval of the Property Standards Director. Clearing activity covers cutting of brush, trees, or grading of land surfaces preparatory to construction. This applies specifically to lot land area located within private ownership. Separate permission must be obtained to do any clearing within the community right-of-way adjacent to private lots.

1.1 COUNTY & MBRCC REQUIRED DOCUMENTATION

Whatcom County has documented requirements for lot development and construction. The MBRCC “On-Site Sewage System Approval Permit” and “General Building Permit” (APPENDICES A & B) requires that an owner is adhering to all of the legal requirements found in county government documents, has completed related forms, and paid all applicable fees. A member of MBRCC preparing to build on a lot or install a septic system must turn in a \$2,000 damage deposit to the MBR office (in the form of a

cashier's check or money order) before MBR permits will be issued. County documents specify requirements for both 'stick built on-site' buildings and placement of 'stick built off-site' buildings, i.e. manufactured, modular, or mobile home structures.

1.2 MBRCC REQUIRED DOCUMENTATION

MBRCC requires that the following documents/forms be submitted in order to obtain permission to develop any lot within the community.

a. Lot Survey. All lots within the MBRCC on which any construction or development activity is contemplated are required to have a land survey completed, by a professional surveyor, prior to commencement of any construction or development activity. The presence of iron rod or wooden stake markers will not be acceptable as locating legitimate lot boundaries corners. A copy of the recorded survey must be given to MBRCC.

b. Damage Deposit. Prior to the issuance of a MBR On-Site Sewage System Approval Permit or a MBR General Building Permit, a damage deposit (APPENDIX C) in the amount of \$2,000 (in the form of a cashier's check or money order) will be required from the property owner. This deposit will be turned into the MBR office.

c. MBRCC General Building and On-Site Sewage System Approval Permit(s) These documents (APPENDICES A & B) must be completed in their entirety and submitted to the Standards Director for approval prior to commencement of any development or construction activities. The permits must be first signed by the lot owner before submission for approval. Signature of the MBRCC Board Property Standards Director on these permits signifies permission to begin lot development or construction activities. Lot development and construction activity may not begin until all required signatures, called for on the permit form, are present. Owners contemplating development must attach the following copies:

- county building permit
- county health department permit
- recorded land survey

d. Site Plan. MBRCC requires that the site plan show, at a minimum, established boundary markers for the property, location and outline of the proposed building footprint including exterior decks, nature of exterior finish, protrusions or extensions beyond the roof line, building height, location of on-site sewage system, placement of 2 required parking spaces, and front, side, and rear setbacks. MBRCC requires that all front setbacks be 25 feet including lot boundaries adjacent to both streets for corner lots. The side and rear setbacks are 5 feet from the lot line. No construction may occur in the setbacks.

Site plans shall be presented on sheets no larger than 11" by 17", and with notation of scale which must be shown on the site plan. The site plan shall also show all trees, larger than 9 inches in diameter, proposed to be cut to accommodate construction. The minimum gross foundation of dwelling unit improvements in MBRCC may not be less than 450 square feet.

Every private lot shall possess one 15 foot access crossing community property for entry from MBRCC streets. A 12" culvert to conduct rain and snow water runoff must be placed under this *access*. The areas of MBRCC affected by this requirement will be determined by the Property Standards Director, and communicated to those applying for permission for lot development or construction activity.

This site planning also applies, under county and MBRCC rules, to placement of 'manufactured housing'. No manufactured housing or mobile homes more than five years old may be placed on MBRCC lots. No existing mobile or modular home may be moved from one MBRCC private lot to another. Only double-wide manufactured or modular

housing is allowed. Manufactured housing placed on MBRCC lots must adhere to county requirements.

e. Building Drawings. Complete and detailed architectural plans for any proposed building are not required, and will not be permanently stored in the MBRCC office if provided. Proof of county engineering plan approval may be required. Inclusion of the Whatcom County approved site plan, with the MBRCC permits are required.

1.3 MBRCC LOT DEVELOPMENT PROCEDURES

The MBRCC required procedural steps, in order, begin with submission of the General Building Permit (APPENDIX B). This is followed by contacting the Property Standards Director to discuss the contents and scope of the permit. The owner will then be requested to stake the lot in accordance with site plans showing location, at least, of the building foundation, the parking area, and the on-site sewage system. The Property Standards Director will 'walk' the site with the owner in order to observe setbacks, location of construction areas. These observations provide verification that the plans for construction are the same as those shown on the site plan.

The MBRCC Board will provide formal approval to proceed with lot development or construction within 35 days from the date of receipt of completed permits, as stamped on the MBRCC office copy(ies) of the permit(s). Formal approval is considered to be given when recorded in the minutes of the regular monthly Board meeting, and/or by signature of the Property Standards Director on the MBRCC permit(s). The owner may assume that permission to commence lot development or construction has been given if this approval is not forthcoming within 35 days.

Difficulties with development or construction plans may be encountered that delay formal approval. This delay may be beyond the 35 days noted in the preceding paragraph. In this case a written report of plan issues or difficulties will be produced, and submitted to the MBRCC Board for their disposition with a copy to the owner. Notice of the Board's conclusions will be provided to the owner in writing. Work may not begin until the issues or problems are resolved through the Board even if this delay is more than 35 days.

The owner is responsible for posting a brightly colored copy (obtained from the MBRCC office) of the approved MBRCC permit(s) in a conspicuous place on the lot.

1.4 DEVELOPMENT SCHEDULE REQUIREMENTS

It is required that a development time schedule be shown on the MBRCC permit. Approval will not be granted if this schedule is not shown, and no further processing by the MBRCC Board will continue. The governing documents of MBRCC require that no more than 12 calendar months are allowed from clearing of a lot to completion of exterior construction of a building. The allowance of up to 12 months for landscaping applies to a landscaping plan included with lot development plans. Landscaping may include allowing the lot to develop naturally without the addition of lawns, and shrub or flower plantings. Owners will be notified, in writing, if these scheduling requirements are exceeded, and may be subject to a fine.

1.5 NEAT & ORDERLY CONSTRUCTION SITE

It is required that construction activity will be diligently pursued. A neat and orderly construction site will be maintained throughout the construction period. Sanicans and construction materials will be stored within the confines of the owner's property.

1.6 HOURS OF WORK

The hours of on-site construction or development work are 7 a.m. to 7 p.m. during weekdays, and 9 a.m. to 5 p.m. during weekends and holidays. Movement of equipment or personnel to a job site may commence before these hours so long as the associated noise does not constitute an invasion or intrusion of the privacy of MBRCC neighbors and families.

2.0 LOT USE

WCC UR-4 zoning designation, MBRCC, single-family dwelling

2.1 ACCESSORY BUILDINGS

Accessory buildings are defined as structures for storage that are no more than 200 square feet in floor area. Structures larger than this require both Whatcom County building permit, and MBRCC General Building Permit (APPENDIX B). No accessory building may be constructed in a right-of-way. No buildings of any kind, including temporary or accessory structures, may be placed on a MBRCC lot without the necessary permits for the primary structure on file with MBRCC.

2.2 PLACEMENT OF VEHICLES AND MATERIALS ON MBRCC LOTS

Any motorized or towed vehicle present in and operated on MBRCC streets, or parked on MBRCC lots, must be currently licensed and registered consistent with Washington State laws. Permanent structures must be provided for storage of vehicles including, but not limited to, automobiles, trucks, vans, campers, boats (shorter than 25 feet) ATVs, go-carts, motorcycles, snowmobiles, etc. for periods of time longer than 30 days.

Storage of firewood is permitted and must be concealed from view.

2.3 BUILDING & LOT MAINTENANCE

Lots and residential buildings shall be kept in a neat, appealing and orderly condition. The expectation is to keep buildings and lots in such condition that they would be appealing to visitors and owners, and be saleable without additional effort.

2.4 FIRE CODE CONSIDERATIONS & BURNING ON MBRCC LOTS

All residential dwellings within MBRCC must be constructed to meet Whatcom County fire codes. Any MBRCC home damaged by fire and/or smoke to any part of the structure, or that is uninhabitable as a result of fire damage, must be demolished or renovated. Demolition or renovation must be completed on a schedule prepared by the owner, and presented to the Board for approval.

No burning of any kind is permitted during a 'Burn Ban' which is denoted by the presence of a 'Burn Ban' alert throughout Whatcom County or a sign posted at the entry gate. Burning at other times (no Burn Ban) must be done with attention to fire suppression measures that are prudent in the MBRCC forested environment.

2.5 SIGNS, ADVERTISING, & SOLICITING

Permitted signs are covered in the MBRCC covenants. Signs that are considered to be obtrusive, objectionable, or unsightly will be removed by the MBRCC Board's authority.

2.6 LIGHT POLLUTION

All outside lighting for security or aesthetics will be a shielded type to direct light downward. Lighting in yards or on buildings may not be so bright or positioned to trespass beyond the property lines. No dusk-to-dawn lights and motion sensors are preferred.

APPENDIX A

MT. BAKER RIM COMMUNITY CLUB

P. O. Box 5074 – Glacier, WA 98244
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ON-SITE SEWAGE SYSTEM APPROVAL PERMIT

(Revised 11/3/05)

MBRCC Lot No. _____ Construction Project Proposed Install on-site sewage system
Owner's Name: _____
Street Address _____ City: _____
Telephone Number _____ FAX Number _____ E-Mail Address _____

This form becomes a permit to commence construction/development of an on-site sewage system, as defined in Whatcom County Code (Title 24), when items #1 through #8 have been completed, and this permit signed appropriately. It is predicated on a plan for development and construction that meets all of the legal requirements of MBRCC and Whatcom County.

1. Damage Deposit: _____ (Date received by MBR Office)
2. Date of Survey _____ Name of Surveyor _____ (Copy of survey attached) _____
3. A site plan drawn to scale on surveyor or standard map has been submitted identifying location of proposed structure(s) and septic field construction.
4. Map locating trees (over 9" in diameter) that are proposed to be cut and removed. Trees proposed for removal, on owner's lot, must be spray painted for proper identification.
5. Drawings of proposed on-site sewage system on a map drawn to scale.
6. Attach to this permit a copy of the Whatcom County Health Department permit for the subject lot.
Building permit number: _____ & date of issue: _____
7. Proposed schedule for system installation start date: _____ completion date: _____
8. I, owner of the referenced lot, certify that I have reviewed the Mt. Baker Rim Community Club governing documents (by-laws and covenants), and have read, understand, and accept those sections applicable to lot development and/or construction requirements. My signature below attests my understanding of this requirement, and the related requirements specified in the governing documents..

Signed _____ Date _____
Lot Owner

Signed: _____ Date: _____
(Property Standards Director) (Inspection Date)

(A copy of this completed form will be given to the lot owner or their designated representative, and the original will be placed in the owner's file in the MBRCC office.)

The presence of two signatures on this permit constitutes final MBRCC Board of Directors approval to begin on-site sewage system construction. On-site sewage system installation and construction must be completed within the time period as per Section 1.4 of the Minimum Property Standards document. The proposed schedule may cover no more than twelve (12) months. No other lot development or construction activity is permitted beyond construction and installation of an on-site sewage system.

Construction of a dwelling unit on the lot subject of this permit must commence as per Section 1.4 of the Minimum Property Standards document. The original of this permit will be placed in the MBRCC Office files for the applicable lot. A copy of the permit will be given to the owner. A third colored copy of this permit will be posted in a conspicuous place on the construction site where it is to remain for the duration of construction. On-site sewage system construction activity may not begin until such time as this permit is posted on the lot.

APPENDIX B MT. BAKER RIM COMMUNITY CLUB

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GENERAL BUILDING PERMIT

(Revised 11/3/05)

MBRCC Lot No. _____ Construction Project Proposed _____
Owner's Name: _____
Street Address _____ City: _____
Telephone Number _____ FAX Number _____ E-Mail Address _____

This form becomes a permit to commence lot construction/development, or placement of a manufactured home when items #1 through #8 have been completed, and this permit signed appropriately. It is predicated on a plan for development and construction that meets all of the legal requirements of MBRCC Community Club and applicable Whatcom County agencies. All the requirements of this permit form are based on the building permit requirements of Whatcom County.

1. Damage Deposit: _____ (Date received by MBR Office)
2. Date of Lot Survey _____ Name of surveyor _____ Copy of survey attached _____
3. A site plan drawn to scale on surveyor or standard map has been submitted identifying location of proposed structures(s) and septic field construction.
4. Map locating trees (over 9" in diameter) that are proposed to be cut and removed. Trees proposed for removal on owner's lot, must be spray painted for proper identification.
5. Drawings of proposed buildings, including out buildings, identifying the type of exterior finish or color proposed for the building(s).
6. Identify Whatcom County permits for the following, as applicable:
Septic permit #: _____ (See Septic Permit) _____ Building permit copy: _____
Mobile/modular year manufactured: _____
7. Proposed schedule: start date: _____ completion date: _____
8. I, owner of the referenced lot, certify that I have reviewed the Mt. Baker Rim Community Club governing documents (By-laws and covenants), and have read, understand, and accept those sections applicable to lot development and/or construction requirements. My signature below attests my understanding of this requirement, and the related requirements specified in the governing documents.

Signed _____ Date _____
Lot Owner

Signed: _____ Date: _____
(Property Standards Director) (Inspection Date)

(A copy of this completed form will be given to the lot owner or their designated representative, and the original will be placed in the owner's file in the MBRCC office when two signatures appear on the lines immediately preceding.)

Signed: _____ Date: _____
(Property Standards Director) (Approval Date)

The presence of two signatures on this permit constitutes MBRCC Board of Directors final approval to begin lot development for construction of a dwelling unit. Lot development and dwelling unit construction must be completed as stated in Section 1.4 of the Minimum Property Standards document. The original of this permit will be placed in the MBRCC office files for the applicable lot. A copy of the permit will be given to the owner. A third bright color copy of this permit will be posted in a conspicuous place on the construction site where it is to remain for the duration of construction. Construction activity may not begin until such time as this permit is posted on the lot.

APPENDIX C
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MBR Construction Damage Deposit – For Community Property

1. Prior to the issuance of a MBR On-Site Sewage System Approval Permit or General Building Permit, a security deposit in the amount of \$2,000 (certified check or money order) will be required from the property owner (not the builder or contractor). This deposit will be held in escrow until the permitted work is completed. This deposit is intended to reimburse MBR for repair costs in the event community property is damaged or destroyed as a result of the aforementioned construction activity. If there is no damage (or the damage is corrected by the property owner), then the deposit will be refunded in its entirety at project completion.
2. It is intended that digital photographs of the community property in front of and adjacent to the subject property will be taken by the MBR Caretaker prior to the commencement of work and placed in the Owner’s property folder. Photos will be taken again at the completion of the project, and then compared to the original photos. The deposit will be refunded if no visible signs of damage are detected. In addition, other common areas are also subject to the deposit, such as intersections corners, MBR signs, the dumpster area, the front and rear entrance and other such areas. If these areas become damaged due to construction activity by the Owner or Owner’s contractors, and this damage is witnessed or documented by the Caretaker, then the deposit may be used to help offset the repair costs.
3. The Property Standards Director will inform the Caretaker of upcoming permits to be issued (and deposits received) so that the Caretaker can schedule the photos. If any Owner disagrees with the findings as determined by the aforementioned photos, then they may present their case in writing to the Board for review and comment.
4. This deposit shall be placed by owner-members on each and every private lot that is separately approved for development and construction by the Board of Directors of MBRCC.

signature

date

- The damage deposit will be returned subject to:
1. Occupancy Permit issued by Whatcom County, and
 2. Inspection of common property completed by MBR Board