

REGULATIONS OF
BILL POINT HOMEOWNERS' ASSOCIATION
FOR SUBMITTAL AND APPROVAL PROCEDURES

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SUBMITTAL AND APPROVAL PROCEDURES

1. Preliminary Approvals

- a. Purpose: The purpose of preliminary approval is to review designs at the preliminary stage to give the Building Committee a chance to comment on designs which may not be in keeping with the concepts of Bill Point, or designs which could be duplications of others in close proximity to the requested improvement. The purpose will be to advise the owner of changes that may be requested by the Building Committee before additional amounts of time and money have been expended. The preliminary approval shall not be deemed to be approval for the construction of the improvement.
- b. Site Plan: Application for preliminary approval shall include a complete site plan at a minimum scale of 1 inch equals 10 feet. The site plan shall include the perimeter dimensions of the lot, the building envelope, the building and access locations, and easements and setback as shown on the applicable subdivision plat.
- c. Building Elevations: Four elevations at a scale of 1/4 inch equals 1 foot shall be provided, showing the elevations of the proposed improvements as situated on the owner's lot.
- d. Floor Plan: A floor plan at a scale of 1/4 inch equals 1 foot shall be submitted, showing the proposed improvements.
- e. Fee: The application shall be accompanied by the Building Committee submittal form, but no fee is required for preliminary approval. The submittal form shall also specify the name, address, and phone number of the contractor and designer.
- f. Expiration Date of Approval: The preliminary approval shall be valid for a period of six months, at which time it shall expire.

2. Construction Approval

- a. Purpose: Before any improvement may be constructed in Bill Point, the owner must obtain a construction approval letter from the Building Committee. The purpose of this section is to set forth the requirements for obtaining such an approval.
- b. Site Plan: Application for construction approval shall include a complete site plan at a minimum scale of 1 inch equals 10 feet. The site plan shall include the perimeter dimensions of the lot, the building envelope, drainage plan, the building and access locations, and easements and setbacks as shown on the applicable subdivision plat.
- c. Floor Plans: Floor plans for the proposed improvement shall be submitted at a scale of 1/4 inch equals 1 foot. The square footage of each floor shall be designated, as well as the total square footage of the proposed plan.

- d. String Layout: The owner shall be responsible for providing a string layout on the lot of the property lines, the proposed building(s), and the driveway and on-site parking.
- e. Inspection: Submittal of an application is authority for the Building Committee to make a physical on-site inspection of the proposed lot and improvements. In addition, the owner shall be responsible for notifying the Building Committee when construction of the proposed improvement is: (1) at the point of string layout; (2) when forms are ready to pour; (3) when the ridgeline is established; and (4) upon completion. The Building Committee will then make an inspection to verify compliance with the plan as submitted. Inspection may include a site survey.
- f. Fee: Building Committee professional fees in excess of \$300 shall be paid by the applicant.
- g. Expiration Date of Approval: The construction approval shall be valid for a period of one year, at which time it shall expire.

3. Alteration Approval

- a. Purpose: Before an improvement in Bill Point may be altered or refinished, whether by remodel, addition, excavation, fill, alteration of existing drainage, or color change, the following procedures shall be followed.
- b. Elevations: The elevations of the proposed improvement shall be submitted with the application.
- c. Site Plan: A site plan shall be submitted at a scale of 1 inch equals 10 feet of the proposed alteration.
- d. Floor Plans: If applicable, a floor plan at a scale of 1/4 inch equals 1 foot shall be submitted, and the square footage shall be shown.
- e. Submittal Forms: The submittal shall be accompanied by the Building Committee letter.
- f. String Layout: The same requirements apply as for construction approval.
- g. Repainting or Restaining: Repainting or restaining must include a submittal of the paint chip of the requested color.
- h. Inspection: The same requirements apply as for construction approval.
- i. Fee: Building Committee professional fees in excess of \$300 shall be paid by applicant.
- j. Expiration Date of Approval: The alteration approval shall be valid for a period of six months, at which time it shall expire.

ARCHITECTURAL RULES AND GUIDELINES

1. Review Covenants Prior to Beginning Design

2. **Utilities:** In Bill Point, electric power is available from Puget Sound Power and Light. Heating oil and propane gas are available from local suppliers. Bill Point Water System lines are extended to the property boundaries of each lot. All utilities shall be underground.
3. **Adjacent Private Property:** Adjacent property may not be used for access to any construction site, without consent of owner, under any circumstances, nor used as a parking lot by any contractor or subcontractor working on the lot. Damage to adjacent property shall be the responsibility of the lot owner and general contractor.
4. **Building Height:** Building height limitations, as prescribed by the covenants, may be imposed by the Building Committee in order to preserve views from neighboring homes and to minimize the impact of structures on sensitive natural areas of the property.
5. **Chimneys:** All exterior chimneys must be of wood, stone, or metal. A metal chimney must be of such a color as to blend aesthetically with the residence, and will be subject to approval by the Building Committee.
6. **Exterior Lighting:** All exterior lighting plans must be submitted with construction approval or alteration approval submittals. Exterior lighting which can be seen from the roads or neighboring lots must be indirect. The light source may not be visible in such circumstances. Colored light sources may be prohibited. Decorative and/or landscape lighting may have limitations placed upon them.
7. **Drainage:** The existing drainage and runoff on each lot should be carefully considered when siting an improvement. (Reference Covenants)

ACTION

Except as otherwise provided herein, any two members of the Building Committee shall have the power to act on behalf of the committee without the necessity of a meeting.

APPEAL

Appeal shall be made to the Board within 20 days of decision.

SEVERABILITY

If any section, subsection, paragraph, sentence, clause, or phrase of these Rules and Regulations is for any reason held by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remaining portion of these Rules.

NONWAIVER

Consent by the Building Committee to any matter proposed to it or within its jurisdiction, or failure by the Building Committee to enforce any violation of the Rules, shall not be deemed to constitute a precedent or waiver impairing the Building Committee's right to withhold approval as to any similar matter thereafter proposed or submitted to it for consent, or to enforce any subsequent or similar violation of these Rules.

APPROVAL SCHEDULE

The Building Committee shall respond within 20 days. If not, the plans shall be deemed unapproved, and appeal may be requested.