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Policy

Taylor Bay Beach Club

Policy # 06-01

Subject: Cutting of trees and shrubbery on Taylor Bay property

Policy Statement: No trees, shrubs or plant life in general on TBBC property shall be cut, pruned or otherwise disturbed without expressed approval by the Board of Taylor Bay Beach Club.

Background: Trees, shrubs and plants on Taylor Bay Property have esthetic and monetary value. While there are circumstances when an owner may wish to prune, trim, cut or otherwise alter trees, shrubs or other plant life on Taylor Bay Beach Club property, approval shall be obtained from the Board before any action is taken. Approval shall be requested in writing to the Board detailing what action is being requested, when it is planned to be carried and what will be done with waste from the action. Upon written approval (individually to the owner making the request or in the official minutes of the Board meeting when the approval was granted) the owner may proceed and all costs associated with the approved actions will be born by the owner.

 President 9-4-08 date

(as approved by the Board on 07-08-06)

Policy

Taylor Bay Beach Club

Policy # 08-01

Subject: Swipe card and remote control openers for the entrance gate

Policy Statement Amending Policy # 07-01. It is the policy of Taylor Bay Beach Club that each owner is entitled to receive up to four (4) remote control gate openers or four (4) swipe card gate openers or any combinations thereof not to exceed a total of four. If either are lost, stolen or for any reason needs to be replaced, they can be replaced at cost by contacting the board. The cost of the replacement shall be the owner's.

Background: The security gate at the front entrance of Taylor Bay Estates was established to enhance the security of Taylor Bay Estates and add a measure of control who gains entry. The number of gate opening devices available to each owner was limited as part of the effort to maintain control over the entry via the front gate.

LeRoy LeRoy President 9/19/08 date
as approved by the Board on 9/19/08

Policy
Taylor Bay Beach Club

Policy # 08-02

Subject: Labor Contracts

Policy Statement: All contracted services shall have a written contract between Taylor Bay Beach Club and the contractee. Contracts shall set out the terms and conditions of the contracted work with the contractee including but, not limited to, a statement of work to be done, duration of the contracted services, compensation by Taylor Bay Beach Club, schedule of the performance of work, if appropriate, the designated Taylor bay Beach club person who will serve as the single point contact with the contractee, and the date for the review of the contract for contract extension or renegotiation. Before the contract is finalized and signed, the contract shall be reviewed by the attorney serving Taylor Bay Beach Club and approved by the Board. The President and Secretary shall sign contracts.

Background: It is in the best accounting practices to have a written contract for services as part of a justification for and the tracking of the expenditure of Taylor Bay Beach Club funds

LeRoy Seely President 9/18/08 date
as approved by the Board on 9/19/08

Policy

Taylor Bay Beach Club

Policy # 08-03

Subject: Substances restricted from dumping into the drains.

Policy Statement: Because they are harmful to the sewer system the following substances are **NOT** to be put down the drains:

Pesticides, herbicides, all petroleum products, paint products, cleaning solvents, wood, plastics, cloth rags, paper towels, tampons, condoms, concrete cleaner, lamp oil, animal oil and grease, rubber gloves, rubber bands, cigarettes butts or related substances.

Background: The sewer treatment system uses a dynamic system of organic matter to breakdown the sewage material. The above substances damages if not destroys the system for "treating" our sewage. The above list is from the State Department of Ecology guidelines for sewer treatment plants.

LeRoy Leslay President 8/19/08 date

as approved by the Board on 9/19/08

Policy

Taylor Bay Beach Club

Policy # 08-04

Subject: Maintenance of boat ramp and cabana

Policy Statement: The Board of TBBC will appoint members to do follow-up maintenance on boat ramp and cabana according to government regulations.

Background: State regulations govern how maintenance and repairs ^{are} ~~and~~ done on the boat ramp. If repairs or maintenance is required, the proper applications can be filed for approval and State guidelines can be followed. It is prudent that the condition of the cabana be done at the same time.

Lottay Sealey President 9/19/08 date

As approved by the Board on 9/19/08

Policy
Taylor Bay Beach Club

Policy #08-05

9/19/08

REV 9/8/16

Subject:

The use of the TBBC mower and other TBBC equipment.

Policy Statement:

The use of the mower and other community-owned equipment shall be restricted to uses of TBBC's business only.

Background:

The community's mower and equipment are meant to be used specifically for maintenance of and construction on TBBC property. The liabilities, wear and tear from their use beyond these purposes are inconsistent with the intent in purchasing these pieces of equipment.


_____, President
10/14/16 Date

As approved by the Board on 9/24/16

Taylor Bay Beach Club

Policy 08-06

Established: 9-19-2006

Revision 1: 3-24-2016

Subject: Burning

Policy Statement:

- Taylor Bay will follow all burning regulations as defined by the Key Peninsula Fire District 16 (see Attachment or go to <http://keypeninsulafire.org/outdoor-fires>).
- Yard waste shall NOT be taken to the beach parking area and dumped or burned.
- If someone is burning items other than **natural vegetation**, call 911. The Fire Department wants to know about it and wants to be able to respond while the fire is going.

Background: The Taylor Bay Beach Club has always prohibited burning yard waste at the beach in the parking area. TBBC would prefer that yard waste be disposed of by contracted pickup or hauling to an official county disposal site, but, TBBC recognizes that hauling it away may not always be feasible, and having a burn pile on owner property may be the only solution. There has also been complaints of property owners burning garbage which smokes and smells bad. Burning garbage is illegal everywhere in the State of Washington.

President: 

Date: 6-16-18 (as approved by the Board on 6-16-18)

Policy
Taylor Bay Beach Club

Policy #08-07

Established: 9/19/08

Revised: 9/24/16

Revised: 5/12/18

Subject:

Setting off fireworks by individual owners/guests.

Policy Statement:

It is TBBC's policy to restrict setting off fireworks at the beach area ONLY. All owners/guests should adhere to Pierce County rules and regulations (go to <https://www.co.pierce.wa.us/3893/Fireworks-Information>) about what fireworks are allowed and not allowed, as well as, the day and times they are allowed. Owners/guests are responsible for clean-up of the beach.

Background:

There is a danger of fire, injury and distress to owners and pets when setting off fireworks. By limiting this to the beach area only, it is meant to limit these hazards and annoyances. Please be considerate of your neighbors and their pets.

_____, President

6-16-18_____, Date

As approved by the Board on 6-16-18_____

Policy

Taylor Bay Beach Club

Policy # 08-08

Subject: Open Board Meeting

Policy Statement: It is the policy of Taylor Bay Beach Club that all meetings shall be open to all Taylor Bay Beach Club members.

Background: It shall be the policy that all meetings of the TBBC Board, TBBC committees and TBBC owner's general meetings will be open to all owners and in compliance with the Washington State Open meetings Act.

Letty Lavy President 9/19/08 date

As approved by the Board on 9/19/08

Policy

Taylor Bay Beach Club

Policy # 08-09

Subject: Attendance of Board members Board and owner's meetings

Policy Statement: It is the policy of Taylor Bay Beach Club that after missing two consecutive Board meetings a Board member shall contact the President if another Board meeting is going to be missed. Failure to do so may result the Board declaring the Board position of the absent Board member vacant and move to find and appoint a replacement to fill out the term of that position.

Background: It is important that Board members be present and be prepared to conduct the business of the Taylor Bay Beach Club at Board meetings and the owner's meetings. If a Board member is unable to attend meetings and participate in the decisions in the operation of Taylor Bay Beach Club they should resign. In lieu of a Board member doing so, this gives the Board the mechanism to remove that Board member and appoint an owner who can participate in the work of the Board.

LeRoy Sealey President 9/19/08 date

As approved by the Board on 9/19/08

Policy

Taylor Bay Beach Club

Policy # 08-10

Subject: Meeting Agenda

Policy Statement: A printed agenda shall be prepared for all Board and General Membership meetings. The agenda shall include but not be limited to: old business including the minutes from the previous meeting, the treasurer's report and subjects carried over from previous meetings and new business including new business brought before the board. There shall be sufficient copies of the printed agenda so each board member and other owners in attendance shall have a copy. An issue that an owner wants addressed by the Board may be submitted to the President in writing at least seven (7) days before the next Board meeting.

Background: A printed agenda provides an orderly and efficient means of conducting the business before the board and general membership meetings.

Leahy Seely President 3-11-09 date
(As approved by the Board on 11.01.08)

Policy
Taylor Bay Beach Club

Policy #08-11

3/11/08

REV 9/24/16

Subject:

Equipment inventory.

Policy Statement:

There shall be an annual inventory of TBBC tools and equipment noting their location and condition. Subsequent to the inventory, a report shall be made to the Board listing the tools and equipment, their condition and recommendations for repair, replacement and storage. There shall be a recommendation of whether the tools or equipment that cannot be found should be replaced. A secure location for storage shall be established. Tools or equipment that are broken, worn out or no longer useful in the operation and maintenance of TBBC shall be disposed of and any proceeds of this disposition turned over the TBBC treasurer for inclusion to TBBC fund account. At least 2 (2) people shall be appointed by the Board to be trained to operate and have access to the lawn mower, the portable generator, and the generator at the sewer plant.

Background:

Tools and equipment are assets of TBBC and shall be treated as such. If they are deemed necessary for the maintenance and operation of TBBC, they shall be kept in working order and stored in a secure location to assure they are available and operational when needed.

, President

10/14/16 Date.

Taylor Bay Beach Club

Policy 08-12

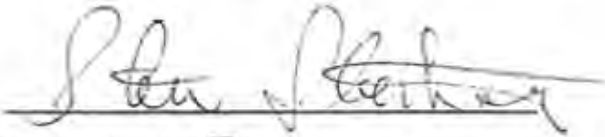
Established: 11-1-2008

Revised: 1-20-2018

Subject: Roster of Owners

Policy Statement: A roster of all owners in the Taylor Bay Beach Club shall be maintained and updated annually. The roster shall include the owner's name, TBBC address, legal address (if different), TBBC phone number, the phone number at their legal address, e-mail address, and Block and Lot number(s) of their TBBC lot(s). A copy of the updated roster shall be provided to each Board member annually. A copy of the roster may be provided to other owners upon request. If possible, this roster will be e-mailed to any owner that provides an e-mail address.

Background: A current roster of owners is a useful reference for the Board members and may be of use for other owners, but in this day and age of privacy laws, identity theft, etc. it was decided at the Semi-annual All Member meeting in October 2017, that the protocol for information in the roster other than name and TBBC address, there will be an 'opt in' option with respect to phone numbers and/or email addresses.

President: 

Date: 1/20/18 (as approved by the Board on 1-20-2018)

Policy
Taylor Bay Beach Club

Policy #08-13

Subject: Use of the boat launch and the beach

Policy Statement: The use of the beach and boat launch is for the exclusive use of Taylor Bay Beach Club owners and their guests. Vehicles and boat trailers shall be parked in a manner that does not obstruct the roadway and passage of other vehicles. Boats left at the beach are the sole liability of those boat owners. The use of the beach shall be in a manner not to degrade the beach. No motorized vehicles shall be allowed on the beach at any time. No overnight parking or camping on the beach or parking area is allowed. All garbage shall be removed and disposed of in an appropriate receptacle. Fires on the beach are only allowed below the high tide mark and at least four (4) feet from the beach logs and driftwood and measures taken to insure that fires are completely extinguished before the persons responsible leave the beach. No animal waste, yard waste, brush, limbs, stumps or household discards may be dumped, burned or otherwise left on the beach.

Background: The beach shall be kept in pristine condition. It and the boat launch shall be used and maintained in compliance with state laws.

Larry Deery President 3-11-07 date
(as approved by the Board on 11.01.08)

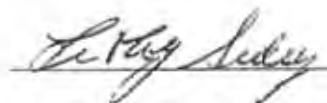
Policy
Taylor Bay Beach Club

Policy # 08-14

Subject: Generators

Policy Statement: The Board shall appoint a person to monitor the generators and their fuel supply to ensure they will work when an emergency necessitates their use. The propane tank for the generator at the sewer plant shall be monitored to ensure that the propane tank level does not get below 30%. The portable generator shall be run on a monthly basis and the fuel tank maintained to its capacity to ensure it can be used should a situation require its use.

Background: The generators are needed as backup power supplies for the Taylor Bay Beach Club utilities. It is important that they be maintained to ensure they work when needed.

 President 2-7-2007 date
(as approved by the Board on 1-10-2009)

Policy
Taylor Bay Beach Club

Policy # 08-15

Subject: Road Maintenance

Policy Statement: There shall be an evaluation of the condition of the road at least on an annual basis. The evaluation should look for cracks or cracking in the road surface, weeds growing through the road surface or water seeping through the road surface. Upon completion of the road evaluation a report shall be made to the Board. The Board shall proceed to obtain an estimate of cost of the repairs and plan a schedule to have repairs made.

Background: The roads in Taylor Bay Estates are essential to all owners, as well as the activities and commerce of the Taylor Bay Beach Club. Because of the amount of rain there is pressure from ground water, surface water runoff and aggressive growth of noxious weeds. Monitoring the condition of the roads and making timely repairs is not only prudent but necessary.

Libby Seely President 3-11-08 date

(As approved by the Board on 11.01.2008)

Policy
Taylor Bay Beach Club

Policy #08-16

Subject: Development of the back loop

Policy Statement: The development of the lots and the installation of utilities in the back loop shall be the financial responsibility of the owners of said lots, ref: The Settlement Agreement between the Taylor Bay Beach Club and the Taylor Bay Development Company, May 11, 1990. This includes water, sewer, power, telephone, cable, etc. The installation of the trunk lines for these utilities must be installed to complete the entire back loop. The lots in the back loop shall be those lots listed in the Settlement Agreement. When the installations are complete, connected to Taylor Bay Estates' systems and operational, Taylor Bay Beach Club shall have full ownership and control of the operation and maintenance.

Background: The utilities shall be engineered to meet all county code requirements and be compatible for connecting with the existing water and sewer systems.

Lobby Luby President 3-11-09 date
(as approved by the Board on 11.01.08)

Policy

Taylor Bay Beach Club

Policy #08-17

Subject: Use of park or gazebo

Policy Statement: The use of the park or gazebo shall be for TBBC owners and their guests. To reserve the gazebo or the park for groups, an owner may do so by getting approval of the Board president. Upon approval, if time permits, the owner is requested to post a reservation notice on the three (3) bulletin boards in advance of the event date. A signed usage form will be obtained from the owner requesting a reservation of the park or gazebo. The owner shall be responsible for the behavior of their guests and the activities of the event shall not disturb other owners, i.e. keeping the volume of music down. The owner shall insure the site is cleaned up after the event and all garbage removed. The owner shall be responsible for admitting non-TBBC guests through the front gate.

Background: The Park and the gazebo are for the use of owners in TBBC and their guests. It is important that use by groups be done in a manner that does not degrade the site nor create a nuisance to other owners.

L. Hay Secby President 3-11-09 date
[as approved by the Board on 11.01.08]

Taylor Bay Beach Club

Policy #09-01

Established: 7-25-2009

Revision 6a: 1-20-2018

Subject: Annual Dues

Background: The annual dues are prescribed in the By-Laws to meet the financial responsibilities of the operation of the Taylor Bay Beach Club. The By-Laws state per Article VIII, Section 2, "... when any such dues and assessments in this Article VIII are levied, each member shall pay the amount of such dues and assessment within thirty days after the mailing of the notice of such dues and assessment to the members". Every owner of Taylor Bay Beach Club must pay their respective annual financial obligation in the manner directed by the Board to enable the operation of Taylor Bay Beach Club to continue.

Policy Statement: The annual dues shall be paid by each owner on a per lot basis by **January 1st** (owner shall be considered delinquent February 1st) each calendar year. The preferred payment option is for the total due to be paid by **January 1st**. However, if needed, an owner may opt for a split payment plan, the first payment of \$500 (per lot) due by **January 1st** and the second payment of \$500 (per lot) plus interest due by **June 1st**.

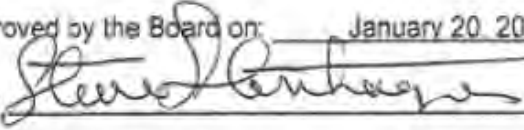
If a split payment plan is chosen and a \$500.00 (per lot) payment is made by **January 1st**, there shall be a **1% per month** interest fee added to the outstanding balance until the final payment is made **June 1st**. Property owners will receive two invoices, the initial invoice and (if the split payment plan has been chosen) an invoice on approximately May 1st for the balance due **June 1st**.

If the outstanding balance from the split payment plan is not paid by June 1st, the Board shall mail the owner a thirty-day (30) notice that the water to the owner's property will be shut off. This letter will also include notice that a **\$200.00 water re-connect fee** will be added to the total amount owing. There shall be a **1% per month** interest fee added to the outstanding balance and a collection expense of **\$30.00 per month** shall be added to the balance due beginning July 1st until remaining balance is made.

If no payment is made whatsoever by **January 31st**, the Board shall mail the owner a thirty-day (30) notice that the water to the owner's property will be shut off. This letter will also include notice that a **\$200.00 water re-connect fee** will be added to the total amount owing. There shall be a **1% per month** interest fee added to the outstanding balance (\$1000 per lot) and a collection expense of **\$30.00 per month** shall be added to the balance due beginning **February 1st** until payment is made. As a result of non-payment, property owner forfeits the right to utilize the split payment plan.

If after 30 days delinquency, other measures will be taken as deemed necessary by the Board, including, but not limited to: liens; foreclosure on the property; etc. **All legal costs (attorney, court fees, etc.) and lien costs (approximately \$500.00) will be added to the owner's delinquent dues balance for full payment.** All monies owed must be paid by the owner including the **\$200.00 re-connect fee** before water service is restored to the property.

As approved by the Board on: January 20, 2018

Signed: 

President:

1/20/18

Date

Subject: Violations of the Rules of TBBC

Policy Statement: The rules and restrictions of the TBBC, as codified in the Articles of Incorporation, the By-Laws and the Policies and Procedures, are to be followed by all owners.

When an owner thinks the TBBC's By-Laws and/or Policies have not been followed or violated, a complaint may be filed with the TBBC Board using the Complaint Form. The Board shall review the complaint and determine if there is merit to the complaint and if the violation is a single instance violation or an ongoing violation.

Based upon the severity of the violation, the violating owner shall be sent a written Notice which will include:

- the corrective action to be taken by the owner
- the owner's right to appeal
- the time limit established for corrective action
- the monetary fine that will be levied if corrective action is not taken

Unless the Notice of Violation is appealed, amended or overturned, or the violation has not been corrected within the time limit so stated in the Notice, beginning May 1, 2013, the owner shall be levied a fine, no greater than **\$40.00** per day, until the violation has been corrected.

Note: Fines revised to
\$60/day 5/6/2023

If the violation continues, the fines will continue and the Board will review the case for further action, including but not limited to (per Policy 12-01) water service shut-off, filing a property lien, hiring an outside contractor to correct the violation with notice to property owner, foreclosure proceedings, and/or turning the case over to our attorney. Any and all costs for such actions shall be charged to the owner.

Background: The owners, at the October 2008 General Meeting, voted to have a process in the form of a written notice to the Board of observed violations of the By-Laws and the Policies and Procedures of TBBC with fines imposed if the Board determines the violation merits a fine.

As approved by the Board on 7/24/13

[Signature], President

7/24/13 Date

Policy
Taylor Bay Beach Club

Policy # 10-01

Subject: Taylor Bay Beach Club Street Right-of-Way

Policy Statement:

It is the responsibility of each owner to know the property lines of their property in relation to the street right-of-way and adjacent properties. No structures shall be built, erected or otherwise sited partially or entirely on the street right-of-way. Ignorance of the location of the property line shall not be justification for leaving a structure in place. The cost of removing any structure shall be the owner's responsibility.

Surface water carry-away ditches and culverts shall not be diverted, covered over, or in any way changed without express written approval from the Board. Any proposed changes may require an engineering plan, the expense of which shall be the owner's responsibility.

Background:

This policy is consistent with the Bylaws of the Taylor Bay Beach Club and the purpose of Taylor Bay Estates.

, President
9-18-10 Date

Original: 9/18/2010

Subject:

Fines, Penalties and other sanctions for Non-Compliance of TBBC By-Laws or Policies.
(Ref. Policies # 09-01 and 09-02)

Policy Statement:

If the unpaid fines for non-compliance of the Policies and/or By-laws have not been paid by the due date specified and/or without resolution to the violation of non-compliance, the Board may apply further measures of, but not limited to:

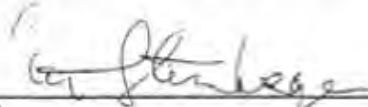
- Water service shut-off
- Filing property lien with Pierce County
- Begin foreclosure proceedings
- Turning the case over to our attorney

Any and all costs (including legal costs) associated to such measures shall be borne by the owner and must be paid in full prior to water restoration (including a \$200 water re-connect fee).

Background: It is the responsibility of each owner to meet their obligations to the community as described in the TBBC By-laws and Policies. If these obligations are not met in the time and manner required, interest and fines shall be levied as proscribed in Policy #09-01, and # 09-02.

As approved by the Board on:

7/24/13



President

7/24/13

Date

Subject:

TBBC owners responsibility for gate keys, mailbox keys and call box listings for their renters.

Policy Statement:

It is the owner's responsibility to establish mailboxes, front gate swipe cards or remote keys, and listings on the front gate call box for their renters.

Background:

The TBBC is a cooperative of owners of property in Taylor Bay Beach Club. Those owners who rent their property shall have the responsibility of insuring their renters have the equipment for ingress and egress through the front security gate, have a mailbox to receive mail in TBBC and have their names listed in the call box at the front gate as long as the renter has a land line with local phone carrier.

As approved by the Board on: 7/24/13



President

7/24/13

Date

Taylor Bay Beach Club

Policy 14-01

Established: 10-14-2014

Revised: 8-1-2016

Revised: 5/6/2023

Subject: Compliance Guidelines for Property Maintenance

Policy Statement: By using the Checklist below, if a property has been found to be in "non-compliance", the property owner will receive a letter from the Board so specifying the problem and will be advised of the following:

1. The reason for the letter
2. A reasonable amount of time to comply
3. The appeal process if the member disagrees with the findings
4. What the monetary fines will be for non-compliance (maximum \$40.00 per day) and the process for paying the invoice
5. What action will be taken if fines are not paid or problem is not remedied

Fines revised to maximum \$60/day 5/6/2023

Since our community is a unique one, with developed lots/homes, vacant lots and undeveloped lots, we have defined each category as follows:

1. Developed or otherwise occupied lots:
Any lot that is connected to TBBC water and/or sewer system and has personal property situated on site such as, but not limited to, a house, shed, structure, boat, vehicle, or trailer.
Note: Fines for non-compliance of RV Owner Occupancy Policies #050722A, B, and C revised to \$100/day 5/6/2023
2. Vacant lots:
Any lot that is presently connected to or can be connected to TBBC water and/or sewer systems but is not occupied as described above under "Developed".
3. Undeveloped lots:
Any lot that is not currently connected to TBBC water and/or sewer systems; is not occupied as described above; nor has any available means for connection to TBBC water and/or sewer systems at this time.

Guideline Checklist:

DEVELOPED or otherwise occupied lots will be considered in less than good condition, detrimental to the community, or unreasonably objectionable for any of the following reasons, but not limited to:

- Obvious structural failure to either the roof or foundation
- Broken windows
- Hanging/broken/inoperable gutters
- Severe paint peeling/unfinished exterior including house & fences
- Wild animals perhaps inhabiting
- Vehicles, boats, trailers not maintained or are abandoned
- Grass and general vegetation growth in excess of 10 inches in height
- Danger trees, limbs, noxious weeds or vegetation threatening or violating/encroaching upon TBBC property or adjacent neighbor's property
- High fire danger due to dry, tall vegetation
- Trash/junk accumulation
- Culvert/ditches and storm water interference
- Mud or other material tracked onto our community roads from driveways

VACANT lots will be considered less than good condition, detrimental to the community, or unreasonably objectionable for the following reasons, but not limited to:

- Vegetation growth poses a high fire danger
- Grass and general vegetation growth in excess of 10 inches in height
- Danger trees, limbs, noxious weeds or vegetation threatening or violating/encroaching upon TBBC property or adjacent neighbor's property
- Trash/junk accumulation including vehicles, boats, trailers not maintained or are abandoned
- Culvert/ditches and storm water interference

UNDEVELOPED lots will be considered less than good condition, detrimental to the community, or unreasonably objectionable for the following reasons, but not limited to:

- Vegetation growth poses a high fire danger
- Danger trees, limbs, noxious weeds or vegetation threatening or violating/encroaching upon TBBC property or adjacent neighbor's property
- Trash/junk accumulation including vehicles, boats, trailers not maintained or are abandoned
- Culvert/ditches and storm water interference

Non-compliance fine schedule:

- First time found to be in non-compliance - **\$20.00** per day **Note: Fines revised to \$35/day 5/6/23**
- Second time found to be in non-compliance - **\$30.00** per day **Note: Fines revised to \$50/day 5/6/23**
- Continual repeat offenders - **\$40.00** per day **Note: Fines revised to \$60/day 5/6/23**

Process:

- Letter sent to property owner
- Daily monitoring of property
- Send email to Accounting firm weekly on Sunday following first week of non-compliance and every Sunday until resolved
- Accounting firm sends weekly invoice to property owner to be paid upon receipt

Background: We have a very large majority of neighbors who are respectful of their own properties by maintaining them on an on-going basis and thereby maintaining our community's property values/assets.

However, we have continuing challenges with some of our neighbors in regards to complying with our bylaws, covenants and policies, especially concerning yard maintenance ; structure maintenance, and storage of materials (garbage, materials, junk, abandoned vehicles, abandoned vessels, and abandoned trailers) in sight from the street or from a neighbor's view.

President:

Date: 7-20-2017 (as approved by the Board on 10-14-2014)

Policy
Taylor Bay Beach Club

Policy # 16-01

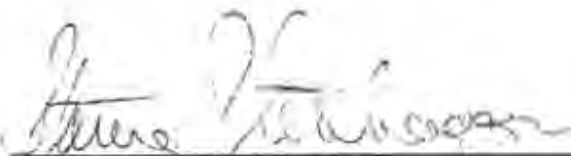
Subject: Garage/Yard Sales

Policy Statement:

It is the policy of TBBC that at each May semi-annual meeting, the secretary will poll and make contact with the number of members interested in having a community garage sale. If enough members are interested, a single date will be decided upon. The time frame for opened gate will be 9am – 5pm. Every effort will be made to coordinate the sale date with other local communities for maximum benefit and exposure. Volunteers will be requested to make, post and remove signage.

Background:

This policy is in effect in order to reduce the number of days our security gate would need to be left open all day as to minimizing risk to the community.


_____, President
10/14/16

7/23/2016

Policy
Taylor Bay Beach Club

Policy # 16-02

Subject: Landlord/Tenant Registration

Policy Statement:

It is the policy of TBBC that each owner (landlord) who rents his/her property provides a completed a "Renter's" Registration Form which will includes names, phone numbers, license plate numbers of the tenants. This Form is to be submitted to the Board of Trustees.

Background:

In order to enhance the security of TBBC, community members need to know pertinent information on renters/tenants.


_____, President
10/14/16 Date

TAYLOR BAY BEACH CLUB
8215 175th Ave. KPS
Longbranch, WA 98351-9515
(253)778.6008

TENANT REGISTRATION FORM

In an effort to protect homeowners and their property, the Taylor Bay Beach Club Board of Trustees asks members who rent out their Taylor Bay property(s) to supply the following information.

TAYLOR BAY BEACH CLUB PROPERTY OWNER INFORMATION

Name _____
Mailing Address _____
City, State, Zip _____
Telephone(s) Home: _____ Cell phone: _____
Term of Lease: _____

RENTAL PROPERTY DESCRIPTION

Block _____ Lot Number _____
Street Address _____

RENTER INFORMATION

Name _____
Mailing Address _____
City, State, Zip _____
Telephone(s) Home: _____ Cell phone: _____

VEHICLE DESCRIPTIONS

Make _____ Model _____ Year _____ Color _____
License plate number _____ State _____
Make _____ Model _____ Year _____ Color _____
License plate number _____ State _____

Policy 18-01

Policy Statement:

- Background:** The TBBC is a cooperative of owners of property in Taylor Bay Beach Club. The security and safety of our TBBC community and its members are our top priorities. Those owners who rent their property must follow the guidelines as defined above and accept complete responsibility for any and all renter's actions in regards to residing in TBBC.

_____, President
Date

1/16/21

Subject: RV's/ trailers/ extra dwellings on TBBC lots

Policy statement:

It is the policy of TBBC that property owners who have an established residence on their property shall not allow people to reside on a long-term basis in RV's, tents, trailers, or any other type of non-permanent unit situated on owner's property.

Visiting guests may use the above-mentioned units **only** on a temporary basis of not more than **5 days** in a calendar month. All units being used as described above must be removed or vacated no later than **March 1, 2021** or monetary fines will be assessed to the property owner as a non-compliance violation as per Policies 9-02 and 12-01. In addition, only one unoccupied RV/travel trailer will be allowed to be permanently stored on an owner's property.

This policy also applies in not using the above-mentioned units as ADU's (Accessory Dwelling Units). ADU's require a building permit from the County. If an owner decides to apply for an ADU, County codes must be adhered to, approval from the Board is required, and construction completed within six months. Per Bylaws, only one water hookup and only one sewer connection per lot is allowed. In addition, the owner will be assessed an additional fee of 50% of annual dues & 50% of special assessments for the secondary unit.

Background:

TBBC was established in 1967 as single-family lots. To maintain the character, esthetics, and property values of the TBBC community, long-term residence in "secondary" units on a lot, like RV's, tents, and trailers by non-owners, shall not be allowed.

Date: _____

Approved by TBBC
Board of Trustees

Steve Stemhagen, President _____

1/16/21

Subject: Sani-cans on owner's property

Policy statement:

It is the policy of TBBC that property owners who require a Sani-can do so ONLY on a temporary basis. (i.e., weekend gatherings; parties; emergency repairs to home; or construction of home within six months per Bylaws Sec.1D). Sani-cans are to be removed immediately after such events and not stored on-site year-round. All Sani-cans presently on properties must be removed no later than **March 1, 2021** or monetary fines will be assessed to the property owner as a non-compliance violation as per Policies 9-02 and 12-01.

Background:

To maintain the character, esthetics, and property values of the TBBC community, the long-term storage of Sani-cans shall not be allowed.

Date: _____

Approved by TBBC
Board of Trustees

Steve Stemhagen, President _____

3/3/21

Subject: Combined lots

A lot combination erases the property line separating two pieces of property owned by the same owner leaving only the outer property boundaries.

Policy statement:

It is the policy of TBBC that property owners who have filed and paid for adjacent lot(s) combination approved by Pierce County code and who later decide to file and pay to "un-combine" these same lots with the County will be responsible in paying all previous annual Dues and Special Assessments that were assessed from the date of their lot(s) combination to current date.

Background:

In the past, TBBC, without an approved Policy to do so, allowed adjacent lot combinations for members who owned more than one lot. Due to these lot combinations, the member was assessed annual Dues and Special Assessments for only one lot, thereby reducing TBBC's annual revenue. This Policy will allow TBBC to collect revenue that would have been collected from the member if he/she were paying for multiple lots.

Approved by TBBC Board of Trustees

Date: _____

Steve Stemhagen, President _____

POLICY

TAYLOR BAY BEACH CLUB

POLICY# 050722A

SUBJECT- : Land/Lot Rental

Policy Statement: TBBC property owners shall not **RENT** their unimproved lot(s) for any use. This includes any form of Rv's/Travel trailers/Camping Tents, Sheds or equivalent structures. The only properties that may be rented/leased in TBBC will be those improved lots with single family residences conforming to all Pierce County "Single Family Residence" codes.

Property owners will refer to Pierce County Planning and Development codes **18A.38.020, 18A.38.030 and 18A.38.050** on RV/Travel Trailer/Camping Tent/Shed occupancy codes. To summarize, Pierce County code allows occupancy limited to 14 days/year without a temporary use permit on developed lots, and 120 days/year with a permit from and fee to Pierce County Planning and Development on undeveloped lots during construction of a permanent single family residence.

These Policy Statements will bring TBBC into compliance with Pierce County Planing and Development codes.

POLICY

TAYLOR BAY BEACH CLUB

POLICY# 050722B

SUBJECT- : Owner Occupancy requirements on TBBC lot.

Policy Statement: Owners of TBBC properties sold or purchased after (05/07/2022) shall not be allowed full time RV/Travel Trailer/ Camping Tent/Shed (or equivalent) living on their lot. All full time living will be in a single family residence built to the proper codes of Pierce County.

Current and any new owners will refer to Pierce County Planning and Development codes **18A.38.020, 18A.38.030 and 18A.38.050** on RV/ Travel Trailer/Camping Tent/Shed occupancy codes. To summarize, Pierce County code allows occupancy limited to 14 days/year without a temporary use permit on developed lots, and 120 days/year with a permit from and fee to Pierce County Planning and Development on undeveloped lots during construction of a permanent single family residence.

These Policy Statements will bring TBBC into compliance with Pierce County Planing and Development codes.

POLICY

TAYLOR BAY BEACH CLUB

POLICY# 050722C

SUBJECT:- RVs/Trailers, etc. on Owner's property

Policy Statement: TBBC property owners shall not place Rv's/ Travel Trailers/Camping Tents, Sheds, or equivalent on their property for any use other than storage of the unit, or temporary occupancy conforming to Pierce County Planning and Development codes regarding temporary occupancy permits.

Property owners will refer to Pierce County Planning and Development codes **18A.38.020, 18A.38.030 and 18A.38.050** on RV/ Travel Trailer/Camping Tent/Shed occupancy codes. To summarize, Pierce County code allows occupancy limited to 14 days/year without a temporary use permit on developed lots, and 120 days/year with a permit from and fee to Pierce County Planning and Development on undeveloped lots during construction of a permanent single family residence.

These Policy Statements will bring TBBC into compliance with Pierce County Planing and Development codes.

18A.38.50 TEMPORARY STRUCTURES

Temporary Occupancy of Recreational Vehicle, Travel Trailer or Tent. A recreational vehicle, tent, or travel trailer located on a lot of record may be temporarily occupied, for the time period noted in PCC 18A.38.020, subject to compliance with the standards set forth in this Section. Recreational vehicles, travel trailers, or tents located within an approved recreational vehicle park are not subject to the standards set forth in this Section. See PCC 18J.15.210 for regulations applicable to recreational vehicle parks.

1. Temporary occupancy of a recreational vehicle, tent, and/or travel trailer is permitted in all zones when in compliance with the following:

a. Within the urban growth area, only a recreational vehicle, tent, or travel trailer located on a lot developed with a principal dwelling unit may be occupied for the temporary period noted in PCC 18A.38.020. Provided that, however, urban lots located on a Shoreline of the State and within a Shoreline Environment that permits residential or recreational use may host a recreational vehicle, travel trailer, or tent for the temporary period noted in PCC 18A.38.020, whether the lot is developed or undeveloped. All other recreational vehicles, tents, or travel trailers on undeveloped lots located within the urban growth area shall not be occupied for any period of time.

b. Within the rural area, occupancy of a recreational vehicle, tent, or travel trailer may be allowed regardless of whether or not a principal dwelling unit exists on the lot.

c. A recreational vehicle or travel trailer parked on a public or private roadway or the right-of-way or easement for that roadway shall not be occupied.

d. Recreational vehicles shall not be placed in critical areas or their associated buffers.

e. The recreational vehicle, travel trailer, or tent shall be removed from the lot or tract of land on which it is located within 14 days of the expiration of the temporary occupancy period, except that a recreational vehicle and/or travel trailer may remain on site unoccupied if the person or entity in control of the property is the legal or registered owner.

f. A recreational vehicle, travel trailer or tent may be occupied for up to 14 days per year without a temporary use permit.

2. An approval for the temporary occupancy of a tent, travel trailer, or recreational vehicle is valid for a maximum of 120 days when in compliance with PCC 18A.38.050.E.1 above. Extensions of this approval may be granted by the Director on a case-by-case basis, when needed, in situations of undue hardship and provided that efforts to relocate or acquire permanent housing are underway. This time period shall be reduced accordingly by the length of time any other recreational vehicle, travel trailer, or tent was occupied on the same lot as the subject request during the 12 months immediately prior to the request.

**Pertinent Pierce County Planning & Development Codes
regarding RV/Travel Trailers/Tents 18A.38.20,
18A.38.30,18A.38.50**

**18A.38.020 TEMPORARY USES ALLOWED - # OF
DAYS ALLOWED**

Temporary Use Types and Number of Days Allowed

Rural Residential

CAMPING & RECREATIONAL VEHICLE USE: 120 DAYS PER YEAR

Camping and recreational vehicles shall meet the standards set forth in
PCC 18A.38.010, 18A.38.020, 18A.38.030, and 18A.38.050.E

18A.38.030 TEMPORARY USE/DURATION & FREQUENCY

Temporary uses shall be limited in duration and frequency as follows:

1. Any proponent of a temporary use shall file an affidavit with the Planning and Public Works Department which specifies the type of use, location, and specified days and hours of operation of the proposed temporary use. The affidavit form is available at the Department.
2. The duration of the temporary use shall include the days the use is being set up and established as well as when the event actually takes place.
3. A parcel may host no more than three temporary uses within a calendar year; provided the time periods specified in PCC 18A.38.020, Temporary Uses Allowed-Number of Days Allowed, are not exceeded. Multiple temporary uses may occur on a parcel concurrently provided the time periods in PCC 18A.38.020 are not exceeded.
4. Recreational vehicles, travel trailers, or tents shall not be used as a permanent place of abode, or dwelling, for indefinite periods of time, except as stipulated in PCC 18J.15.200 for mobile home parks. Occupancy of a recreational vehicle, travel trailer or tent, or combination thereof, for more than 120 days in any 12-month period shall be considered permanent occupancy.
5. Temporary parking lots associated with a temporary use shall not remain longer than the associated temporary use.

(Ord. 2017-12s § 2 (part), 2017; Ord. 2013-85 § 1 (part), 2013; Ord. 2013-30s2 § 5

URGENT NOTICE: *please read*

Our sewer system is NOT a garbage dump!

The ONLY item that is okay to flush down the toilet is toilet paper!!!

DO NOT flush "Wipes" of any kind (even though the label may say "safe for septic" or "flushable.")

THE below listed items are absolutely forbidden in our sewer.

This means do not flush down toilets nor dispose of down kitchen/bathroom drains.

Diapers of any kind (baby or adult)	Rubber products (gloves, bands)
Cigarettes/cigar butts	Paper towels
Drug paraphernalia (including needles)	Grease of any kind
Feminine hygiene products	Condoms
Pesticides/Herbicides	Petroleum products
Paint products	Wood
Concrete cleaner	
Cleaning solvents or supplies: (Lysol wipes; Clorox wipes)	
Baby Wipes or Rags (or any Wipes of any kind)	
Plastics	
Oils of any kind (lamp; vegetable; automotive)	

If you have guests, please let them know about this by perhaps posting a little sign above your toilets during guest visits.

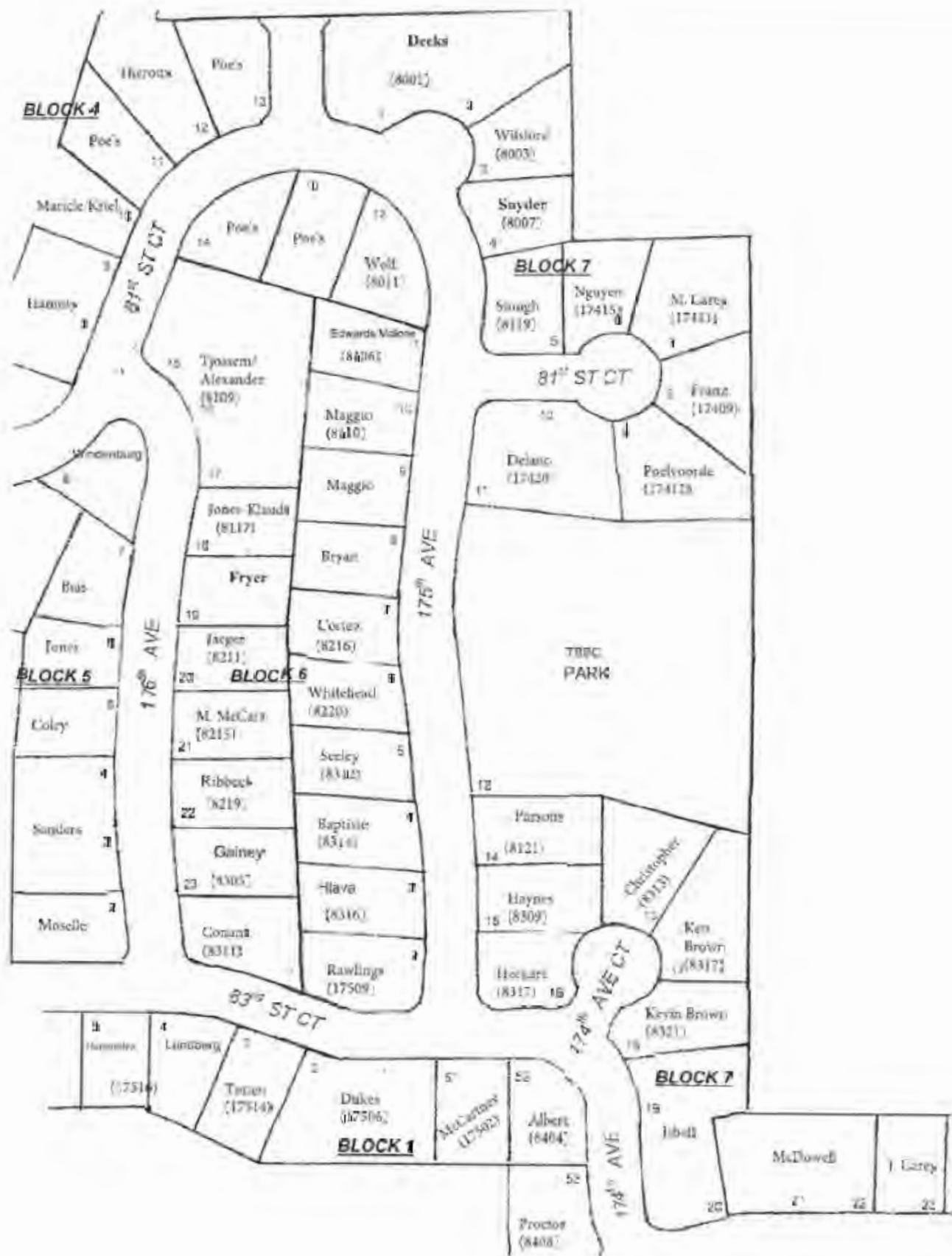
Our sewer treatment plant thanks you for cooperating. If you have any questions, please contact the Board of Trustees @ 253.778.6008.

MARCH 2022



TAYLOR BAY BEACH CLUB LOT OWNERSHIP







TAYLOR BAY 2022 BUDGET - APPROVED

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
2022 Dues to collect (144 lots)	122,000					21,000							144,000
Percentage designated to regular sewer expenses (54%)													(77,000)
													67,000
Budgeted expenses													
Operator Salary (water)	440	440	440	440	440	440	440	440	440	440	440	440	5,280
Accounting Fees	300	300	300	300	300	300	300	300	300	300	300	300	3,600
Community Maintenance				100	100	100	100	100	100	100			700
Equipment Repair/Mower					50	50	50	50					200
Facility Rent	35	35	35	35	35				35	35	35		280
General Maintenance	30	30	30	30	30	30	30	30	30	30	30	30	360
Gate/Security	250	250	250	250	250	250	250	250	250	250	250	250	3,000
Insurance					6,032				2,225				8,257
Landscape Services					1,300	1,300	1,300	1,300	1,300	1,300			8,200
Legal Fees	100	100	100	100	100	100	100	100	100	100	100	100	1,200
Office Supplies/Postage	100	100	100	100	200	100	100	100	100	200	100	100	1,400
Property tax, Licenses				1,940	40			10					1,990
Utilities	600	600	600	600	600	600	600	600	600	600	600	600	7,200
Water	900	900	900	900	900	900	900	900	900	900	900	900	10,800
Total Expenses:	2,755	2,755	2,755	4,795	10,377	4,170	4,170	4,180	6,380	4,255	2,755	2,720	52,467
Savings Account (Roads/Sewer/Water)	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	13,200
TOTAL EXPENSES	3,855	3,855	3,855	5,895	11,477	5,270	5,270	5,280	7,480	5,355	3,855	3,820	65,667
Water tank cleaning = \$8,000													
BUDGETED EXPENSES - SEWER													
2022 Dues													77,000
Operator Salary	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	33,600
Operator Salary (holidays)	270	135			135		135		135	135	270	135	1,350
Operator Salary (sewer tests)	900	900	900	900	900	900	900	900	900	900	900	900	10,800
Operator Salary (special projects)	100	100	100	100	100	100	100	100	100	100	100		1,100
Sewer (O&M)	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,500	1,500	19,000
Property Tax				185									185
Utilities -Sewer	300	300	300	300	300	300	300	300	300	300	300	300	3,600
Reserve/savings	700	700	700	700	700	700	700	700	700	700	700	700	8,400
													78,035
SPECIAL ASSESSMENT -SEWER -\$750													
2022 Special Assessment x 137 lots													102,750