

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective **June 1, 2023**

STANDARDS INDEX

1. PURPOSE
 - 1.1 Responsibility
 - 1.2 Administration
 - 1.3 Scope
 - 1.4 Member Responsibility

2. DEFINITIONS
 - 2.1 Supplemental
 - 2.2 Accessory
 - 2.3 Accessory Room
 - 2.4 Awning
 - 2.5 Canopy
 - 2.6 Common Areas
 - 2.7 Deck
 - 2.8 Deviation
 - 2.9 Easement
 - 2.10 Greenhouse (Rigid)
 - 2.11 Greenhouse (Soft)
 - 2.12 Housing Unit
 - 2.13 LARC Design Form
 - 2.14 LARC Design Request
 - 2.15 LARC Permit
 - 2.16 Modified LARC Design Request
 - 2.17 Non-Electric hardwired
 - 2.18 Notice of Enforcement
 - 2.19 Parking
 - 2.20 Park Model
 - 2.21 Park Trailer
 - 2.22 Plant Protection Enclosure
 - 2.23 Property Line
 - 2.24 RV
 - 2.25 Seasonal/Temporary
 - 2.26 Setback
 - 2.27 Shed
 - 2.28 Site
 - 2.29 Storage Bin
 - 2.30 Structure
 - 2.31 Tent
 - 2.32 Tiny Home
 - 2.33 Waiver
 - 2.34 Year-Round

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective **June 1, 2023**

3. PERMIT TYPES AND REQUIREMENTS
 - 3.1 LARC Permit
 - 3.2 Jefferson County Permit
 - 3.3 Labor & Industry (L&I) Permit
4. HOW TO SUBMIT AN LARC DESIGN REQUEST
 - 4.1 LARC Design Form
 - 4.2 Review Process
 - 4.3 Approval
 - 4.4 Completion
5. RULES FOR RV'S AND SEASONAL STRUCTURES
 - 5.1 Recreational Vehicle Placement
 - 5.2 Seasonal RV Parking
6. RULES FOR YEAR-ROUND STRUCTURES
 - 6.1 Park Models, Park Trailers, and Tiny Homes
 - 6.2 Accessory Rooms and Sheds
 - 6.3 Year-Round Rigid Greenhouses
 - 6.4 Placement of Year-Round Structures
 - 6.5 Additional Restrictions on Accessory Rooms and Sheds
 - 6.6 Site Development across Adjacent Sites
 - 6.7 Paint and Stain Color
7. UTILITIES AND SPECIAL RESTRICTIONS
 - 7.1 Propane Tanks
 - 7.2 Sewer Connection
 - 7.3 Water Supply Hose
 - 7.4 Utility Changes
 - 7.5 Other Requirements
8. EXTERIOR ACCESSORIES
 - 8.1 Awnings
 - 8.2 Canopies
 - 8.3 Skirting
 - 8.4 Raised Decks
 - 8.5 Steps and Ramps
 - 8.6 Concrete and Gravel
 - 8.7 Fencing
 - 8.8 Gutters
 - 8.9 Outdoor Storage

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective **June 1, 2023**

9. LANDSCAPING

- 9.1 Plants, Trees, and Shrubs
- 9.2 Trellises, Hedges, and Lattice Work
- 9.3 Landscape Lighting
- 9.4 Landscape Ornaments
- 9.5 Grass and Weeds
- 9.6 Seasonal Greenhouses

APPENDICES

- Appendix A. LARC Policies & Procedures
- Appendix B. Quick Reference Guide to Dimensional Requirements
- Appendix C. LARC Long Design Form
- Appendix D. Examples of LARC Design Request Diagrams
- Appendix E. Process for Design Form Review

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective June 1, 2023

1. PURPOSE

The purpose of this document is to assist Members to maintain the overall aesthetic and harmony of the resort consistent with the LARC Standards as established by the governing documents.

- 1.1 **Responsibility**. The Landscape and Architectural Review Committee assumes no responsibility nor liability for compliance either with these standards or with any applicable codes.
- 1.2 **Administration**. These Standards will be administered by the Landscape and Architectural Review Committee referred to as LARC.
- 1.3 **Scope**. These LARC Standards do not supersede but rather supplement The Discovery Bay Women's Club (DBWC or the Club) Amended and Restated Covenants, Conditions and Restrictions (CC&Rs), Discovery Bay Women's Club (DBWC) Rules, and Discovery Bay Resort (DBR) Rules.
- 1.4 **Member Responsibility**. Members are responsible for meeting all Codes required by county, state, and federal agencies.

2. DEFINITIONS

- 2.1 **Supplemental**. The definitions below are supplemental to the definitions provided in CC&Rs Article 1, DBWC Rules, and DBR Rules.
- 2.2 **Accessory**. Additions to a site to make it more useful, versatile, and attractive.
- 2.3 **Accessory Room**. A Structure up to 200 square feet (sf) that is built or installed separate from the housing unit and finished to complement the housing unit.
- 2.4 **Awning**. An attached fixture that provides shade over doors window, or deck.
- 2.5 **Canopy**. A freestanding shelter that provides shade and/or rain protection.
- 2.6 **Common Areas**. Any portion of DBR property besides individual Sites.
- 2.7 **Deck**. An outdoor floor Structure above grade level constructed of wood and/or composite material.

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective June 1, 2023

- 2.8 **Deviation**. A proposed change or usage that does not follow the LARC Standards.
- 2.9 **Easement**. A portion of a Site over which DBR retains right of access for maintenance or any other purpose.
- 2.10 **Greenhouse (Rigid)**. An enclosed Structure with durable or rigid materials designed to be used for the protection of plants from the elements.
- 2.11 **Greenhouse (Soft)**. Soft-sided enclosed shelter used for protecting plants from the elements.
- 2.12 **Housing Unit**. A Park Model, Park Trailer, Tiny Home, or RV that is equipped for basic activities of recreational life including sleeping, food preparation, and personal hygiene.
- 2.13 **LARC Design Form**. The official form created and accepted by the LARC for a Member to request changes to her Site.
- 2.14 **LARC Design Request**. A completed LARC Design Form and all supplementary information submitted by a Member to the LARC.
- 2.15 **LARC Permit**. The numbered laminated orange card that indicates an LARC Design Request has been approved and is in progress.
- 2.16 **Modified LARC Design Request**. A change or addition to an approved LARC Design Request, which must also be approved by LARC.
- 2.17 **Non-Electric Hardwired**. An electrical extension not to exceed 20 amp from the main electrical post to the Accessory Room or Shed.
- 2.18 **Notice of Enforcement**. The official form used by the LARC to record a non-conformance to the LARC Standards and to submit the matter to the DBR Board of Directors for resolution.
- 2.19 **Parking**. Designated space on a Site for parking of a car, truck, or motorcycle.
- 2.20 **Park Model**. A housing unit not exceeding 399 square feet (sf) that does not exceed 12 ft in width.
- 2.21 **Park Trailer**. A housing unit not exceeding 399 sf that does not exceed 8.5 ft in width, not including slide-outs.

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective June 1, 2023

- 2.22 **Plant Protection Enclosure**. A generic term that includes seasonal and non-seasonal Structures or accessories that are place over or around plants in the ground, in containers, or within Structures.
- 2.23 **Property Line**. The perimeter of a Site comprising the road boundary or boundaries, side boundary or boundaries, and the rear boundary containing utility lines.
- 2.24 **RV**. A class A, B, or C Recreational Vehicle, a tow-behind trailer, or a 5th wheel.
- 2.25 **Seasonal/Temporary**. Relating to or characteristic of a particular season of the year/lasting for only a limited period; not year-round.
- 2.26 **Setback**. The portion of a Site bordering the road and neighboring Sites that cannot have any Structure or planting on it.
- 2.27 **Shed**. A Structure of no more than 200 sf separates from a housing unit that is not required to complement the housing unit.
- 2.28 **Site**. The portion of DBR property that is leased to a Member for their private use.
- 2.29 **Storage Bin**. A standalone weatherproof container of no more than 72 cubic feet (540 gallons).
- 2.30 **Structure**. For purposes of placement measurements, a Park Model, Park Trailer, Tiny Home, Accessory Room, Shed, Year-Round Greenhouse steps, ramp, or deck are all treated as Structures in these Standards.
- 2.31 **Tent**. A seasonal shelter used as a sleeping space, made of fabric, that is easily disassembled and removed.
- 2.32 **Tiny Home**. A housing unit not exceeding 399 sf that does not meet the other size requirements of a Park Model or Park Trailer.
- 2.33 **Waiver**. Written approval by the Board of Directors for a deviation from LARC Standards.
- 2.34 **Year-Round**. Provides full-time use of the Site, Structures, units for all seasons.

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective June 1, 2023

3. PERMIT TYPES AND REQUIREMENTS

3.1 LARC Permit.

- A. Required when adding or changing the appearance of a Site including, but not limited to, accessories and landscaping. Members must request a Permit in advance of any changes.
- B. Examples of changes that Do Not require the LARC Permit:
 - 1) Repainting or staining a Structure with the same color.
 - 2) Adding plants that meet the landscaping requirements.
 - 3) Adding temporary art or ornamentation.
- C. When in doubt, ask a LARC member.

3.2 Jefferson County Permit. It is recommended to submit your LARC Request before applying for a Jefferson County permit, since the LARC may require changes. County permits generally cost hundreds of dollars.

- A. A permit from Jefferson County is required when:
 - 1) Adding a propane tank
 - 2) Adding wiring to a Structure
 - 3) Adding a deck or steps under some circumstances
- B. How to apply for a Jefferson County permit
 - 1) Contact Jefferson County Community Development at 360-379-4450, or
 - 2) Visit <https://www.co.jefferson.wa.us/710/Permitting-Portal>
 - 3) You may need your parcel number for your permit application. It is 002353002-XX where XX is your Site number.

3.3 Labor & Industry (L&I) Permit. It is recommended to submit your LARC Request before applying to the Washington State Department of Labor and Industries for an L&I permit, since the LARC may require changes. L&I permits generally cost hundreds of dollars.

- A. An L&I permit is required for exterior structural changes to a Park Model, Park Trailer, or Tiny Home.

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective June 1, 2023

B. How to apply for an L&I permit

- 1) Call the Labor & Industries Office in Sequim at 360-417-2700, or
- 2) Visit <https://www.lni.wa.gov/> and click on the “Licensing & Permits” tab.

4. HOW TO SUBMIT AN LARC DESIGN REQUEST

4.1 LARC Design Form.

- A. Blank LARC Design Forms can be picked up in the Office from below the Member mailbox slots or downloaded from the Documents Section at the discoverybayresort.org website. (See additional information in DBWC Rules 8.2, “LARC applications”)
- B. The LARC Long Design Form is only required for a new housing unit.
- C. It is the Member’s responsibility to complete the applicable parts of the form and attach all required supplemental materials. Questions can be addressed to any LARC member. Appendix D contains some examples of required diagrams.
- D. The completed LARC Design Request should be placed in the Office mail slot labeled “Filled Out LARC Requests and Permit returns”. To ensure a prompt response from the LARC, submit at least 3 days before the next LARC meeting.

4.2 Review Process. It is recommended that you attend the next LARC meeting in case there are questions from or to the committee. This also allows you to know if your request is approved right away. LARC may recommend to the Board of Directors Representative to approve, conditionally approve, return the request for changes, or disapprove a project.

4.3 Approval. When your request is approved, a member of the committee will place a signed copy of the request and an orange laminated card with your LARC permit number in your mailbox. This is your LARC Permit, which should be displayed on the Site, visible from the street, until the work is completed.

4.4 Completion. When your project is complete, return the orange permit card to the Office mail slot labeled “Filled Out LARC Requests and Permit returns”. You may

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective June 1, 2023

be contacted by a committee member to arrange a project completion inspection to close the LARC file.

5. RULES FOR RV'S AND SEASONAL STRUCTURES

- 5.1 **Recreational Vehicle Placement.** Recreational vehicles must be a minimum of 2 ft from property lines. Recreational vehicles with slide out sections must be 2 ft from the property line measured from their extended slide out.
- 5.2 **Seasonal RV Parking.** A LARC request is not required for parking an RV seasonally.

6. RULES FOR YEAR-ROUND STRUCTURES

6.1 **Park Models, Park Trailers, and Tiny Homes.**

A. **Certification.** Park Trailers, Park Models, and Tiny Homes must meet current building and wiring codes and have Recreational Vehicle Industry Association certification (RVIA). Visit <https://www.rvia.org/>

B. **Maximum (Max) Dimensions.**

- 1) **Park Models.** A Park Model is a Housing Unit that does not exceed the following limits:
 - a. Max 12 feet (ft) in width overall.
 - b. Max 40 ft in length (not including any porches).
 - c. Max 15 ft 8 in installed height above natural grade.
 - d. Max 399 sf of living space, including bays (NOTE: Lofts and porches are not considered part of the 399 sf of living space).
- 2) **Park Trailers.** A Park Trailer is a housing unit that does not exceed the following limits:
 - a. Max 8.5 ft in width overall.
 - b. Max 12 ft in width including any slide-outs.
 - c. Max 40 ft in length.
 - d. Max 15 ft 8 in installed height above natural grade.
 - e. Max 399 sf of living space, including bays and slide-outs.

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective June 1, 2023

- 3) **Tiny Homes.** A Tiny Home is a housing unit that does not exceed the following limits:
 - a. Max 399 sf of living space, including bays (NOTE: Lofts and porches are not considered part of the 399 sf of living space).
 - b. Max 15 ft 8 in installed height above natural grade.

6.2 **Accessory Rooms and Sheds.**

A. **Accessory Rooms.** An Accessory Room is a Structure that must meet the following requirements:

- 1) Max 200 sf (measured outside wall to outside wall).
- 2) Must be free standing.
- 3) No concrete slab permitted.
- 4) May be placed on gravel, piers, and/or thick pavers. It is recommended a combination of compacted gravel bed with 4 concrete piers or pavers for stability.
- 5) Exterior must be finished to complement the housing unit.
- 6) Max wall height of 10 ft, and max overall height of 15 ft 8 in.

B. **Sheds.** A Shed is a Structure that must meet the following requirements:

- 1) Max 200 sf (measured outside wall to outside wall).
- 2) Must be free standing.
- 3) No concrete slab permitted.
- 4) May be placed on gravel, piers, and/or thick pavers. LARC recommends a combination of compacted gravel bed with 4 concrete piers or pavers for stability.
- 5) Exterior to complement the housing unit is preferred.
- 6) Maximum wall height of 8 ft, and maximum overall height of 10 ft 2 in.

6.3 **Year-Round Rigid Greenhouse.** A Year-Round Rigid Greenhouse is an enclosed Structure (with safety glass or rigid polycarbonate panels) designed to be used for the protection of plants from cold and wind during the winter. Typically, panels or screens are used with a powder coated or galvanized steel frame. See Appendix E for additional information.

- 1) Requires LARC Approval.

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective June 1, 2023

- 2) Cover material for screens/panels to withstand 65 mph winds at a minimum and Winter snow load.
- 3) Each Leaseholder is responsible for understanding structural collapse due to snow load and to be responsible to neighboring Site.
- 4) Frame construction: powder coated aluminum or galvanized steel, with threaded or unthreaded connections (channels, or rivets).
- 5) Shall not exceed 64 square feet.
- 6) Shall not exceed pitch roof height of 8 feet.
- 7) Shall not exceed wall height of 8 feet.
- 8) Shall not be placed on a concrete pad.
- 9) Shall be adequately anchored.
- 10) Shall not contribute to soil erosion or flooding of property, therefore LH must specify use of gutters and ground drainage system adequate to handle run-off.
- 11) Heaters and fans, suitable for Greenhouse use, may be connected to approved power sources; all connections of appliances to power cords shall be waterproof. See example shown in Appendix E.

6.4 **Placement of Year-Round Structures.**

A. **Park Model, Park Trailer, and Tiny Home Placement.** Please note that not all Sites are adequately sized to accommodate full-sized Park Models/Park Trailers/Tiny Homes. Park Trailers, Park Models, and Tiny Homes, and RVs parked Year-Round, must be placed within the following limits:

- 1) Minimum (Min) 10 ft from other Structures (5 ft from Sheds).
- 2) Min 5 ft from adjacent Sites.
- 3) Min 3 ft from the road.
- 4) Min 3 ft from the back of the Site,
- 5) Min 3 ft from the utility post.
- 6) All these limits must include any slide-outs.
- 7) No portion of the Park Trailer/Park Model shall be placed on an easement or setback.
- 8) Placement can be on a concrete slab or pier bases. All pier bases shall be concrete or masonry. No wood base is permitted.

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective June 1, 2023

B. Accessory Room and Shed Placement. Accessory Rooms and Sheds must be placed within the following limits:

- 1) Min 10 ft from any other Structure (5 ft from Sheds).
- 2) Min 5 ft from adjacent Sites.
- 3) Min 3 ft from the road.
- 4) 3 ft from the back of the Site.
- 5) Min 3 ft from the utility post.
- 6) No portion of the Accessory Room shall be placed on an easement or setback.

C. Year-Round Rigid Greenhouse Placement.

- 1) Min 5 ft from any other Structure.
- 2) Min 2.5 ft from adjacent Sites.
- 3) Min 3 ft from the road.
- 4) Min 3 ft from the back of the Site.
- 5) Min 3 ft from the utility post.
- 6) Preferred to be placed on back half of property adhering to all setback requirements.
- 7) Cannot be abutted to Structures such as Housing Units, Sheds, or Accessory Rooms.

6.5 Additional Restrictions on Accessory Rooms and Sheds. Accessory Rooms and Sheds must meet current building and wiring codes and must be approved before being placed in the park. The LARC Design Request must include a Site plan showing all other Structures and parking, and construction specifications including colors and exterior dimensions.

A. Electrical. Hardwired electrical installations in Sheds require a permit through the Washington State Department of Labor and Industries. Non-hardwired installations must have the electric cord inside conduit all the way from the Structure to the utility post.

- 1) Non-hardwired electrical installations not to exceed 20 amps.
- 2) Must be placed in conduit.
- 3) If conduit on grass area must be buried at least an inch below ground level for safety.

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective June 1, 2023

4) Electrical appliances requiring greater than 110-volt service may not be used in a Shed.

B. **Heating.** Adding a permanent heat source (electric or propane) requires a Jefferson County building *conditional* permit.

C. **No Sleeping.** Persons may not sleep in an Accessory Room or Shed at any time.

D. **Maximum.** A maximum of 2 Accessory Rooms or 2 Sheds or one of each type of Structure is allowed per Site, and only if there is enough space to conform to all placement requirements.

6.6 **Site Development across Adjacent Sites.** An RV Member who holds the leases on adjacent Sites may treat the adjacent Sites as a single Site for design purposes only. (See DBWC Rules 8.3). The following requirements must be met.

A. Structures may be placed without regard for property lines between the adjacent Sites leased by the RV Member but still must meet all other placement requirements.

B. Each Site still retains the maximum allowable Structures (See 6.8 D. and CC&Rs Article 6).

C. **Restrictions.** Approval for Site Development across Adjacent Sites must be Conditional and comply with DBWC Rules 8.3. The RV Member shall be responsible for all compliance costs.

6.7 **Paint and Stain Color.** All exterior paint and stain colors are subject to LARC approval. In general, painted, and stained surfaces should complement the Housing Unit. Repainting or maintenance of an existing color does not require LARC approval.

7. UTILITIES AND SPECIAL RESTRICTIONS

7.1 **Propane Tanks.**

A. **Requirements.** Placement of external propane tanks is to be identified on the LARC form and is subject to approval by the LARC committee and recommended to be placed on the back one third of Site (must clear safe distances of neighboring Sites).

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective June 1, 2023

- 1) A Jefferson County mechanical permit is required for all propane tank installations except for tanks installed on travel trailers/BBQs. (See the website shown below Illustration 7.1)
- 2) Members are responsible for acquiring a Jefferson County permit and assuring installation is in accordance with the current Jefferson County Code.
- 3) Tanks may be placed on gravel and/or pavers.
- 4) Tanks may be placed adjacent to skirting/Structure providing skirting/Structure is solid, ex: hardboard, wood, for at least 5 ft on each side of the tank valve. (Jefferson County Requirement.)
- 5) See Illustration 7.1 for additional placement requirements.

B. **Safety.** FOR SAFETY REASONS DBR WILL NOT ALLOW:

- 1) Multiple tanks to be “connected/daisy chained” together. Only one tank per feed is allowed. (DBR Requirement.)
- 2) Tanks installed with tank valve closer than 5 ft to a window at the same height or lower (*horizontal tank valve location allows venting towards the ground whereas the vertical tank valve vents upwards*).
- 3) Tanks installed with tank valve closer than 10 ft to any air intake for a direct-vent appliance.
- 4) Tanks installed with tank valve closer than 10 ft to ignition sources (electrical pedestal, electrical outlets, water heaters (or tankless), HVAC (heat pumps), (Jefferson County Requirement).
- 5) Tanks installed with tank valve closer than 3 ft to any recreational vehicle or Structure if skirting is non-existent or is the open type, as in lattice.
- 6) Tanks installed with any portion closer than 2 ft to an adjacent Site.
- 7) Repainting of propane tanks. *Note: propane is an expandable gas, paint color can create increased expansion of gases within the tank.*

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective June 1, 2023

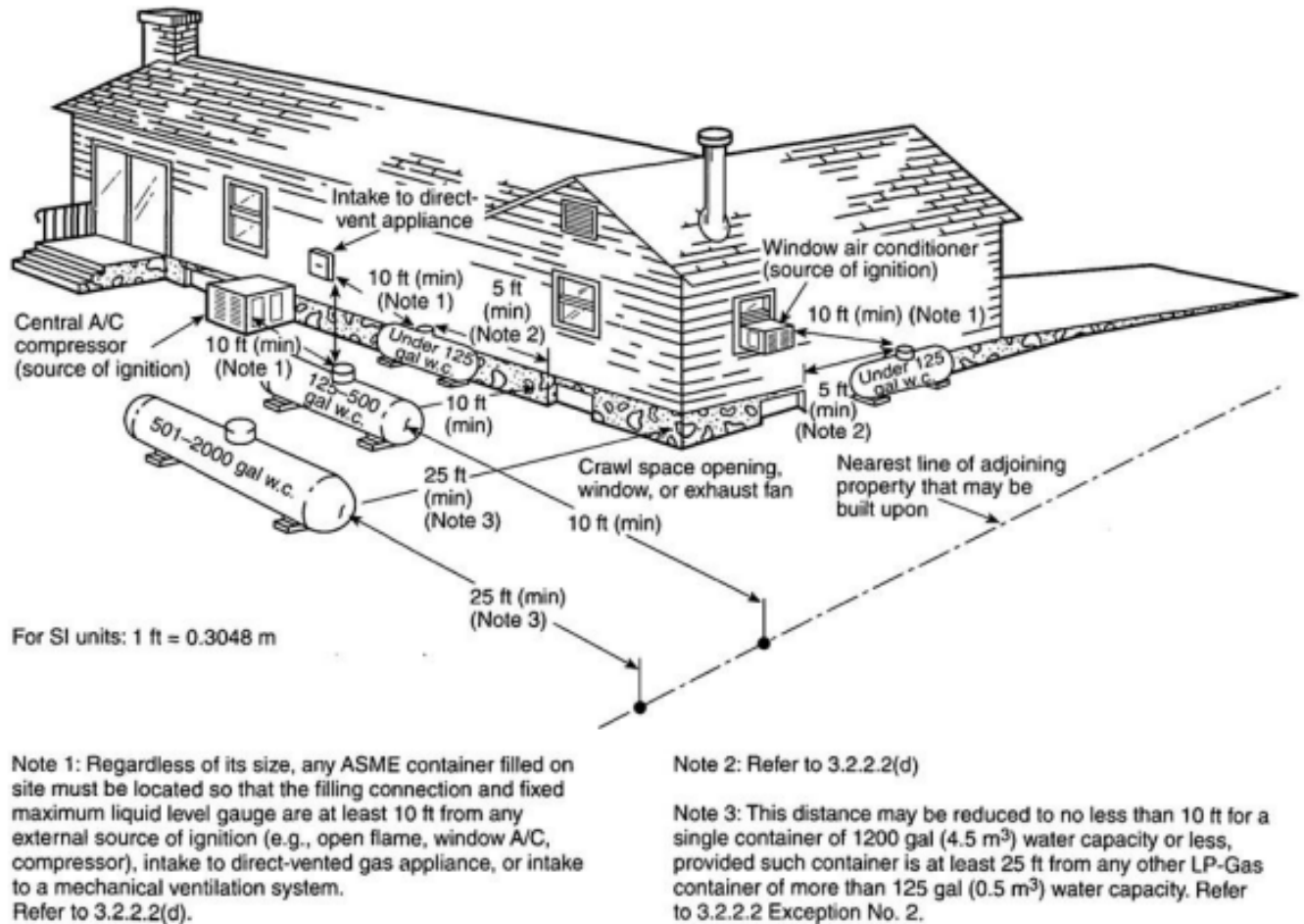


Illustration 7.1

<https://www.cognitofirms.com/DepartmentOfCommunityDevelopment/MechanicalPermit>

7.2 Sewer Connection.

- A. The connection to the sewer should be a solid pipe or a heavy flexible hose. Lightweight flexible hose will deteriorate quickly from UV light.
- B. The sewer connection should be closed with a plug whenever it is not connected to a Housing Unit.

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective June 1, 2023

- 7.3 **Water Supply Hose.** All Park Models must have their water hose connected to their standpipe. No hardline installations are allowed. The water supply hose and hydrant must have functioning heat tape and insulation if it is left connected outside of the high season. Heat tape and insulation should be checked every year.
- 7.4 **Utility Changes.** All changes to DBR-provided utility fixtures (electrical post, sewer inlet, and water supply hydrant), including their location and function, require Board of Directors approval following submission to the LARC for their recommendation. Maintenance or replacement of utility fixtures is the responsibility of the Member.
- 7.5 **Other Requirements.**
- A. **Air Conditioners and Heating Units.** No air conditioning (other than RV type), heating units, hot water heaters, compressors, or similar devices shall be erected, constructed, placed, or installed on the roof of any Park Trailer/Park Model. External furnaces/air conditioners/heating units/solar collectors must be permitted and installed per Jefferson County code and LARC Standards.
 - B. **Antennas.** Antennas may not extend more than 4 ft above the roof line (peak) of the residence to which they are attached. Radio/TV interference emitted from the antenna is to be corrected by the Member.
 - C. **Satellite Dishes.** Small satellite dishes are allowed.
 - D. **Electric Pedestal Easement.** Per Jefferson County Labor and Industry (NLC code), all electric pedestals must have a structural clearance of 36 in radius; measured from center of pedestal top.
 - E. **Clothes Washers and Dryers.**
 - 1. Clothes washers and dryers are allowed in Housing Units, Accessory Rooms, or Sheds.
 - 2. Clothes washers and dryers are not allowed on decks or porches.
 - 3. Generally, only 50-amp electrical service is available for each Site, so a propane clothes dryer will probably be needed.
 - 4. A new installation in a Shed or Accessory Room will require permits for water supply and drainage plumbing, electrical work, and propane if needed.
 - 5. Water supply lines will need to be insulated in unheated areas.

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective **June 1, 2023**

8. EXTERIOR ACCESSORIES

8.1 Awnings.

- A. Soft RV type awnings are permitted.
- B. Are to be mounted on Park Model and requires a permit.
- C. The covered area cannot exceed the width or depth of standard RV, Park Trailer or Park Model.
- D. The design and material should be those customarily manufactured for the unit.

8.2 Canopies.

- A. A seasonal freestanding shelter providing shade and/or rain protection.
- B. Temporary, free-standing soft portable canopies (including shades and shade rooms) are permitted but must be dismantled at the end of use.
- C. Includes, a secured seasonal awning, canopy, shade/screen room, or seasonal greenhouse.

8.3 Skirting.

- A. Park Trailers/Park Models must have skirting around the entire perimeter. RVs may have skirting around the entire perimeter.
- B. RVs must skirt if the under area is to be used as storage.
- C. All raised decks (16+ in) require skirting.
- D. The type of material shall be of color-bonded metal or vinyl, lattice, or composite wood. Any deterioration of skirting must be replaced. Skirting color must complement the Housing Unit.
- E. See paragraph 7.1 A.4. for requirements regarding skirting near propane tanks

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective June 1, 2023

8.4 **Raised Decks.**

- A. The Member may elect to use an open, raised deck or porch. Maximum deck height is 30 in above the natural grade.
- B. Decks may have benches, and railings are recommended.
- C. All raised decks greater than 16 inches in height require skirting.
- D. Jefferson County code requirements:
 - 1) Decks greater than 30 in high require a Jefferson County permit and railings.
 - 2) All roof Structures (covered decks) require a Jefferson County permit.
 - 3) Glass used on decks in place of balusters, for wind protection, must be shatterproof material, such as Plexiglas or tempered glass.

8.5 **Steps and Ramps.**

- A. Steps built on Site must meet local county building codes.
- B. All ramps must have handrails.
- C. These requirements may be modified to meet the requirements of physically challenged residents.
- D. Jefferson County code requires that 4 or more steps must have a handrail on at least one side.
- E. Here is a link to some information on planning and building ramps:
<https://home.howstuffworks.com/home-improvement/construction/planning/build-wheelchair-ramp.htm>

8.6 **Concrete and Gravel.**

- A. Gravel may be added over existing gravel. This does not require LARC approval.
- B. If gravel is added over **other than** existing gravel, a LARC permit is required.

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective June 1, 2023

- C. The grading on a Site may not be modified without approval from LARC.
NOTE: Proper drainage is of utmost importance. LARC recommends using **clean ¾ inch gravel** which facilitates the best drainage.
- D. Compacting gravel when used as a foundation under Structures is highly recommended.
- E. Asphalt, crushed asphalt, and crushed granite are prohibited anywhere on the Site. Pea gravel is not recommended, except in garden beds, as it impedes drainage.
- F. Concrete slabs are permitted for foundations for Park Models, Park Trailers, and Tiny Homes only. NOTE: Concrete slabs are **required** for Park Models.
- G. Concrete slabs may not be poured on easements, setbacks, or over main pipes.

8.7 **Fencing.**

- A. Fencing may not exceed 48 in in height above the natural grade of the land.
- B. Fencing must be at least 5 ft from the road.
- C. The fencing must be removable.
- D. Chicken wire fences will not be approved. Wood and/or lattice fencing is recommended.

8.8 **Gutters.**

- A. Gutters are recommended on all Park Models, Accessory Rooms, and Sheds.
- B. The gutters must be secured with downspouts.
- C. Splash trays must be directed away from any neighbors' property.
- D. The gutters must be tight lined into the park drainage infrastructure if/when available.

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective June 1, 2023

8.9 Outdoor Storage.

A. Storage Bins.

- 1) A storage bin is defined as a prefabricated vinyl or resin Structure of 72 cubic feet (540 gallons) or smaller.
- 2) A maximum of 2 storage bins are allowed per Site.
- 3) One storage bin housing a generator is allowed in addition to the 2 bins used for storage.
- 4) All storage bins require LARC approval.

B. Motor Vehicles.

- 1) Includes vehicles, motorcycles, golf carts, ATV's, RV's (includes RV trailers).
- 2) Motor vehicles owned or in the custody of any Member may be parked only within the boundaries of Member's Site.
- 3) No carts, cars, motorcycles, or other motor vehicles shall be repaired, abandoned, or disassembled upon any Site or any portion of the Property.
- 4) Refer to 8.9 G. Coverings.

C. Bicycles, trikes (pedal and/or electric), motorcycle sidecar storage.

- 1) Must be parked within the boundaries of Member's Site.
- 2) Preferred storage is on the back of the Site.
- 3) Refer to 8.9 G. Coverings.

D. Watercraft.

- 1) Recreational Water Vehicles, with or without motors, and boat trailers, are prohibited, except for 2.
- 2) Small watercraft that can be carried atop a passenger car or RV's (e.g., kayaks and canoes) are allowed.
- 3) Members are encouraged to cover all openings on kayaks and canoes during storage. Refer to 8.9 G. Coverings.
- 4) Small watercraft, where feasible, may be mounted on Structures.

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective **June 1, 2023**

E. Yard accessory tools storage.

- 1) Lawn and gardening type equipment, e.g., wheelbarrows, carts, lawnmowers are allowed on Sites. Care to prevent standing water should be taken.
- 2) Ladders may be mounted on Structures.

F. Other Storage on Sites:

- 1) Prohibited: cargo, utility, or golf cart trailers.
- 2) Prohibited: Any vehicle which detracts from the intent, purpose, or general appearance of the Resort.
- 3) Allowed: Car dollies (Must be stored at rear and under RV).

G. Coverings. Members may choose to cover any vehicles to protect them from the elements. Covers specifically designed for any vehicle, including but not limited to motorcycles, trikes, golf carts or ATVs, are highly recommended for optimum protection. Other types of coverings may be used but all coverings should be properly secured and kept in good repair.

9. LANDSCAPING

9.1 Plants, Trees, and Shrubs. The Leaseholder shall select trees, shrubs and general plantings using the following guidelines:

- A. Native plants are encouraged.**
- B. Dwarf species of plants are permitted.**
- C. Plants, trees, and shrubs may not extend beyond the property lines or obscure readings of the electrical meter.**
- D. Trees must be kept trimmed so as not to obstruct the view of other residents.**
- E. Trees must be maintained in healthy condition and branches trimmed so as not to obstruct vehicular traffic or restrict use of adjacent Sites.**
- F. Before a tree may be removed, an LARC request must be submitted to establish whether the tree is on a leaseholder's Site or on the common area. Common area trees can ONLY be removed with Board of Directors approval. Trees on a**

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective **June 1, 2023**

leaseholder's Site may be removed once LARC establishes that the tree is on the leaseholder's Site.

- G. The mature height of all plantings is NOT to exceed 8 ft. Exception: plantings which exceed 8 ft are acceptable only if they do not obstruct another Leaseholder's view. The Leaseholder will be responsible for maintaining the plantings by restricting growth, pruning, cutting or removal.
- H. Planting containers larger in any dimension than 3 ft x 3 ft x 3 ft are considered "large" and require LARC approval. A maximum of 4 large planting boxes is permitted.
- I. Maximum planting container size is 4 ft x 8 ft.
- J. Ground level or raised containers are permitted.
- K. Plants must be maintained in healthy condition. Dead or diseased plants must be treated or removed.
- L. Irrigation, Water and Drip Systems. Conservation of water is encouraged in Discovery Bay Resort as we are on our own well. Hand watering, drip, or micro-drip systems are allowed for individual plantings. Watering of lawns and use of sprinklers in the park is prohibited.

9.2 Trellises, Hedges, and Lattice Work.

- A. Trellises must be vinyl, metal, or wood. Trellises must be removable.
- B. Neither lattice nor trellises may exceed the height of the Park Trailer/Park Model or Recreational Vehicle.
- C. Lattice must be removable.
- D. The height of hedges cannot exceed 36 in.

9.3 Landscape Lighting.

- A. Lighting is allowed for safety and design purposes.
- B. Lights must be low-wattage and UL-approved for outdoor use.
- C. Lights must be directed away from neighbors' properties and below roofline.

Discovery Bay Resort Landscape and Architectural Review Committee (LARC) Standards

Effective **June 1, 2023**

- 9.4 **Landscape Ornaments.** Decorative items placed on the Site must be maintained in good condition.
- 9.5 **Grass and Weeds.** Grass and non-decorative weeds shall be maintained no taller than 6 in.
- 9.6 **Seasonal Soft Greenhouses.**
- A. Enclosures may include any soft transparent or translucent material can vary (see Appendix E) to hoop tunnels made from PVC or other plastics or metals durable to sustain winds up to 45 mph and must be kept in good condition during the season.
 - B. Soft-sided enclosed Structure used for protecting plants from the elements.
 - C. Seasonal Greenhouses and other larger seasonal plant protect enclosures require LARC approval re. size and placement.
 - D. Plant protection may be added to garden beds and large planter boxes without additional approval.
 - E. All frames and coverings shall be removed from planters at the end of the growing season.
 - F. Decking - If placed on deck, height cannot exceed height of Housing Unit. Caution should be taken to prevent water damage or insect infestation.

**Discovery Bay Resort Landscape and Architectural Review
Committee (LARC) Standards**
Effective June 1, 2023

Appendices

Discovery Bay Resort LARC Standards

Appendix A. LARC Policies and Procedures

- A.1. Declaration Authority. The Discovery Bay Resort's Declaration of Covenants, Conditions and Restrictions (CC&Rs) allow for architectural and landscaping design Standards.
- A.2. Procedures. The LARC shall establish reasonable procedures, and architectural/landscaping standards and maintain these Standards. The committee will serve at the discretion of the Board of Directors, as provided in the CC&Rs.
- A.3. Committee Meetings. The LARC will meet weekly as needed and will publish an agenda to be sent to the Members by the Office. Time/location of the meetings will be posted on the Office Bulletin Board and on the DBR website calendar. Meetings are open to all Members and attendance is suggested for any Member submitting a LARC Design Request for LARC review.
- A.4. Deviations. Requests for individual Member deviations from these standards must be submitted in writing to the LARC. Upon review, the LARC will forward the request with recommendations to the Board of Directors for a possible waiver.
- A.5. Contractors and Workers – Members are responsible for managing their relationship with contractors and/or workers. If there is a question about a structure being built, the appropriate LARC members will contact the Member to resolve the question. LARC will communicate directly with the Member or as directed by the Member in writing, with their designated agent, NOT with their contractors and workers. Should a structure be built that was not approved and does not meet LARC Standards, the Member may be asked to modify or tear down the structure to conform to LARC Standards.
- A.6. Permits – Members are responsible for building all structures to Jefferson County and Washington State Code and obtain required permits. Members are responsible for any fines or fees incurred for failure to get the required permits.
- A.7. Complaints – Any complaint by anyone about a perceived LARC violation should be documented in writing and presented to park management for resolution. LARC is always available to Park Management for consultation on Guideline requirements.
- A.8. If a member is found to have made any modifications including, but not limited to, placement of a park model without an approved LARC Request, LARC will meet with the individual(s) and together find a solution to the situation. If none can be found, the LARC will prepare and send a Notice of Enforcement to the Board of Directors for final resolution which may include fines.
- A.9. Changes to Standards. The LARC Standards may be changed by the LARC. Proposed changes must be submitted in writing to the Board of Directors and approved by the Board before enactment.

Discovery Bay Resort LARC Standards

Appendix B. Quick reference guide to dimensional requirements

Item	Minimum Distance To Property Line	Minimum Separation from any Structure	Size Max/Min	Height	Foundation
Accessory Room	3 ft Front 3 ft Rear 5 ft sides 3 ft from center of utility post	10 ft Except 5 ft from shed	Max 200 sf	Walls- Max 10 ft Max 15 ft-8 in installed	No Concrete Slab. Pier blocks, pavers, and/or gravel (recommend compacting).
Antenna			Max 4 ft above roof peak		
Decks	3 ft Front 2 ft Sides 3 ft Rear			30 in Max; Over 30 in requires JeffCo Permit	No poured concrete
Easements	3 ft on road side 3 ft Rear (utility easement)	3 ft radius from CL of electrical post			
Setbacks	2 ft Sides				
Excavation			More than 12 in Deep Needs LARC Approval.		
Fences	5 ft Front			Max 48 in	
Greenhouse (RIGID)	3' front 3' rear 2.5 sides 3' from center of utility post	5 ft	64 sf	Walls – 8 ft	No Concrete Slab. Pier blocks, pavers, and/or gravel.
Greenhouse Seasonal (SOFT)	2' sides 3' front 3' rear 3' from center of utility post	n.a.	64sf	Walls – 8 ft	No concrete slab

Discovery Bay Resort LARC Standards

Item	Minimum Distance To Property Line	Minimum Separation from any Structure	Size Max/Min	Height	Foundation
Hedges				Max 36 in	
Park Models	3 ft Front 3 ft Rear 5 ft sides 3 ft from center of utility post	10 ft Except 5 ft from shed	Max 399 sf	Max 15 ft - 8 in installed	Concrete slab (recommend compacting gravel.
Park Trailer	3 ft Front 3 ft Rear 5 ft sides 3 ft from center of utility post	10 ft Except 5 ft from shed	Max 8 ft-6 in x 40 ft or 12 ft x 40 ft w/ slide out		Concrete slab or compacted gravel.
Propane Tanks	3 ft Front 2 ft Sides 3 ft Rear		Tank valve min: 5 ft to window at or below valve height 10 ft to ignition source 10 ft to air intake		No Concrete Slab. Pavers, and/or gravel (recommend compacting).
RV	2 ft from Slideouts				Gravel.
Shed	3 ft Front 3 ft Rear 2.5 ft sides 3 ft from center of utility post On back half of Site	5 ft	Max 200 sf	Walls- Max 8 ft Overall Max 10 ft-2 in	No Concrete Slab. Pier blocks, pavers, and/or gravel (recommend to compact).
Storage Bin (Rubbermaid type)	3 ft Front 2 ft Sides 3 ft Rear		Max 72 cf (540 gal)		
Tiny Home	3 ft Front 3 ft Rear 5 ft sides 3 ft from center of utility post	10 ft Except 5 ft from shed	Max 8 ft-6 in x 40 ft or 12 ft x 40 ft w/ slide out		Concrete slab or compacted gravel.
Trees				8 ft Mature	

Property Line

Easement/Setback

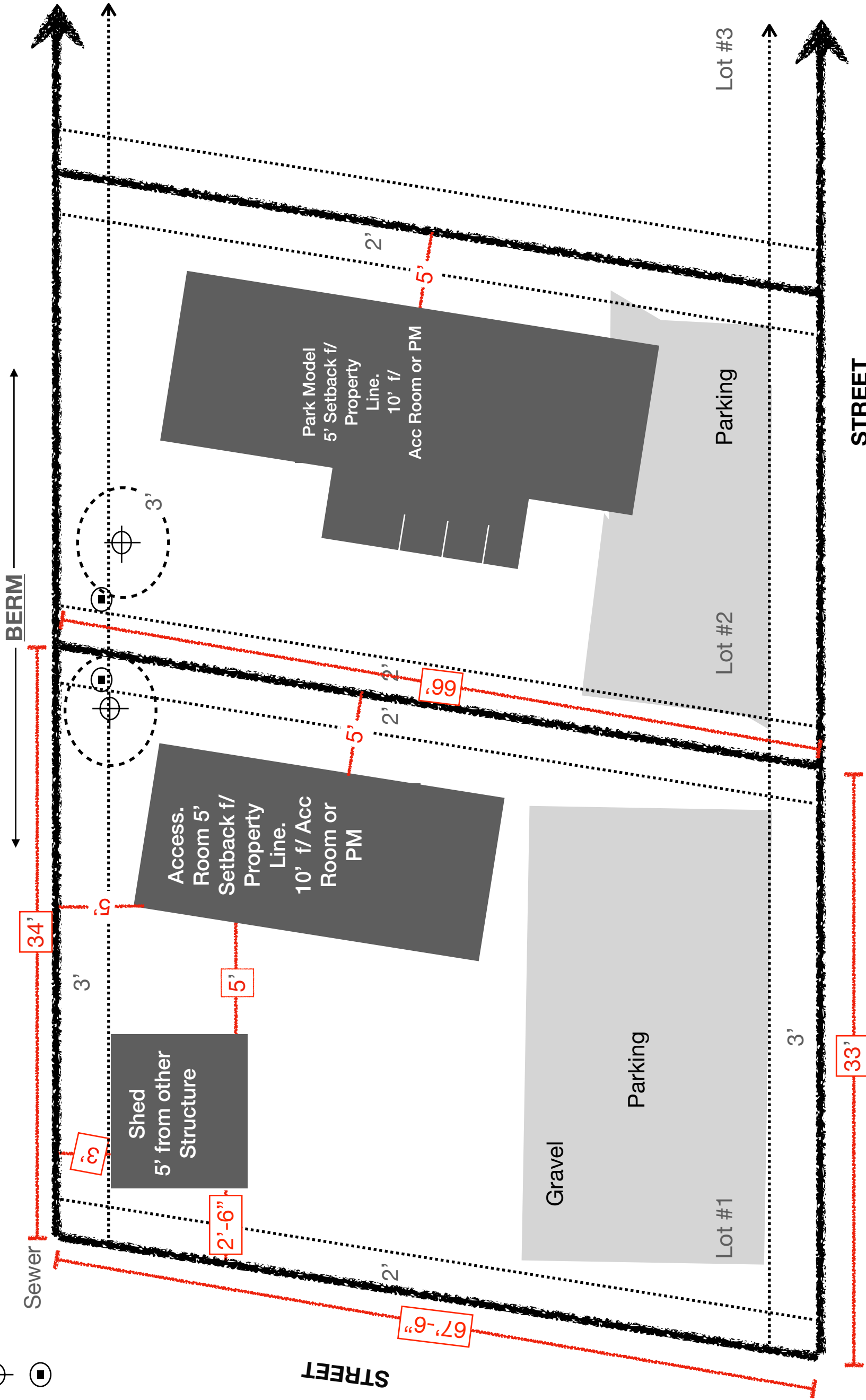
Site Measurement

Elec Pedestal

Sewer



DBR Sample Site Drawing



STREET

Measurements in **RED** to be filled in by you - Maintain at least 10' between structures, except sheds 5'
Note all distances from property lines and setbacks for structures