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1. PURPOSE

- 1.1 Declaration of Authority.

The Amended and Restated Covenants, Conditions and Restrictions (CC&Rs) for Discovery Bay Resort Article 4, Section 6 allows for Club Rules. These Pet Rules are adopted by the Discovery Bay Women's Club (DBWC) Board of Directors, referred to as the Board or BOD. The Board has established a Pet Committee to fulfill the functions identified herein and to identify and propose changes to the BOD. The BOD has the authority to amend and change these Rules as needed.

1.2 Goals of Guidelines and Rules.

Guidelines, Standards and Rules are for the benefit and protection of all Members of the Club, Guests, and Visitors at DBR. They are provided to avoid misunderstanding and provide clear definition of what is expected in our community.

2. MEMBER RESPONSIBILITIES

2.1 County Code and DBR. In addition to Rules unique to DBR, the Discovery Bay Women's Club (DBWC) follows Jefferson County Code, Title 6.07-Animal Control, which may be found at: <https://www.codepublishing.com/WA/JeffersonCounty?#!/JeffersonCounty06/JeffersonCounty0607.html#6.07>.

2.2 Overview. We live in a concentrated community with many pets, especially dogs of all sizes, temperaments, and levels of training. In such an environment, Pet Rules are critical to everyone's well-being. These Rules have evolved over a prolonged period of time, cover almost all situations that may arise, and will go far in promoting a stress-free environment.

2.3 Responsibility. DBWC Members, Guests, and Visitors, ~~whether owners of pets~~ pet owner or not, must be in compliance with DBR Pet Rules at all times. Members are responsible for the behavior of their animals and animals belonging to Guests and Visitors while they are on DBR property. It is the pet owner's responsibility to control their animals. Failure to do so may result in verbal and written warnings, the assessment of monetary fines, expulsion of the animal from DBR, criminal prosecution, and civil suit.

2.4 Vaccinations. According to Washington State rule, WAC 246-100-197: All dogs, cats and ferrets are required to have up-to-date rabies vaccinations.

2.5 Pet Limit. Pets are permitted at DBR. The maximum number of pets allowed per Residence is three (3). With approval of the BOD, a new Club Member may move into DBR with up to four (4) pets with the understanding that, upon the death of one of the pets, the maximum of three (3) must be observed. No breeding, boarding kennels, or animal rescue shelters are allowed at DBR.

2.6 Animals Permitted. Animals usually kept inside of a home are allowed. Animals are not allowed to be housed outside of the living area, including being kept in sheds or accessory rooms. Animals must be in the home if the party responsible is off DBR property. may only be left alone in the living area.

3. ANIMAL BEHAVIOR

3.1 Behavioral Issues. Issues related to barking dogs, potentially dangerous dogs, or dangerous dogs are not handled by the Pet Committee, beyond an initial meeting with the Members involved, if a complaint is filed in writing through the office (paper or email to office@DiscoveryBayResort.org). These issues must be reported to, and investigated by, Jefferson County. See Jefferson County Code Sections 6.07.120 and 6.07.130.

3.2 Potentially Dangerous Dogs. Dogs that Jefferson County, or any other governing body, has declared to be potentially dangerous will be allowed to remain in the Park only if the terms of the governing declaration are strictly followed. If the declaration is not followed, the dog must be removed from the Park. Until the dog is removed from the Park, it shall be quarantined on the owner's Site in a proper enclosure for a dangerous dog. Such quarantines will not be allowed to extend for more than three (3) days. See Jefferson County Code Sections 6.07.020(28) and 6.07.020(31).

3.3 Dangerous Dogs. Dogs that Jefferson County, or any other governing body, has declared to be dangerous or vicious are not permitted at DBR. If a dog that resides in the Park is declared to be dangerous or vicious, it must be removed from the Park within three (3) days. Until the dog is removed from the Park, it shall be quarantined on the owner's Site in a proper enclosure for a dangerous dog. See Jefferson County Code Sections 6.07.020(29) and 6.07.020(31).

3.4 Reporting Requirements.

A. Any severe injury, as defined by Jefferson County Code 6.07.020 (33), to a person or other animal must be reported to Jefferson County within one (1) business day to protect the safety of other animals and people in the Park.

B. Aggressive behavior of any kind should be reported in a written and signed -complaint to the Pet Committee, submitted through the office in paper or email to Office@DiscoveryBayResort.org so that further instances of similar repeated behavior can be identified. If multiple complaints are made regarding the same dog, the Pet Committee, after consultation with the Facilities Manager, shall report to the Board that a nuisance situation exists and recommend ways to alleviate it. Pet Rules_08-01-2023 Discovery Bay Resort (DBR) PET Rules Effective August 1, 2023. In addition, ~~Additionally, violation of any non-aggressive~~ Pet Rules may be reported in a written and signed (paper or electronic) complaint to the Pet Committee so that ~~repeated~~ patterns of behavior violations can be identified.

C. If a Member, or their pet, is the victim of an attack, the Member may also contact Jefferson County to report the incident, regardless of severity.

D. For issues/questions regarding domestic animals in unincorporated, outside of Port Townsend, Jefferson County, please contact the Sheriff's Office at 360-385-3831.

E. For any emergency situation, dial 911.

4. ANIMAL ACCESS AT DBR

4.1 Animal Waste. The owner, or person walking the dog, shall pick up, bag, and properly dispose of their animal's waste immediately anywhere on DBR property. Pets must are not be allowed to relieve themselves on other people's property-site without that the other people's Member's permission. If they do, It is the owner's/walker's responsibility to immediately clean it up and properly dispose of it.

4.2 Control of Animal. "Control" means that the animal is under, and immediately responsive to, voice, signal, and/or leash control so as to be restrained from approaching any other person or animal or entering the property of another Member without the authorization of that Member.

4.3 Leash Requirements. All pets must be on a leash (traditional or retractable) with a maximum reach of ten (10) feet. Dogs must be walked within six (6) feet of the owner when on Park roads adjacent to any Member's property. Extended length leads, up to 30 feet long, being held by the pet owner, may be used

for exercise and training purposes on large grassy surfaces in the Park (area adjacent to the laundry room, area north of Second Street, area north of lower restrooms) excluding the Meadow.

4.4 Areas Where Pets May Be Walked. Leashed pets may be walked in any of the outdoor Common Areas on a leash with a maximum length of ~~ten (10)~~6 feet. Leashed pets must be walked within six (6) feet of the owner on Park roads adjacent to any Member's property. Pets must be kept clear of a ten ~~(10)~~ foot perimeter around the Ramada. In accordance with Pet Rule 4.2, pets-~~Pets~~ may only be unleashed in the Meadow ~~provided that if~~ the pet is responsive to voice/signal command, ~~in accordance with Pet Rule 4.2.~~ People entering the Meadow should not unleash their pet if there is another pet in the area until they are certain that there is no potential conflict. Pets must always be leashed before leaving the Meadow. Pets that aren't responsive to voice command may be unleashed in the fenced pet area on East Street between 2nd and 3rd Streets. If you enter or exit the Meadow by way of either gate along Old Gardiner Road, make sure that the gate is closed and securely latched. When entering or exiting the enclosed pet area, East of Second Street make~~Making~~ sure that the gates are closed and securely latched~~is also necessary for the enclosed pet area.~~

4.5 Pets and Animals in Common Facilities. ~~With the exception of~~Except for service animals (as defined by the Americans with Disabilities Act [ADA]), or with prior authorization by the BOD, pets/animals are not permitted in common buildings/facilities. If your service animal is with you, out of courtesy to those who might be allergic, please do not allow your animal on the furniture unless medically necessary for it to be situated directly at your side.

4.6 Pet and Animal Safety. DBR ~~is located in~~is in a rural area populated by an assortment of wildlife. It is important for pet owners to be aware of their surroundings and understand that wildlife (e.g., eagles, hawks, coyotes, deer, cougars ~~and~~ black bears) can pose a lethal threat to their pets. Hunting, trapping and/or willfully causing the injury or death of any domestic animal or native wildlife species, excluding rodents, on DBR property is strictly prohibited. Feral cats can pose a danger if cornered and may lash out by clawing and biting. The claws of a feral cat can inflict severe injury and the wounds can develop a serious infection. Leave feral cats alone. Do not feed them or encourage them to hang around. If at some time, feral cats become a problem on the property, humane trapping may be done. It is recommended that humane trapping of feral cats be done by an organization with experience in this area.

5. PET COMMITTEE

5.1 Purpose. The Board of Directors has appointed ~~a the~~ the Pet Committee to fulfill the functions listed in the Covenants, Conditions, and Restrictions (CC&Rs)~~s~~. If you are involved in a dispute with a neighbor about animal behavior, your first obligation is to speak directly with the neighbor. You may ask a member of the Pet Committee to meet with you and your neighbor to act as a facilitator or mediator. If you are not the pet owner and observe aggressive pet behavior, you may file a written and signed complaint (paper or electronic), through the office, with the Pet Committee. If the owners parties involved do not wish to proceed, with the complaint, the Pet Committee will record the complaint for tracking purposes.

5.2 Complaint Process. The members of the Committee do not intervene in anonymous or verbal complaints; all complaints must be in writing (paper or electronic) and signed. Filing in writing, throughout this document means submission through the office via paper or an email to office@DiscoveryBayResort.org.

When a written and signed complaint is filed (paper or electronic) with the Pet Committee about the behavior of a pet, ~~that the~~ owner will be informed and given a copy of the complaint. If the meeting between the involved parties described above does not resolve the issue, all parties will have the

opportunity to ~~meet together~~ meet with the full Pet Committee in a further attempt to reach a resolution. All parties will have an opportunity to see and discuss all documents with the Committee and ~~submit to file~~ a response that becomes part of the record. All actions by the Pet Committee regarding any conflict will be placed in each person's respective file, ~~and in the files of the~~ Pet Committee file and will be included in the next Committee report to the Board of Directors. If an agreement is not reached, does not resolve the problem, or is not followed, affected parties may file a grievance following the process described in Section 14 of the DBWC Rules, ~~beginning with an informal complaint to the Facility Manager.~~ [Pet Rules_08-01-2023.](#)

Process Step Flow ~~to in~~ support ~~of~~ section 5.2 when an incident occurs:

1. If comfortable, speak directly with neighbor regarding incidents.
 - a. Agreement reached?
 - i. Yes - No further action required. However, it is recommended that a written ~~n~~ ~~and signed~~ ~~complaint incident report~~ be filed, ~~through the office (paper or email to Office@DiscoveryBayResort.org),~~ with the Pet Committee for tracking purposes only.
 - ii. No - ~~F~~file a written ~~(paper or electronic) and signed~~ complaint, ~~through the office,~~ with the Pet Committee for action and tracking purposes – Proceed to Step 3.
2. If not comfortable speaking directly with neighbor regarding incidents – Proceed to Step 3.
3. Submit a ~~signed~~ written ~~(paper or electronic) and signed~~ complaint, ~~through the office,~~ with the Pet Committee. All complaints must be ~~in~~ signed and ~~in~~ writing.
 - a) ~~For n~~Non-aggressive incidents may submit a signed written ~~(paper or electronic) and signed~~ complaint, ~~through the office,~~ with the Pet Committee.
 - b) ~~For a~~Aggressive incidents ~~must~~ have a signed written ~~and signed (paper or electronic)~~ complaint submitted, ~~through the office,~~ to the Pet Committee and may also be reported to ~~Jefferson County Animal control.~~
4. The Pet Committee provides a copy of the ~~written (paper or electronic)~~ complaint to the other ~~involved pet owner party, r involved.~~
5. A meeting occurs between ~~pet owners~~the involved parties, with a Pet Committee member present. The Pet Committee member may assist ~~owners to in~~ identifying a resolution to the complaint. ~~The resolution must include the steps to be taken and the time frame for the steps to be taken.~~
 - a. Resolution reached ~~with time line~~?
 - i. Yes – the Pet Committee member documents the resolution ~~and files the to the~~ complaint resolution for tracking purposes.
 - ii. No – the Pet Committee member provides a resolution and ~~documents files~~ the complaint resolution for tracking purposes.
 - iii. If either party is not satisfied with the Pet Committee ~~member's~~ resolution, they may request a meeting with the full Pet Committee – ~~Proceed Skip~~ to Step 7.
6. The Pet Committee member confirms ~~that~~ the involved parties are ~~complying~~ with the resolution ~~within time specified in the resolution to the complaint.~~
 - a. Yes – no further action.
 - b. No – report ~~the~~ lack of compliance to BOD, ~~and proceed skip~~ to step 8.
7. A meeting occurs between ~~the involved parties~~pet owners, with the ~~full all~~ Pet Committee members present. The ~~full~~ Pet Committee members may assist ~~owners~~ in identifying a resolution ~~with timeline~~ to the complaint.
 - a. Resolution reached?
 - i. Yes – A Pet Committee member documents the resolution ~~and files to~~ the complaint ~~resolution~~ for tracking purposes. Repeat step 6 ~~to confirm compliance.~~

- ii. No – A Pet Committee member ~~provides a resolution and files documents~~ the complaint resolution ~~for tracking purposes.~~
- ~~iii.~~ If either party is not satisfied with the Pet Committee resolution, they may request a meeting ~~with the~~ The BOD – Proceed to Step 8 if needed. Repeat step 6 if needed.
8. BOD meets with Pet Committee member(s) and the involved parties.
- a. Resolution reached?
- i. Yes – A Pet Committee member documents the ~~resolution and files the~~ complaint resolution for tracking purposes. Repeat step 6 ~~to confirm compliance.~~
- ii. No – The BOD provides a resolution and ~~the a~~ Pet Committee member ~~documents files~~ the complaint resolution for tracking purposes.
- ~~iii.~~ If either party is not satisfied with the resolution, see the Complaint process in section 14 of the ~~DBWC Park Guidelines- and~~ Rules.
9. A Pet Committee member documents ~~final the outcome~~ ~~outcome, ing~~ including all parties' agreement, or lack ~~thereof, agreement to the resolution and places- and files the complaint resolution, for tracking purposes,~~ in the Pet Committee file and each of the Member's files.

PROCESS ENDS