

Park 400 Association, Inc.

*Rules, Regulations, and
Procedures*

Adopted May 20 1984

Amended July 27 2025

**3843 State Route 109
Copalis Beach, WA 98535**

Record of Revisions

- Adopted Rules and Regulations May 20 1984
- Revised Dec 14 1991
- Updated May 2000
- Revised Jun 30 2012
- Revised Jul 28 2013
- Amended May 27 2016
 - 1) Added Chapter 4.
- Revised Oct 1 2017
 - 1) Renamed to Rules, Regulations & Procedures.
 - 2) Added Chapter 23.
- Revised Sep 28 2019
 - 1) Added Chapter 14.
- Revised Mar 2 2022
 - 1) Added Chapter 12.
- Amended Jan 9 2023
- Amended Sep 30 2024
 - 1) Changed Rule 19-7 paragraphs C & D, from 240 days to 179.
- Amended Jul 27 2025
 - 1) Reformatted all page numbering starting with Chapter 1 as Page 1.
 - 2) Added Record of Revisions after Title Page.
 - 3) Corrected links within the Table of Contents.
 - 4) Combined all chapters "To Be Written" onto two pages.
 - 5) Removed "Content" paragraph 1.5.
 - 6) Changed Ch 3 to "See Bylaws,"
 - 7) Changed Ch 4 to separate "Conducting Elections for the BOD Procedure," Ch 12 to separate "Caretaker Procedure," Ch 16 to separate "Gate System Procedure," and Ch 17 to separate "Pool Procedure."
 - 8) Corrected Ch 14 duplicate number sections 14-4 through 14-6.
 - 9) Removed all "Section" headings I-IV within Chapters 18, 20, 21 & 22.
 - 10) Deleted duplicate 19-11.J Sauna Use (see 19-12).
 - 11) Chapter 21: Added figure numbers to pictures for clarity.
 - 12) Numbered chapters previously unnumbered and U-W to Chapters 24, 25, 26, and 27.
 - 13) Corrected typographical, capitalization, grammatical, and punctuation errors throughout following The Chicago Manual of Style.

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Chapter 1: General

1-1. Purpose

Pursuant to the Bylaws of the Park 400 Association, the purpose of these Rules, Regulations, and Procedures (RR&P) is to define and establish the RR&P of the Association, not enumerated in the Association's Articles of Incorporation or Bylaws, in order to manage and direct the activities and affairs of the Park 400 Association.

1-2. Applicability

These RR&P applies to all members, member guests and family members, and employees of the Park 400 Association.

1-3. Governing Documents Precedent

The order of precedent for the documents governing the Park 400 Association is, in order:

- Rules, regulations, and laws of the State of Washington.
- Rules, regulations, and laws of Grays Harbor County, Washington.
- Rules of Incorporation of the Park 400 Association.
- Bylaws of the Park 400 Association.
- Rules, Regulations, and Procedures of the Park 400 Association.
- Parliamentary authority document of Park 400 Association.

1-4. Conflicts

If any part of these RR&P conflicts with any rules, regulations, ordinances, or laws of the State of Washington, Grays Harbor County, the Park 400 Articles of Incorporation, or the Park 400 Association Bylaws, then the higher precedent set of governing documents apply as established by paragraph 1-3 above.

1-5. ~~Content~~ [Deleted Jul 27, 2025]

1-6. Variances and Exceptions

A. Power to Grant. Only the Park 400 Association Board of Directors (BOD) or the membership of the Park 400 Association can grant variances or exceptions to these RR&P of Park 400 Association.

B. Approval Requirements. Variance or exceptions to these RR&P must be approved by 2/3rds vote of a quorum of the BOD or a majority vote of a quorum of the membership of the Park 400 Association.

C. Announcement of Variances and Exceptions. Any approved variances or exceptions to these RR&P must be publicly announced to the Park 400 Association membership within 30 days of the date of granting the variance or exception. Failure to meet the 30-day public announcement automatically renders the approved exception or variance null and void. Public announcement must be made by one or more of the following methods as long as it satisfies the 30-day requirement:

- Posting notice of the variance or exception on the Park 400 webpage.

- Posting notice of the variance or exception prominently in the Park 400 clubhouse.
- Describing the variance or exception in the minutes of the BOD meeting and posting the minutes in the clubhouse or webpage within the 30-day time limit.
- Mailing or emailing announcement of the variance or exception to the Park 400 Association membership address of record.
- Announcing the variance or exception at the Annual Meeting of Members or at a Special Meeting of Members.
- By any other public method, the BOD determines will satisfy the 30-day requirement.

1-7. Making Changes to These RR&P

A. Authority to Approve Changes to these RR&P. Changes to these RR&P can be approved in either of two ways:

- 1) Majority Vote of a quorum of the BOD.** Pursuant to the Park 400 Association Bylaws, the BOD can approve motions to change to these RR&P by a majority vote of a quorum of the Board at any stated or special meetings of the BOD.
- 2) Majority Vote of a Quorum of the Membership.** Members of the Association can approve motions to change to these RR&P by a majority vote of a quorum of the membership at the Annual Meeting of Members, a special Meeting of Members, or by a mail-in vote of members called by the BOD.

B. Motions to Change these RR&P. Motions to change these RR&P can be made by any member of the BOD or the Association as specified below:

- 1) Motion to Change by a Member of the BOD.** Any member of the BOD may make a motion to change to these RR&P at any stated or special meeting of the BOD. If the motion is seconded, the motion is debated and then voted upon by the BOD using normal parliamentary procedure.
- 2) Change Proposal by an Individual Association Member.** Any member in good standing may submit a proposed change to these RR&P to the BOD. Such a proposed change must be submitted in writing to the BOD and have the following information: The proposed deletion, addition, or modification; the purpose of the proposed deletion, addition, or modification; the proposing member's printed name, signature, and membership/lot number. The BOD will schedule time at the next regular scheduled stated BOD meeting for the member proposing the change to appear before the BOD and explain their proposed RR&P change. A member's proposed RR&P change carries the same weight of a motion made by a BOD Member. If the motion is seconded by a BOD member the motion is debated and then voted upon by the BOD using normal parliamentary procedure. The BOD has the option to delay the vote pending a vote or poll by mail of the membership on the proposal.
- 3) Proposal by a Petition of 10% of Members.** Proposed changes to these RR&P may be made by a petition of 10% (ten percent) of the members in good standing. Such a proposed change must be submitted in writing to the BOD and have the following information: The proposed deletion, addition, or modification; the purpose of the proposed deletion, addition, or modification; the proposing

members printed names, signatures, and membership/lot numbers. The BOD will schedule time at the next regular scheduled stated BOD meeting for a representative of the group making the proposal change to appear before the BOD and explain their proposed RR&P change. Such a petition carries the weight of a motion and a second. The BOD will debate and take a vote on the proposal after the member(s) explain the proposal. The BOD has the option to delay the vote pending a vote or poll by mail of the membership on the proposal.

- 4) **Motion to Change at an Annual or Special Meeting of Members.** Following normal parliamentary procedure, a motion to change these RR&P may be made as part of the scheduled agenda or made from the floor at an annual or special meeting of members. If the motion is seconded, the motion is debated and then voted upon by the members using normal parliamentary procedure.

C. Voting Quorum for Proposed Changes to These RR&P

- 1) **Vote of the BOD.** The normal voting quorum of the BOD as specified by the Bylaws applies for votes to change these RR&P.
- 2) **Mail-in Voting by the Membership.** The voting quorum for proposed changes to these RR&P put forth to the membership by mail-in vote is the same as specified in the Bylaws for proposed Bylaw changes voted on by mail.
- 3) **In person voting at the Annual or Special Meeting of Members.** The voting quorum for proposed changes to these RR&P put forth to the membership at the annual meeting of members or a special meeting of members is the same as specified in the Bylaws for proposed Bylaw changes voted on by the membership at the annual meeting of members or a special meeting of members.

D. Updating and Public Availability of the RR&P Document. The Chairman and Secretary of the BOD are responsible for updating the RR&P document when changes are approved. The RR&P document must be updated and made publicly available to the Park 400 Association membership within 90 days of the date of any approved change. Failure to meet this 90-day document updating and public availability requirement automatically renders the approved change null and void. The public availability requirements of this paragraph must be met by one or more of the following methods as long as it satisfies the 90-day requirement:

- Posting the updated RR&P document to the Park 400 webpage.
- Posting the updated RR&P document prominently in the Park 400 clubhouse.
- Mailing or emailing a copy of the RR&P to the Park 400 Association membership address of record.
- By any other public method, the BOD determines will satisfy the 90-day requirement.

E. Notification of Approved Changes to the RR&P. The membership of the Park 400 Association must be publicly notified of any approved changes to these RR&P within 90 days of the date of the approved change. Failure to meet the 90-day public notification requirement automatically renders the approved change null and void. The notification requirements of this paragraph must be made by any two or more of the following methods as long as it satisfies the 90-day requirement:

- Posting an announcement of the approved change on the webpage.

- Posting a sign announcing the approved change prominently in the Park 400 clubhouse.
- Mailing or emailing a notification of the approved change to the Park 400 Association membership address of record.
- Publishing the announcement in the Park newsletter as long as the newsletter will be mailed to members in time to meet the 90-day requirement.
- By any other notification method, the BOD determines will satisfy the 90-day requirement.

F. When an Approved Change Becomes Effective and Can be Enforced. Approved changes to these RR&P take effect 15 days after the RR&P document has been made publicly available to the membership of the Association, as long as the public availability was made within the 90-day rule.

1-8. Posting Changes to this RR&P Document

A. Types of changes. Changes to this document include deletions, additions, and/or modifications.

B. Deletions. A deletion is when the content of an entire chapter, paragraph, or sub-paragraph is removed without being replaced. When deleting an entire paragraph or sub-paragraph, line through the wording and adjust any chapter, paragraph, or sub-paragraph numbering or lettering that may be affected by the deletion (e.g., ~~this is an example of how to line out a deleted section~~). If deleting an entire chapter instead of lining through place the word “DELETED” in large bold lettering across each chapter page. In the document index indicate paragraph deletions by placing the word “Deleted” followed by the day, month, and year in the “Lasted Modified” column of the appropriate paragraph line (e.g., Deleted Sep 17 2016). There is no indication in the index for chapter or sub-paragraph deletions. If sub-paragraphs are deleted, then in the paragraph title line in the body of the document and in the index add the month, day and year the paragraph was changed (e.g., D. Pool Hours (Sep 17 2016)). Omit any lined out or worded out sections in the document until the next time a change is made to the document. The purpose of this procedure is so members can visually understand what was deleted. The next time the document is updated, remove the deleted section entirely from the document.

C. Additions. Additions are when an entirely new chapter, paragraph, or sub-paragraph is added. When making additions the new element is added to the document and any required adjustment of chapter, paragraph, or sub-paragraph numbering or lettering is made. In the index indicate paragraph additions by placing the word “Amended” followed by the date in the “Lasted Modified” column of the index (e.g., Amended Sep 17 2016). When paragraphs are added, then in the paragraph title in the body of the document also add the day, month, and year the element was added (e.g., D. Pool Hours (Amended Sep 17 2016)). When a sub-paragraph is added to an existing paragraph then in the paragraph title in the body of the document also add the day, month, and year the paragraph was modified (e.g., D. Pool Hours (Amended Sep 17 2016)). In the sub-paragraph title in the body of the document add the day, month, and year the sub-paragraph was added (e.g., 1) Adult Swim Hours (Amended Sep 17 2016)).

D. Modifications. A modification is when a portion of an existing chapter(s), paragraph(s), or sub-paragraph(s) is changed in some way. Modifications can be partial deletions or partial additions, or both at the same time. The key is that the existing chapter, paragraph, or sub-paragraph is retained. In the index, indicate paragraph modifications by placing the day, month, year the modification was made in the “Lasted Modified” column of the index. When paragraphs or sub-paragraphs are modified, then in the paragraph or sub-paragraph title, also add the month, day and year the element was modified (e.g., D. Pool Hours (Amended Sep 17 2016)).

1-9. Parliamentary Authority

The parliamentary authority of the Park 400 Association is the current edition of Robert’s New Rules of Order, specifically the sections covering “Small Boards and Organizations.”

1-10. Definitions (Amended May 1 2019)

Important words used in the management and operation of the Park 400 Association not defined elsewhere in the Association’s Bylaws or RR&P:

- A. Adult.** (Amended Jul 23 2016) A person eighteen (18) year of age and older.
- B. Campsite or Camping Lot.** Those areas designated by the BOD for the use of the Club’s members in accordance with the Club’s Bylaws and these RR&Ps.
- C. Caretaker(s).** Full time, live-on-site, employee(s) of the park with general duties to maintain park facilities, control access to the Park, enforce the Use Rules of the Park (see Chapter 19), and execute other duties as designated by the Chairman of the BOD.
- D. Common Property Area.** The area within the Park 400 Camping Club excluding the designated camping sites/lot and the Caretaker’s house and garage.
- E. Domestic Partners.** (Added Jun 24 2017) A couple in a long-term interpersonal relationship who live together and share a common domestic life but are not married to each other or to anyone else. For Park 400 purposes, proof of domestic partners is as declared by both partners.
- F. Family Members.** (Amended May 1 2019) Individuals defined by Park 400 Association as being closely related to the single party owner(s). Park 400 specifically defines and categorizes family members into two sub-groups: Extended family members and immediate family members:
 - 1) Extended Family Members.** (Amended May 1 2019) The parents, grandchildren, and siblings of the single party owner(s)
 - 2) Immediate Family Members.** (Amended May 1 2019) The spouse or domestic partner of a single party owner, if their name does not appear on the certificate of membership, and the children, regardless of their age, of a single party owner.
- G. Green Spaces.** (Added Jun 24 2017) Those areas within the Park 400 Camping Club common property on which lawns are maintained, these are: The area outside the main entrance to the clubhouse, the area at the corner of Old Crow Street and Pacific Circle, the playground park, the area between lots 1-49 through 1-63,, the area at the end of Bourbon Street, the bluff area, and the area to the beach lookout past Bourbon Street.

- H. Guests.** (Amended June 24 2017) Non-members invited and authorized by a single party owner to enter the Park 400 Camping Club property and use their assigned camping site/lot.
- I. Lot line or Boundary Line.** The designated boundary that defines each campsite/camping lot.
- J. Member or Members.** Single party owner of a membership (see Single Party Owner definition) who has met all the requirements of membership into the Park 400 Association, was approved for membership into the Association, and whose name(s) appear on a duly executed certificate of membership and the membership roster.
- K. Member in Good Standing.** A member who is in compliance with all the Bylaws and RR&P of the Association; is current or no more than 89 days delinquent in payment of dues, bills, fines, assessments, or any other financial obligations owed to the Association, and whose membership entitlements and privileges are not currently under suspension or termination.
- L. Memorial Gardens.** There are two memorial gardens in the park, the “Old Memorial Garden” near the pool, the “New Memorial Garden” by the gate entrance. These gardens were planted to memorialize Association members who have passed away.
- M. Minor.** A person less than 18 years of age.
- N. Non-Family Member** (Added June 24 2017) Individuals who are not members of the Park 400 Association and who do not meet the definition of an immediate or an extended family member.
- O. Park 400 Association or The Association or The Club.** A member-owned and operated, non-profit, Washington State Corporation that owns and operates the Park 400 Camping Club.
- P. Park 400 Camping Club or Park.** The recreational area owned and operated by the Park 400 Association. The recreational area is approximately 40 acres in size, with designated camping lots/sites, located on the Pacific Ocean, approximately 4 miles north of the town of Copalis WA on State Highway 109, Grays Harbor County, WA.
- Q. Property.** All the land, facilities, and real property owned, managed, and operated by the Park 400 Association.
- R. Recreational Vehicle (RV)** means any camping unit that meets the State of Washington requirements to be licensed as an RV.
- S. Single Party Owner.** An individual person, a married couple, or domestic partners who own a membership in the Park 400 Association as evidenced by a duly issued certificate of membership with their names ascribed on the certificate and their names are listed on the membership roster.
- T. Suspended Membership and Member in Bad Standing.** (Added June 24 2017) An Association member whose entitlements and privileges of membership have been temporarily revoked by the BOD.
- U. Youth.** (Amended July 23 2016). A person less than 16 years of age.

Chapter 2: Membership – To Be Written

Chapter 3: Board of Directors – See Park 400 Bylaws

Chapter 4: Conducting Elections for the BOD – See Separate Procedure

Chapter 5: Board of Directors Meetings – To Be Written

**Chapter 6: Annual Meeting of Members and Special Meetings –
See Park 400 Bylaws**

Chapter 7: Committees – To Be Written

Chapter 8: Park Records – To Be Written

Chapter 9: Insurance – To Be Written

Chapter 10: Communications with Members – To Be Written

Chapter 11: Finances and Budgeting – To Be Written

Chapter 12: Caretaker's Duties & Handbook – See Separate Procedure

Chapter 13: Water System – To Be Written

Chapter 14: Septic System Maintenance, Repair, and Modification

14-1. Purpose (Added Sep 28 2019).

The purpose of this chapter is to establish and describe policy and procedures for using, modifying and managing Park 400 septic system.

14-2. Septic System General Information (Added Sep 28 2019).

A. System Type. The Park 400 Camping Club has 16, gravity-type, septic systems serving several camping lots, the Comfort Station, the Caretaker's residence, and the Clubhouse.

B. Design, Installation, and Permits. The Park 400 septic system was designed and installed by the Buck Austin Company between the years 1972 and 1974, using the building codes of the day. Each septic tank used in the system and each tank's associate septic lines and drain field were individually permitted by the Grays Harbor Division of Sanitation, between the years 1972 and 1974.

14-3 Septic System Components (Added Sep 28 2019).

A. Septic Tanks. The Park 400 Camping Club septic system has a total of 16 double baffle design, concrete, septic tanks. Three of these septic tanks are 1500-gallon capacity tanks and thirteen of these septic tanks are 1000-gallon capacity tanks. The 1000-gallon tanks have one main access lid while the 1500-gallon tanks have two access lids. Each lid is accessible through a heavy-duty, green plastic access riser pipe with lid.

B. Septic Fields. Each septic tank has an associated drainage field, typically constructed, with a perforated plastic pipe embedded in a gravel filed trench.

C. Septic Lines. The originally installed septic pipes are thin-wall SDR pipe, which was the code of the day when installed. "SDR" stands for "Standard Dimension Ratio". This is a thin, usually white pipe that was installed in the 1970's through the 1990's. This is a very poor material for septic pipe . It is easily crushed and becomes brittle over time and easily cracks. The major problem with this pipe is that it is so thin, just the weight of the ground can flatten out the pipe, causing clogs and slow draining. At every opportunity we have, the Park replaces these sub-standard pipes with schedule 40 PVC pipe. PVC 40 is very thick walled and is extremely durable.

14-4. Septic System Management and Responsibilities (Added Sep 28 2019).

A. Association Responsibility. The Association, through the Board of Directors, manages and is responsible for the operation, maintenance, repair, and modification of the Park's entire septic system, from where the member hooks into the system to the end of each drain field.

B. Member Responsibility. Individual members are responsible for properly hooking their RV septic drain hose into the Park's septic system port serving their assigned camping lot and ensuring that only waste and toilet paper are flushed into the Park's septic system. When an RV septic line is not hooked onto the camping lot's septic port the member must ensure that a port cover lid is tightly screwed onto the port.

14-5. Septic System Maintenance (Added Sep 28 2019).

A. Annual Tank Pump-out. The Park conducts an annual pump-out of three septic tanks each Fall, typically in September. All septic tanks are on a rotational pump-out schedule that pumps out each tank at least once every five (5) years. This is to prevent unacceptable sludge build-up.

- B. Septic Pipe Replacement.** When a member's camping lot is scheduled to be empty (no RV on it) for one or more months, the Association will attempt to replace the thin-walled SDR pipe serving the camping lot with new scheduled 40 pipe. There are many considerations for this type of preventative pipe replacement such as costs, pipe location, and time of year so pipe replacements are not guaranteed.

14-6. Septic System Problems and Repairs (Added Sep 28 2019).

- A. General.** The Association, not individual members, is responsible for investigating and solving all problems related to the Park's septic system. Individual Association members are specifically prohibited from making or contracting for any repairs to the Park's septic system without the express written permission of the Board of Directors. Members doing so are subject to rule violation fines by the Board of Directors.
- B. Reporting Septic Problems.** Individual members must immediately alert the Caretaker's or the Park's designated Septic Committee Chairman of any problems they are experiencing with the septic system (e.g. clogs, slow draining, etc.).
- C. Investigating Septic Problems.** As soon as possible the Association will investigate the reported septic problem and determine a proper course of action to solve the problem. While the investigating process is underway the Association may direct the members whose camping lots are affected by the septic problem to stop using water in their RVs until the problems is resolved.
- D. Repairing Septic Problems.**
- 1) The Association will determine how to repair the septic problem. If required the Association may hire a plumbing contractor to remove a clog, replace a broken septic pipe, pump out a septic tank, or any number of other possible solutions.
 - 2) Individual members are specifically forbidden from hiring contractors to make repairs to the Park's Septic system. The Park will not honor nor reimburse members for monies spent on septic repair, unless approved for reimbursement by the Board of Directors. Members who make repairs to the Park's septic system without express permission from the Board of Directors are subject to fines.
 - 3) If necessary, the Association may direct the movement of a member's RV or other structures on a member's assigned lot to access and repair broken or problem septic lines.

14-7. Modifications to the Park's Septic System (Added Sep 28 2019).

- A. General.** Only the Association may make modifications to the Park's septic system (e.g., moving a septic line, replacing a septic line, adding a new septic line, etc.). Individual members are specifically forbidden to make any modifications to any part of the Park's septic system without the expressed written permission of the Board of Directors. Members who make modifications to the Park's septic system without express permission from the Board of Directors are subject to fines.
- B. Requesting to make modifications to the Septic System.** Members wishing to make a modification to the Park's septic system (e.g., move a septic line, add a septic line, add toilet to a shed, etc.) must submit a Utility Modification Request to the Board of Directors for consideration.

Chapter 15: Electrical System – To Be Written

Chapter 16: Gate System – See Separate Procedure

Chapter 17: Pool Design, Operation, and Maintenance – See Separate Procedure

Chapter 18: Forest Management and Tree Policy

18-1. Purpose

The purpose of this chapter is to establish and describe policy and procedures for managing Park 400 forest property, felling and trimming of trees, and the Association's hazardous tree management program.

18-2. Forest Description

Park 400 Camping Club consists of approximately 39 acres of forestland located in the pacific coastal area of Grays Harbor County, WA. The property is composed of a naturally regenerated coastal mixed conifer tree stand including western hemlock, Sitka spruce, and western red cedar. This stand is a diverse second-growth forest consisting of large trees with varying age classes and density levels. The forest contains excellent wildlife features including large standing snags, diverse understory vegetation, mast producing shrubs and trees, and a good mixture of stand openings and thicker cover that provide habitat for many species of birds and mammals. The Association maintains camping sites in approximately 40% of the forest area; the remaining 60% of the forest area is maintained in a natural state.

18-3. Forest Management Goals

A. Short Term Goals

- 1) Maintain and promote forest health through active management including reforestation, vegetation management and thinning.
- 2) Maintain and enrich recreational resources throughout the Park property.
- 3) Work with a certified hazard tree specialist to inventory and identify trees at risk of failure in and around camping lots.
- 4) Maintain roads and trails within the property that provide access for recreational and forest management activities.

B. Long Term Goals

- 1) Maintain and promote long-term forest health to ensure the continuation of ecosystem services such as clean water, clean air, and wildlife habitat.
- 2) Maintain and enhance recreational features and opportunities throughout the Park property.

18-4. Forest Stewardship

Park 400 Association must be good stewards of our forested property. To accomplish this Park 400 partners with the Grays Harbor Conservation District to maintain and execute a forest stewardship plan to achieve our forest management goals (see current Forest Stewardship Plan). From time to time this may include removal of some trees to improve the health of other trees.

18-5. Tree Removal (Felling) and Trimming Policy

A. General. (Amended Aug 29 2020)

- 1) All trees on Park 400 Association lands are the property of the Association.
- 2) The goal of the Association is to be a good steward of our forest and to retain healthy trees. Felling and trimming of trees is kept to a minimum, as determined by the BOD.
- 3) Removal of felled, fallen, or dead trees and branches from Association property is prohibited.
- 4) Removal of hazardous trees is the responsibility of the Association (see Hazardous Tree Management Program below).

- 5) There are two tree removal and significant trimming seasons in the camping lot area of the Park 400 Camping Club (see below). Removal of trees and the significant trimming of trees (as determined by the Tree Committee) must be accomplished during the appropriate period in order to minimize disruption of Park enjoyment by members during the high use season. Exceptions to this policy must be approved by the BOD.
- **16 September to 25 June:** No Restrictions
 - **26 June to 15 September:** No tree felling or significant tree trimming allowed on Friday, Saturday, or Sunday or on any holiday period (e.g., 4th of July, Labor day).
- 6) Memberships are prohibited from removing or trimming trees that are not physically located on their assigned camping lot/site or that have been designated as “protected trees” by the BOD or the Tree Committee.
- 7) Members may remove or trim non-protective trees on their assigned camping lot/site in accordance with the following rules:
- a) Trees with a main trunk of less than three (3) inches, as measured at the base of the tree, may be cut down without prior approval (also see procedure charts A-C at the end of this chapter).
 - b) Trees with a main trunk of three (3) inches or more in diameter, as measured at the base of the tree, MAY NOT be cut down without the prior written approval of the BOD or their designated representative, except in cases of a dangerous situation as declared by the President (or designated representative) that requires the immediate removal of a tree in order to prevent possible injury to members or damage to critical infrastructure.
 - c) Dead limbs, of any size, on the lower 50% of a tree MAY be removed or trimmed without prior approval.
 - d) Live limbs, less than three (3) inches in diameter, as measured where the limb joins the trunk of the tree and that are located on the lower 50% of a tree, MAY be removed or trimmed without prior approval.
 - e) Live limbs in three (3) inches or more in diameter, as measured where the limb joins the trunk of the tree, MAY NOT be removed or trimmed without the prior written approval of the BOD or their designated representative, except in cases of a dangerous situation as declared by the President (or designated representative) that requires the immediate removal of a limb in order to prevent possible injury to members or damage to critical infrastructure.
- 8) The BOD is authorized to require a membership to hire an approved professional tree service to remove or trim trees on a membership’s assigned camping lot/site if the BOD believes a professional service is warranted. In such cases the membership is responsible for paying for such a service.
- 9) The determination of the disposition of the wood from trees removed or trimmed at a membership’s expense is up to the membership, consistent with the requirements of this chapter.
- 10) The membership responsible must remove all tree debris caused by their tree removal or trimming activity within forty-eight (48) hours of the activity. Should cleanup not occur within 48 hours, the Tree Committee is authorized to arrange for the removal of the debris. In such cases, any costs incurred in removing the debris will be charged to the membership and the membership loses the right to determine the disposition of the wood.
- 11) Memberships are fiscally responsible for any property damage that occurs from the removing or trimming of trees of their assigned camping lots, except in cases

where such removal or trimming is directed by the BOD (e.g., a hazardous tree removed by the BOD).

B. Approval to Remove or Trim Trees Procedures.

- 1) To obtain approval (when required) to remove or trim trees on their assigned camping lot/site, memberships must fill out a *Request for Tree Cutting Form* and submit it to the Tree Committee as per the procedure defined in the flowcharts A-C at the end of this chapter.
- 2) The Tree Committee confirms receipt of the *Request for Tree Cutting Form* and conducts an inspection of the tree within 45 days of receipt of the completed form.
- 3) The Tree Committee is delegated the authority to decide on trees and limbs less than 6 inches in diameter. The BOD reserves the right to decide on trees and limbs six (6) inches and greater in diameter.
- 4) The Tree Committee and the BOD may deny any tree cutting request in order to meet the long- or short-term forest stewardship goals of the Association.
- 5) Approved *Tree Cutting Request Form* will indicate any special restrictions imposed as part of the approval (e.g., required to hire an approved professional tree removal service to perform the approved tree cutting or trimming task).
- 6) Approved *Tree Cutting Request Form* are valid for one (1) year from the date of approval. After one (1) year the approval is void.

C. Tree Removal and Trimming Service Contractors.

- 1) Only Washington State licensed and bonded professional tree services, approved by the tree committee, may be contracted to fell or trim trees on Association property.
- 2) Members hiring approved professional tree service contractors to fell or trim trees on their assigned camping lot must be present to escort and supervise the contractors while they are in the park.

18-6. Tree Cutting Request Procedures

See the Charts A, B and C at the end of this chapter.

18-7. Hazardous Tree Management Program

A. General. Park 400 Camping Club is a forested property that also contains recreational camping areas and permanent structures. This combination poses the risk of damage to property and injury to members from tree failure. The Association's hazardous tree management program is designed to reasonably protect Association members and property from injury or damage from tree failure by identifying and removing hazardous trees with a risk level of moderate or high.

B. Hazardous Tree Definition. A tree on Park 400 property is considered "hazardous" when it meets all of the following criteria as determined by a certified Hazardous Tree Specialist, a certified Arborist, or the BOD:

- 1) The tree has a structural defect (e.g., broken or loose branches, trunks or branches with missing bark, leaning trees and other root problems, weak branch connections, cracks and splits) or evidence of decay that predisposes the entire tree or at least 1/5 or more of the tree's crown, to possible structural failure.
- 2) A target (e.g., people or property) exists beneath or adjacent to the tree that could be injured or damaged.

C. Tree Inspections. To assess and monitor the health of the trees in the camping lot/site area of the Park 400 Camping Club, the Association conducts an annual tree inspection, normally in the fall (October-November), each year. See Figure 1. [Amended Jul 27 2025] Additional inspections may be performed after significant weather events and storms as deemed necessary by the BOD. The Association contracts with a certified hazardous tree specialist or arborist to conduct this

inspection. This inspection is conducted in accordance with the standards established by the International Society of Arboriculture and is called a “Level I Inspection.” Any trees identified during this inspection, or previous inspections, as potentially hazardous receive a secondary and more detailed inspection, called a “Level II Inspection,” to assess the level of risk the hazardous tree poses to members and property.



Figure 1: Annual Tree Inspection Area

- 1) Level I Inspection: Limited Visual Assessment.** This is a limited visual assessment of a population of trees conducted from a specified perspective in order to identify obvious defects focused on identifying trees with imminent and / or probable likelihood of failure. A level I assessment does not include a risk assessment of individual trees with imminent and / or probable likelihood of failure.
 - 2) Level II Inspection: Basic Assessment.** This is a detailed visual inspection of a tree and surrounding site, to assess the general health and assess the risk level of a tree. It requires that a tree risk assessor to walk completely around the tree, looking at the site, buttress roots, trunk, and branches. A basic assessment may include the use of simple tools to gain additional information about the tree or defects.
- D. Hazardous Tree Report, Identification, and Monitoring.** All trees identified as hazardous are tagged by the tree inspector and monitored by the Tree Committee. Additionally, the annual report of the tree inspection is made publicly available to the Association members within 30 days of receiving the report.
- E. Hazardous Tree Risk Levels.** The following tree risk levels are defined by the International Society of Arboriculture and used to classify hazardous trees on Association property:
- 1) Very low:** The chance of the tree or branch impacting the target is remote.

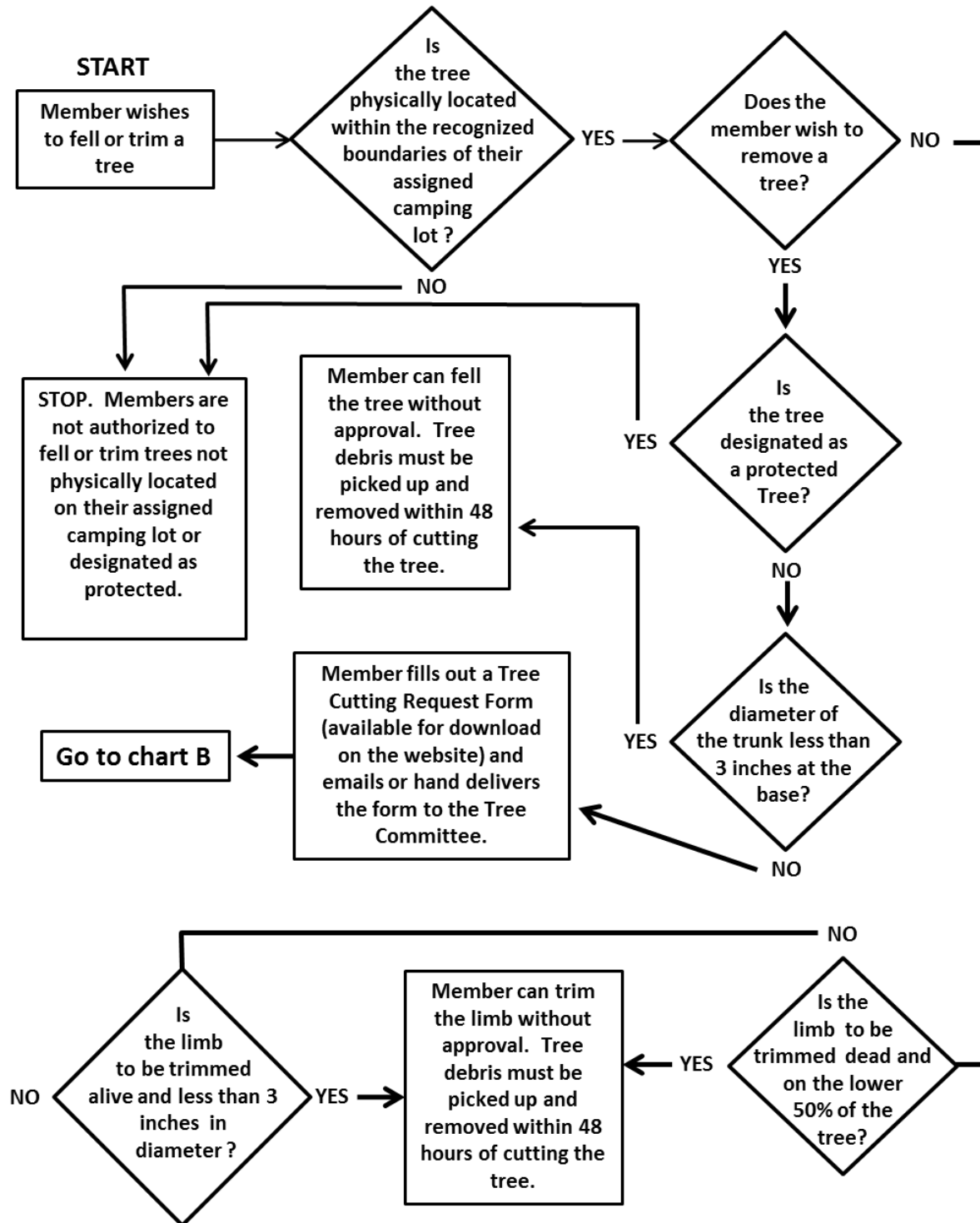
- 2) **Low:** The consequences of failure are negligible and likelihood is unlikely.
- 3) **Moderate:** The likelihood for failure is likely or very likely but the consequences of failure are minor or the likelihood of failure is somewhat likely and the consequences are severe.
- 4) **High:** The consequences are significant and likelihood of failure is likely or very likely or consequences are severe and likelihood of failure is likely.

F. Removal or Trimming of Hazardous Trees.

- 1) **General.** The inherent decision-making challenge in addressing hazardous trees is to preserve and sustain healthy trees as natural components of the park while removing/trimming trees which pose unacceptable high levels of risk to Association members and property.
- 2) **Decision Making Authority.** The general policy of the Association is to remove hazardous trees and trim limbs with an assessed risk level of moderate or high. The decision and funding authority to remove or trim hazardous trees rests with the BOD, except in cases of a declared emergency situation by the President (or designated representative) of the Association. When declared an emergency situation, the President (or designated representative) of the Association is authorized to make the hazardous tree removal or trimming decision without BOD approval.
- 3) **Tree Committee Responsibilities.** Once the BOD has made the decision to remove or trim a hazardous tree the tree committee is responsible for:
 - a) Contracting and scheduling with a Washington State licensed and bonded professional tree service to remove or trim the hazardous tree.
 - b) Supervising the actual felling or trimming of hazardous tree.
 - c) Promptly submitting the invoice to the Treasurer for payment of the tree services provided.

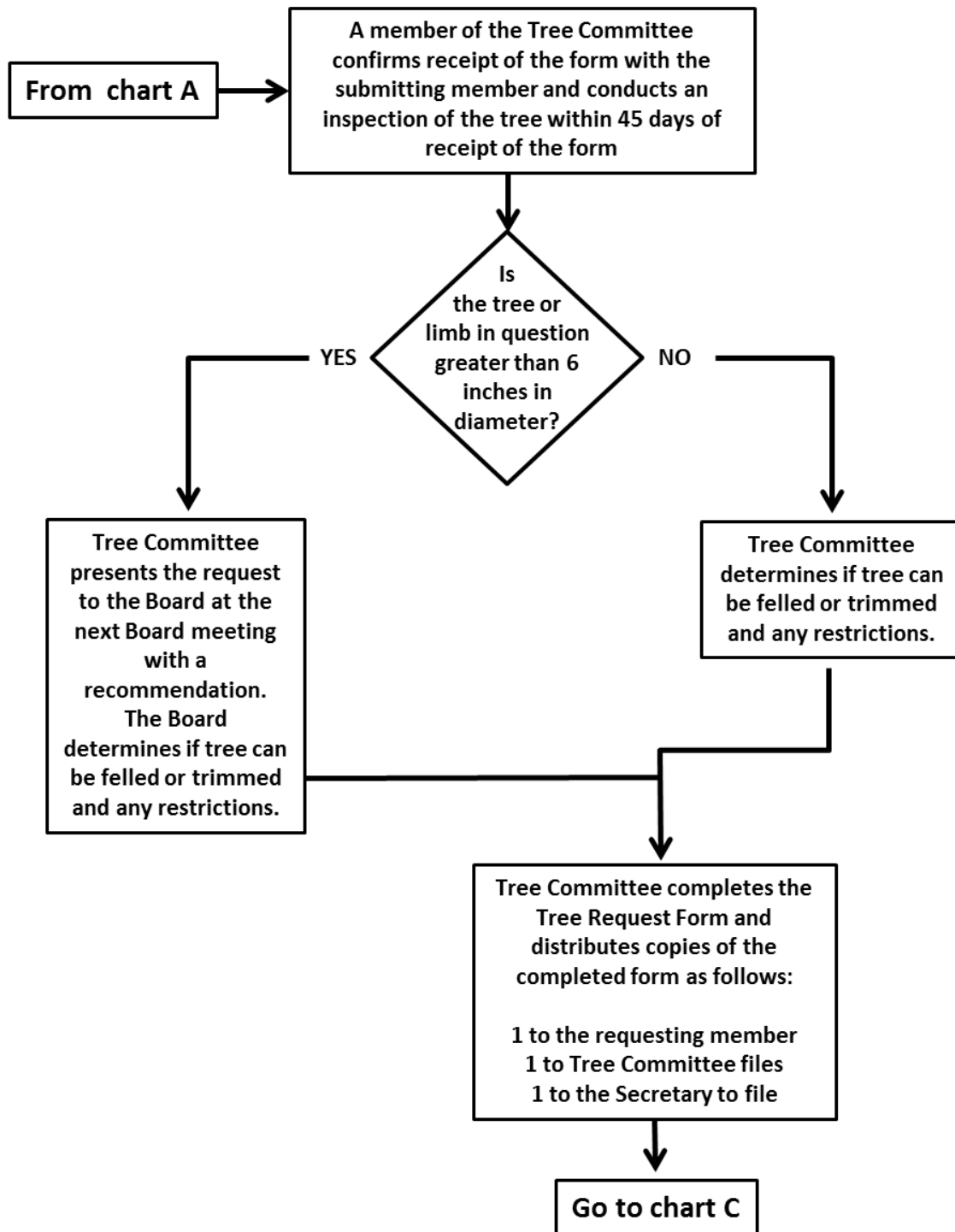
Park 400 Tree Cutting Request Procedure (Chart A)

8 FEB 2017



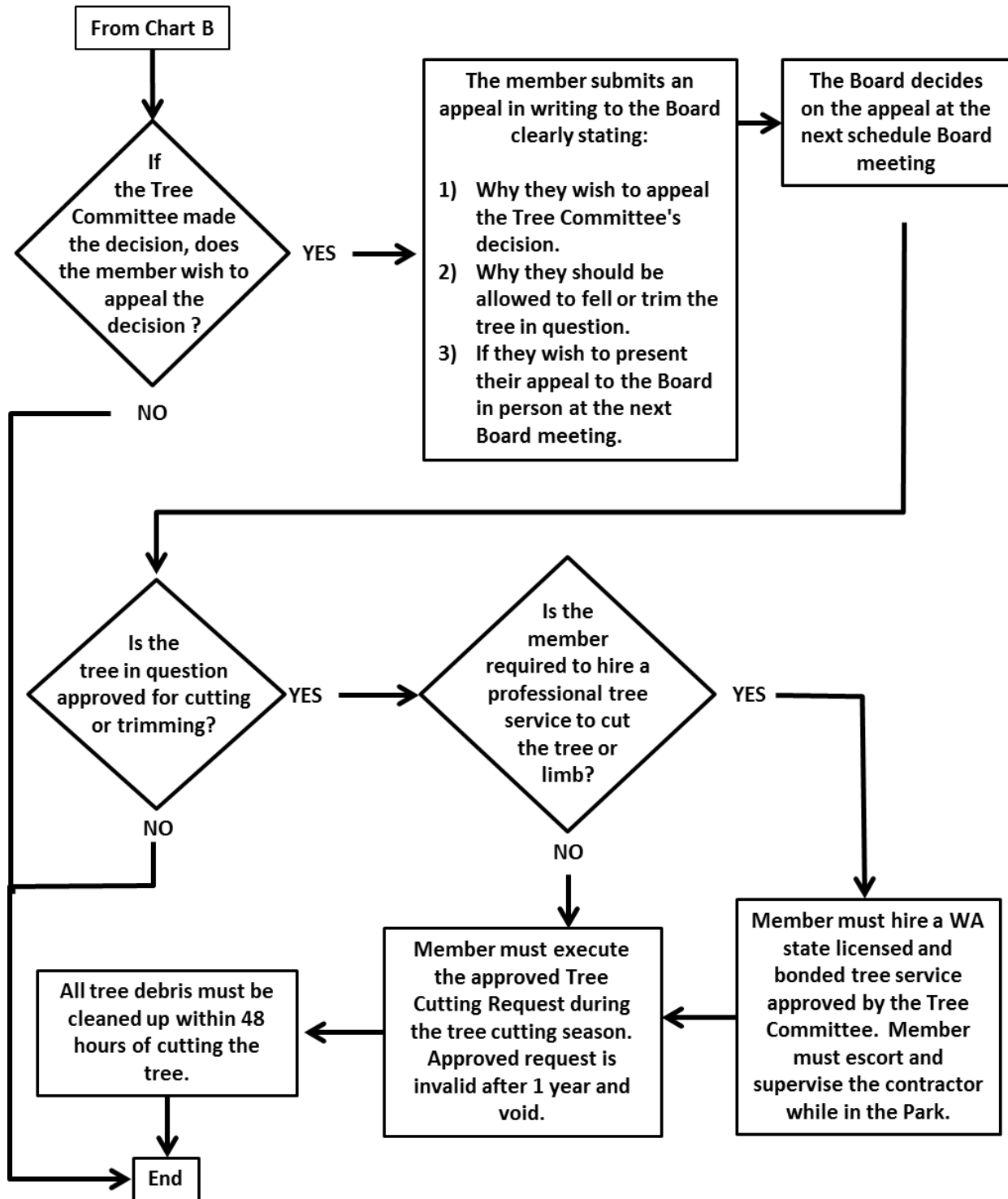
Park 400 Tree Cutting Request Procedure (Chart B)

8 FEB 2017



Park 400 Tree Cutting Request Procedure (Chart C)

8 FEB 2017



Chapter 19: Use Rules

19-1. Purpose

The purpose of this chapter is to establish and describe the rules and regulations for using the Park 400 Camping Club that are not described in the Bylaws, Park 400 Procedures, or in other chapters of these RR&P. (Amended Jul 27 2025)

19-2. General

Use rules and regulations apply to all activities and individuals located on the Park 400 Camping Club property. The goal of these Use Rules and Regulations is to have a common standard of rules that govern the use of Park 400 Camping Club that are easy to understand and maximize the ability for all members to enjoy their time at the Park 400 Camping Club while minimizing the potential for conflict and disharmony.

19-3. Use Rule Enforcement and Violations

- A. General.** The park 400 Association is a member owned corporation, as such it is the responsibility of each member to understand, follow, and enforce the use rules and regulations. There is no "Park police force," members self-police the use rules.
- B. Caretakers.** The Caretakers, regardless of whether they are Association members, are authorized to enforce these use rules and regulations in the absence of an Association member.
- C. Use Rule Violation Procedures.**
 - 1) The goal for use rule violations is to resolve the issue at the lowest possible level.
 - 2) When an Association member or the Caretakers observes or becomes aware of a use rule violation by another member or their guest, it is incumbent upon the member or Caretakers to attempt to resolve the violation by discussing the manner directly with the offending or responsible member. If this does not resolve the matter the member or Caretakers may submit a use rule violation complaint to the BOD.
 - 3) Members or the Caretakers may submit a use rule violation complaint to the BOD for adjudication ONLY AFTER they have attempted to resolve the issue directly with the violating party. Submitting a use rule violation complaint to the BOD without first attempting to resolve the issue directly with the offending or responsible member is grounds for the BOD to immediately reject the complaint without review. Use rule violation are submitted to the BOD in writing by filling out a *Use Rule Complaint Form* and mailing the form to the business address of the Association, personally handing the form to the Caretakers, or handing or emailing the form to any member of the BOD.

19-4. Entry into the Park Use Rules

- A. Authorized Entry.** (Amended May 1 2019) The following parties are authorized entry into the Park 400 Camping Club:
 - 1) Park 400 Association members, their spouse or domestic partner, and their children, in good standing (consistent with the requirements of the Bylaws and other rules of this chapter). (Amended May 1 2019)

- 2) Guests of Association members in good standing (consistent with the requirements of paragraph 19-5, *Guest Use Rules* of this chapter).
 - 3) Duly hired contractors when escorted by an Association member or the Caretakers (Note: Pre-approved contractors do not require escort in the Park. See pre-approved contractor list on the park 400 website).
 - 4) Prospective new Association members viewing the Park / personal property when escorted by an Association member or the Caretakers.
 - 5) Emergency, fire, and police; government officials; and other personnel (as determined by the Caretakers) who are performing official or critical duties requiring them to have entry into the park.
- B. Unauthorized Entry.** (Amended Jul 23 2016) The below listed parties are not authorized entry into the Park 400 Camping Club. Unauthorized parties found in the Park 400 Camping Club grounds must vacate the Camping Club property immediately.
- 1) Association members, their spouse or domestic partner, and children, in bad standing.
 - 2) Guests not accompanied by a member, except for extended family members in possession of a properly completed and signed Park 400 Association "*Unaccompanied Guest Form.*"
 - 3) Persons under the age of 18, unless accompanied by an adult member or an adult extended family member who is responsible for their actions. (Amended Jul 23 2016)
 - 4) Contractors or prospective membership purchasers who are unescorted by an Association member or the Caretakers.

19-5. Guest Use Rules

A. Policy (Amended May 1 2019).

- 1) **General.** Association members in good standing may authorize guests (see definition in Chapter 1 of these RR&P) to enter Park 400 Camping Club and use their assigned camping site/lot consistent with the use rules established in this paragraph.
- 2) **Types of Guests.** For the purposes of this use rule there are two types of guests: 1) extended family members and 2) non-family members. Note: "immediate family members" (see definition in Chapter 1 of these RR&P) are not guests. Guests can be further classified as being either "accompanied" or "unaccompanied" by the Association member authorizing their visit to the Park 400 Camping Club.
- 3) **Basic Guest Rule** (Amended May 1 2019). Guests, except for extended family members, must be accompanied by the hosting member, or the member's spouse or domestic partner, or the member's children over the age of 18 when visiting the Park 400 Camping Club.
- 4) **Responsibility.** Association members authorizing guests to visit the Park 400 Camping Club are responsible for the conduct of their guests. The hosting member is fiscally liable for any damage caused by the guests they authorize to visit the Park 400 camping club.

- B. Extended Family Members.** (See definition in Chapter 1 of these RR&P.) (Amended May 1 2019) Association members, the member's spouse or domestic partner, or the member's children over the age of 18, in good standing may authorize their extended family members to enter the Park 400 Camping Club and to use their assigned camping site/lot. Extended family members may use the Park within the following requirements:
- 1) Accompanied Extended Family Members.** (Amended May 1 2019)
 - a) Up to nine extended family members are authorized entry into Park 400 Camping Club, per assigned camping site/lot, per visit when accompanied by the Association member, the member's spouse or domestic partner, or the member's children over the age of 18. (Amended May 1 2019)
 - b) Entry rules apply.
 - c) An *Unaccompanied Guest Form* IS NOT required since the authorizing Association member, or the member's spouse or domestic partner, or the member's children over the age of 18 are accompanying the extended family members on their visit to the Park. (Amended May 1 2019)
 - d) There is no limit on the number of visits within a 30-day period.
 - 2) Unaccompanied Extended Family Members.** (Amended May 1 2019)
 - a) Up to nine extended family members are authorized entry into Park 400 Camping Club, per assigned camping site/lot, per visit when not accompanied by the authorizing Association member, or the member's spouse or domestic partner, or the member's children over the age of 18. (Amended May 1 2019)
 - b) Entry rules apply.
 - c) Unaccompanied extended family members visiting the Park, may bring their spouse, domestic partner, and children with them when they are listed on the "*Unaccompanied Extended Family Member Guest Form*."
 - d) Unaccompanied extended family members visiting the Park CANNOT bring, invite, or otherwise allow any guests; other than those specified in paragraph 19-5.B.2.c above; to accompany them during their visit.
 - e) An *Unaccompanied Extended Family Member Guest Form* IS required since the authorizing Association member, the member's spouse or domestic partner, or the member's children over the age of 18 is not accompanying the extended family members on their visit to the Park. Unaccompanied, extended family members must present a properly filled out and signed *Unaccompanied Guest Form* to the Caretakers immediately upon entry to the Park. If entry is made after 10:00pm, then present the *Unaccompanied Guest Form* to the Caretakers as soon as possible before noon the following day. (Amended May 1 2019)
 - f) There is no limit on the length of stay or number of visits within a 30-day period.
- C. Non-Family Members.** (See definition in Chapter 1 of these RR&P) (Amended May 1 2019) Association members, or the member's spouse or domestic partner, or the member's children over the age of 18 in good standing may authorize non-family members entry into the Park 400 Camping Club and use of their assigned camping site within the following requirements:
- 1) Accompanied Non-Family Members.** (Amended May 1 2019)

- a) Up to six non-family members are authorized entry into the Park 400 Camping Club per assigned camping site/lot, per visit when accompanied by the authorizing Association member, or the member's spouse or domestic partner, or the member's children over the age of 18. (Amended May 1 2019)
- b) Entry rules apply.
- c) An *Unaccompanied Extended Family Member Guest Form* IS NOT required since the authorizing Association member, or the member's spouse or domestic partner, or the member's children over the age of 18, is accompanying the non-family members on their visit to the Park. (Amended May 1 2019)
- d) The maximum length of stay per visit is 14 consecutive days.
- e) Only one visit per 30-day period is allowed.
- 2) **Unaccompanied Non-Family Members.** (Amended May 1 2019) Association members, or their spouse or domestic partner, or their children over the age of 18 in good standing MAY NOT authorize non-family members entry into the Park 400 Camping Club if the member, or the spouse or domestic partner, or the children over the age of 18 is not present with the non-family member during their visit.
- D. **Total number of Guests.** The total number of all types of guests an Association member can have at the Park 400 Camping Club, per day, per camping site/lot, is 12.
- E. **Guest Conduct Use Rules (See Table 1).**
 - 1) All Bylaws and RR&P apply to guests while they are visiting the Park 400 Camping Club.
 - 2) Guests who violate the Bylaws, RR&P, cause disruption or damage within the Park, or do not comply with Caretaker instructions, may have their authorization to enter and visit the Park immediately cancelled by the Caretakers or by any Board Member, with or without warning.
 - 3) Guests who have their authorization to enter and visit the Park cancelled must immediately vacate the Park 400 Camping Club property.

Table 1. Guest Use Rules Summary

	Number of guests per visit	Entry Rules Apply?	Guest Form Required?	Maximum length of stay per visit	Number of visits per 30-day period
Accompanied Extended Family Members	9	Yes	No	Unlimited	Unlimited
Unaccompanied Extended Family Members	9	Yes	Yes	Unlimited	Unlimited
Accompanied Non-Family Members	6	Yes	No	14 consecutive days	1

19-6. General Use Rules

- A. **General.** Any act or conduct that would reasonably have an adverse impact on other members' enjoyment while at Park 400 Camping Club is prohibited.

- B. Quiet Hours.** Quiet hours within Park 400 Camping Club are from 11:00 pm to 8:00 am daily. Making any loud or offensive noises that prevent others from enjoying the evening and sleeping is prohibited.
- C. Activity.** All members and their guest's vehicles, trailers, tents, equipment, and other related material must fit within the confines of the member's assigned camping site/lot.
- D. Youth Curfew.** Youths (see definition in Chapter 1 of these RR&P) cannot be away from their assigned camping site/lot after 11:00 pm, unless they are accompanied by a supervising adult. (Amended July 23 2016).
- E. Nuisance.** Excessively loud noises or sounds from any source under a member's control, loud public obscenities, littering, releasing of noxious odors, and other activities which create a nuisance to members' enjoyment of the Park 400 Camping Club is prohibited.
- F. Firearms and Weapons.** Discharging firearms and/or other weapons (e.g., mechanical devices that can launch projectiles such as pellet guns, slingshots and bow and arrows) anywhere within the Park 400 Camping Club property is prohibited.
- G. Fireworks.** The use of fireworks of any kind within the Park 400 Camping Club property is prohibited.
- H. Political Activity.** Political activity within the Park 400 Camping Club, except for that relating to Park 400 Association elections, is prohibited. Posting of political signs, flyers, or notices of any kind is prohibited.
- I. Commercial Activity.** Conducting commercial activity (e.g., running a business) within Park 400 Camping Club is prohibited. Selling and buying of personal property between members is allowed.
- J. Charging or Collecting Use Fees.** The charging or collecting of fees from others for the use of a member's assigned camping site/lot is prohibited.

19-7. Use of the Park 400 Camping Club / Number of Allowed Days

(Amended Sept 30 2024)

- A. General.** The Park 400 Camping Club is intended as a camping club for Association members to enjoy on a part-time basis and is not a location intended for members to use as their permanent or primary residence or abode location.
- B. Authorized use of Park 400 Camping Club.** The Association allows the following two primary uses of the Park and any combination thereof:
 - 1) Short-Term use throughout the calendar year:** Members can use the Park 400 Camping Club for short-term weekend, holiday, and vacation use throughout the calendar year. The defining factor for this authorized use is members have short stays in the Park and then leave for multiple days or weeks before returning. Members using the Park in this method cannot exceed the maximum allowable days of use (See item C below)
 - 2) Seasonal Usage.** Members can use the Park 400 Camping Club for seasonal stays then after the season is over, they depart the Camping club for and do not return until the season begins again. "Snow birders" or members who spend the summer and fall months in the Park then depart for the winter and spring months and head south for warmer weather are a good example of this authorized use of the Park. Members using the Park in this method cannot exceed the maximum allowable days of use (see item C below).
- C. Maximum Number of Use Days Allowed.** The total maximum number of days any member may use the Park, regardless of whether they are using the Park for short-term

use, seasonal use, or any combination of the two, is 179 Calendar days as measured from 1 January to 31 December in the same calendar year. The 179 days is the maximum number of days, regardless of how many memberships a member owns. Guests using a member's assigned camping lot counts against a member's 179 maximum days as if the member was using the assigned camping lot. (Amended Sep 30 2024.)

- D. Permanent Residency Not Allowed.** Members are not allowed to use Park 400 Camping Club as their permanent or primary residence or abode. For the purposes of this rule, permanent /primary residence and/or abode is defined as using the Park 400 Camping Club for more than 179 days in one calendar year, as measured from 1 January to 31 December. (Amended Sep 30 2024.)
- E. Mailing Address.** Members are not allowed to use Park 400's address as their mailing address of record.
- F. Caretaker's Exception.** The Caretakers are specifically exempt from the requirements of this rule and are fully authorized to use the Park 400 Camping Club as their permanent residence, 365 days a year. The Caretaker's may use the Park's address as their mailing address of record.
- G. Possible Violations.** Members whom the BOD deems are in possible violation of any element of this rule, including the maximum number of use days allowed, must provide, when requested, evidence proving to the Board's satisfaction that they are not using the Camping Club in a way that violates the intent or the specific limit on the number of days allowed in the Park established by this rule.
- H. Violations.** The BOD may levy any fines they deem appropriate for violations of any portion of this rule. Additionally, members the BOD deems are in violation of the maximum number of use days allowed by this rule, as determined by a majority vote of a quorum of the BOD, will have their membership in good status revoked for a no less than 90 days up to a maximum of 6 months (see loss of status in Article II of the Bylaws), as determined on a case-by-case basis by the BOD. The beginning date of the loss of member in good standing is determined and set by the BOD, after finding the member in violation of this rule.

19-8. Vehicle, Trailer, and Boat Use Rules

A. Authorized Vehicles and Trailers.

- 1)** Passenger vehicles (e.g., cars, trucks, and motorcycles) that are licensed by the state of Washington for use on public roads are authorized to operate on the Park 400 Camping Club private roads.
- 2)** Vehicles that are required by the state of Washington to be operated by licensed drivers on public roads must also be operated by licensed drivers on Park 400 private roads. Vehicles owned and operated by the Park 400 Association are exempt from this rule.
- 3)** Battery and human powered wheeled vehicles (e.g., battery powered mobility assistance chairs, scooters, golf carts, Segways, bicycles, etc.) are authorized to operate in the Park.
- 4)** Non-commercial vehicle trailers (e.g., boat trailer, utility trailer, RV Trailer) that are licensed by the state of Washington for use on public roads are authorized to operate on the Park 400 Camping Club private roads. Trailers owned and operated by the Park 400 Association are exempt from this rule.

- 5) Commercial trailers making deliveries to the Park 400 Camping Club are authorized to operate on the Park 400 Camping Club private roads as approved by the Caretakers or any Board Member.

B. Unauthorized Vehicles. Off-road type vehicles (e.g., all-terrain vehicles, off-road motorcycles, four-wheelers, etc.) are not authorized to operate anywhere in the Park 400 Camping Club property. Vehicles owned and operated by the Park 400 Association are exempt from this rule.

C. Vehicle Use Within the Park.

- 1) Vehicles may be driven only on the Park 400 Camping Club maintained roads. Vehicles owned and operated by the Park 400 Association are exempt from this rule.
- 2) No vehicles of any kind are authorized to operate on Park trails. Vehicles owned and operated by the Park 400 Association are exempt from this rule.

D. Vehicle Speed limit. The Maximum speed limit for all vehicles operating within the Park is five (5) miles per hour.

E. Vehicle and Trailer Parking.

- 1) All vehicles and trailers brought into the Park by members and/or their guests must be parked within the boundaries of the member's assigned camping site/lot. There is no "overflow parking" allowed within the Park 400 Camping Club.
- 2) Parking on another member's assigned camping site/lot without the permission of the assigned member is prohibited. Permission to park on another member's assigned camping site/lot may be given by either written member's camping site/lot. If parking on another member's assigned camping site/lot is authorized by written permission, the document must be displayed on the vehicle or trailer while parked on the other member's assigned camping site/lot.
- 3) Parking on or adjacent to the roads or common Park property is prohibited except in the parking areas located at the clubhouse, the maintenance shed, and the top of the bluff when using these facilities. Overnight parking in these areas is prohibited.

F. Boat and Watercraft.

- 1) Boats and watercraft longer than 12 feet and /or that are primarily moved on roads by trailer may not be parked within the Park 400 Camping Club feet for more than 14 days in a 30-day period.
- 2) Boats and watercraft less than 12 feet in length and that are not primarily moved on roads by trailer (e.g., canoes, kayaks, sailboards etc.) may be parked or stored on a member's assigned camping site/lot for an indefinite amount of time.
- 3) Vehicle and trailer parking rules apply equally to boats and watercraft.

19-9. Campfire Use Rules

A. General. One campfire per assigned camping site/lot is allowed when fire restrictions are not imposed. All campfires must be contained within a metal, concrete, or masonry fire pit or fireplace. The size of campfires will be maintained in such a manner as to be controllable, posing no threat to other members or the campground. This means campfires will not exceed the width of the fire pit/place, nor rise higher than 4 feet for any length of time. Campfires must be continually monitored and under the control of an adult capable of rapidly extinguishing the fire and preventing

- its escape and spread. Firefighting material (e.g., water source, shovels, fire extinguishers, etc.) must be readily available and within 20 feet of campfires.
- B. Unattended Fires.** Unattended fires are prohibited.
 - C. Torches.** Torches, “tiki lights” and similar open flame devices are prohibited.
 - D. High Fire Danger Conditions.** Campfires are not allowed during periods of dangerously dry and windy conditions, times of imposed fire restriction by the State or local Fire Marshall, or when restricted by the Caretakers or BOD.
 - E. Burning Garbage and Other Products.** The burning of garbage, dead animals, asphalt, petroleum products, paints, rubber products, plastics, metal, and any substance that releases toxic or nuisance emissions, dense smoke, or obnoxious odors when burned is prohibited.

19-10. Animal Use Rules

- A. Wildlife.** Molesting or endangering wildlife within the Park is prohibited. This rule does not apply to rodents.
- B. Animals.**
 - 1) Domestic dogs, cats, fish in aquariums, and caged birds are the only animals allowed within the Park 400 Camping Club. Animals other than dogs, cats, birds, fish, and natural wildlife (e.g., horses, llamas, chickens, goats etc.) are prohibited.
 - 2) Cruelty, abuse, or excessive physical punishment of pets within the Park is prohibited.
 - 3) Owners are responsible for keeping control of their pets within the Park at all times.
 - 4) While on common Park property, dogs and cats must be on a leash. While on a member’s assigned camping site/lot dogs and cats must be controlled on a leash or contained within a fenced area.
 - 5) Excessive pet noise (e.g., continuous barking or whining) that disturbs or could potentially disturb other members is prohibited.
 - 6) Pet waste must be removed, by the owner, from all grounds within the Park.

19-11. Clubhouse Use Rules

- A. General.** Use of the clubhouse must be shared with all Association members except during some Park sponsored events and reserved times. Members and guests using the clubhouse are responsible for cleaning up after themselves. Appropriate conduct is required while in the clubhouse. Running, pushing, and horseplay is prohibited.
- B. Clubhouse Hours and Access.** The clubhouse is open 24 hours a day except when temporarily closed by the Caretakers for cleaning or repair. Access to the clubhouse is controlled by locked doors. Propping the access door open to avoid using an entry key is prohibited.
- C. Guests.** Non-family members are not allowed in the clubhouse unless accompanied by their hosting member. (Amended Jun 1 2017)
- D. Youths.** Persons under the age of 16 are not allowed in the clubhouse unless accompanied by a supervising adult.

- E. Pets and Service Animals.** Pets, except service animals, are not allowed in the clubhouse. Service animals are allowed in the clubhouse. Service animal certification or identification clothing, while recommended, is not required.
- F. Clubhouse Showers.** Washing of animals in the clubhouse showers is prohibited.
- G. Apparel.** Shirts, pants or shorts, and shoes must be worn while in the main area of the clubhouse. Swimsuits and wet clothing are not allowed beyond the restrooms in the main part of the clubhouse. Muddy shoes are not allowed to be worn in the clubhouse.
- H. Tobacco and Other Products.** Smoking, the use of smokeless tobacco products, vaping, and bringing in pornographic material into the clubhouse is prohibited.
- I. Fireplace use.** The fireplace can only be lit by an adult. When lit, the fireplace must be attended at all times by an adult. Only wood can be burned in the fireplace.
- ~~**J. Sauna.** (Deleted Jul 27 2025. [See 19.12.]~~
- J. Reservations.** The Caretakers manage and control clubhouse reservations. The clubhouse may be reserved by any Association member on a first-come first served basis within the following guidelines:
 - 1) Reservations cannot be made on U.S. Federal holidays or on scheduled Park events (e.g., spring or fall work parties, membership meetings, BOD meetings etc.).
 - 2) Park sponsored events have priority use of the clubhouse and supersede member clubhouse reservations when the Park sponsored event is scheduled and published more than 4 weeks away from a member's reserved date. Member reservations cannot be superseded by a Park event if the Park event is scheduled less than 4 weeks away from a member reserved date.
 - 3) Reservations apply only to the kitchen, dining, fireplace, and game areas of the clubhouse. The TV area and all other areas of the clubhouse cannot be reserved.
 - 4) Reservations are limited to a maximum of 4 hours between 8:00 a.m. and 4:00 p.m.
 - 5) Reservations cannot be made for more than 6 months in advance of an event.

19-12. Sauna Use Rules

- A. Hours and Access.** The sauna hours are the same as the clubhouse hours. Maximum allowable time in the sauna is 30 minutes per 60-minute period.
- B. Minors.** Persons less than 18 years of age are not allowed in the sauna unless accompanied by a supervising adult.
- C. Apparel.** Appropriate clothing such as swim wear must be worn in the sauna. Shoes and street clothes are not allowed in the sauna.
- D. Tobacco, Food, Drinks, and other products.** Smoking, use of smokeless tobacco products, vaping, pornographic material, eating, and drinking (except for water) is not allowed in the sauna.

19-13. Pool Use Rules

- A. General.** The pool and the area around the pool are open during pool season, typically from Memorial Day weekend into the month of September. The BOD determines the actual dates of the pool season each year.

- B. Pool Hours.** The pool and pool area are open from 10:00 a.m. to 11:00 p.m. daily, during the pool season. Adult only swim hours are Fridays and Saturdays, 10:00 p.m. to 11:00 p.m.
- C. Pool Access and Exit Points.** Propping open the pool access door, located in the clubhouse, is prohibited. Use of the emergency /maintenance access gate, located between the clubhouse and the Caretaker's house, by anyone other than maintenance personnel, except in emergency situations, is prohibited.
- D. No Lifeguard.** Swim at your own risk; no lifeguard is on duty.
- E. Guests.** Non-family member guests are not allowed to use the pool or pool area unless accompanied by their hosting member.
- F. Minors.** Persons less than 18 years of age are not allowed in the pool or pool area unless accompanied by a supervising adult. Minors are not allowed in the pool or pool area during adult swim hours.
- G. Pets and Service Animals.** Pets, except service dogs, are not allowed in the pool area. Service animal certification or identification clothing, while recommended, is not required. Service animals must be on a leash.
- H. Pool Shower.** Washing animals in the pool shower is prohibited.
- I. Apparel.** Only proper swimming apparel may be worn in the pool. Cut-offs and baggy clothing are not allowed in the pool.
- J. Tobacco and other products.** Smoking, smokeless tobacco products, vaping, gum, pornographic material, and glass containers are not allowed in the pool or pool area.
- K. General Pool and Pool Area Use Rules:**
 - 1) Appropriate use and conduct are required.
 - 2) Running, pushing, and horseplay are not allowed.
 - 3) Playing and holding onto the float rope is not allowed.
 - 4) Diving into the roped-off shallow area of the pool is not allowed.
- L. Health Related Use Rules:**
 - 1) Everyone entering the pool is required to take a shower before entering the pool.
 - 2) Persons with skin lesions, sore or inflamed eyes, mouth, nose, or ear discharge, or who are known to be carriers of any communicable disease are not allowed to enter the pool.
 - 3) Persons who have been ill with diarrhea or vomiting in the past two (2) weeks are not allowed to enter the pool.
- K. Reservations.** The pool and pool area cannot be reserved.

19-14. Playground Equipment and Playground Park Use Rules

- A. Playground Equipment Use Rules.** Use of the playground equipment is at your own risk.
- B. Playground Park Use Rules.** Members and guests may use the playground park for recreational activity. Overnight camping or pitching tents in the playground park is prohibited. Vehicles and trailers are not allowed in the playground park. The playground park may not be reserved.

19-15. Common Property, Green Spaces, and Bluff Use Rules

- A. Common Property.** The common property (see definition in Chapter 1 of these RR&P) of the Park 400 camping Club is for the general use and enjoyment of the members of the Association.
- B. Green Spaces.** Green Spaces (see definition in Chapter 1 of these RR&P) of the Park 400 camping Club is for the general use and enjoyment of the Association members. Green spaces may not be used for storing property; parking vehicles, trailers, or boats; pitching tents overnight (except for the bluff area) or building structures.
- C. Bluff Fire Pit Area.** The fire pit area at the top of the Bluff fire pit area of the Park 400 camping Club is for the general use and enjoyment of the Association members. The bluff fire pit area may not be used for storing property; parking trailers or boats; pitching tents overnight; or building structures. Temporary parking is allowed while using the bluff fire pit area.

19-16. Tent Camping

Overnight tent camping is only allowed on a member's assigned camping site/lot.

Chapter 20: Recreational Vehicles and Camping Site/Lot Occupation

20-1. Purpose

The purpose of this chapter is to establish and describe the RR&P and policies that govern recreational vehicles and occupying a member's assigned camping site/lot.

20-2. Policy

- A. **Recreational Vehicles (RV).** All RVs entering or located on Park 400 Camping Club property must meet the rules and regulations of this chapter.
- B. **Camping Site/Lot Occupation.** Prior to positioning or repositioning an RV on a member's assigned camping site/lot for more than three weeks (21 days), a Lot Improvement Permit is required.

20-3. Lot Improvement Committee (LIC) and Permit Process.

- A. **Authority and Responsibility.** The BOD has vested their responsibility and authority for permitting the positioning and repositioning of RVs on camping sites/lots to the LIC. The LIC uses the rules and regulations established and described in this chapter to guide their permitting decisions; however, the LIC has the authority to deviate from these requirements on a case-by-case basis as they deem necessary to meet the stated goals of the Association and the general intent of the specific rules and regulations.
- B. **RV Positioning/Repositioning Permit Process:** Members needing a Lot Improvement Permit for the positioning or repositioning of their RV on their assigned camping site/lot initiate the permit process by filling out a *Lot Improvement Permit Request Form* (available from the Park 400 Association website). Members send the completed *Lot Improvement Permit Request Form* to the Chairman of the LIC. The LIC then reviews and decides on the request. The Committee completes their portion of the form and returns it to the requesting member. If the member's request is approved no further action is required.
- C. **Timeline:** The minimum time to initiate a Lot Improvement permit to position or reposition an RV on a member's assigned camping site/lot is 30 days prior to the desired date of the move event.
- D. **Appeals Process.** Members may appeal the decision of the LIC to the BOD. Members wishing to appeal a permitting decision of the LIC must do so by submitting an appeal, in writing, to the Chairman of the Board no later than one week prior to the next scheduled meeting of the BOD. The Chairman will then schedule the BOD to consider the appeal at the next BOD meeting. The written appeal must contain at least the following information:
 - Provide a clear explanation of the permit issue at hand.
 - Provide an explanation of the timeline for the submitted permit request to the LIC.
 - Provide a clear explanation of the members' desired outcome.
 - Explain why the member believes the LIC's permit decision is unacceptable.
 - Print and sign the member's name to the letter, date the letter, and place the membership/camping lot number on the letter.
 - Submit the letter by hand, U.S. Mail, or email to the Chairman of the BOD.

20-4. General

All RVs entering or on Park 400 Camping Club property must comply with the RV standards as required by the State of Washington and these RR&P. RVs not in compliance shall be removed from the park until they comply. The BOD or its agents are

authorized to enter and inspect all RVs for compliance of these rules as needed, requested, or required.

20-5. RV Rules

- A. Number** (Amended May 24 2021). Generally, only one primary RV (see definition in Chapter 1) is allowed per assigned camping site/lot, at a time. Up to two additional, temporary stay, guest RVs may be positioned on a member's camp site/lot, as long as it meets all the requirements of these RR&P. The total number of days that a member's site may host a guest RVs is twenty-one (21) days per calendar year.
- B. Is a Lot Improvement Permit Required?** Yes, if an RV is or will be on the member's assigned camping site/lot for more than three continuous weeks (21 days). Documents required to obtain a Lot Improvement Permit to position an RV on a member's assigned camping site/lot for more than 21 days are:
 - 1) Lot Improvement Permit Request.** A completed *Lot Improvement Permit Request Form*.
 - 2) Lot Diagram.** A diagram drawn to scale on a single sheet of paper that shows the camping site/lot boundary lines, a two-foot easement within the lot boundaries, location of significant trees and other natural features, location and outlines of all existing structures, and the planned location for the member's RV.
- C. RV Types.** Any motorhome (classes A, B, B+, and C), travel trailers, fifth wheel trailer, park models, toy haulers, popup trailers, tiny homes, and slide-in campers (fits in the bed of a pickup truck) that are designed as a road mobile RV and meets the RV requirements of Washington State are allowed in the Park 400 Camping Club.
- D. Slide in Campers (fits in the bed of a pick-up truck).** Slide in campers cannot be disconnected from their pick-up truck.
- E. Mobile and Manufactured homes.** Mobile and manufactured homes, since they are not designed to be RVs, are not allowed in the park 400 Camping Club, even if they do meet all other requirements of this chapter.

20-6. RV Size Limitation Rules

All RVs entering and located in Park 400 Camping Club property shall not have an interior space that exceeds 400 square feet.

20-7. Preparation of Camping Site/Lot to Receive an RV

- A. Site Preparation.** Members may do limited site preparation such as leveling, graveling, and trimming of shrubbery in order to prepare their assigned camping site/lot to receive their RV. Note: If doing any "Dirt work" review chapter 21 to determine if a Lot Improvement Permit is required.
- B. Utilities.** Members are prohibited from making any repairs or modifications to the electrical or septic systems on their assigned camping site/lot in preparation to receive an RV. Members may repair or modify their assigned camping site/lot's water system, downstream of the lot shutoff box. See the Utilities Chapter of these RR&P for details.

20-8. Positioning or Repositioning an RV on a Member's Assigned Camping Lot

(Amended Oct 1 2017)

- A. Easements.** (Amended Oct 1 2017) RVs shall be positioned on a member's assigned camping site/lot so that the RV is no less than two (2) feet from all camping site/lot boundary lines in the setup mode (including tip outs/slide outs). These easements DO NOT apply to camping sites/lots 2-17 through 2-23. See Chapter 25 Camping Sites 2-17 through 2-13 Special requirements.
- B. Lot Boundaries.** The LIC determines the location of all camping site/lot boundaries.

20-9. Occupying a Member's Assigned Camping Site/Lot

- A. Connecting to Electric, Septic, and Water.** See Utilities Chapter of these RR&P.
- B. RV Supports.** An RVs structural frame cannot rest on the ground; RVs must be supported by their wheels, support jacks, or by foundation blocks. If supported by foundation blocks the maximum height the RV can be elevated is 6 inches off the ground as measured from the lowest point on the wheel closest to the ground and a point on the ground directly under the wheel.
- C. Wheels.** Wheels may be removed from RVs. Removed wheels must be stored on the member's assigned camping site/lot in order to rapidly reconnect them to the RV when needed. Members should take care to store the wheels in such a manner as to preserve and protect them from the deteriorating effects of weather. Likewise, RV wheel hubs and studs should be protected from the deteriorating effects of weather (e.g., Coated with oil, grease, or a rust prohibitive and then tightly covered and sealed with a heavy-duty plastic bag.)
- D. Trailer Tongues.** Trailer tongues may be removed from the RV if they are manufactured to be removable. Removed tongues must be stored on the member's assigned camping lot in order to rapidly reconnect to the RV when needed. Members should take care to store the tongue in such a manner as to preserve and protect it from the deteriorating effects of weather (e.g., paint with rust prohibitive paint, coat nuts and bolts with grease, and do not store in direct contact with the ground).

20-10. RV Skirting

Members are highly encouraged to attach temporary skirting around their RV. Skirting improves the look of the RV and helps protect the RV framing from the deteriorating effects of weather. Skirting must be easily removable in order to make the RV road worthy when needed.

20-11. RV Tiedowns and Anchors

RV tie-downs or anchors that secure the RV to the ground may be used. Tiedowns or anchors that screw into the ground do not require a Lot Improvement Permit for emplacement. Tiedowns or anchors that require construction of any type of anchor footing (e.g., poured concrete footings) require a *Lot Improvement Permit Form*.

20-12. Roadworthiness and Maintenance Rules

- A. Road Worthiness.** All RVs on Park 400 Camping Club property shall be maintained in such a manner as to be able to be road-worthy within 72 hours of notification. Road worthy is defined as being able to legally travel on Washington State highways.
- B. Maintenance.** All RVs on park 400 Camping Club property shall be maintained in a safe, sound, and usable condition. Any RV that is determined by the BOD to be inoperable, unsafe, or unusable is prohibited and shall be removed from Park 400 Camping Club property. If not removed within the specified number of days on the notification to a member, the Association shall remove the RV and the respective member shall be liable for the cost of removal. Notification shall be by a verifiable delivery process (e.g., confirmed email receipt, registered mail, hand delivered notification etc.).
- C. Rust Prevention.** The coastal weather at the Park 400 Camping Club is highly corrosive to metal and can make an RV structurally unsound if preventative measures are not taken. All members are highly encouraged to periodically treat their exposed RV support frame with a rust preventative paint or coating.

20-12. RV Washing Machine and Garbage Disposal Rules

- A. Washing Machines.** Members are not allowed to have washing machines in their RVs or on their assigned camping site/lot. Washing machines place an undue strain on the site septic system. A common laundry facility with washing machines and dryers is provided at the Clubhouse.
- B. Garbage Disposals.** Members are not allowed to have garbage disposals in their RVs or on their assigned camping site/lot. Food ground up by garbage disposals place an undue strain on and often clogs septic systems.

20-13. RV Modification and Alteration Rules

- A. General.** RVs on Park 400 Camping Club property shall not be altered or modified in any way that would affect structural integrity, fire safety, heating, or the RVs electrical system. According to WAC 296-15OR-1000 et seq., any alteration or modification affecting these areas voids the RV certification affixed to the structure and could be cause for confiscation by the State Department of Licensing.
- B. Immobilization.** No RV on park 400 Camping Club property shall be immobilized by modification or alteration.
- C. Selling Restrictions.** Any RV found to be in violation of the State RV modification regulations shall not be sold, while on Park 400 Camping Club property, until the violations have been corrected and approved by the WA State Department of Licensing.

Chapter 21: Construction, Modification, and Repairing of Structures

21-1. Purpose

The purpose of this chapter is to establish and describe the RR&P that governs the construction, repair, and modification of structures and the placing pre-manufactured structures and items (e.g., pre-manufactured shed, woodstove, etc.) on a member's assigned camping site/lot.

21-2. Goal

The Association's goal is to ensure members build and maintain structures and items on their assigned camping site/lot that are safe, meet applicable building codes, and that are visually pleasing and conform to the general look and feel of the Park 400 Camping Club without creating an overly cumbersome approval process.

21-3. Policy

A. Permits and Rules.

1) **Permits.** As a general policy, members are required to request and obtain a Park 400 Association Lot Improvement Permit prior to starting construction on a new structure, modification of an already existing structure, or locating a pre-manufactured structure or item located on a member's assigned camping site/lot. Repairs to structures that do not change the size or design of the structure do not require a permit. In some cases, a Grays Harbor County building permit is required to build or modify a structure.

2) **Rules.** In cases where a permit is not required, the member is still responsible for following the applicable rules of this chapter and these RR&P.

B. **Structures.** Members are generally limited to having one deck or porch, one storage shed, one campfire pit or portable fire pit, two firewood storage areas, multiple patios, and one RV roof or cap on each of their assigned camping lots. The limiting factor on the number and type of structures members may have on their assigned lot is the overall look and appearance of the lot must be aesthetically pleasing and fit within the overall look and feel of Park 400 as determined by the LIC.

C. **Construction.** All construction within Park 400 Camping Club must meet applicable building codes and the requirements of these RR&P.

D. **Views and Sightlines.** When members construct or modify structures on their assigned camping site/lot the preservation of sight lines and views (e.g., view of the ocean) from neighboring lots is not guaranteed; however, the LIC will consider preservation of views and sight lines when issuing Lot Improvement permits whenever possible.

21-4. Lot Improvement Committee and the Permitting Process

A. **Authority and Responsibility.** The BOD has vested their responsibility and authority for the permitting the construction of new and the modification of existing structures, making lot improvements, and other responsibilities to the LIC. The LIC uses the RR&P established and described in this chapter to guide their permitting decisions on construction of new structures, modification of existing structures, and the placing of pre-manufactured structures and items on a member's assigned camping site/lot. The LIC has the authority to deviate from the rule and requirements in this chapter, on a

case-by-case basis, as they deemed necessary in order meet the stated goal of the Association and the general intent of the specific rules and regulations.

- B. Lot Improvement Permit Process:** Members initiate the Lot Improvement Permit process by filling out a *Lot Improvement Permit Request Form* (see Park 400 website or the Caretakers for forms). Members send the completed *Lot Improvement Permit Request Form* to the Chairman of the LIC. The LIC then reviews and decides on the specific request. The LIC completes their portion of the form and returns it to the requesting member. If the member's request is approved, and no further action is required (e.g., obtaining a Grays Harbor building permit), then the member displays the approved request at their assigned camping lot until the project that is permitted is completed. In certain cases, the project may require the additional permitting by Grays Harbor County. In such cases the LIC may grant "conditional approval" pending the ability of the member to obtain a building permit from the county.
- C. Lot Improvement Permit Request Timelines:** Request for a Lot Improvement Permit to construct a new structure, modify an existing structure, or bring in a pre-manufacture structure or item must be submitted to the LIC a minimum of 30 days prior to the desired start date of the project. Permit request submitted after 30 days are subject to disapproval by the LIC.
- D. Appeals Process.** Members may appeal the decision of the LIC to the BOD. Members wishing to appeal a permitting decision of the LIC must do so by submitting an appeal, in writing, to the Chairman of the Board no later than one week prior to the next scheduled meeting of the BOD. The Chairman will then schedule the BOD to consider the appeal at the next BOD meeting. The written appeal must contain at least the following information:
- Provide a clear explanation of the permit issue at hand.
 - Provide an explanation of the timeline for submitting the permit request to the LIC.
 - Provide a clear explanation of what the members' desired outcome is.
 - Explain why the member believes the LIC's permit decision is unacceptable.
 - Print and sign the member's name to the letter, Date the letter and place the membership/camping lot number on the letter.
 - Submit the letter by hand, U.S. Mail, or email to the Chairman of the BOD.

21-5. Projects Requiring a Lot Improvement Permit

- A. Construction.** The construction of most new structures, buildings, or other items on a member's assigned camping site/lot.
- B. Revision and Modification to Structures.** The revision, modification, or addition to any existing structure on a member's assigned camping site/lot which modifies or changes the design or size of the original permitted structure. Note: Routine maintenance on existing structures DOES NOT require a Lot Improvement Permit as long as no changes to the structure's design and/or size will occur. (Examples of routine maintenance are replacing rotten deck boards, re-roofing a storage shed, replacing a broken fence slat, etc.).
- C. Dirt Work.** Any "dirt work" such as grading, digging, bringing in fill dirt, or building a retaining wall that will significantly change the shape or contour of the member's assigned camping lot.

- D. Campfire Pit Construction.** The construction of a campfire pit or any structure intended to contain a campfire on a member's assigned camping site/lot.
- E. Wood Stoves.** The placement of any wood stove intended to contain a fire on a member's assigned camping site/lot. Note: BBQ grills are NOT included in this as they are not intended for campfires.

21-6. Projects Requiring a Grays Harbor Building Permit.

- A. General.** In addition to a Park 400 Association Lot Improvement Permit, members are required to obtain a building permit from Grays Harbor County for any project the county requires a building permit. The typical Park 400 camping lot construction project that requires a Grays Harbor County building permit includes, but is not limited to, the list below. Members must refer to the Grays Harbor County, Public Services, Building Division to learn of the most up to date building permit requirements.
- B. Typical Camping lot Projects requiring Grays Harbor Building Permit** (this list is not all inclusive).
 - 1) Soil retaining walls over 4 feet in height measured from the bottom of the footing to the top of the wall.
 - 2) Decks or porches that are MORE THAN 30 inches above grade at any point, as measured from the top of the grade to the top of the deck floor.
 - 3) Any deck or porch with an attached structure above the deck or floor (e.g., roof, cover, walls etc.).
 - 4) Any roof or roof-like structure that has its support posts or members resting on or embedded in the ground.
- C. Engineered Drawings and Design.** As a general rule, in order to obtain Grays Harbor County building permit individuals must submit engineered drawings and designs of their project, certified by a Professional Engineer. Upon the completion of the project a county inspector typically comes and provides final inspection of the permitted project.
- D. Permitting Requirements** (Modified Sep 28 2019)
 - 1) If a project requires a Grays Harbor Building Permit, the member must first obtain a *Park 400 Association Lot Improvement Permit*. If a member obtains a Grays Harbor Building Permit first, they still must obtain a *Park 400 Association Lot Improvement Permit* before beginning construction.
 - 2) The effected Association member, NOT the Park 400 Association, is financially responsible for all costs associated with obtaining a Grays Harbor building permit for a construction project on a member's assigned camping lot.
 - 3) The member must provide the LIC with a copy of the Grays Harbor issued building permit and the associated design plans and drawings for filing with the Association.
 - 4) The member will inform the LIC of the date and time for all scheduled project inspections by Grays Harbor county inspectors. The member is solely responsible for being present or having their duly appointment representative present during this type of inspection.

21-7. General Construction Standards

All structures must be constructed to meet Grays Harbor County building codes (Grays Harbor has adopted the International Residential Codes for its building codes), regardless if a Grays Harbor building permit is required or not.

21-8. Deck and Porch Rules

A. Definition. A flat floored area wooden structure used for sitting or relaxation that is generally adjacent to a member RV and that meets the design and size requirements specified in this paragraph. (See Figure 1.)

B. Number. Only one deck or porch is allowed per camping site/lot unless additional decks are approved by the LIC.

C. Permits Required.

1) Lot Improvement Permit Required? Yes. Documents required to obtain a *Lot Improvement Permit* to construct a deck are:

a) Lot Improvement Permit Request. A completed *Lot Improvement Permit Request Form*.

b) Lot Diagram. A diagram drawn to scale on a single sheet of paper that shows the camping lot boundary lines, location of significant trees and other natural features, location and outlines of all existing structures, location and outline of your RV, location, and outline of the planned deck.

c) Framing and Foundation Plan. A diagram, drawn on a single sheet of paper that shows the following:

- Posts: Number, location, spacing, and size,
- Beams: Number, location, span, and size,
- Joists: Number, location, spacing, span, and size,
- Blocking: location,
- Footings: Number, location, and size,
- Stairs: Location.

d) Cross Section and Details Plans. Plans showing the details of all the deck framing connections. A cross section and details plan IS NOT required if all connections are as per the Park 400 Deck Planning and Construction Guide. If a cross section and details plan is required, then it must show the following connection details:

- Joist-to-beam connection,
- Rim joist connection,
- Post-to-beam connection,
- Guardrail height and openings,
- Guardrail post attachment,
- Stair and stair handrail details,
- Post-to-footing connection.

2) Grays Harbor County Building Permit Required? Sometimes. If the deck is 30 or more inches above grade or a roof or cover is attached to the deck, regardless of the height above grade a Grays Harbor permit is required.



Figure 1: Deck Example

D. Design requirements.

- 1) General.** All decks and porches must be free standing/self-supporting in accordance with the Grays Harbor Building and International Residential Code building requirements or the Park 400 Deck Planning and Construction Guide (depending on its size. See paragraphs below). No other structure can be used to support the deck or porch. No portion of the deck or porch may be physically attached or connected to a member's RV. Decks and porches may incorporate a roof or covering. Decks and porches may not be fully enclosed.
- 2) Deck less than 30 inches above grade with no roof or cover.** Must meet the design requirements specified in this chapter of the RR&P, the Park 400 Deck Planning and Construction Guide, and be approved by the LIC.
- 3) Decks 30 inches or more above grade or have an attached roof or covering.** Must meet the design requirements in this chapter of the RR&P; the International Residential Code as approved by the Grays Harbor County building division; and approved by the LIC.

E. Size

- 1) Horizontal.** Decks and porches may be of any reasonable size in the horizontal plane that is fitting for the camping site/lot it is being built on and that it fits within the overall look and feel of the Park 400 Camping Club, as determined by the LIC.
- 2) Vertical.** Decks and porches must generally be 30 inches or less above grade, at all points, as measured from the top of the decking to the top of the grade. If the nature of the camping site/lot will not reasonably allow for this height (e.g., sloping lot) decks and porches can exceed 30 inches above grade, if approved by the LIC. Decks that exceed 30 inches above grade at any point must be kept to the minimum vertical height above grade reasonable for the camping site/lot being built on.

F. Enclosures and Additions

- 1) Enclosures.** Decks or porches cannot be enclosed on any side with a framed wall. Fabric or fabric-like curtains, shades, lightweight lattices, and similar material approved by the LIC is allowed on two sides of a deck if these items are attached to the existing deck structure using a lightweight, easily removed, fasteners.
- 2) Additions.** Additions or attachments to decks, which were not shown and approved on the original plans, are not allowed without going through a new approval process (e.g., extending a deck, adding a roof to a previously built deck, attaching a storage structure to the deck.)

G. Roof

- 1)** Decks and porches may have an attached roof if approved and permitted by the LIC and Grays Harbor County.
- 2)** The height of the roof above grade must be kept to a reasonable minimum relative to the camping site/lot structures, the neighboring camping sites/lots, and the overall look and feel of the Park 400 Camping Club as determined by the LIC.
- 3)** Roofing material must be asphalt shingles or standard metal, fiberglass, or composite roof sheeting. Sun lights and or sun penetrable panels are allowed. Roof material colors must be black, medium to dark brown, medium to dark green, rust, or medium to dark blue in color as allowed by the LIC.

21-9. RV Roof/Cover Rules

A. Definition. A wooden roof structure with supports that touch or are embedded in the ground, has the primary purpose of protecting a member's RV from precipitation, and that meets the design and size requirements specified in this paragraph. (See Figure 2.)

B. Number. Only one RV roof/cover is allowed per camping site/lot unless additional roofs or covers are approved by the LIC.

C. Permits Required

1) Lot Improvement Permit Required? Yes. Documents required to obtain a *Lot Improvement Permit* to construct an RV roof/cover are:

a) Lot Improvement Permit Request. A completed *Lot Improvement Permit Request Form*.

b) Lot Diagram. A diagram drawn to scale on a single sheet of paper that shows the camping lot boundary lines, location of significant trees and other natural features, location and outlines of all existing structures, location and outline of your RV, location, and outline of your planned RV roof/cover.

c) Copy of Grays Harbor Building Permit. Once a building permit is issued by Grays Harbor County, a copy of the permit must be provided to the LIC.

d) Copy of the structure Plan. Once a building permit is issued by Grays Harbor County, a copy of the approved building plan must be provided to the LIC.

2) Grays Harbor County Building Permit Required? Yes.

D. Design requirements

1) General. All RV roofs/covers must be free standing/self-supporting in accordance with the Grays Harbor Building and International Residential Code building requirements. No other structure can be used to support the RV roof/cover. No portion of the RV roof/cover may be physically attached or connected to a member's RV.

2) Specific. The RV roof/cover must be primarily designed to cover the member's RV. However, if approved by the LIC, the RV roof/cover may incorporate a deck, porch, or similar small elements that are in close proximity to the RV and that does not cause the overall structure to become too large, aesthetically unpleasing, or not fitting in the overall look and feel of Park 400, as determined by the LIC.

E. Construction Material

1) RV roof/covers must be site built from construction lumber. Supports beams that are anchored to the ground must be pressure treated.

2) Roofing material must be asphalt shingles or standard metal, fiberglass, or composite roof sheeting. Sun lights and or sun penetrable panels are allowed. Roof material colors must be black, medium to dark brown, medium to dark green, rust, or medium to dark blue in color as allowed by the LIC.

F. Size

1) Horizontal. The RV roof/cover may be of any reasonable size in the horizontal plane as long as the outer edge of the roof/cover, if extended down to the ground, fits inside an imaginary box drawn parallel to and 2 feet inside the camping site/lot's



Figure 2: RV Roof Example

boundaries, that meets the design requirements of this paragraph, and that fits within the overall look and feel of the Park 400 Camping Club, as determined by the LIC.

- 2) Vertical.** The height of the RV roof/cover above grade must be kept to a reasonable minimum to meet the design requirements of this paragraph and match the overall look and feel of the Park 400 Camping Club as determined by the LIC.

G. Enclosures. RV roofs /covers cannot be enclosed on any side. If a deck is incorporated underneath the RV roof/cover the deck must meet the enclosure requirements specified for decks in paragraph 22-8 of this chapter, as determined by the LIC.

21-10. Other Roof Structure Rules

A. Definition. A wooden roof structure with supports that touch or are embedded in the ground, that has a purpose of providing protection from the weather for structures other than a deck or an RV (e.g. cover over a patio, cover over a sitting area, cover over a fire pit), and that meets the design and size requirements specified in this paragraph.

B. Number. Generally, roof structures other than to cover an RV or a deck are not allowed on a members assigned camping lot; however, if an individual camping site/lot space allows for such a roof structure that is not obtrusive and it fits within the overall look and feel of the Park, as determined by the LIC, it is allowed.

C. Permits Required

1) Lot Improvement Permit Required? Yes. Documents required to obtain a Lot Improvement Permit to construct a roof structure other than for an RV or deck are:

a) Lot Improvement Permit Request. A completed *Lot Improvement Permit Request Form*.

b) Lot Diagram – A diagram drawn to scale on a single sheet of paper that shows the camping lot boundary lines, location of significant trees and other natural features, location and outlines of all existing structures, location and outline of the member's RV, location, and outline of the planned roof/cover.

c) Copy of Grays Harbor Building Permit. Once a building permit is issued by Grays Harbor County, a copy of the permit must be provided to the LIC.

d) Copy of the structure Plan. Once a building permit is issued by Grays Harbor County, a copy of the approved building plan must be provided to the LIC.

2) Grays Harbor County Building Permit Required? Yes.

D. Design requirements

1) General. The roof structure must be free standing. No other structure can be used to support the roof structure. No portion of the roof structure may be physically attached or connected to a member's RV. Roof structures meet Grays Harbor Building/International Residential Code building requirements.

2) Specific. This type of roof structure, if allowed, must be primarily designed to cover a patio or sitting area on the member's assigned camping lot. This cover cannot be used as a roof or cover for vehicles.

E. Construction Material

1) The roof structure must be built on site from construction lumber.

2) Roofing material must be asphalt shingles or standard metal, fiberglass, or composite roof sheeting. Sun lights and or sun penetrable panels are allowed. Roof material

colors must be black, medium to dark brown, medium to dark green, rust, or medium to dark blue in color as allowed by the LIC.

F. Size

- 1) **Horizontal.** The size of this type of roof structure in the horizontal plane must be kept to a minimum reasonable size in keeping with its intended design as determined by the LIC.
- 2) **Vertical.** The size of this type of roof structure in the vertical plane must be kept to a minimum reasonable size in keeping with its intended design as determined by the LIC.

G. Enclosures. This type of roof structure may be enclosed on two sides.

21-11. RV Cap Rules

- A. Definition.** A structure that rests on top of an RV, does not touch the ground, has a primary purpose of protecting the member's RV from precipitation, and that meets the design and size requirements specified in this paragraph. (See Figure 3.)
- B. Number.** Only one RV cap is allowed per camping site/lot unless additional RV caps are approved by the LIC.
- C. Permits Required.**
 - 1) **Lot Improvement Permit Required?** No.
 - 2) **Grays Harbor County Building Permit Required?** No.
- D. Design requirements.** RV caps cannot physically touch the ground or any other structure on the member's assigned camping site/lot, in any manner. The RV cap must be completely supported by the RV itself. Members using RV caps, not the Park 400 Association, are responsible for meeting any State requirements for making a modification to their RV.
- E. Construction Material.**
 - 1) The RV cap must be built from wood or metal.
 - 2) Roofing material must be asphalt shingles or standard metal, fiberglass, or composite roof sheeting. Sun lights and or sun penetrable panels are allowed. Roof material colors must be black, medium to dark brown, medium to dark green, rust, or medium to dark blue in color as allowed by the LIC.
- F. Size.**
 - 1) **Horizontal.** The RV caps may not extend more than 6 inches past the sides of the RV it is covering as determined by the LIC.
 - 2) **Vertical.** The height of the RV cap above the top of the RV must be kept to a reasonable minimum to meet the design requirements of this paragraph and match the overall look and feel of the Park 400 Camping Club as determined by the LIC.



Figure 3: RV Cap Example

21-12. Patio Rules

- A. Definition.** An outdoor space, constructed on the surface of the ground, generally used for dining or recreation, and that meets the design and size requirements specified in this paragraph.
- B. Number.** Multiple patios are allowed per camping site/lot, as determined by the LIC.

C. Permits.

1) Lot Improvement Permit Required? Patios that are greater than 36 square feet in size require a Lot Improvement Permit. Documents required to obtain a Lot Improvement Permit to construct a patio greater than 36 square feet are:

a) Lot Improvement Permit Request. A completed *Lot Improvement Permit Request Form*.

b) Lot Diagram. A diagram drawn to scale on a single sheet of paper that shows the camping lot boundary lines, location of significant trees and other natural features, location and outlines of all existing structures, location and outline of the member's RV, location, and outline of the planned patio.

2) Grays Harbor County Building Permit Required? No.

D. Design Requirements. Patios must be built on the surface of the ground or on a compacted base material. If a base is used (recommended) the base can be up to six inches below the surface of the ground. In all cases the patio paving material must be on top of or level with the surface of the ground. If paving blocks, bricks, or any similar material is used they cannot be held in place with concrete, adhesive, or any similar products.

E. Construction Material. Patio base must be made of compacted earth or a sand and gravel mixture appropriate for the patio construction. Patio surface material may be pavers, stones, tiles, bricks, pebbles, rock, pea gravel, or any other material approved by the LIC. Paving sand is recommended as the binding material for patio blocks and bricks. A small concrete slab may be used in limited patio applications, such as a base for a portable fire pit, as determined by the LIC.

F. Size

1) Patios may be of any reasonable size that is fitting for the camping site/lot it is being built on and that it fits within the overall look and feel of the Park 400 Camping Club, as determined by the LIC.

2) In cases where a concrete slab is incorporated in the patio, the maximum size of the concrete slab is 36 square feet.

21-13. Storage Sheds Rules

A. Definition. A wooden structure that is built on site or that is pre-built on brought that is intended to be used to store material, when empty, is too heavy to be considered potable by two people, and that meets the design and size requirements specified in this paragraph.

B. Number. Only one storage shed is allowed per camping site as determined by the LIC.

C. Permits.

1) Lot Improvement Permit Required? Yes. Documents required to obtain a Lot Improvement Permit to construct a Storage shed are:

a) Lot Improvement Permit Request. A completed *Lot Improvement Permit Request Form*.

b) Lot Diagram. A diagram drawn to scale on a single sheet of paper that shows the camping lot boundary lines, location of significant trees and other natural features, location and outlines of all existing structures, location and outline of the member's RV, location and outline of the planned storage shed.

2) Grays Harbor County Building Permit Required? Generally, no.

D. Design requirements

- 1) General.** All storage sheds must be free standing. No other structure can be used to support the storage shed. No portion of the storage shed may be physically attached or connected to a member's RV. Storage sheds meet Grays Harbor Building/International Residential Code building requirements.
- 2) Prohibited Designs.** Camper shells, storage trailers, canopies, and other items not originally designed and manufactured as storage sheds are prohibited from being used as storage shed on a member's assigned camping site/lot.
- 3) Eyebrow.** A weather covering roof extension (eyebrow) over the storage shed's entryway is allowed. This roof extension cannot be enclosed except for the wall of the storage shed.
- 4) Firewood Storage Area.** A firewood storage area may be included under a common roof with the storage shed on the outside of the storage shed.

E. Construction Materials

- 1)** Storage sheds must be built primarily from wood lumber. Man-made, composite, wood-like material may be used for the flooring.
- 2)** The roofing material must be asphalt shingles or standard metal, fiberglass, or composite roof sheeting. Windows, doors, sun lights or sun penetrable panels are allowed. Roof material colors must be black, medium to dark brown, medium to dark green, rust, or medium to dark blue in color as allowed by the LIC.

F. Size

- 1) General.** The storage shed's floor footprint cannot exceed 120 square feet. Walls, as measured from the floor to the top of the top plate cannot exceed a height of 8 feet. The roof, as measured from the floor to the highest point of the roof, cannot exceed a height of 10 feet. Roof overhang (eave) cannot exceed 12 inches on any side, except as allowed for firewood storage and eyebrow below.
- 2) Eyebrow.** If used, an eyebrow cannot extend past the entryway wall more than 6 feet in length nor have a width of more than 6 feet.
- 3) Firewood Storage.** If a firewood storage area is included under a common roof on the outside of the storage shed, the roof eave covering the firewood storage area may not extend out more than 36 inches from the storage shed wall.

21-14. Pre-Manufactured, Portable, Storage Unit Rules

- A. Definition.** A plastic or metal pre-manufactured structure typically sold at retail stores, intended to store material, when empty is light enough to be considered portable by one or two people, and that meets the design and size requirements specified in this paragraph.
- B. Number.** Two portable, pre-manufactured storage units are allowed per assigned camping site/lot unless otherwise approved by the LIC.
- C. Permits**
 - 1) Lot Improvement Permit Required?** No.
 - 2) Grays Harbor County Building Permit Required?** No.
- D. Design requirements.**

- 1) **General.** All pre-manufactured, portable, storage units must be free standing (no portion of the shed may be physically attached or connected to a member's RV or any other structure on the member's assigned camping site/lot, in any manner).
 - 2) **Prohibited Designs.** Camper shells, storage trailers, canopies, and other items not originally designed and manufactured as a storage unit are prohibited from being used as pre-manufactured portable storage unit on a member's assigned camping site/lot.
- E. Construction Material and Color.** Pre-manufactured, portable storage units can be made of any plastic, resin, or plastic like material or any type of metal. Colors must be light tan to dark brown, light to dark green, light to dark grey, light to dark rust/maroon, or light to dark blue as allowed by the LIC.
- F. Size.** Portable, pre-manufactured storage units must have a floor space between 15 and 50 square feet. The height, as measured from the floor to the highest point of the roof, cannot exceed 7 feet. Storage units smaller than 15 square feet are considered storage bins and are not restricted by these RR&P. Storage units with a footprint larger than 50 square feet must meet the requirements of paragraph 22-13 *Storage Shed Rules* in this chapter.

21-15. Firewood Storage Structure/Rack Rules

- A. Definition.** A site built or pre-manufactured structure designed to store firewood that meets the design and size requirements specified in this paragraph.
- B. Number.** Generally, there is no restriction on the number of firewood storage structures/racks allowed on a member's assign camping site/lot, so long as the number of racks do not create an out of character or displeasing look on the camping site/lot as determined by the BOD or the LIC.
- C. Permits**
- 1) **Lot Improvement Permit Required?** No.
 - 2) **Grays Harbor County Building Permit Required?** No.
- D. Design Requirements**
- 1) **General.** Firewood storage structures/racks must be free standing, unless incorporated into the design of a storage shed. Firewood racks are prohibited from being physically attached or connected to any structure, except for a storage shed.
 - 2) **Covered Firewood Storage Area Under a Common Roof with a Storage Shed.**
A firewood storage area can be included under a common roof with a storage shed.
 - 3) **Covered Firewood Rack.** A firewood rack that meets the size specifications of this paragraph may incorporate a small cover to keep the wood dry from precipitation. Such a small cover IS NOT considered a roof.
- E. Construction Material.** Firewood storage structures/racks may be site built or pre-manufactured from wood or metal.
- F. Size.** A firewood storage structure/rack cannot exceed the dimensions of 6' high X 8' long X 3'6" deep. If a small cover is incorporated into the design of the firewood structure/rack the cover cannot extend more than 3" beyond the sides of the structure/rack.

21-16. Fence Rules

- A. Definition.** A barrier, railing, or other upright structure enclosing or partially enclosing a member's assigned camping site/lot to mark a boundary, control access, or prevent escape. This definition DOES NOT include temporary fences such as a pet fence.
- B. Number.** Generally, there is no restriction on the number of fences allowed on a member's assigned camping site/lot, so long as the fence does not create an out of character or unpleasing look on the camping site/lot as determined by the BOD or the LIC. Privacy fences (ones that are designed not to be seen through) are highly discouraged in order to maintain the community and neighborly atmosphere of the park.
- C. Permits**
 - 1) **Lot Improvement Permit Required?** Yes.
 - 2) **Grays Harbor County Building Permit Required?** No.
- D. Design and Location Requirements.** Privacy fences are discouraged. Small picket fences, split rail fencing or any other type of fence is allowed as determined by the LIC. Fencing is not allowed on the side of a camping site/lot that includes the entrance from the street. The LIC determines all camping site/lot boundary locations.
- E. Construction Material.** All fences must be constructed from wood. Metal support poles are allowed as determined by the LIC.
- F. Size.** The maximum allowable fence height as measured from a point on the ground to the top of the fence directly above the point on the ground cannot exceed 6 feet anywhere along the fence.

21-17. Satellite Dish Rules

- A. Definition.** A bowl-shaped antenna that receives signals transmitted from a communications satellite.
- B. Number.** Only one satellite dish is allowed on a member's assigned camping site/lot as determined by the LIC. Other types of antennas or electronic aerials, which are not of the type which are small and typically attached to the RV by the manufacturer are not allowed on a member's assigned camping lot.
- C. Permits**
 - 1) **Lot Improvement Permit Required?** No.
 - 2) **Grays Harbor County Building Permit Required?** No.
- D. Rules**
 - 1) Members must install the satellite dish and associated wiring within the boundaries of their assigned camping site/lot.
 - 2) Members may share a dish with an adjoining or nearby camp site/lot for the purpose of reducing the number of dishes within the Park or gaining access to a signal.
 - 3) When a dish signal is shared between non-adjoining camping sites/lots, all the associated wiring involved must be run along the lot boundaries at or below ground level. If placed below ground level wiring must be encased inside orange communication conduit or in other conduit with orange tape wrapped around the conduit. Wiring cannot cross through another member's assigned camping site/lot.
 - 4) Wiring may not cross any roads.

E. Size. If used, the dish size must be minimized and shall be no larger at the time of installation than the most common size for residential use.

21-18. Campfire Pit Rules

- A. Definition.** A pit dug into the ground, or constructed above ground, or a freestanding open metal or ceramic vessel, in which a contained outdoor fire is made.
- B. Number.** Generally, only one campfire pit is allowed on a member's assigned camping site/lot as determined by the LIC.
- C. Permits.**

1) Lot Improvement Permit Required? For constructed, campfire pits - yes. For pre-manufactured, portable (can be moved by two adults without mechanical aid), metal or ceramic campfire pits – No. Documents required to obtain a Lot Improvement Permit to construct a campfire pit are:

a) Lot Improvement Permit Request. A completed *Lot Improvement Permit Request Form*.

b) Lot Diagram. A diagram drawn to scale on a single sheet of paper that shows the camping lot boundary lines, location of significant trees and other natural features, location and outlines of all existing structures, location and outline of the member's RV, location, and outline of the planned campfire pit.

2) Grays Harbor County Building Permit Required? No.

D. Rules.

- 1)** Constructed campfire pits shall be encircled by a brick or rock wall a minimum of 12" high. The bottom of the campfire pit must be lined with fire resistant bricks or sand/gravel. If sand or gravel is used the minimum depth is 12".
- 2)** Campfire pits shall be located at least 5 feet from structures and trees.
- 3)** Portable metal or ceramic campfire pits that are located on flammable material (e.g., on a wooden deck) must rest on top of noncombustible material such as bricks that provide adequate protection to prevent the flammable material from catching on fire.

E. Size

- 1)** The maximum diameter for a constructed campfire pit is 48 inches.
- 2)** The maximum diameter for a portable campfire pit is 36 inches.

21-19 Wood, Propane, Pellet, and Other Types of Stoves Rules

(Modified Sep 28 2019)

A. Definition. A freestanding, enclosed metal vessel in which a contained fire is made.

B. Number. Only one stove is allowed per member's assigned camping site/lot as determined by the LIC.

C. Permit

1) Lot Improvement Permit Required? Yes.

2) Grays Harbor County Building Permit Required? No.

D. Rules

- 1)** All wood stoves, fireplaces, and other solid fuel burning devices in Washington State must be certified to meet both EPA and Washington state emission standards.
- 2)** Stoves that are located on flammable material (e.g., on a wooden deck) must rest on top of noncombustible material such as bricks that provide adequate to prevent the flammable material from catching on fire.

21-20. Other Structures Rules

A. Definition. Any structure not covered elsewhere in this chapter.

B. Number. As determined by the LIC.

C. Permit.

1) **Lot Improvement Permit Required?** Maybe, as determined by the LIC.

2) **Grays Harbor County Building Permit Required?** Maybe.

D. Rules. As determined by the LIC.

Chapter 22: Lot Appearance and Maintenance Standards

22-1. Purpose

The purpose of this chapter is to establish and describe the RR&P that governs camping site/lot appearance and maintenance standards.

22-2. Policy

Members are responsible to ensure the appearance of their assigned camping site(s)/lot(s) is maintained in a clean and presentable condition that conforms to the look and feel of the Park 400 Camping Club and meets the requirements of these RR&P.

22-3. Camping Site/Lot Identification

For ease of identification, especially by emergency first responders, members will prominently display their last name and the camping site/lot number (division and lot number) of their assigned camping site/lot. Sign location and lettering size must be such that the lot identification is easily read when standing in the center of the road adjacent to the camping site/lot. Examples of acceptable signs are:

The Smith's Lot 1-15	Joe and Beth Hunter 1-55	Jones Division 2 Lot 60
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22-4. General Lot Appearance

A. Grass, Weeds, and Shrubbery

1) Grass. Camping sites/lots with grass must be cut and maintained at approximately 2 inches in height.

2) Weeds. Camping sites/lots must be generally free of unsightly and tall weeds. Weeds taller than 6 inches must be pulled, trimmed, or eradicated.

3) Shrubbery. Shrubbery must be kept trimmed and maintained. Shrubbery and tall plants cannot encroach on another member's assigned camping site/lot or any of the park roads.

4) Invasive, Noxious, and Poisonous Weeds and Plants. Members must monitor their assigned camping site/lot for the presence of invasive, noxious and poisonous weeds and plants (See Invasive Plant Pamphlet in the Resource Documents section of the Park 400 webpage). Members must immediately remove or eradicate any invasive, noxious, or poisonous weeds or plants discovered on their assigned camping site/lot.

B. Buildings and Structures. Buildings and structures (this include fences) must be maintained in a safe, operable, and pleasing appearance. Wooden surfaces must be periodically stained or painted to maintain appearance and help prevent decay. Decaying or broken structures or components of structures which are/or becoming unsafe, hazardous, or unsightly must be repaired. Moss and mold build-up, especially on roofs, must be removed. Unsightly tree debris (broken branches, limbs, needles etc.) on structures and RVs roofs must be removed.

C. Outside Area. The area of a member's camping site/lot which is in plain view, outside of any structures or the RV, must be maintained in a neat and orderly manner free of trash, old

unused building materials, tires, motors, batteries, unused propane tanks, barrels, buckets, furniture, appliances, and other unsightly items.

D. RV. Metal exterior surfaces of RVs must be kept clean, and any rusted areas shall be refurbished.

E. Propane Tanks. Propane tanks must be operational and properly certified. Rusted and unsightly propane tanks shall be refurbished. Members are highly encouraged to position or shield their propane tanks from view when standing on the Park road in front of the members assigned camping site/lot.

22-5. Planting Vegetation

A. General. Members are encouraged to beautify their assigned camping site/lot with flowers, ground cover, and low shrubbery; however, planting anything in or around electrical pedestal, septic lines or tanks, or water shutoff boxes is prohibited in order to prevent damage and maintain clear access to these utility devices. Planting anything other than grass and ground cover within one foot of park roads is prohibited in order to prevent plant encroachment on park roads.

B. Invasive and Noxious Plants. Members may not plant any plant that is on the Washington State invasive plant species list on their assigned camping site/lot. (See Invasive Plant Pamphlet in the Resource Documents Section of the Park 400 webpage).

C. Grass and ground cover. Members may plant grass and ground cover on their assigned camping site/lot.

D. Shrubby. Members may plant shrubbery as long as they meet the requirements of subsection "A" of this paragraph. Members are discouraged from planting shrubbery to create a "privacy screen."

E. Trees. Members are prohibited from planting trees on their assigned camping site/lot. The Association is responsible for the planting of any tree on park 400 Camping Club property in order to prevent tree and root issues as the tree grows and matures.

22-6. Access to Utilities

Members must maintain easy and open access to all utilities on their assigned camping site/lot. Generally, these consist of the electrical pedestal, septic line connection, septic tank covers, and water shut-off box.

22-7. Tarps

A. General. Tarps/plastic covers are allowed to cover woodpiles, picnic tables, barbecues, and other small items to protect them from the effects of weather. Tarps are not allowed on RVs, decks, or other major structures, except for emergency situations as allowed below. Tarps cannot be strung off the ground and used as a tent, shade cover, or a type of roof.

B. Emergency Situations. Tarps are allowed to cover RVs, sheds, and decks for temporary emergency situations (unstoppable roof leak, damage from tree, etc.) to prevent damage from the effects of weather for up to 30 days. Tarp usage beyond 30 days requires a Lot Improvement Permit.

C. Color. Tarps, if used, must be brown, green, black, or similar subdued colors. Blue and other bright colored tarps are prohibited from being used on a member's assigned camping site/lot.

D. Tarp Anchors. Tarps should be anchored to the ground with some type of stake device. Cement blocks, tires, or water jugs or similar items may not be used as tarp anchors or “hold downs.”

22-8. Inoperable Vehicles

A. Inoperable Vehicles. Inoperable motorized vehicles are prohibited from being parked or stored on a member’s assigned camping site/lot. All inoperable motorized vehicles must be removed from a member’s assigned camping site/lot within 14 days of learning of the inoperable condition.

B. Vehicle Repairs. Making mechanical repairs to vehicles, except for minimal emergency repairs to keep the vehicle operational, is prohibited on Park 400 Camping Club property. Park 400 and the Caretaker vehicles and equipment are exempt from this rule.

22-9. Color Scheme

When painting or staining any structure on a member’s assigned camping site/lot, the color of the paint or stain must fit within the overall look and feel of the park 400 camping Club, as determined by the BOD or their authorized agents (e.g., Caretakers, LIC). Approved paint and stain colors are medium to dark grays, blues, browns, tans, greens, cedars, reds, and whites. Members wishing to use other colors must obtain approval from the LIC.

22-10. Inspection and Enforcement of Lot Appearance Standards and Rules.

A. Inspections. The BOD or their authorized agents (e.g., Caretakers, LIC, etc.) will make periodic visual inspections of the appearance of camping sites/lots.

B. Notification. When a camping site/lot that is determined to be out of compliance with the appearance standards of this chapter, the member assigned to that camping site/lot will be notified via email, mail, or voice (e.g., in person or by phone call).

C. Correcting Deficiencies. Upon notice from the BOD of any lot appearance deficiencies, the member must immediately correct deficiencies cited.

D. Non-Compliance. If the member fails to correct the lot appearance deficiencies within thirty (30) days of notification, the BOD may cause the camping site/lot to be cleaned and/or maintained or take other actions for failure to follow the RR&P as they deem appropriate. All costs incurred by the Association or service by the Caretaker to correct a lot appearance deficiency on a member’s assigned camping site/lot will be charged to the member and shall become a lien against the membership until paid. The price rate for Caretaker’s service is at the discretion of the BOD.

Chapter 23: Camping Lots 2-17 through 2-23 Special Use Restrictions

23-1. Purpose (Added Oct 1 2017)

The purpose of this chapter is to establish and describe the rules and regulations unique and specific to the use of camping sites/lots 2-17 through 2-23.

23-2. Overview (Added Oct 1 2017)

Camping sites/lots 2-17 through 2-23 are located along the top of a coastal bluff facing due west directly over the Pacific Ocean. Site elevations range from sea level to over 60 feet. The coastal bluff is subject to the natural effects of erosion common in the Pacific Beach area of Washington State.

23-3. Goal (Added Oct 1 2017)

The goal of the Association, relative to use of camping sites/lots 2-17 through 2-23 is to protect lives and property from the natural effects of erosion of the coastal bluff these sites border.

23-4. Boundaries and Easements (Added Sep 28 2019)

The following boundaries/easement lines are imposed on camping lots 2-17 through 2-23 (Note: These boundaries and easement lines are subject to change based on future erosion changes to the cliff area):

- A. **10-Foot Greenspace Boundary.** A boundary, measured from the edge of the cliff inland 10 feet, is established. The space from the cliff edge to this 10-foot boundary is designated as “Cliff Greenspace” and is not assigned to any camping lot. The Association will establish a physical barrier and signage along this boundary make this boundary easy to identify. This green space is a restricted area (see below for restrictions).
- B. **Easement Zone.** An easement line, measured from the edge of the cliff inland 35 feet, is established. The space between the 10-foot greenspace boundary (see above) and this 35-foot easement line is designated as the “Easement Zone” and has limited use restrictions (see below for restrictions).

23-5. General Limited Use Restrictions (Added Sep 28 2019)

- A. **Cliff Greenspace.** No one and no man-made objects are allowed in the cliff greenspace area, with the sole exception of BOD approved maintenance personnel to perform essential maintenance and inspection functions (e.g., fixing boundary signs, trimming boundary bushes, etc.)
- B. **Cliff Easement Area.** In order to minimize destabilization of the cliff and comply with the recommended maximum allowable soil weight from numerous Geotechnical surveys of this area the following general restriction is designated: Nothing may touch the ground within the easement zone that likely exerts more than 100 pounds of force per square foot, as determined by the LIC.

23-6. Specific Limited Use Restrictions (Added Sep 28 2019)

- A. **RVs, Vehicles, Trailers, etc.** No RVs, trailers, vehicles, or similar objects can rest within or temporarily be located on the ground within the easement zone.
- B. **Buildings and Structures.** No buildings or structures (Sheds, firewood sheds, etc.) or anything that likely weighs more than 100lbs per square foot (as determined by the LIC) can rest or temporarily be located on the ground within the easement zone.
- C. **Building Materials.** No building materials (e.g., lumber, gravel, etc.), firewood, masonry fire rings or other similar items that likely weigh more than 100lbs per square foot (as

determined by the LIC) can rest or be temporarily located on the ground within the easement zone.

D. Lightweight Moveable Objects. Lightweight picnic tables and chairs, moveable metal fire rings, and similar objects that likely weigh less than 100 lbs. each (as determined by the LIC) may rest on the ground within the easement zone. These items should be located as far away from the edge of the Cliff Greenspace as reasonable.

E. Individuals. Individuals (up to 6 at a time) can walk, sit down, relax etc. in the easement zone. We ask them to stay as far away from the cliff edge as possible.

F. Large Gathering of People. Large gathering of people (seven (7) or more) that would likely place more than 100-foot pounds per square foot (as determined by the LIC) in the easement zone is not allowed.

G. Soil evacuation. The only soil excavation allowed inside the easement zone is the minimal amount necessary to plant vegetation for the purposes of erosion control when approved by the LIC. No soil evacuation is allowed in the Cliff Greenspace, unless approved by the BOD.

23-7. Rain Gutters (Added Oct 1 2017)

Any rain gutters installed on RVs or other structures on camping sites/lots 2-17 through 2-23 must direct surface water away from the bluff and toward the landward side (Pacific View street direction) of the camping site/lot.

Chapter 24: Guidelines for Maintaining the View West of Bourbon Street

1. The purpose for this chapter is to:
 - Define the area for view maintenance,
 - Provide the definition of what constitutes removable growth,
 - Expectation for the conduct of that growth removal.
2. The view area extends west from Bourbon Street to the Park's property line bordered between the mature standing trees to the south and north. It has been determined that member lot lines do not extend into the north and south boundaries.
3. Prior approval for view maintenance from the Tree Committee is required.
4. Cutting should be made at the ground level to avoid the unsightly appearance of tree stubs and to minimize the need for frequent cutting.
5. Deciduous as well as evergreen trees less than three (3) inches in diameter may be removed.
6. Low growing shrubbery shall remain to preserve soil stability and the appearance of our Park's natural wooded setting.
7. Cutting branches of mature trees and cutting beyond the north and south border may not occur for the purpose of widening the area of view.
8. Removal of all cutting debris must be accomplished within forty-eight (48) hours of the cutting.
9. The cutting debris may be taken to the burn pile area or disposed of at an approved waste disposal site located out of the Park property. No cuttings shall be disposed of in the Park dumpster.
10. Should the cleanup not occur within the specified period of time, the Tree Committee shall arrange for the cutting and removal at the member's expense.
11. The Park is not responsible for maintaining the view.

Chapter 25: Violations: Enforcement of Rules - Consequences

1. The Park maintains an incident log on violation of RR&P or other conflict. The log will include information on the date, name of member or member's guest, nature of the problem or rule infraction, and person dealing with the situation, i.e., Caretaker or Board member. The Caretakers are specifically directed in Article VIII, Section 5 of the Park 400 Bylaws to "... enforce the rules and regulations of the Association as directed by the Board President and as outlined by the BOD".
2. Direct phone call to the member with a follow-up letter containing time frames to conform to the rules, if appropriate.
3. For repeat or additional infractions, the member will be asked to come before the BOD for discussion of the concerns. Failure to meet with the BOD could result in the member being suspended from use of the Park until they have met with the BOD.
4. Repeat or additional infractions may result in monetary penalties as well as the risk of being suspended from Park amenities or use of the Park for specific time periods.
5. Termination of membership could result in continued problems and infraction of rules.

Chapter 26: The Process For Membership Termination

1. In the case of membership termination for failing to pay dues, assessment, electric charges, fines, penalties or other fees, the member will have received delinquency notifications sent by certified mail with return receipt or by priority mail with delivery confirmation.
2. In the case of membership termination for other causes, the process outlined in “Enforcement of Rules – Consequences” (Chapter 25) shall have been followed and the member will have been notified by certified mail with return receipt or priority mail with delivery confirmation that the BOD is considering termination of his/her membership.
3. If the BOD is considering termination of membership, the BOD shall set a date and time for a hearing of the issue.
4. The member will be notified of the hearing by certified mail with return receipt and their right to respond at least ten (10) days prior to the hearing. The member will be informed that he will not be reimbursed for his membership (if that is the case) upon termination. (Amended 7 June 2014.)
5. If there is a trailer or other personal items located on the member’s campsite, the member will be notified in the “Notice of Hearing” that if the BOD decides to terminate the membership at the meeting the trailer and/or personal items must be removed within 45 days or will be considered abandoned and sold or otherwise disposed of by Park 400 at the members’ expense.
6. Following the hearing and termination of a membership, an additional notice will be sent to the member notifying him/her of the termination and again directing him/her to remove the property within 45 days. This notice shall also be sent by certified mail with return receipt or by priority mail with delivery confirmation.

Chapter 27: The Process For Membership Sale

1. Member notifies any BOD member to set up a lot/site inspection.
2. The completed inspection report is sent to the member.
3. Member presents a plan for correcting any deficiencies sited in the report. Once the deficiencies have been corrected, the member asks the BOD to re-inspect the lot/site.
4. After the lot/site has been approved by the BOD, the member may put the membership up for sale.
5. Member notifies the Treasurer of the intent to sell.
6. The Treasurer sends the member a selling information packet which includes the Bylaws and RR&P.
7. Member picks up a "For Sale" sign from the Caretaker for posting in the Clubhouse. The member may display an approved "For Sale" sign on the lot/site.
8. Treasurer checks account for current balance and notifies the member.
9. Member notifies the Treasurer of the final sale date.
10. Treasurer requests a final electric meter reading and issues a billing for electrical use since the previous quarter.
11. Member signs off old certificate and sends it to the Treasurer along with the new member's name, address, and phone number. The selling member is responsible for the certificate transfer fee that must be paid before the certificate is canceled.
12. The selling member submits certification that the buying member has received the Bylaws and RR&P.
13. New member is given all key cards assigned to the membership (2 or more) along with the clubhouse keys.
14. Treasurer re-checks account for paid up status including last electric bill and certificate transfer fee.
15. The Treasurer sends the new membership certificate along with related information to the new member.

NOTE: UNTIL NEW MEMBERS RECEIVE THEIR CERTIFICATE, THEY MUST HAVE A GUEST PERMISSION SLIP TO BE IN THE PARK.