

LATITUDE 49 ARCHITECTURAL REQUEST

**PLEASE SUBMIT ONLY ONE PROJECT PER REQUEST FORM**

*(Please submit by noon on Tuesdays for consideration at the weekly Wednesday Architectural Meetings.)*

Owner: \_\_\_\_\_ Lot Number: \_\_\_\_\_ Date: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

**Complete the Request in Blue or Black ink**

During the months of May thru September, the Architectural Committee meets every Wednesday. During the months of October thru April, the Architectural Committee meets on the 1<sup>st</sup> & 3<sup>rd</sup> Wednesday of each month. Submit your request for review by the Architectural Committee by placing it in the Drop Box in the mail room; submit it by posted mail to: Latitude 49 OFFICE, 4751 Birch Bay-Lynden Road, Blaine, WA 98230; or, send it by e-mail to INTEGRA at: [integra@integra2183.com](mailto:integra@integra2183.com). Forms that have been reviewed will be placed in the wall unit located in the Latitude 49 mailroom. If you are unable to access the mailroom, please enclose a stamped self-addressed return envelope for the reviewed form to be returned to you. No work may commence prior to approval by the Architectural Committee. Additional request forms are available in the mail room Return File or on-line at [www.latitude49resortpark.com/forms-and-documents/](http://www.latitude49resortpark.com/forms-and-documents/)

**PROJECT:**(describe the size, material, color, and submit a DRAWING of lot structures or improvements)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ADDITIONAL INFORMATION REQUIRED FOR YOUR REQUEST:**

- A. A drawing is required describing placement of your improvements and provide details on:
  - a. Setback distance (see below)
  - b. Total square footage of all impervious surfaces (for e.g., park model or manufactured home, shed, roof structure, all concrete, et al.)
  - c. 1250 sq feet of impervious surface allowed for all lots except lots #152 to #233 where 1750 sq. feet is permitted.
  - d. 890 sq. feet of floor space allowed for all lots except lots #152 to #233 where 1188 sq. feet is permitted (Exterior Dimensions measurement).
- B. Please note setbacks required by Whatcom County:
 

a. 5 feet side and back of all structures	b. 10 feet on all lot street frontages
c. 10 feet on the South perimeter	d. 25 feet on the East perimeter
e. 35 feet on the North perimeter	f. 20 feet on the West perimeter

Committee Use ONLY:

Approved \_\_\_\_\_ Rejected \_\_\_\_\_ Resubmit \_\_\_\_\_ (See p. 3 for comments)

Committee: ( \_\_\_\_\_ ) ( \_\_\_\_\_ ) ( \_\_\_\_\_ ) Date: \_\_\_\_\_  
( \_\_\_\_\_ ) ( \_\_\_\_\_ ) ( \_\_\_\_\_ )

Project Completed on: \_\_\_\_\_ Inspected By: \_\_\_\_\_ In Compliance? YES \_\_\_ NO \_\_\_

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Please read and initial the guidelines below before you submit your architectural request.

1. Any and all Whatcom County and State permits must be obtained and copies submitted to the Architectural Committee before any work commences. (For e.g., enclosing a deck requires a Whatcom County permit) \_\_\_\_\_ Initial
2. The Owner must contact every project-relevant UTILITY Company for the location of its lines and assumes ALL LIABILITY for any damage to them (i.e., electrical, water, sewer, telephone, cable TV, gas and/or irrigation lines) that occurs during work. \_\_\_\_\_ Initial
3. The electrical pedestals on each lot in Latitude 49 are designed to provide a maximum of 100 amp service. \_\_\_\_\_ Initial
4. All work must conform to the Latitude 49 Governing Documents in effect at the time construction or work begins. (Refer to Latitude 49 Rules & Regulations) \_\_\_\_\_ Initial
5. All improvements approved on this Architectural Request Form must be completed within 7 months of the date of approval on the Architectural Request Form or the owner must submit a request for an extension of time to complete the project. \_\_\_\_\_ Initial
6. If you are using an outside contractor, please supply the following:  
Name of Contractor \_\_\_\_\_ Phone: \_\_\_\_\_  
State Contractor's LIC# \_\_\_\_\_
7. Latitude 49 or INTEGRA (360/ 656-5091) must be notified 72 hours prior to DELIVERY of any structures to be placed on your property. This will ensure the main gate is open at time of their arrival. The Owner or authorized representative MUST be available at the installation site when they are delivered.
8. Any debris and or rubbish from the CONSTRUCTION or work site must be removed by the contractor or the property owner. Absolutely no construction materials are to be discarded in the trash compactor or seasonal dumpster. See p. 4 for close available disposal sites.  
*The Association will levy a fine and/or cost for the removal of such material or for any other improper use of the Home Owner's Association Compactor.*
9. COMPLIANCE NOTIFICATION REQUIREMENT--When you complete your project you must notify the Architectural Committee in writing whereupon a Committee member and a Board member will inspect it to determine that it complies with the original, approved proposal. \_\_\_\_\_ Initial

I have read and understand the above guidelines.

\_\_\_\_\_  
Print Name of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Lot #

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## Architectural Committee Use Only

**Comments on Approval:** \_\_\_\_\_

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**Reason For Rejection:** \_\_\_\_\_

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**Requirements to Resubmit:** \_\_\_\_\_

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**Comments on Inspection and Compliance: Date of Inspection** \_\_\_\_\_ **Sign-off** \_\_\_\_\_

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# LATITUDE 49 ARCHITECTURAL REQUEST

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## ADDITIONAL INFORMATION

Welcome to Latitude 49 Resort Park! For your convenience, we have listed the phone numbers for the current UTILITY COMPANIES and OTHER OFFICES you may need for service, permits, or general information.

### PLEASE CALL BEFORE YOU DIG!

Labor & Industries ----- (360) 647-7300

Whatcom County Planning & Development----- (360) 676-6907

PSE Electric----- (888)-225-5773

Cascade Natural Gas ----- (888)-522-1130

Telephone, TV Cable (Comcast) ----- (800) 266-2278

Birch Bay Water & Sewer ----- (360) 371-7100

1-800 DIG ----- (800)-424-5555

DOT Satellite Disposal Site ----- (360)-398-2025  
(4297 Birch Bay Lynden Rd. 9:00AM-5:00PM Sundays)

Recycling and Disposal Services ----- (360)-384-8011  
(4916 Labounty Drive, Ferndale, WA 98248, Exit 260 off I-5)

INTEGRA Condominium Association Management, Inc. (360) 656-5091

(You may obtain a copy of your original lot diagram from INTEGRA if you wish)

**Birch Bay Water & Sewer requires you to come in and fill out an application for service. To find its office, drive south on Birch Bay Drive (follow the bay) past Birch Bay State Park until you come to a Y in the road. Bear to the left to the utility located at 7096 Pt. Whitehorn Road.**