

# ARCHITECTURAL & ZONING COMMITTEE EXTERIOR ALTERATION PERMIT APPLICATION



GLENHAVEN LAKES CLUB, INC  
[WWW.GlenhavenLakes.Com](http://WWW.GlenhavenLakes.Com)

664 Rainbow Drive Sedro Woolley, WA 98284

Tel (360) 595-2061

Fax (360) 595-2268

[office@glenhavenlakes.com](mailto:office@glenhavenlakes.com)

DATE \_\_\_\_\_

DIVISION \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT \_\_\_\_\_

Member Name \_\_\_\_\_

Agents Name (if applicable) \_\_\_\_\_

Member Phone \_\_\_\_\_

Agent's Phone (if applicable) \_\_\_\_\_

Mailing Address \_\_\_\_\_

Site Address \_\_\_\_\_

All exterior alteration projects (remodels, additions, decks, retaining walls, etc.) in Glenhaven Lakes must meet all GLC standards as outlined in the A & Z Guidelines, Section 2. A. 1-3. Divisions 10 & 11 check with Glenroads about road right of way guidelines.

Remodel \_\_\_\_\_ Retaining wall \_\_\_\_\_ Addition \_\_\_\_\_ Deck \_\_\_\_\_ Is County permit required? \_\_\_\_\_

Purpose \_\_\_\_\_

My account is paid current \_\_\_\_\_ I have read the A&Z guidelines regarding Exterior Alterations \_\_\_\_\_

Approval letter for my agent is included \_\_\_\_\_ I understand the A&Z committee may visit my lot \_\_\_\_\_

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PERMIT APPROVED \_\_\_\_\_ DATE \_\_\_\_\_ PERMIT DENIED \_\_\_\_\_ DATE \_\_\_\_\_

A & Z INITIALS \_\_\_\_\_

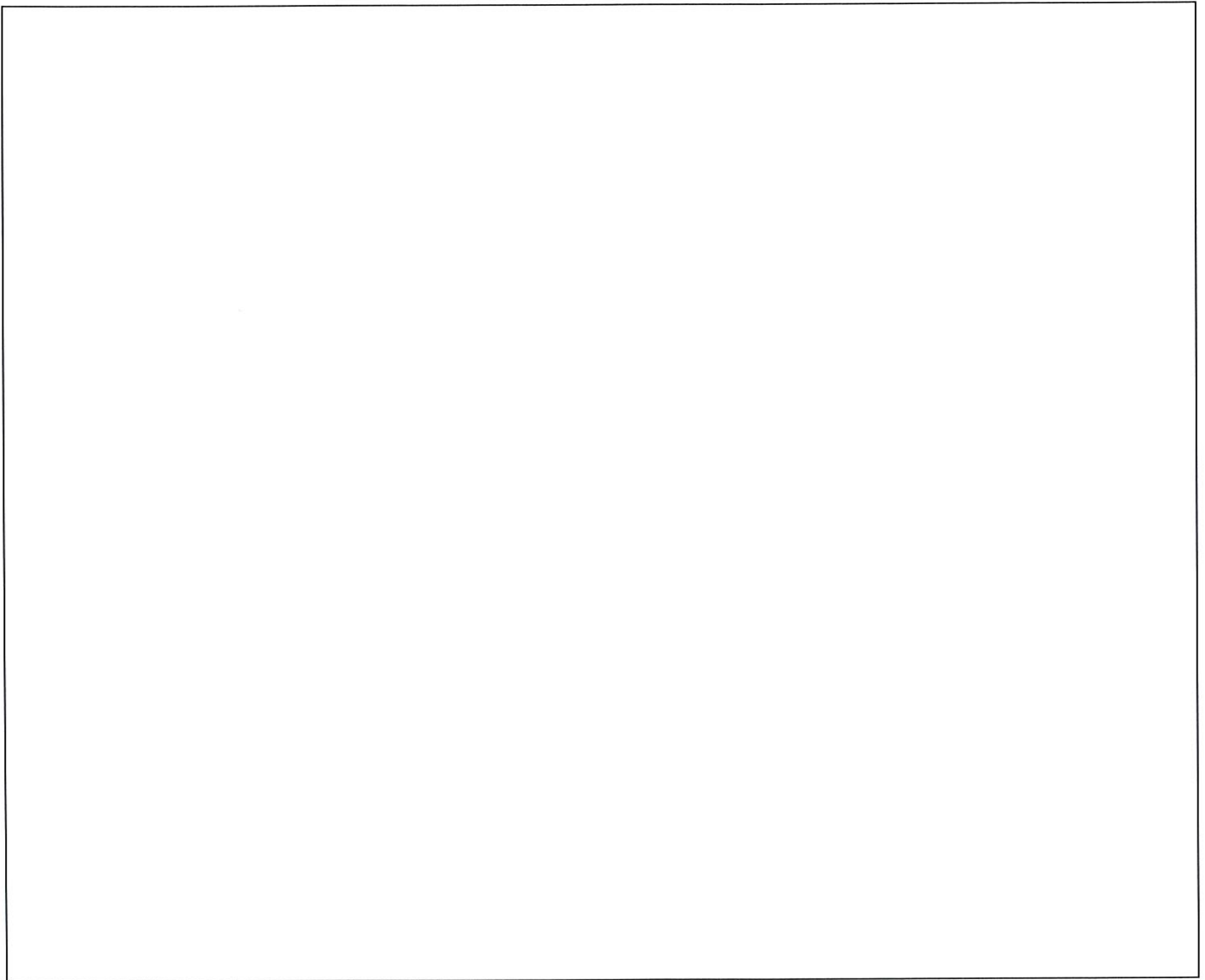
OFFICE SIGNATURE \_\_\_\_\_

# ARCHITECTURAL & ZONING COMMITTEE

## EXTERIOR ALTERATION PERMIT APPLICATION

In the space below, make a drawing showing any existing structures on the property. Include the proposed changes or additions with dimensions and distance to the property lines. Please describe the project (dimensions, construction materials, color etc.)

**\*A CLEAR DRAWING IS REQUIRED**

A large, empty rectangular box with a thin black border, intended for the applicant to draw a site plan or architectural drawing showing existing structures and proposed exterior alterations.

**\*All GLC approved projects and permits are subject to County approval. All permits (unless otherwise noted) will expire one year from the signed date of approval by the A & Z Committee.**

# **ARCHITECTURAL & ZONING COMMITTEE**

## **EXTERIOR ALTERATION PERMIT APPLICATION**

### **A. Exterior Alteration of a Home or Lot**

1. All exterior alterations or projects causing physical change (reference A & Z Guidelines 1.B.) must have written approval from the A & Z Committee, and must meet all GLC and Whatcom County standards, codes and requirements.

2. New construction and large additions (greater than 100 sq ft) require using the application submittal process found in the A & Z Guidelines, Section 3, except that a shed that is 120 sqft or less should follow the guidelines for sheds.

a. When an accessory building, pole building, detached garage or similar type structure is being requested by a member it is essential the member understand and follow all Whatcom County requirements in the permitting process. Requested structures will be denied if they will exceed the County impervious surface requirements for the lot.

When requesting an accessory building the owner will usually need to have two adjoining lots. They must be legally bound together and recorded with the county. The Whatcom County Planning and Development office has the necessary forms for a lot owner to use to legally bind two lots.

A requested structure may be denied by the Glenhaven A & Z Committee because it is out of scale, does not fit in with the rest of the community, or follow other guidelines.

1) Any structures other than a home are not habitable structures and shall not have any sleeping or cooking facilities installed nor any water service or plumbing installed.

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