



Sunshine Acres Property Owners Association
P.O. Box 824
Sequim, Washington 98382
www.sapoasequim.org

Welcome to Sunshine Acres! Sunshine Acres Property Owners Association (SAPOA) represents **your** diverse community's interests. The following information is offered in an attempt to ease understanding of that homeowners association. We urge you to get to know your neighbors, participate in community activities, and explore the beautiful landscape that surrounds us here on the North Olympic Peninsula!

SAPOA's Board of Directors consists of five elected volunteer board members. Board of Directors Meetings are conducted periodically as required. Dates, locations, and times are announced on the reader board located at the intersection of Diamond Point Road and Rhododendron Drive and on our website (above). Property owners are welcome to attend. We also hold one **general membership** meeting per year at the Gardiner Community Center, usually held in the Fall. Notification of meeting dates will be in a Newsletter, on the Reader Board and on our Web Site. You are **strongly** encouraged to attend. The association is to primarily responsible for the preservation and maintenance of our common properties (Mussel Beach Road, a storm water retention pond, and two undeveloped lots and several easements) as they are own in common with each other.

We publish newsletters to advise property owners of issues of common concern to members. Most newsletters can be sent by e-mail and if we have no email they will be mailed as well as posted to the web site. If you would like to receive e-mail notices and newsletters sent by e-mail to you, please let SAPOA know of this intent by sending an e-mail to sapoasequim@olypen.com or through the CONTACT US porthole on the web site.

Membership in SAPOA is mandatory with ownership of developed or undeveloped property in Sunshine Acres. Annual dues (\$50) are collected by mail and should be sent to the Post Office Box, above or via PayPal to sapoasequim.com (using the "SEND MONEY TO A FRIEND" option). They run annually during our fiscal year, September 1 to August 31. **You will not be receiving statements for dues. Notices will be sent in the quarterly newsletters or available on the website and the reader board.** **Paid** membership entitles you to ONE vote per

BALLOT (no matter how many properties you may own) on all issues of significance in the community, including electing board members, approving the budget and other issues as they arise. Balloting is done by mail, to include absentee owners, although in our annual and semi annual **all member meetings** we may vote to place a particular issue on a mail-out ballot. Failure to pay dues and/or special assessments will result in continuous accrual of debt and a mailing fee (\$5) per each mailing we must send. After TWO years of delinquency and mailed billings, a lien may be placed on your property. In the meantime, you will forfeit your voting rights.

Also, attached is an address/occupancy form to be filled out and returned to the Secretary. Current RCWs require that the homeowner's association maintain updated databases and have this information on hand. This information is maintained on our database and is not shared with other owners. The only information that may be shared (for ballots, etc.) is public available information (from Clallam County Parcel Records) such as owners name and mailing address of the owner(s) of property.

Sunshine Acres has eight covenanted plats, each of which adheres to a separate set of specific covenants to which you have agreed by virtue of purchasing property. If your real estate agent did not give you a set of your covenants, you may obtain them by contacting SAPOA by mail, by calling the SAPOA Secretary, or visiting the SAPOA website www.sapoasequim.org. Each plat should have an elected architectural representative who will evaluate your building plans to insure that they meet your plat's covenants. **You must have plat Architectural Committee approval prior to or at the same time you obtain Clallam County permits and approvals and before starting construction on your lot!**

With title held in trust by SAPOA, comes your ownership of approximately 1/400th of **Mussel Beach Road**, our commonly owned private access to ½ mile of beach walking, fishing, boat launch ramp, and the beauty of the Strait of Juan de Fuca and Protection Island. The road is also a major drainage route for water flowing off property in Sunshine Acres. Its maintenance much more critical than merely providing recreation! You can access Mussel Beach Road by turning left off Diamond Point Road just past Industrial Parkway onto Sunshine Avenue. Follow Sunshine Avenue past the airport. After it curves to the left, you will see Mussel Beach Road to the right. Or, head down Fleming (at the sunshine Acres log sign, off Diamond Point Road), then turn right onto Sunshine Avenue. You will see Mussel Beach Road on your left.

The access road has a **locked gate** at the entrance. A key and a copy of the Rules and Regulations can be obtained from SAPOA for a minimal deposit (\$10). You will be asked to become current on your SAPOA dues to get a key initially. The road sustained heavy damage during the winter snowmelt flooding of 1996-1997 and underwent a major renovation and rebuilding in the early 2000's. The road's usage and operation is monitored by the Board of Directors and volunteer committee is called to help with any work deemed to be needed. The road is closed normally between October and April each year due to weather conditions. Severe weather and/or hazardous road conditions may result in other short-term closings.

The **Diamond Point Airport** is maintained and managed by the Diamond Point Airport Association in trust for all property owners in Sunshine Acres. The airport is a 24/7 operational airport and, therefore, there are high risks around the property which is also used for Medivac emergencies, Coast Guard operations and wildland firefighting. Be mindful that the properties around the airport are PRIVATE so be mindful to remain off of those properties in respect of those homeowners whose lots abut airport property. Be watchful for aircraft traffic at all times. Please remain OFF the taxiways as aircraft may be using them.

Feel free to contact any of SAPOA's Board of Directors listed below if you have questions or concerns. SAPOA does not police the community, nor do we have any direct power to enforce plat covenants, but we may be able to answer questions and offer assistance. Log on to our website at www.sapoasequim.org for SAPOA news and information

Welcome!

KATHLEEN KEEHN	President	360-808-2163
ANNEMARIE MONTERA	Treasurer	425-754-2424
KAY GAGNON	Secretary	310-654-3441

SAPOA RESIDENTIAL AND OCCUPANCY QUESTIONNAIRE

If you are new to SAPOA or if your mailing address, phone number(s) OR e-mail address have changed in the past three years, please fill in the form below and return to SAPOA. Also, per the RCWs, SAPOA is required to maintain a list of occupants of homes in Sunshine Acres. If your property is renter occupied, we will also need the names of all occupants. Please return this form to the secretary either in person at the General Meeting, by e-mail to sapoasequim@olympencom, or U.S. Mail to SAPOA Secretary, P.O. Box 824, Sequim, WA 98382.

Please print legibly and list all legal property **owners** of the property:

Last name	first name	middle name
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Last name	first name	middle name
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SAPOA Address, city, state, zip

Mailing address if different than SAPOA address, city, state, zip (include addresses if needed for other legal owners, use another piece of paper if necessary).

Phone number(s)	E-mail address
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By providing your e-mail address, you give permission to SAPOA to send communications to you via e-mail.

OCCUPANTS OF RESIDENCES
IN SUNSHINE ACRES

Name of other occupant

Name of other occupant

Name of other occupant

Name of other occupant

Please use another sheet if necessary.