

HERITAGE HARBOUR COMMUNITY ASSOCIATION

ADMINISTRATIVE RESOLUTION NO. 10
AMENDMENT 4

LR - HDA Dep Amendment
15.00
HOA Name: heritage
harbour comm assn
amendment 4
Ref:

APPLICATIONS FOR PERMITS TO USE WATERFRONT FACILITIES

WHEREAS, Policy Resolution No. 7 requires that boats using boat slips and boats stored on the shore must have permits issued by the Association; and

WHEREAS, the following procedures are hereby established for applications for permits to use the boat slip and for permits to store boats on the shore; and

NOW, THEREFORE, BE IT RESOLVED THAT the following procedures are amended and restated.

I. GENERAL

- A. The Management Agent is responsible for providing clerical and administrative support for carrying out the procedures contained in this Resolution.
- B. The Waterfront Committee (the Committee) is responsible for issuing permits for the use of waterfront facilities.
- C. Applications for permits must be on forms supplied by the Association. Application forms shall be available in the Lodge Office during normal business hours. Completed applications may be delivered to the Lodge Office or mailed to:

Heritage Harbour Community Association
959 River Strand Loop
Annapolis, MD 21401

- D. Only members of the Association may apply for permits to use waterfront facilities. However, members may apply for permits for use by their guests under the conditions provided herein.
- E. The Committee shall appoint a member of the Committee to serve as Harbor Master. The Harbor Master shall inspect, on a regular basis, boats in boat slips and boats stored on the shore to assure that the boats have valid permits. Appropriate slips will be assigned by the Harbor Master based on the size, draft and other characteristics of each boat.

II. PERMITS TO USE BOAT SLIPS

- A. The Committee may designate all ten (10) boat slips for annual use. Any boat slips which are unassigned and other docking facilities designated by the Committee shall be available for temporary use by the residents and guests with notification to the Committee.

11/01/2018 01:24
CC02-GC
Arundel
County/CC05.01.10 -
Register 10

RECEIVED FOR RECORD
CIRCUIT COURT A.A. COUNTY

2018 NOV -1 P 1:30

CC-Overpayment by Check
Reason: overpayment
11/01/2018 01:24
CC02-GC
Arundel
County/CC05.01.10 -
Register 10

1. Boat slips designated for annual use may be renewed annually for up to three years by notice to the Lodge office by November 1 of the prior year. New applications for slips are also due by November 1 of the prior year.

The four-year permits will be issued as current permits expire, or are not renewed by permit holders, with the new four-year period beginning with the new applicant. The Committee will announce annually by September 1 in the *Harbour Lights* and on the Heritage Harbour television channel that applications for slips are due by November 1. A check for the annual fee of \$15/foot must accompany applications and will be returned if a slip is unavailable.

2. In March of each year the General Manager shall send invoices to permit holders for payment of annual permit fees. Annual permit fees are due on April 1 of each year. If the fee is not paid within fifteen (15) days of the date due the permit shall be revoked.

B. Annual Permits shall be valid from April 1 to March 31. Only members may hold annual permits.

C. Temporary permits may be issued to members or their guests. Temporary permits issued to members shall not exceed a one-month period. Temporary permits issued to guests shall not exceed a two-week period, and a guest may not be issued more than two permits in any year.

D. The Waterfront Committee shall submit a proposed fee schedule each year for inclusion in the Association's budget.

III. PERMITS TO STORE BOATS ON THE SHORE

A. The Committee shall determine the number of permits to be issued based on the spaces available for storage of boats.

B. Permits may be issued to members only, and are valid for the period from April 1 through March 31. Permits not renewed by June 1 may be assigned to other applicants.

C. An annual permit fee of \$25.00 is due at the time of initial application approval and at renewal on April 1 each year.

D. The Committee will maintain a waiting list, based on the order in which the applications are received, for the subsequent award of permits as space becomes available.

IV. PROCEDURES FOR ISSUING PERMITS

A. Upon receipt of each Application, the General Manager shall enter the date and time the application was received.

B. Slip which remain unassigned after November 1 may be assigned at a later date. If the

number of applicants exceeds the number of available slips, a lottery will be held. The date of the lottery will be published in the *Harbour Lights* and on Heritage Harbour TV.

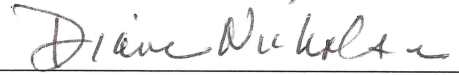
C. Temporary slip permits will be issued in the order in which the application is received.

D. The General Manager shall notify each applicant in writing whether their application was approved or not approved. Notifications shall include instructions that they may obtain their decal from the Lodge office upon payment of the any required permit fee. Notifications shall include instructions that, if approved, the applicant may obtain their identifying decal from the Lodge office.

E. The Committee will maintain a waiting list, based on the order in which the applications are received, for the subsequent award of permits as boat slips become available.

	Yes	No	Abstain
 Deborah Partlow, District 1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Diane Nicholson, District 2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Jonathan Shurtleff, District 3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Sandra K. Feeley, District 4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Gary J. Basinski, District 5	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Joseph L. Strange, District 6	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Jerry L. Pesterfield, District 7	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Administrative Resolution No. 10, Amendment ~~4~~ was duly approved at a regular meeting of the Board of Directors on September 12, 2018.


Diane Nicholson, Secretary,
Heritage Harbour Community Association, Inc.

HERITAGE HARBOUR COMMUNITY ASSOCIATION

ADMINISTRATIVE RESOLUTION NO. 10
AMENDMENT 3

This resolution was restated as Amendment 3 on July 9, 2014

APPLICATIONS FOR PERMITS TO USE WATERFRONT FACILITIES

WHEREAS, Policy Resolution No. 7 requires that boats using boat slips and boats stored on the shore must have permits issued by the Association; and

WHEREAS, the following procedures are hereby established for applications for permits to use the boat slip and for permits to store boats on the shore; and

NOW, THEREFORE, BE IT RESOLVED THAT the following procedures are amended and restated.

I. GENERAL

A. The Management Agent is responsible for providing clerical and administrative support for carrying out the procedures contained in this Resolution.

LR - HDA Dep Amendment
15.00

B. The Waterfront Committee (the Committee) is responsible for issuing permits for the use of waterfront facilities.

HDA Name: heritage
Reference/Control #:

C. Applications for permits must be on forms supplied by the Association. Application forms shall be available in the Lodge Office during normal business hours. Completed applications may be delivered to the Lodge Office or mailed to:

Total: 15.00
Application 2014 10-15
CC02-ME
#3215/37 CC0501 - Anne
Arundel
County/CC05.01.10 -
Register 10

Heritage Harbour Community Association
959 River Strand Loop
Annapolis, MD 21401

D. Only members of the Association may apply for permits to use waterfront facilities. However, members may apply for permits for use by their guests under the conditions provided herein.

E. The Committee shall appoint a member of the Committee to serve as Harbor Master. The Harbor Master shall inspect, on a regular basis, boats in boat slips and boats stored on the shore to assure that the boats have valid permits. Appropriate slips will be assigned by the Harbor Master based on the size, draft and other characteristics of each boat.

II. PERMITS TO USE BOAT SLIPS

A. The Committee may designate all ten (10) boat slips for annual use. Any boat slips which are unassigned and other docking facilities designated by the Committee shall be available for temporary use by the residents and guests with notification to the Committee.

2014 AUG 27 1:02

RECEIVED FOR RECORD
CHESOT COUNTY, ANNE ARUNDEL COUNTY

1. Boat slip permits designated for annual use may be renewed annually for a total of four years of use.

The four-year permits will be issued as current permits expire, or are not renewed by permit holders, with the new four-year period beginning with the new applicant.

2. On March 1 of each year the General Manager shall send invoices to permit holders for payment of annual permit fees. Annual permit fees are due on April 1 of each year. If the fee of \$15 per linear foot or portion thereof is not paid within fifteen (15) days of the date due the permit shall be revoked.

B. Permits may be issued to members only, and are for the period from April 1 through March 31. Slip permit holders may not loan or sublease their permit.

C. Temporary permits may be issued to members or their guests. Temporary permits issued to members shall not exceed a four week period, and cannot be renewed during that boating season. Temporary permits issued to guests shall not exceed a two-week period, and a guest may not be issued more than two permits in any year.

D. The Waterfront Committee shall submit a proposed fee schedule each year for inclusion in the Association's budget.

III. PERMITS TO STORE BOATS ON THE SHORE

A. The Committee shall determine the number of permits to be issued based on the spaces available for storage of boats.

B. Permits may be issued to members only, and are valid for the period from April 1 through March 31. Permits not renewed by June 1 may be assigned to other applicants.

IV. PROCEDURES FOR ISSUING PERMITS

A. Upon receipt of each Application, the General Manager shall enter the date and time the application was received.

B. Slip permits which remain unassigned after April 1 will be assigned to existing applicants. If the number of applicants exceeds the number of available slips, a lottery will be held. The date of the lottery will be published in the *Harbour Lights* and on Heritage Harbour TV. Applicants that fail to get a slip permit during the lottery will have first choice when slip permits again become available, based on the date of their application. However, should the number of applicants exceed the number of available slip permits at that time, a lottery will be held, and all applicants shall take part, with no preferential treatment.

C. Temporary permits will be issued in the order in which the application is received.

D. The General Manager shall notify each applicant in writing whether their application was approved or not approved. Notifications shall include instructions that they may obtain their decal from the Lodge office upon payment of the any required permit fee. Notifications shall include instructions that, if approved, the applicant may obtain their identifying decal from the Lodge office.

E. The Committee will maintain a waiting list, based on the order in which the applications are received, for the subsequent award of permits as boat slips become available, in accordance with the process defined in Section II.A.

	Yes	No	Abstain
<u>Deborah Kidwell</u> Deborah Kidwell, District 1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>James Quinn</u> James Quinn, District 2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Donald Brown</u> Donald Brown, District 3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>Percy Sussex</u> Percy Sussex, District 4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>Earl Kehr</u> Earl Kehr, District 5	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Albert Hauch</u> Albert Hauch, District 6	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Anthony Alessandrini</u> Anthony Alessandrini, District 7	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Administrative Resolution No. 10 was duly approved at a regular meeting of the Board of Directors on July 9, 2014

James Quinn
James Quinn, Secretary, Heritage Harbour Community Association, Inc.

RETURN TO:
Heritage Harbour Community
Association, Inc.
959 River Strand Loop
Annapolis, MD 21401

HERITAGE HARBOUR COMMUNITY ASSOCIATION

ADMINISTRATIVE RESOLUTION NO. 10 AMENDMENT 3

This resolution was restated as Amendment 3 on July 9, 2014

APPLICATIONS FOR PERMITS TO USE WATERFRONT FACILITIES

WHEREAS, Policy Resolution No. 7 requires that boats using boat slips and boats stored on the shore must have permits issued by the Association; and

WHEREAS, the following procedures are hereby established for applications for permits to use the boat slip and for permits to store boats on the shore; and

NOW, THEREFORE, BE IT RESOLVED THAT the following procedures are amended and restated.

I. GENERAL

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B. The Waterfront Committee (the Committee) is responsible for issuing permits for the use of waterfront facilities.

C. Applications for permits must be on forms supplied by the Association. Application forms shall be available in the Lodge Office during normal business hours. Completed applications may be delivered to the Lodge Office or mailed to:

Heritage Harbour Community Association
959 River Strand Loop
Annapolis, MD 21401

D. Only members of the Association may apply for permits to use waterfront facilities. However, members may apply for permits for use by their guests under the conditions provided herein.

E. The Committee shall appoint a member of the Committee to serve as Harbor Master. The Harbor Master shall inspect, on a regular basis, boats in boat slips and boats stored on the shore to assure that the boats have valid permits. Appropriate slips will be assigned by the Harbor Master based on the size, draft and other characteristics of each boat.

II. PERMITS TO USE BOAT SLIPS

A. The Committee may designate all ten (10) boat slips for annual use. Any boat slips which are unassigned and other docking facilities designated by the Committee shall be available for temporary use by the residents and guests with notification to the Committee.

LR - HDA Dep Amendment 15.00
HOA Name: heritage
Reference/Control #:
Total: 15.00
Application #14 10:15
CC02-ME
#3215/37 CC0501 - Anne
Arundel
County/CC05.01.10 -
Register 10

2014 AUG 27 A 11: 02

RECEIVED FOR RECORD
CIRCUIT COURT A.A. COUNTY

1. Boat slip permits designated for annual use may be renewed annually for a total of four years of use.

The four-year permits will be issued as current permits expire, or are not renewed by permit holders, with the new four-year period beginning with the new applicant.

2. On March 1 of each year the General Manager shall send invoices to permit holders for payment of annual permit fees. Annual permit fees are due on April 1 of each year. If the fee of \$15 per linear foot or portion thereof is not paid within fifteen (15) days of the date due the permit shall be revoked.

B. Permits may be issued to members only, and are for the period from April 1 through March 31. Slip permit holders may not loan or sublease their permit.

C. Temporary permits may be issued to members or their guests. Temporary permits issued to members shall not exceed a four week period, and cannot be renewed during that boating season. Temporary permits issued to guests shall not exceed a two-week period, and a guest may not be issued more than two permits in any year.

D. The Waterfront Committee shall submit a proposed fee schedule each year for inclusion in the Association's budget.

III. PERMITS TO STORE BOATS ON THE SHORE

A. The Committee shall determine the number of permits to be issued based on the spaces available for storage of boats.

B. Permits may be issued to members only, and are valid for the period from April 1 through March 31. Permits not renewed by June 1 may be assigned to other applicants.

IV. PROCEDURES FOR ISSUING PERMITS

A. Upon receipt of each Application, the General Manager shall enter the date and time the application was received.

B. Slip permits which remain unassigned after April 1 will be assigned to existing applicants. If the number of applicants exceeds the number of available slips, a lottery will be held. The date of the lottery will be published in the *Harbour Lights* and on Heritage Harbour TV. Applicants that fail to get a slip permit during the lottery will have first choice when slip permits again become available, based on the date of their application. However, should the number of applicants exceed the number of available slip permits at that time, a lottery will be held, and all applicants shall take part, with no preferential treatment.

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D. The General Manager shall notify each applicant in writing whether their application was approved or not approved. Notifications shall include instructions that they may obtain their decal from the Lodge office upon payment of the any required permit fee. Notifications shall include instructions that, if approved, the applicant may obtain their identifying decal from the Lodge office.

E. The Committee will maintain a waiting list, based on the order in which the applications are received, for the subsequent award of permits as boat slips become available, in accordance with the process defined in Section II.A.

	Yes	No	Abstain
<u>Deborah Kidwell</u> Deborah Kidwell, District 1	<u>✓</u>	<u> </u>	<u> </u>
<u>James Quinn</u> James Quinn, District 2	<u>✓</u>	<u> </u>	<u> </u>
<u>Donald Brown</u> Donald Brown, District 3	<u>PS</u>	<u> </u>	<u>✓</u>
<u>Percy Sussex</u> Percy Sussex, District 4	<u> </u>	<u> </u>	<u>✓</u>
<u>Earl Kehr</u> Earl Kehr, District 5	<u>✓</u>	<u> </u>	<u> </u>
<u>Albert Hauch</u> Albert Hauch, District 6	<u>✓</u>	<u> </u>	<u> </u>
<u>Anthony Alessandrini</u> Anthony Alessandrini, District 7	<u>✓</u>	<u> </u>	<u> </u>

Administrative Resolution No. 10 was duly approved at a regular meeting of the Board of Directors on July 9, 2014

James Quinn
James Quinn, Secretary, Heritage Harbour Community Association, Inc.

RETURN TO:
Heritage Harbour Community
Association, Inc.
959 River Strand Loop
Annapolis, MD 21401

HERITAGE HARBOUR COMMUNITY ASSOCIATION

ADMINISTRATIVE RESOLUTION NO. 10 AMENDMENT 3

This resolution was restated as Amendment 3 on July 9, 2014

APPLICATIONS FOR PERMITS TO USE WATERFRONT FACILITIES

WHEREAS, Policy Resolution No. 7 requires that boats using boat slips and boats stored on the shore must have permits issued by the Association; and

WHEREAS, the following procedures are hereby established for applications for permits to use the boat slip and for permits to store boats on the shore; and

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I. GENERAL

A. The Management Agent is responsible for providing clerical and administrative support for carrying out the procedures contained in this Resolution.

B. The Waterfront Committee (the Committee) is responsible for issuing permits for the use of waterfront facilities.

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Heritage Harbour Community Association
959 River Strand Loop
Annapolis, MD 21401

D. Only members of the Association may apply for permits to use waterfront facilities. However, members may apply for permits for use by their guests under the conditions provided herein.

E. The Committee shall appoint a member of the Committee to serve as Harbor Master. The Harbor Master shall inspect, on a regular basis, boats in boat slips and boats stored on the shore to assure that the boats have valid permits. Appropriate slips will be assigned by the Harbor Master based on the size, draft and other characteristics of each boat.

II. PERMITS TO USE BOAT SLIPS

A. The Committee may designate all ten (10) boat slips for annual use. Any boat slips which are unassigned and other docking facilities designated by the Committee shall be available for temporary use by the residents and guests with notification to the Committee.

LR - HDA Dep Amendment 15.00
HOA Name: heritage
Reference/Control #:
Total: 15.00
Application #14 10:15
CC02-ME
#3215/37 CC0501 - Anne
Arundel
County/CC05.01.10 -
Register 10

2014 AUG 27 A 11: 02

RECEIVED FOR RECORD
CIRCUIT COURT A.A. COUNTY

1. Boat slip permits designated for annual use may be renewed annually for a total of four years of use.

The four-year permits will be issued as current permits expire, or are not renewed by permit holders, with the new four-year period beginning with the new applicant.

2. On March 1 of each year the General Manager shall send invoices to permit holders for payment of annual permit fees. Annual permit fees are due on April 1 of each year. If the fee of \$15 per linear foot or portion thereof is not paid within fifteen (15) days of the date due the permit shall be revoked.

B. Permits may be issued to members only, and are for the period from April 1 through March 31. Slip permit holders may not loan or sublease their permit.

C. Temporary permits may be issued to members or their guests. Temporary permits issued to members shall not exceed a four week period, and cannot be renewed during that boating season. Temporary permits issued to guests shall not exceed a two-week period, and a guest may not be issued more than two permits in any year.

D. The Waterfront Committee shall submit a proposed fee schedule each year for inclusion in the Association's budget.

III. PERMITS TO STORE BOATS ON THE SHORE

A. The Committee shall determine the number of permits to be issued based on the spaces available for storage of boats.

B. Permits may be issued to members only, and are valid for the period from April 1 through March 31. Permits not renewed by June 1 may be assigned to other applicants.

IV. PROCEDURES FOR ISSUING PERMITS

A. Upon receipt of each Application, the General Manager shall enter the date and time the application was received.

B. Slip permits which remain unassigned after April 1 will be assigned to existing applicants. If the number of applicants exceeds the number of available slips, a lottery will be held. The date of the lottery will be published in the *Harbour Lights* and on Heritage Harbour TV. Applicants that fail to get a slip permit during the lottery will have first choice when slip permits again become available, based on the date of their application. However, should the number of applicants exceed the number of available slip permits at that time, a lottery will be held, and all applicants shall take part, with no preferential treatment.

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D. The General Manager shall notify each applicant in writing whether their application was approved or not approved. Notifications shall include instructions that they may obtain their decal from the Lodge office upon payment of the any required permit fee. Notifications shall include instructions that, if approved, the applicant may obtain their identifying decal from the Lodge office.

E. The Committee will maintain a waiting list, based on the order in which the applications are received, for the subsequent award of permits as boat slips become available, in accordance with the process defined in Section II.A.

	Yes	No	Abstain
<u>Deborah Kidwell</u> Deborah Kidwell, District 1	<u>✓</u>	<u> </u>	<u> </u>
<u>James Quinn</u> James Quinn, District 2	<u>✓</u>	<u> </u>	<u> </u>
<u>Donald Brown</u> Donald Brown, District 3	<u>PS</u>	<u> </u>	<u>✓</u>
<u>Percy Sussex</u> Percy Sussex, District 4	<u> </u>	<u> </u>	<u>✓</u>
<u>Earl Kehr</u> Earl Kehr, District 5	<u>✓</u>	<u> </u>	<u> </u>
<u>Albert Hauch</u> Albert Hauch, District 6	<u>✓</u>	<u> </u>	<u> </u>
<u>Anthony Alessandrini</u> Anthony Alessandrini, District 7	<u>✓</u>	<u> </u>	<u> </u>

Administrative Resolution No. 10 was duly approved at a regular meeting of the Board of Directors on July 9, 2014

James Quinn
James Quinn, Secretary, Heritage Harbour Community Association, Inc.

RETURN TO:
Heritage Harbour Community
Association, Inc.
959 River Strand Loop
Annapolis, MD 21401

HERITAGE HARBOUR COMMUNITY ASSOCIATION

ADMINISTRATIVE RESOLUTION NO. 10
AMENDMENT 2

IP: HDA Dep Amendment 15.00
 HDA name: heritage harbour
 Reference/Control #:

Total: 35.00
 #1932481-7
 08/23/2013 10:43 CC02-JS
 #1932481 CC0501 - Anne Arundel
 County/CC05-01.08 - Register
 08 14

APPLICATIONS FOR PERMITS TO USE WATERFRONT FACILITIES

WHEREAS, Policy Resolution No. 7 requires that boats using boat slips and boats stored on the shore must have permits issued by the Association; and

WHEREAS, the following procedures are hereby established for applications for permits to use the boat slip and for permits to store boats on the shore; and

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Heritage Harbour Community Association
 959 River Strand Loop
 Annapolis, MD 21401

- D. Only members of the Association may apply for permits to use waterfront facilities. However, members may apply for permits for use by their guests under the conditions provided herein.

- E. The Committee shall appoint a member of the Committee to serve as Harbor Master. The Harbor Master shall inspect, on a regular basis, boats in boat slips and boats stored on the shore to assure that the boats have valid permits. Appropriate slips will be assigned by the Harbor Master based on the size, draft and other characteristics of each boat.

II. PERMITS TO USE BOAT SLIPS

- A. The Committee may designate all ten (10) boat slips for annual use. Any boat slips which are unassigned and other docking facilities designated by the Committee shall be available for temporary use by the residents and guests with notification to the Committee.

2013 AUG 23 P 12:04

RECEIVED FOR RECORD
CIRCUIT COURT A.A. COUNTY

1. Boat slips designated for annual use may be renewed annually for up to three years by notice to the Lodge office by November 1 of the prior year. New applications for slips are also due by November 1 of the prior year.

The four-year permits will be issued as current permits expire, or are not renewed by permit holders, with the new four-year period beginning with the new applicant. The Committee will announce annually by September 1 in the *Harbour Lights* and on the Heritage Harbour television channel that applications for slips are due by November 1. A check for the annual fee of \$15/foot must accompany applications and will be returned if a slip is unavailable.

2. In March of each year the General Manager shall send invoices to permit holders for payment of annual permit fees. Annual permit fees are due on April 1 of each year. If the fee is not paid within fifteen (15) days of the date due the permit shall be revoked.

B. Annual Permits shall be valid from April 1 to March 31. Only members may hold annual permits.

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D. The Waterfront Committee shall submit a proposed fee schedule each year for inclusion in the Association's budget.

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A. The Committee shall determine the number of permits to be issued based on the spaces available for storage of boats.

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IV. PROCEDURES FOR ISSUING PERMITS

A. Upon receipt of each Application, the General Manager shall enter the date and time the application was received.

B. Slips which remain unassigned after November 1 may be assigned at a later date. If the number of applicants exceeds the number of available slips, a lottery will be held. The date of the lottery will be published in the *Harbour Lights* and on Heritage Harbour TV.

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D. The General Manager shall notify each applicant in writing whether their application

was approved or not approved. Notifications shall include instructions that they may obtain their decal from the Lodge office upon payment of the any required permit fee. Notifications shall include instructions that, if approved, the applicant may obtain their identifying decal from the Lodge office.

E. The Committee will maintain a waiting list, based on the order in which the applications are received, for the subsequent award of permits as boat slips become available.

	Yes	No	Abstain
<u>Marie Schafer</u> Marie Schafer, District 1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>James Quinn</u> James Quinn, District 2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Donald Brown</u> Donald Brown, District 3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Percy Sussex</u> Percy Sussex, District 4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Earl Kehr</u> Earl Kehr, District 5	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>M. Jackie Miller</u> M. Jackie Miller, District 6	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Anthony Alessandrini</u> Anthony Alessandrini, District 7	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Administrative Resolution No. 10 was duly approved at a regular meeting of the Board of Directors on August 14, 2013

James Quinn
James Quinn, Secretary, Heritage Harbour Community Association, Inc.

HERITAGE HARBOUR COMMUNITY ASSOCIATION

LR - HOA Dep Amendment 15.00
 HOA Name: heritage harbour
 Reference/Control #:

ADMINISTRATIVE RESOLUTION NO. 10
AMENDMENT 2

Total: 35.00
 #1932481-7
 08/23/2013 10:43 CC02-JS
 #1932481 CC0501 - Anne Arundel
 County/CC05-WI.06 - Register
 08 14

APPLICATIONS FOR PERMITS TO USE WATERFRONT FACILITIES

WHEREAS, Policy Resolution No. 7 requires that boats using boat slips and boats stored on the shore must have permits issued by the Association; and

WHEREAS, the following procedures are hereby established for applications for permits to use the boat slip and for permits to store boats on the shore; and

NOW, THEREFORE, BE IT RESOLVED THAT the following procedures are amended and restated.

I. GENERAL

A. The Management Agent is responsible for providing clerical and administrative support for carrying out the procedures contained in this Resolution.

B. The Waterfront Committee (the Committee) is responsible for issuing permits for the use of waterfront facilities.

C. Applications for permits must be on forms supplied by the Association. Application forms shall be available in the Lodge Office during normal business hours. Completed applications may be delivered to the Lodge Office or mailed to:

Heritage Harbour Community Association
 959 River Strand Loop
 Annapolis, MD 21401

D. Only members of the Association may apply for permits to use waterfront facilities. However, members may apply for permits for use by their guests under the conditions provided herein.

E. The Committee shall appoint a member of the Committee to serve as Harbor Master. The Harbor Master shall inspect, on a regular basis, boats in boat slips and boats stored on the shore to assure that the boats have valid permits. Appropriate slips will be assigned by the Harbor Master based on the size, draft and other characteristics of each boat.

II. PERMITS TO USE BOAT SLIPS

A. The Committee may designate all ten (10) boat slips for annual use. Any boat slips which are unassigned and other docking facilities designated by the Committee shall be available for temporary use by the residents and guests with notification to the Committee.

1. Boat slips designated for annual use may be renewed annually for up to three years by notice to the Lodge office by November 1 of the prior year. New applications for slips are also due by November 1 of the prior year.

The four-year permits will be issued as current permits expire, or are not renewed by permit holders, with the new four-year period beginning with the new applicant. The Committee will announce annually by September 1 in the *Harbour Lights* and on the Heritage Harbour television channel that applications for slips are due by November 1. A check for the annual fee of \$15/foot must accompany applications and will be returned if a slip is unavailable.

2. In March of each year the General Manager shall send invoices to permit holders for payment of annual permit fees. Annual permit fees are due on April 1 of each year. If the fee is not paid within fifteen (15) days of the date due the permit shall be revoked.

B. Annual Permits shall be valid from April 1 to March 31. Only members may hold annual permits.

C. Temporary permits may be issued to members or their guests. Temporary permits issued to members shall not exceed a one-month period. Temporary permits issued to guests shall not exceed a two-week period, and a guest may not be issued more than two permits in any year.

D. The Waterfront Committee shall submit a proposed fee schedule each year for inclusion in the Association's budget.

III. PERMITS TO STORE BOATS ON THE SHORE

A. The Committee shall determine the number of permits to be issued based on the spaces available for storage of boats.

B. Permits may be issued to members only, and are valid for the period from April 1 through March 31. Permits not renewed by June 1 may be assigned to other applicants.

IV. PROCEDURES FOR ISSUING PERMITS

A. Upon receipt of each Application, the General Manager shall enter the date and time the application was received.

B. Slips which remain unassigned after November 1 may be assigned at a later date. If the number of applicants exceeds the number of available slips, a lottery will be held. The date of the lottery will be published in the *Harbour Lights* and on Heritage Harbour TV.

C. Temporary permits will be issued in the order in which the application is received.

D. The General Manager shall notify each applicant in writing whether their application

was approved or not approved. Notifications shall include instructions that they may obtain their decal from the Lodge office upon payment of the any required permit fee. Notifications shall include instructions that, if approved, the applicant may obtain their identifying decal from the Lodge office.

E. The Committee will maintain a waiting list, based on the order in which the applications are received, for the subsequent award of permits as boat slips become available.

	Yes	No	Abstain
<u>Marie Schafer</u> Marie Schafer, District 1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>James Quinn</u> James Quinn, District 2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Donald Brown</u> Donald Brown, District 3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Percy Sussex</u> Percy Sussex, District 4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Earl Kehr</u> Earl Kehr, District 5	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>M. Jackie Miller</u> M. Jackie Miller, District 6	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Anthony Alessandrini</u> Anthony Alessandrini, District 7	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Administrative Resolution No. 10 was duly approved at a regular meeting of the Board of Directors on August 14, 2013

James Quinn
James Quinn, Secretary, Heritage Harbour Community Association, Inc.

THIS RESOLUTION WAS
RESTATED AS
AMENDMENT 2 ON
AUGUST 14, 2013.

**USE ONLY
AMENDMENT 2 FOR
RESALE DISCLOSURE
PACKAGE AND
CURRENT DOCUMENT
REFERENCE.**

HERITAGE HARBOUR COMMUNITY ASSOCIATION

ADMINISTRATIVE RESOLUTION NO. 10

AMENDMENT 1

APPLICATIONS FOR PERMITS TO USE WATERFRONT FACILITIES

WHEREAS, Policy Resolution No. 7 requires that boats using boat slips and boats stored on the shore must have permits issued by the Association.

WHEREAS, on November 12, 2008, the Board of Directors adopted Administrative Resolution No. 10 to establish procedures for applications for permits to use boat slips and for permits to store boats on the shore.

WHEREAS, the Board of Directors desires to revise the provisions related to permits for the use of boat slips.

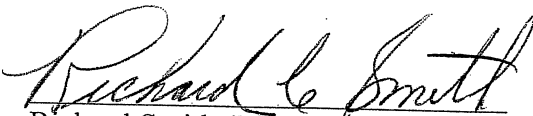
NOW, THEREFORE, BE IT RESOLVED THAT Administrative Resolution No. 10 is amended as follows:

Section A is amended to read:

A. The Committee may designate all ten (10) boat slips for annual use. Any of the boat slips not designated for annual use and other docking facilities designated by the Committee shall be available for temporary use by members and guests.

Sections A.1 and 2 are amended to read:

1. Boat slip designated for annual use may be available for use by permit holders for a period of four (4) years. The four-year permits will be issued as current permits expire.
2. In March of each year the General Manager shall send invoices to permit holders for payment of annual permit fees. Annual permit fees are due on April 1 of each year. If the fee is not paid within fifteen (15) days of the date due the permit shall be revoked.


Richard Smith, District 1

Bernard Rosenberg, District 2

Yes	No	Abstain
<u>✓</u>	_____	_____

<u>Absent</u>	_____
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RECORDING FEE 10.00
TOTAL 10.00
RECEIVED FOR RECORDING
NOV 23, 2009 12:53 PM
15174
1629

Yes	No	Abstain
<u>absent</u>		
<u>✓</u>		
<u>✓</u>		
<u>✓</u>		
<u>✓</u>		

 Ray Keeler, District 3

 Percy Sussex, District 4

 Earl Kehr, District 5

 Patricia Garrahy, District 6

 Joseph Laidley, District 7

Administrative Resolution No. 10, Amendment 1, was duly approved at a regular meeting of the Board of Directors on November 11, 2009.

 Patricia Garrahy, Secretary, Heritage Harbour Community Association, Inc.

HERITAGE HARBOUR COMMUNITY ASSOCIATION

ADMINISTRATIVE RESOLUTION NO. 10

AMENDMENT 1

APPLICATIONS FOR PERMITS TO USE WATERFRONT FACILITIES

WHEREAS, Policy Resolution No. 7 requires that boats using boat slips and boats stored on the shore must have permits issued by the Association.

WHEREAS, on November 12, 2008, the Board of Directors adopted Administrative Resolution No. 10 to establish procedures for applications for permits to use boat slips and for permits to store boats on the shore.

WHEREAS, the Board of Directors desires to revise the provisions related to permits for the use of boat slips.

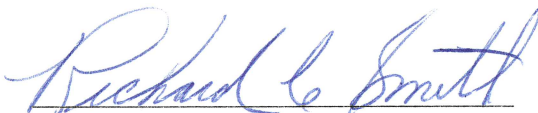
NOW, THEREFORE, BE IT RESOLVED THAT Administrative Resolution No. 10 is amended as follows:

Section A is amended to read:

A. The Committee may designate all ten (10) boat slips for annual use. Any of the boat slips not designated for annual use and other docking facilities designated by the Committee shall be available for temporary use by members and guests.

Sections A.1 and 2 are amended to read:

1. Boat slip designated for annual use may be available for use by permit holders for a period of four (4) years. The four-year permits will be issued as current permits expire.
2. In March of each year the General Manager shall send invoices to permit holders for payment of annual permit fees. Annual permit fees are due on April 1 of each year. If the fee is not paid within fifteen (15) days of the date due the permit shall be revoked.


Richard Smith, District 1

Bernard Rosenberg, District 2

Yes No Abstain

✓

Absent

RECORDING FEE 10.00
TOTAL 10.00
NOV 23, 2009 12:55 PM
REC'D # 18174
BIR # 1629

2009 NOV 23 P 3:06

RECEIVED FOR RECORD
CIRCUIT COURT - A.A. COUNTY

Yes	No	Abstain
<u>absent</u>		
<u>✓</u>		
<u>✓</u>		
<u>✓</u>		
<u>✓</u>		

 Ray Keeler, District 3

Percy Sussex

 Percy Sussex, District 4

Earl Kehr

 Earl Kehr, District 5

Patricia Garrahy

 Patricia Garrahy, District 6

Joseph Laidley

 Joseph Laidley, District 7

Administrative Resolution No. 10, Amendment 1, was duly approved at a regular meeting of the Board of Directors on November 11, 2009.

Patricia Garrahy

 Patricia Garrahy, Secretary, Heritage Harbour Community Association, Inc.

HERITAGE HARBOUR COMMUNITY ASSOCIATION**ADMINISTRATIVE RESOLUTION NO. 10****APPLICATIONS FOR PERMITS TO USE WATERFRONT FACILITIES**

WHEREAS, Policy Resolution No. 7 requires that boats using boat slips and boats stored on the shore must have permits issued by the Association.

NOW, THEREFORE, BE IT RESOLVED THAT the following procedures are hereby established for applications for permits to use the boat slip and for permits to store boats on the shore.

I. GENERAL

A. The Management Agent is responsible for providing clerical and administrative support for carrying out the procedures contained in this Resolution.

B. The Waterfront Committee (the Committee) is responsible for issuing permits for the use of waterfront facilities.

C. Applications for permits must be on forms supplied by the Association. Application forms shall be available in the Lodge Office during normal business hours. Completed applications may be delivered to the Lodge Office or mailed to:

Heritage Harbour Community Association
959 River Strand Loop
Annapolis, MD 21401

D. Only members of the Association may apply for permits to use waterfront facilities. However, members may apply for permits for use by their guests under the conditions provided herein.

E. The Committee shall appoint a member of the Committee to serve as Harbor Master. The Harbor Master shall inspect, on a regular basis, boats in boat slips and boats stored on the shore to assure that the boats have valid permits.

II. PERMITS TO USE BOAT SLIPS

A. The Committee may designate not more than eight (8) boat slips for annual use. The boat slips not designated for annual use shall be available for temporary use by members and guests.

RECEIVED FOR RECORD
CIRCUIT COURT FOR A.A. COUNTY
2008 NOV 20 P 2:41

RECORDING FEE 15.00
TOTAL 15.00
Rcpt # 12262
BLK # 1383
Nov 20, 2008 02:41 PM

1. Boat slips designated for annual use may be available for use by permit holders as follows:

- a. Not more than two may be available for a period not to exceed four (4) years;
- b. Not more than two may be available for a period not to exceed three (3) years;
- c. Not more than two may be available for a period not to exceed two (2) years and
- d. The remaining two shall be available for a period not to exceed one (1) year.

2. Annual permit holders must submit applications each year for the renewal of their permits. An annual permit shall be renewed provided that the annual fee is paid and the permit holder has complied with the rules contained in Policy Resolution No. 7.

B. Annual Permits shall be valid from April 1 to March 31. Only members may hold annual permits.

C. Temporary permits may be issued to members or their guests. Temporary permits issued to members shall not exceed a one-month period. Temporary permits issued to guests shall not exceed a two-week period, and a guest may not be issued more than two permits in any year.

D. The Waterfront Committee shall submit a proposed fee schedule each year for inclusion in the Association's budget.

III. PERMITS TO STORE BOATS ON THE SHORE

A. The Committee shall determine the number of permits to be issued based on the spaces available for storage of boats.

B. Permits may be issued to members only, and are valid for the period from April 1 through March 31.

IV. PROCEDURES FOR ISSUING PERMITS.

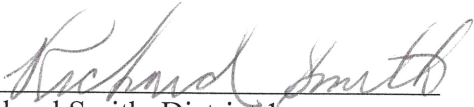
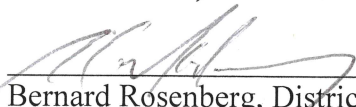

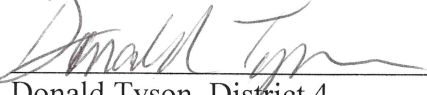

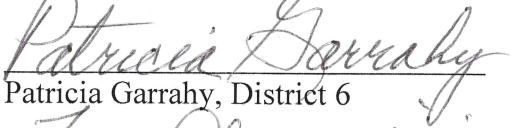

A. Upon receipt of each Application, the General Manager shall enter the date and time the application was received.

B. The Committee will conduct a lottery for the award of annual permits. The Committee shall establish deadline dates for the submission of applications for annual permits. The date will be published in *Harbour Lights* and on Heritage Harbour TV.

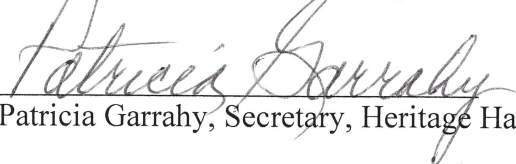
C. Temporary permits will be issued in the order in which the application is received.

D. The General Manager shall notify each applicant in writing whether their application was approved or not approved. Notifications shall include instructions that they may obtain

E. The Committee will maintain a waiting list, based on the order in which the applications are received, for the subsequent award of permits as boat slips become available.

	Yes	No	Abstain
 Richard Smith, District 1	<u>✓</u>	<u> </u>	<u> </u>
 Bernard Rosenberg, District 2	<u> </u>	<u> </u>	<u> </u>
 Ray Keeler, District 3	<u>✓</u>	<u> </u>	<u> </u>
 Donald Tyson, District 4	<u>✓</u>	<u> </u>	<u> </u>
 Earl Kehr, District 5	<u>✓</u>	<u> </u>	<u> </u>
 Patricia Garrahy, District 6	<u>✓</u>	<u> </u>	<u> </u>
 Tony Alessandrini, District 7	<u>✓</u>	<u> </u>	<u> </u>

Administrative Resolution No. 10 was duly approved at a regular meeting of the Board of Directors on November 12, 2008.


Patricia Garrahy, Secretary, Heritage Harbour Community Association, Inc.