

Procedure for Filing Covenant Complaints

Read the Covenants first to verify that you have a complaint/Covenant issue that can be resolved by the Committee. Copies of the Covenants are available at the Clubhouse front desk. If you cannot stop by during regular business hours call 387-1655 to request a copy be mailed to you.

Attempt to talk to your neighbor first. Many times a simple conversation will resolve issues. If not, write a letter detailing your complaint to the offending neighbor. If you wish to remain anonymous you may do so, but you must identify yourself to the Committee. You will continue to remain anonymous to the offending neighbor. Write a letter to the Committee containing the information below to make clear who the complaining party is and which property is the offending property. When you do not know the name of the property owner call the water company to find out a property owner's name. Sometimes help is available at Island County Offices to obtain property owner names and addresses.

Include in the letter to the offending property owner:

1. The address of the offending property (same way as shown in 2. below);
2. The name and mailing address of the offending party if non-resident property owners, for example:
John Smith
4321 Dry Gulch Road
Bullhead City, AZ 12345

Re: Your Property Located at 1234 Maple Lane, Camano Island, WA
3. The date;
4. The addition number of the offending property, if known;
5. Your name, address and telephone number (optional); and
6. Send the letter to the offending neighbor.

Include in the letter to the Committee:

7. The address of the offending property;
8. The name and mailing address of the offending party if non-resident property owners;
9. The date;
10. The addition number of the offending property, if known;
11. Your name, address and telephone number – requesting anonymity; and
12. Mail both letters to the Committee addressed to:

Covenant Committee Chairman, 1243 Beach, Camano Island, WA 98282. Remember to identify yourself to the Committee.