

SUN RANCH

Existing Trailer or Camper Residence Registration Form

Temporary Construction Residence Policy (Resolution No. 2026-17, Exhibit A, Section VII) and Fresh Start 2027 (Resolution No. 2026-22)

If you were living in a trailer, camper, mobile home, or other temporary shelter on your Sun Ranch lot before October 24, 2026, register with the Board using this form by May 31, 2027. Registering lets you continue living there under one of the two transition tracks below. Owners who do not register lose these options and are treated as an unauthorized placement beginning June 1, 2027.

1. Owner and lot information

Date:

SROA member name:

Lot number:

Property address:

Mailing address:

Email address:

Phone number(s):

Name(s) of person(s) living in the trailer or shelter:

2. Do you need to register?

Register if your trailer or shelter was used as a residence on your lot before October 24, 2026 under either test below (Policy Section III). Check all that apply:

☐ Occupied more than 120 nights in a calendar year

Nights do not need to be consecutive. Extended recreational or seasonal stays of 120 nights or fewer in a calendar year are not residency.

☐ Wheels removed, hitch disconnected, or skirting or a permanent foundation added

☐ Connected to permanent septic/sewer or electrical service by a fixed hookup (not a temporary RV-style connection)

☐ The lot is the occupant's mailing address, or the owner has no other residence on file with the Association

☐ Utility accounts for the lot (power, water) are in the occupant's name

If none of these apply, your use is recreational, intermittent, or seasonal. No registration is needed, and you do not need to submit this form.

3. About the trailer or shelter

Type:

☐ Travel trailer / RV ☐ Fifth wheel ☐ Camper ☐ Mobile home ☐ Other: _____

Approximate length (feet): Month and year first used as a residence:

Location on the lot (e.g., "NE corner, 60 ft from road"):

Approximate nights occupied in 2026:

Is anyone living there now? ☐ Yes ☐ No

Utilities (check all that apply):

Power: ☐ Solar / generator ☐ Utility service

Water: ☐ Well ☐ Hauled ☐ None

Waste: ☐ RV holding tank ☐ Septic system ☐ Other: _____

4. Construction status — choose one track

☐ **Track A — I am building a permanent home on this lot**

Building Approval Form: ☐ Approved on _____ ☐ Submitted with this form

Current stage of construction:

☐ Site prep ☐ Foundation/footings ☐ Framing ☐ Enclosed (roof/walls) ☐ Finishing

Track A: if construction is actively underway, your temporary residence is approved for a 12-month term beginning June 1, 2027, renewable in 6-month increments with dated progress photos (Policy Sections IV–V).

☐ **Track B — I am not building yet**

My plan:

☐ Submit a Building Approval Form and begin construction by _____

☐ Stop living in the trailer as a residence by _____

☐ Undecided

Track B: you have until October 31, 2027 to either submit a Building Approval Form and begin construction (you then move to Track A) or stop living in the trailer as a residence. One hardship extension of up to 6 months may be granted for documented cause (for example, a financing or contractor delay) if requested in writing before October 31, 2027.

5. What to attach

☐ A dated photo of the trailer or shelter showing where it sits on the lot

☐ Track A only: a dated photo of the current construction

☐ Track A only: your Building Approval Form, if one is not already on file

6. Certification

I certify that the information on this form is true to the best of my knowledge. I understand that the Board may request a site visit if anything on this form is unclear, and that registering with the Association does not authorize any use that Okanogan County does not allow; I remain responsible for all County building, water, and septic requirements.

Owner signature: Date:

How to submit

- Email it to sunranchmemberstonasket@gmail.com.
- Send it by US Mail to PO Box 407, Tonasket, WA 98855.
- Deliver it in person at a Board meeting, or arrange to give it to a Board member (see <https://www.sunranchtonasket.org> for contact information).

Deadline: May 31, 2027. You may register at any time before then — you do not need to wait for the March 1 – May 31, 2027 grace period.

Board use only

SROA member name: Lot number:

Date received:

Received by May 31, 2027? ☐ Yes ☐ No

Track assigned:

☐ Track A — 12-month term June 1, 2027 to May 31, 2028

☐ Track B — deadline October 31, 2027

Building Approval Form on file (date approved):

Hardship extension: ☐ Requested on ☐ Granted through

Board meeting date:

Board vote: _____ in favor _____ opposed

Owner notified in writing on:

Notes:

The owner may appeal the track assignment or denial of a hardship extension under the Board Decision Appeals Policy and Procedure (Resolution No. 2026-10).

Signed for the Board:

President Secretary