

Birch Bay Village Community Club

Golf Course Rules and Regulations

As adopted by the Golf Committee and
As approved by the Birch Bay Village Board of Directors on
April 22, 2011

REVISED AND RESTATED
approved by the Birch Bay Village Board of Directors on May 19, 2022

These Golf Course Rules & Regulations replace all previously established by Birch Bay Village
Community Club

Golf Course Rules and Regulations Change Log

Change #	Date	Section	Subject	Replace/Add/Delete
#1	6/19/14	I.	Clarification	Change/Add
#2	6/19/14	II. A1	Age, Residency Clarification	Change/Add
#3	6/19/14	II. B	Age Clarification	Change
#4	6/19/14	II. C	Age Clarification	Change
#5	6/19/14	II. D2	Punch card Clarification	Delete/Add
#6	6/19/14	III A 7	Property Damage	Delete
#7	6/19/14	III. A8	Inappropriate Behavior Clarification	Delete
#8	6/19/14	III. A9	Trespass Clarification	Add
#9	6/19/14	III. A14	Right of Way	Add
#10	6/19/14	III. B2.	Property Damage Clarification	Add
#11	6/19/14	III B	Youth Age Clarification	Add
#12	6/19/14	V A3	'Resident' to 'Member/Renter'	Change
#13	6/19/14	VII B	'Resident' to 'Member/Renter'	Change
#14	6/19/14	VIII. 1	Walk-up Play	Add
#15	5/18/17	Table of Contents	Table of Contents	Correct/Update
#16	5/18/17	I.	Golf Course	Simplify/Clarify
#17	5/18/17	II.A.	BBV Golf Course Membership	Clarify/Update
#18	5/18/17	II.D.	Paid-Play Options	Update
#19	5/18/17	III.A.2,3.	Rules and Regulations	Simplify/Clarify
#20	5/18/17	III.A. 6.	Proper Golf Attire	Revise
#21	5/18/17	III.A.12.	No practice	Update
#22	5/18/17	III.B.f.	Underage Players	Clarify
#23	5/18/17	IV.B.	Golf Club	Update
#24	5/18/17	V.B	Private Tournaments	Add/Clarify
#25	5/18/17	V.C.	Golf Club programs	Update
#26	5/18/17	VII.	Penalties and Fines	Add/Simplify/Clarify
#27	5/18/17	VIII.	Course Use Schedule	Update

#28	10/7/19	VIII	Course Use Schedule	Update/Clarify
#29	5/10/2022	TOC	Automated Table of Contents	Update
#30	5/10/2022	I	“the Golf Course” clarified	Update
#31	5/10/2022	I	For golf only clarified	New
#32	5/10/2022	I	“the Board” clarified	Update
#33	5/10/2022	I	Members/membership	Revise/Simplify
#34	5/10/2022	I	“the Golf Committee” clarified	Clarify
#35	5/10/2022	I	Rec Center manages golf	Clarify
#36	5/10/2022	II	Membership becomes Annual Pass	Revise
#37	5/10/2022	II.A.1	Couple property owner eliminated	Delete
#38	5/10/2022	II.A.b-c	Family eligibility for annual pass	Revise
#39	5/10/2022	II.A.b-c	Extended the scope of family	Revise
#40	5/10/2022	II.A.d	Family eligibility updated annually	New
#41	5/10/2022	II.A.2	Clarification regarding renters	Revise
#42	5/10/2022	II.A.3	Only owners may invite guests	New
#43	5/10/2022	II.B	Couple Annual Pass eliminated	Delete
#44	5/10/2022	II.B.2	Sponsored golfer clarified	Update/Clarify
#45	5/10/2022	II.B.3	Emeritus Award clarified	Update/Clarify
#46	5/10/2022	II.B.4	Lifetime Award	New
#47	5/10/2022	II.C	Youth Annual Pass clarified	Update
#48	5/10/2022	II.D.1	Honor box eliminated	Delete
#49	5/10/2022	II.D.2	Punch Card becomes “Promotion”	Revise
#50	5/10/2022	III	Golf course is for golf only	New
#51	5/10/2022	III.A.1	Annual Acknowledgement of rules	Revise
#52	5/10/2022	III.A.2	Tee booking system payments	New
#53	5/10/2022	III.A.3	Check-in at Rec Center required	Revise
#54	5/10/2022	III.A.4	Proof of payment of green fees	Revise
#55	5/10/2022	III.A.6	Nine-hole completion time	Revise
#56	5/10/2022	III.A.7	Attire examples/commentary	Delete
#57	5/10/2022	III.A.8.b	Damage to private property	New
#58	5/10/2022	III.A.8.d	Reporting possible damage	New
#59	5/10/2022	III.A.9	Inappropriate behavior	Revise
#60	5/10/2022	III.A.10	Trespassing on private property	Revise
#61	5/10/2022	III.A.10	Trespassing on the Golf Course	New
#62	5/10/2022	III.A.13	Practice not allowed on course	Revise
#63	5/10/2022	III.A.14.b	Yardage markers	Revise
#64	5/10/2022	III.B	Youth golfers	Revise
#65	5/10/2022	III.B.1.a	Parent/guardian release form	Revise
#66	5/10/2022	III.B.1.b	Parent/guardian responsibility	Revise
#67	5/10/2022	III.B.1.c	Youth must be supervised	Revise
#68	5/10/2022	III.B.2	Youth Golf Certification	New
#69	5/10/2022	III.C.1.c	Handicap flag for golfers	New
#70	5/10/2022	III.C.1.d	Power cart restrictions	New
#71	5/10/2022	IV.A	Liaison from Board to Committee	New
#72	5/10/2022	IV.B	Golf Club League clarification	Revise
#73	5/10/2022	V.A.2	New golf club tournaments	New
#74	5/10/2022	V.A.3	Rec Center organized tournaments	New
#75	5/10/2022	V.A.4	Tournament sponsorship	Revise

#76	5/10/2022	V.B.4	Private tournament confirmation fee	New?
#77	5/10/2022	V.C	Approved programs, etc.	Revise
#78	5/10/2022	VII	Penalties and Fines	Revise
#79	5/10/2022	VII.D	Fine Schedule	New
#80	5/10/2022	VIII.A	Course Use – Rec Center Open	Revise
#81	5/10/2022	VIII.B	Course Use – Rec Center Closed	Revise

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I. The Birch Bay Village Golf Course

The Birch Bay Village Golf Course (the Golf Course) is a vital amenity for Birch Bay Village (BBV). It is an “executive” length, 9-hole-plus golf facility that is available, for golf-related activities only, to all BBV Owners/Renters, their invited guests and others as may be authorized by the BBV Board of Directors (the Board). Golfing facilities and amenities consist of the golf course, practice area (hitting cage, chipping area, putting green), Rec Center, and patio with amenities and furniture.

A Golf Committee, established by the Board, provides recommendations on rules, regulations, golf course improvements, annual budgets, and any other requests relating to golf or the Golf Course.

The Golf Course is maintained by a Greenskeeper, an Assistant Greenskeeper, and other BBV staff as required. The Greenskeeper reports to the BBV General Manager but works closely with the Golf Committee to ensure that the Golf Course is maintained to standards appropriate to the season of play and is improved within budgets provided.

The Rec Center Manager manages the day-to-day operation of the Rec Center, including golf tee times, cart rentals, tournament scheduling and support of other BBV golfing activities.

II. Annual Passes and other Paid-play Options

A. BBV Golf Course Annual Pass: (General)

1. Golf course annual passes are available for the following:
 - a. Property owners
 - b. Family of property owners (includes youth, grandchildren, and other direct relations 18-years of age and under (who may or may not live in the Village)).
 - c. Adult family of property owners (over 18-years of age) (There is no requirement for family members to live in the Village or to live with the property owner)
 - d. A property owner will annually provide a list of adult and youth family members who are eligible to purchase a golf annual pass.
 - e. An adult living in a property owner’s household
 - f. Others, as may be authorized by the Board of Directors
2. Property owners who rent their property relinquish their BBV golfing privileges to the renter(s) unless appropriate exceptions are made with the Village and/or renter(s).
3. Only owners/renters may invite guests to play at the Golf Course.
4. All golf-related rates are set annually by the Board based on recommendations from the Golf Committee.
5. All annual passes must be renewed each year (valid January 1 - December 31).

B. Adult Annual Passes (over 18-years of age)

1. Regular – one person who qualifies under paragraph II.A.1 above.
2. Sponsored (Non-Resident) – one person “sponsored” by an owner/renter. A sponsor must ensure that their sponsored golfer is aware of and will abide by the BBVCC Golf Course Rules and Regulations.
3. Emeritus Award – given to an individual who has reached age 90 and has held a Regular Annual Pass for 5 or more years. The cost of all future Regular Annual Passes for the individual is waived. This award is established by written letter issued by the Golf Committee, approved by the Board, and renewed automatically each calendar year for the life of the individual.

4. Lifetime Award – this may only be granted by the Board and will entitle an individual to golfing privileges for life without the purchase of an Annual Pass. The Golf Committee will be judicious in nominating individuals for this award to the Board and will nominate an individual only if, in the opinion of the Golf Committee, the person has contributed to the Golf Course and golf community in an exemplary and/or extraordinary fashion over an extended period of time. These contributions will be outlined in an accompanying letter to the Board requesting the lifetime award.

C. Youth Annual Pass

1. Must be 18-years of age or younger and qualify under paragraph II.A.1.b above.

D. Paid-play Options

1. Pay per round options include (rates set annually by the Board based on recommendation from the Golf Committee):
 - a. 9-holes
 - b. 18-holes
2. “Promotions”: may be offered by BBV management/Rec Center staff at any time to encourage new golfers or more usage of the Golf Course.

III. Rules and Regulations

Only golfing activities are allowed on the Golf Course unless otherwise authorized by the Golf Committee and/or the Board.

All golfers shall be familiar with and comply with the following rules and regulations pertaining to the Golf Course:

A. General: All golfers

1. Annual Acknowledgement of Rules and Regulations: All golfers using the Golf Course must acknowledge these Rules and Regulations on an annual basis in either written or electronic form.
2. Tee Time Booking: the Rec Center uses an internet-based tee booking system requiring payment utilizing purchased passes, promotions or electronic payment (credit, debit, PayPal, etc.) Cash may be used only when the Rec Center is open.
3. Check-in: All golfers must check-in at the Rec Center (when open) prior to starting play; when the Rec Center is closed, all golfers must have proof of payment of their green fee (security or course marshals will be checking golfers on the Golf Course).
4. Golf course pass/receipt required: All players must have either a current Annual Pass, a valid green fee cash register receipt, or a booking system receipt to show when playing on the Golf Course.
5. Start of play: All players must start on Hole #1 unless directed otherwise by a Rec Center Golf Attendant.
6. Pace of play: Players are expected to maintain a good pace of play, completing nine holes in 110 minutes or less.
 - a. Slow play: Slow groups/players must let faster groups/players play through if there is an open hole in front of them.
 - b. Lost balls: Time spent looking for a lost ball must not exceed three minutes.
7. Proper golf attire: All individuals must wear acceptable golf attire while on the Golf Course or practice area:
 - a. Attire consistent with current or past professional trends in golf wear is acceptable.

- b. Footwear is required when on the Golf Course and practice area and cannot cause damage to tee boxes, putting surfaces, or practice areas.
 - c. Metal-spiked golf shoes are not allowed.
8. Damage:
- a. Golfers are responsible for any damage they may inflict to the Golf Course and related BBVCC improvements.
 - b. Golfers should consider themselves responsible for any damage they may inflict on adjacent properties.
 - c. BBVCC has no responsibility for any property damage on adjacent properties caused by golfers.
 - d. Reporting damage:
 - i. Golfers who hit errant shots where damage is suspected are expected to report the hole and date/time to the Rec Center.
 - ii. All golfers and adjacent property owners are encouraged to report any golf-related incidents to the Rec Center.
9. Inappropriate Behavior: Inappropriate behavior on the Golf Course will not be tolerated. Offenders may be asked to leave the course, forfeiting any greens fees, and may be escorted out of the village by Security if appropriate.
10. No trespassing: Golfers must respect adjacent properties – do not enter or retrieve a golf ball from adjacent property without permission from the property owner. Anyone not associated with a permitted golf activity or an authorized non-golf event is not allowed on the Golf Course and is considered to be trespassing on the Golf Course.
11. Ground repairs: Golfers should repair ball marks on greens, replace or fill divots with sand on fairways, fill divots with sand on tees, and rake sand bunkers as appropriate.
12. Golf clubs/bag: It is recommended that each golfer have their own set of golf clubs to not delay the pace of play while golfing. Golf bags may not be placed upon the surfaces of greens.
13. No practice: Golfers may not use the Golf Course as a “personal” practice area or driving range; golfers must use practice areas provided (putting green, chipping area, hitting cage, simulator); mid-distance shots may be practiced on the empty field area adjacent/parallel to the #9 hole, provided such shots are directed away from adjacent properties and do not infringe on the playable area of the #9 hole.
14. Course markers:
- a. Out of bounds: Out of bounds areas are marked by contiguous white stakes or a painted/chalked white line; no ball should be played from an out of bounds area.
 - b. Yardage markers: Par 4 fairways are marked to center of green by cart path distance indicators. Distances from tee boxes to center of greens are marked by in-ground yardage monuments at the tee boxes.
15. Right of Way: Golf Course Maintenance staff has the right of way on the Golf Course. Maintenance activity on the Golf Course takes precedence over golf play. Golfers must not hit balls in the general direction of staff.

B. Youth Golfers (18-years old and younger)

- 1. The following rules and regulations apply to youth on the Golf Course:
 - a. Parent/guardian must sign a release to not hold BBV responsible for any injury/accident to or incident affecting the youth while on the Golf Course; the release form will be available from and held on file at the Rec Center.
 - b. Parent/guardian assumes all responsibility for their youth golfer(s).
 - c. Youth golfer must be accompanied by an adult on the Golf Course (if not certified). Accompanying adult must acknowledge these Rules and Regulations on an annual basis in either written or electronic form.

- d. Youth golfer is required to pay the applicable green fee, have a current Annual Pass, or some other promotion offered by the Rec Center.
 - e. Groups playing with the youth must not delay the play of groups behind them and should keep up with the group ahead of them.
 - f. The tee time for a youth will generally be scheduled during a “quiet period” or as allowed by the Rec Center Manager.
2. A youth who is 18 years old or younger can be certified by the Rec Center Manager for unsupervised play (without an adult) upon demonstrating completion of:
- a. Rec Center’s “Youth Golf Certification Program for Unsupervised Play”
 - b. Another golf school program or certification program recognized by BBV, following a required orientation to the Golf Course

C. Golf Carts (power and hand)

1. Power Carts:

- a. Owners of power carts used on the Golf Course must pay the applicable yearly or daily “Trail Fee”. The Trail Fee is established by and payable to BBVCC.
- b. Power cart use is at the day-to-day discretion of the BBV Greenskeeper and depends on course conditions and work activities; power cart operators must abide by signs posted at the Rec Center/first tee and as found along cart paths.
- c. Power carts should remain 30 feet from surfaces of greens and tee boxes when not on a cart path. Only golfers with a “handicap” flag on their cart are permitted to drive inside this distance. Handicap flags may be requested at the Rec Center by golfers with documented mobility challenges.
- d. Power cart restrictions:
 - i. 53” wide or less
 - ii. No deep-tread tires
 - iii. Maximum speed limit: 15mph on the Golf Course and cart paths

2. Handcarts:

- a. Handcarts with wheels that may damage the Golf Course are not permitted.
- b. Handcarts should remain on fairway or cart path surfaces; stay off surfaces of greens, fringe areas around greens, and tee boxes.

IV. BBV Golf Organizations

The following committees and club activities are represented in the BBV golfing community:

A. Golf Committee

The Golf Committee, comprised of volunteers approved by the Board, provides advice and recommendations on matters pertaining to the development and maintenance of the golf facilities, its budget, golf fee schedules, and other golf-related issues. Voting members sit for an initial 3-year term and, upon approval by the Board, may sit for an additional 3-year term (six consecutive years in total) before having to step down for at least one year. A non-voting “Associate” committee member may be approved by the Board to ensure continuity of effort and/or to maintain the availability of a volunteer’s unique skills or contributions. Golf Committee members elect individuals to Chair, Vice-Chair, and other functional positions annually. The Board also annually appoints a Liaison from the Board to the Golf Committee.

B. BBV Golf Club

The BBV Golf Club sponsors or organizes many golf-related activities and events, including but not limited to tournaments, the BBV Junior Golf Program and other golf-community events. The Golf Club includes the following internal “leagues”, each with its own autonomous organization: Men’s League, Tuesday Money League, Women’s League, Friday Night Fun League, and the Scramble League. An application must be presented to the Golf Club and approved by the Golf Committee for a new League to be added.

V. Tournaments, Programs and Events

A. General

1. All golf tournaments held on the Golf Course will be scheduled through and supported by the Rec Center Manager.
2. Each year, dates for BBV Golf Club organized tournaments will be established before open-play dates are declared. If the Golf Club chooses to organize a tournament after open-play dates are declared, the tournament must be approved by the Rec Center management.
3. The Rec Center may offer one or more tournaments per month.
4. All tournaments must be sponsored by the Golf Club or the Rec Center.

B. Private Tournaments

1. Private tournaments must be requested by and organized by a BBV Owner/Renter. Requests for a private tournament from the general public will normally be denied unless, due to extenuating circumstances, the Golf Committee or Rec Center management determine otherwise.
2. Subject to the preceding paragraph, private tournaments with less than 20 players may be scheduled at the discretion of the Rec Center Manager on a non-interference basis with previously scheduled events. The Rec Center Manager will inform the Golf Committee Chairperson of such private tournaments at the time they are scheduled.
3. Requests for private tournaments with 20 players or more will be scheduled by the Rec Center Manager following review and approval by the Golf Committee, which shall not unreasonably delay or deny the request.
4. Private tournaments are subject to a refundable tournament confirmation fee, payable in advance, as determined by the Board-approved Fee Schedule . Tournaments cancelled within 48 hours of the scheduled date are subject to forfeiture of the otherwise refundable tournament confirmation fee.
5. Private tournaments requested between Golf Committee meetings will be coordinated by the Rec Center Manager with the Golf Committee Chairperson.

C. Golf Committee approved programs, tournaments and events

On-going programs, tournaments and events of the Golf Course currently include, but are not limited to, the following:

1. Youth Golf Program
2. Annual Golf Fundraiser Tournament/Dinner/Auction
3. Annual Club Championship
4. Village/Rec Center Tournaments (approximately 10 per year)
5. Whatcom Seniors Golf Tournament(s)
6. Inter-Golf Course Club Challenge Matches
7. Golf Club Weekly League Play (see section IV.B)
8. Special and Invitational Tournaments

9. Golf Club Volunteer Work Parties

VI. Memorials

The Golf Committee will consider requests for memorials according to the following guidelines:

1. All requests for memorials on the Golf Course will be submitted to the Golf Committee Chairperson and reviewed by the Golf Committee for appropriateness of placement and type of memorial (for example, benches, plaques, trees, etc.)
2. The Golf Committee will review planned projects which lend themselves to full or partial financial participation by the requestor of the memorial, with subsequent timely implementation and acknowledgement with a plaque provided by the requestor.
3. If the proposed memorial project is of a type that is subject to ACC review, the requestor shall handle the ACC review process subsequent to the Golf Committee's approval.
4. Implementation of approved memorial projects on the Golf Course will be coordinated with the BBV Manager.
5. Material and implementation costs of memorial projects will be the responsibility of the requestor of the memorial as mutually agreed upon by the Golf Committee and the BBV Manager.

VII. Penalties and Fines for Non-compliance

All persons on the Golf Course (including practice area, Rec Center, and patio) are subject to these Rules and Regulations. Non-compliance with these Rules and Regulations can result in warnings, fines, a suspension of playing privileges and/or a loss of one's golf membership (without refund of fees paid). The type of penalty imposed is at the discretion of the course marshal, a Rec Center Manager/Attendant, or security staff.

A. Warnings

Since all golfers and adults accompanying uncertified Youth golfers are required to acknowledge and agree to the Golf Course Rules and Regulations prior to golfing, warnings will seldom be utilized. If warnings are issued, they will be logged, and the golfer will be given an explanation of the violation involved and potential penalties for subsequent violations.

B. Fines

Since all golfers and adults accompanying uncertified Youth golfers are required to acknowledge and agree to the Golf Course Rules and Regulations prior to golfing, violations can result in a fine. Repeated infractions carry incremental doubling(s) of fines.

C. Loss of golf privileges

1. Continued disregard of these Golf Course Rules and Regulations may result in the temporary suspension of an individual's privileges to play golf on the Golf Course for a period of up to 30-days or for the remainder of the calendar year or longer, depending on severity.
2. Failure to take responsibility for damages to the Golf Course or related BBVCC improvements may result in a loss of privileges for the remainder of the calendar year or longer, depending on severity.

3. A particularly egregious violation of protocol, moral behavior, or physical/verbal-abusive behavior towards another person may result in a loss of privileges for the remainder of the calendar year or longer.

In the event of a loss of golf privileges, there will be no refund of golf-related fees.

D. Fine Schedule

1. Private Property Trespassing - \$50
2. Failure to pay for tee time - \$25 plus the appropriate tee fee
3. Cart on course without paid cart trail fee - \$25 plus the daily cart trail fee
4. Anyone on the golf course but not associated with a permitted golf course activity: \$25
5. Power Cart too close to green or tee box without a Handicap Flag: \$10
6. Not starting on Hole #1 without the permission of the Rec Center: \$10
7. Nonadherence to cart path rules posted on the course (e.g. Carts Stay On Path): \$10

VIII. Course Use Schedule

The following reflects the current standing golf course use activities and tee time requirements. These are subject to change:

A. Rec Center Open

When the Rec Center is open:

1. **Every day:** Tee times are required. Walk up play for Owners/Renters/Annual Golf Pass holders (all types) will be accommodated if possible. Walk up play for guests (who are not annual golf pass holders) will be accommodated if possible, provided a BBV Owner/Renter registers their guest with the Rec Center.
2. **Golf Club League and Tournament Play:** See the Golf Operations Policy document for details. Generally, all players not participating in a scheduled event will be off the Golf Course prior to the event start.

B. Rec Center Closed

When the Rec Center is closed, all tee times must be booked online (golfers will be checked by a course marshal or Security).