



Revised August 2023

GUIDELINES FOR COMMUNITY LIVING--RENTAL HOMES

In order to have a neat, clean and attractive Community and one that not only we, but also the other residents of the Community will be proud of, the Management has set forth the following guidelines for living of which the residents and their guests shall abide. These are a part of your rental agreement.

(1) GENERAL

1. Tenant is responsible for rental agreement or Guideline violations and damages caused by other occupants of the home and guests.
2. Streets are for traffic only.
3. No discharge of firearms, bow and arrow, hunting or trapping, etc. will be permitted in the community.
4. Occupancy standard must meet local municipality requirements.

2) SUBLETTING, SELLING, OR RENTING

1. Subletting of rental home is not allowed. See Section 12 of Rental agreement.

(3) HOMES AND SITES

1. No fences of any kind may be put up by the Tenant without prior written permission, and submission and approval of a building permit.
2. Alterations shall not be made to the community site of the service facilities or components thereof without first receiving written permission from the Management.
3. Lawn care and maintenance:
 - a. It is the Tenant's full responsibility for the care and maintenance of lawns.
 - b. Trees, shrubs, and flowers may be planted only after receiving the prior consent of the Landlord and Tenant agrees that they become a part of the real estate and must remain on the site at the termination of the rental agreement. Landlord shall not be responsible for damage to any plants, shrubs, or lawns caused by the moving of a home on or off any site. Before planting any trees or shrubs or doing any digging on the Site, contact Diggers' Hotline because there are many underground utilities and we do not want digging over electric cables.
 - c. Willow, cottonwood, silver maple, ash, poplar, and sumac trees, among others, will not be approved for planting in the community.
 - d. Gardens: Approval from the community management must be obtained first if you should decide to plant a garden. The size must not exceed 10' x 10'. No gardens shall be allowed in front yards. Locations must be behind your shed, or in back of your home, depending on instruction from the Management. Your site must be able to tastefully accommodate a garden. Compost piles or compost containers are not allowed. All plants should be removed after the growing seasons. Fencing around any garden must be built with approved materials only and must also be removed after the growing season.
 - e. Lawns must be BOTH mowed and trimmed a minimum of once per week or more if necessary. Any shrubs must be maintained by Tenant. The care and condition of each Community site is the responsibility of the Tenant. However, if it becomes necessary to mow lawns, clean up unsightly rubbish, etc., maintenance charges will apply (see rental agreement for charges). Mowing and trimming is not allowed on a holiday.
 - f. Landscaping equipment, such as, lawn mowers, riding lawn mowers, and tractors, must be stored in your shed, garage, or off street view during the off season.
 - g. Snow blowers must be stored in your shed, garage, or off street view during the off season.

4. The Tenant is responsible and must pay for damages caused by the Tenant while working on or around the utilities including the electrical pedestal, receptacles, television, or telephone cables or pedestals, gas, water, and sewer pipes, etc. Tenant is also responsible and must pay for damages to property and structures, such as, sign posts, mailboxes, or lawns, etc....when damage was caused by the Tenant, other occupants of the home, or the Tenant's guest.
5. No storage of any item is permitted on patios or exterior areas surrounding the home except steps, patio furniture, or other patio related items. Commercially designed lawn furniture is allowed for outside use. No old upholstered furniture or furniture designed for interior use will be allowed. Furniture should be stored away during the off-season.
6. Before driving any rods, posts or like materials into ground, check with Diggers Hotline as to the location of underground utilities.
7. Trespassing on other sites is not allowed unless given their expressed permission.
8. Each home MUST have the address displayed clearly on the exterior. If the Community has a standard type of number, letter, size or location, that will be the only allowable type of address. If there is no standard, any commercially produced number or letter would be acceptable providing it is proportional in size with the norm in the community.
9. No painting or dressing of any concrete walks or patios.
10. Window air conditioner units must be installed with supports attached to the home, not by posts to the ground.
11. Do not install insulation in your windows. Any materials designed as an additional storm window or weatherization must be secured on the inside of the home, not visible from the outside. Tape, plastic, and insulation, which can be seen on the exterior of the home, are not allowed.
12. Windows must be decorated with commercially designed window treatments, i.e. curtains, draperies, blinds, etc. Bath or beach towels, blankets, bed sheets, or flags will not be accepted as window coverings.
13. Any lawn decorations, lawn ornaments, or flags must be commercially produced and tastefully decorate your home site. Landlord at his own discretion may refuse any decorations deemed untasteful. Flag poles must not exceed 20 feet in height.
14. Outdoor holiday decorations must be removed no more than three weeks after the holiday.
15. Birdfeeders that are damaged or unused must be removed.
16. Tarp can be used only with prior approval from management for home site. Covers for cars, air conditioners, grills, and motorcycles must be commercially designed for those specific items. All tarps must be a neutral color, i.e. black, brown or grey (not silver), and must be properly stored in your shed or garage when not in use.
17. Any murals or expressions of art on exteriors of garages, sheds, or home must be submitted with a building permit application and approved by Landlord prior to installation.
18. One above-ground commercially manufactured fire pit is allowed if it meets local municipal requirements.
19. If home has a wood burner, fireplace, or fire pit from October 1 to April 15, no more than two face cords of firewood may be stacked neatly on the site. From April 16 to September 30, no more than one face cord may be stacked on the site. Whenever possible it should be out of view from the street. All wood must be pre-cut before it is delivered to your site
20. In the event of fire, wind, or other causes of damage to the home or any of the Tenant's property on the home site, the Tenant is responsible for debris removal within a reasonable amount of time as deemed acceptable by Landlord. If debris is allowed to remain, Landlord at his option may have it removed. The debris removal fee will be charged accordingly to current hourly rates, plus any refuse container fees as charged.

(4) SKIRTING

1. Hay bails, bags of leaves, or any other materials may not be placed around the skirting.

(5) WATER METERS

1. If meter freezes and breaks, the expense to have the meter replaced may be the responsibility of the Tenant.

(6) SEWERS

1. Materials foreign to normal toilet usage such as disposable diapers, paper towels, napkins, Tampax, Kotex, flushable wipes, etc..., shall not be placed in the toilets or drains.
2. If sewers become plugged and any foreign items, included but not limited to those listed above, are found, it shall be the Tenant's sole responsibility to pay for the entire sewer-cleaning bill or sewer repair.
3. Tenants are responsible for notifying Landlord of necessary plumbing maintenance for the prevention and repairs of leaks in faucets, water lines, and toilets.

(7) GARBAGE

1. Garbage cans and/or proper plastic containers must comply with local Health Department Codes. All containers must be kept in a shed, or garage if available, or at the rear of the Tenant's home site, completely out of sight.
2. Garbage cans must be kept covered and not allowed to overflow. Do not at any time set garbage bags outside.
3. Do not set your garbage out to the curb for collection until late the evening before or early on the day of collection. Common sense should be used on windy days; anchor lightweight refuse and recyclables.
4. No burning of debris and/ or leaves at any time.
5. If your community has recycling containers, store the separate containers in your shed, garage or out of site.

(8) STORAGE BUILDINGS, GARAGES & CARPORTS

1. If you are interested in building a new storage building, garage, or carport on your site, you must first contact management. Detailed plans along with a Home Site Improvement application must be submitted to the management for approval. Building permits must also be obtained from the local municipality before any construction begins. You must use new materials. We do not allow materials such as flake board, wafer board, particleboard, or BLANDEX as exterior siding. The materials used **MUST BE DESIGNED FOR RESIDENTIAL EXTERIOR USE** and must be identical to the exterior siding and roofing material that was installed at the factory when the manufactured home was built.
2. The utility building/garage must be vinyl sided with a pitched shingled roof or another approved structure. All siding, trim, and roofing materials must be identical to the colors and materials used on the home. The roof must be of residential-grade roofing material.
3. A base of concrete, cement slab, or gravel must be provided for the shed to rest on. This will depend on local codes. All sheds shall be securely anchored to the base ground
4. Garage slabs and foundations become community property and are not allowed to be removed from the premises should the Tenant decide to relocate. Not all sites are conducive to garage construction.
5. If a carport, whether attached or freestanding, is on more than two sides, a garage door on the end facing the road will be required.
6. All unpainted material, i.e. brick molding, garage or shed trim, etc. must be painted within 30 days of construction completion.
7. Any adverse effect of drainage due to new construction by Tenant will be corrected at the Tenant's expense.
8. Construction is not allowed on holidays.
9. Doors on storage buildings and garages must be kept closed when not in use.

(9) SIGNS

1. No signs without prior community approval are allowed in the yard. This includes "For Sale" signs.
2. Political signs may be displayed during election time only and are to be removed promptly. Landlord at their own discretion may refuse any political signs that are deemed untasteful.

(10) PLAYGROUND EQUIPMENT & POOLS

1. If playground equipment is desired, submit a plan for prior written approval with Management as to details and location before installing it up. Management reserves the right to reject the condition of equipment and require its removal if it has not been authorized. Tenant must provide Landlord with indemnification from Tenant's insurance company. No tires, swings, or hammocks in trees are allowed.
2. If Tenant chooses to purchase a trampoline, Tenant must provide Landlord with indemnification from Tenant's insurance company. All trampolines must have a manufacturer-supplied safety netting around the perimeter of the trampoline. The trampoline cannot be used for storage. Trampolines must be dismantled by November 1st.
3. If you are considering installation of anything larger than a wading pool you must:
 - a. Submit a plan to Management listing dimensions and a brochure featuring the pool, as it will look when complete.
 - b. Prior to installation, obtain a written approval from Management. Tenant must provide Landlord with indemnification from Tenant's insurance company.
 - c. Securely cover the pool, with a safety cover designed specifically for pools, when not in use
 - d. Remove the ladder to the pool when not in use.
 - e. Make sure the installation and operation of the pool meets local ordinances. Check with the municipality before installing a pool.
 - f. Repair any lawn damage done by the pool when it is removed.
 - g. Pools must be dismantled and removed by October 1st.

(11) AUTOMOBILES, SNOWMOBILES OR MOTORCYCLES & BOATS

(LOCAL MUNICIPAL ORDINANCES WILL APPLY IN LIEU OF THE APPLICABLE PROVISIONS LISTED BELOW IN COMMUNITIES WHERE THE MUNICIPALITY OWNS THE ROADWAYS)

1. Motorbikes, snowmobiles, mini-bikes, ATVS, and similar recreational vehicles may not be ridden in the community, around the home, empty sites or any property owned by Community at any time, except to and from marked trails at the posted speed. Trails must be accessed at the closest point of egress.
2. No motorized toys allowed to be operated on any roads or parking areas of the community.
3. Utility trailers, snowmobiles, campers, and boats are not allowed to be stored on site unless they are kept in a shed or garage
4. Off road motorcycles, mini-bikes, ATVs, etc., shall be kept in shed or garage.
5. The resident(s) or their guests shall drive in and out of the Community in a careful prudent manner and on the proper side of the road obeying road signs. All residents and guests must always obey posted speed limit.
6.
 - (a) Residents shall park their automobiles in the designated spaces. Tenant must notify Landlord in the event of a change in vehicles giving a complete description of the new vehicle. The number of vehicles to be kept at the site must remain the same as Tenant's application for rental agreement unless prior written approval is received from Landlord.
 - (b) Absolutely no parking in the streets except for visiting guests. Parking in the streets must, without exception; park with the traffic flow. During times of snow, nobody may park in the roads. Cars may be towed, if necessary, at tenant(s) expense.
7. All vehicles on the premise shall be drivable and have a current vehicle registration. No vehicle can be used for storage.
8. Working on, repainting, overhauling, or changing oil, etc., is not permitted in streets or site. Damage resulting from petroleum or any other vehicle fluid spillage/leaks will be billed to the tenant. If you are changing a tire, the vehicle cannot be on jacks for more than 24 hours.
9. No trucks, semi-trailers, or school buses are allowed to be parked in the communities (van and pickups accepted).
10. Driving or parking of vehicles or recreational vehicles on lawns for any reason is absolutely prohibited.
11. Fish (ice) shanties, or other such similar items, are not allowed in the community at any time.

12. All motorized vehicles operated in the Community must be licensed and operated by a licensed driver. Landlord reserves right to have vehicle towed that is not properly licensed, stored, and/or approved at tenant's expense.

(12) LAUNDRY

1. Clothesline can only be strung on the following approved clothesline poles. (Check with Management for prior written approval before installing.)
 - a. Retractable clothes lines.
 - b. Umbrella-type clothes line poles.
 - c. Clotheslines must be retracted or dismantled when not in use.
2. Laundry is not to be hung outside overnight or for days at a time. No laundry shall be hung outside on holidays.
3. Stringing lines between trees or buildings is prohibited.
4. Laundry, rugs, etc cannot be hung on step and deck railings for more than 24 hours

(13) ANIMALS

1. Before a pet(s), ESA, Service Animal(s), can be brought in the home, prior written approval must be received from Landlord by Tenant. There may be an increase required to your security deposit. Security deposit will not be decreased at a later date.
 - a. There is no size limitation on dogs.
 - b. There is a monthly fee for a pet(s), such as a dog or cat. See Rental Agreement section 1.6.
 - c. Dog(s) breed(s) that are considered aggressive, such as, Doberman Pinscher, German Shepherd, Pit Bull, Staffordshire Terriers, Rottweiler, etc., or any mix thereof, will not be permitted into the community. Landlord reserves the right to permit or disallow any pet(s) into the community.
 - d. All pet(s), ESA, Service Animal(s), regardless of size, must be photographed for Tenant's account information prior to moving into the home or when the pet is acquired.
2. All animals must be confined to your site only unless Tenant is walking the pet.
3. Pet(s), ESA, Service Animal(s) may NOT run loose. Pet(s), ESA, Service Animal(s) must be on a leash, no longer than six (6) feet long, held by the Tenant anytime the pet is outside.
4. "Beware of Dog" signs are not allowed.
5. Noisy or unruly pets or those that cause complaints **WILL NOT BE ALLOWED TO REMAIN IN THE COMMUNITY.**
6. Pet(s), ESA, Service Animal(s) are not allowed to be tied to streetlights, mailboxes, trees, shrubs, cars, or ect.
7. Pet feces is to be confined to your lot and must be picked up daily. Please refrain from walking pet(s), ESA, Service Animal(s) in any playground or play area. When walking your dog, feces must be picked up immediately and disposed of properly.
8. All dogs and cats are subject to the local pet ordinance which includes licensing provisions. You must contact your local clerk to obtain a license for your pet(s), ESA, Service Animal(s). All pet(s), ESA, Service Animal(s) must be current on rabies vaccinations
9. The Tenant is responsible for their visitor/guest animals to ensure that they conform to the animal rules.
10. External animal enclosures, i.e. dog houses, kennels, pet fences, etc. are not permitted.
11. Management should be informed in writing when Tenant no longer has a pet(s), ESA, Service Animal(s). Previous months pet(s) fees will not be reimbursed.
12. It is prohibited to harbor any animal i.e. provide food and/or shelter of a least a semi-permanent nature to any animal in the community that is not classified as a pet(s), a service animal or an emotional support animal (ESA).

(14) ANTENNAS

1. Management reserves the right to require removal of any antennas or similar equipment that causes a problem.
2. External devices or receivers, designed to pick up or transmit television, internet and/or radio signals are permitted in the community, with prior approval. Management reserves the right to determine where said devices are placed on the home site.
3. Surveillance or recording devices must meet local ordinances.

(15) TENTS & CANOPIES

1. Tents should not remain up for an extended period of time that could cause damage to the lawn.
2. Tents must be in good condition, not faded, torn, etc.
3. Management reserve the right to refuse any tent or canopy that is deemed undesirable.

(16) SNOW REMOVAL--IF PRIVATE STREETS

1. Snow plowing normally begins shortly after 5:00 a.m. in order that one lane will be cleared in time for most residents departing for work. After 8:00 a.m. the snow is pushed back as far as possible. This is subject to change based on timing of snowfall. It is the resident's responsibility to keep their driveway clear of snow, including snow left behind from plows at the end of driveways.
2. The Community does not allow street parking during the winter. The plow will normally concentrate on one street at a time. Cars plowed in must be shoveled out by owner. (NOTE: The above, though informational in format, is considered part of the specific rules and regulations.)

(17) SPECIAL

All persons will be required to observe local ordinances in regards to nighttime curfews.

The Landlord shall not be responsible for any damage or injury, whether to person, property or otherwise, resulting from or caused by:

- a) Fire, theft and elements, falling trees or limbs of trees, falling power lines, water, snow, ice, structures themselves, or any other types of damage or acts of God over which the Landlord has no control.
- b) Anything done, caused or suffered to be done, or omitted to be done by the Tenant and/or agents or employees of the Tenant or any other person on the Community property whether by invitation or license of the Tenant or otherwise.
- c) If you hire lawn care service provider, you must have your contractor/ service provider provide proof of liability insurance to our office, prior to the start of the work being done.