

**EVERGREEN COHO
SKP PARK**

**STANDING
RULES**

**AS AMENDED
AUGUST 2, 2017**

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EVERGREEN COHO SKP PARK STANDING RULES

SECTION I. ARRIVAL AND DEPARTURE RULES

- A. Leaseholders must check in and out with the Park office (for extended absences when their absence has been/is expected to be for more than 30 days). On departure it will be verified that the lot status form is up to date.
- B. Leaseholders intending to be absent from the Park for more than 48 hours should advise Park management.

SECTION II. GENERAL SAFETY AND CONDUCT RULES

A. Quiet Hours

- 1. Quiet hours are from 10:00 PM to 8:00 AM.
- 2. All chimes must be silent between 10:00 PM and 8:00 AM.

B. Roads and Walkways

- 1. The speed limit is 10 MPH.
- 2. Walkways are for foot traffic, wheelchairs or handicapped only.
- 3. Crossing a lot other than your own is not allowed (without permission of the leaseholder). (If the leaseholder is not present the permission must be written.) Use streets or walkways. This rule does not apply to Board of Director members, committee members or employees of the Park conducting Park business and anyone there to render aid in an emergency situation. These people shall use normal courtesy, contacting the leaseholder if present. In the event of a perceived emergency the Board of Directors can authorize entry to protect the Leaseholder's property, Park property or the property of adjacent leaseholders.
- 4. Street parking is permitted for emergencies only.
- 5. Bicycles, scooters, golf carts, or similar vehicles must have proper operating lights attached thereto and turned on when operating within the Park after dusk.

C. Smoking

Smoking is not allowed in any common building, including clubhouse patio, and pavilion area. The no smoking rule shall extend 20 feet outside of the building from the entrance/exit doors. No smoking debris shall be left on the grounds.

D. Pets

- 1. There shall be a limit of two pets per leasehold.
- 2. Pets must be leashed and accompanied at all times (6 foot maximum leash while in the residential area of the Park) except when in leasehold.
- 3. Pets must be under control at all times.
- 4. Pets are not allowed in common areas within the area bounded by the paved perimeter streets, except that pet walking on the streets and graveled walkways is allowed.
- 5. Pets are not allowed in any common buildings (clubhouse, office, gazebos, etc.)

6. Pets may be walked in the common areas outside the paved perimeter streets such as storage areas, gravel pit, trails, golf course (near the front entrance) and the designated pet area at the south end of the grassy dry camp area. Pets are **not** allowed in common areas within the area bounded by the paved perimeter streets (unless designated as “pets allowed” or “pet friendly”), the area behind the 600 and 700 rows, and any other maintained areas, i.e. Ralph’s Hill, Blossom Point, Lila’s Garden, etc.
7. Droppings must be picked up promptly everywhere in the Park, even in the fenced dog run and on leaseholds.
8. Pets must not be left unattended for extended periods.
9. Pets must not be permitted to become a nuisance to other persons in the ECSP.
10. No pets may be present at people gatherings.
11. Pets are not allowed on other leaseholds, unless invited (except handicap-assist animals).

E. Soliciting

Soliciting by anyone within Park boundaries will be permitted only at the discretion of the Manager and Board of Directors.

F. Policing

Leaseholders shall not police the actions of any guest or any leaseholder.

SECTION III. LOT IMPROVEMENTS

A. Recoverable Cost

1. The maximum recoverable amount a membership can receive when surrendering a lot is the base cost of the membership, plus any subsequent assessments, plus \$6000 of documented lot improvements.
2. The only acceptable proof for allowable documented improvements shall be receipts or invoices for materials and/or hired labor.

B. Reimbursable Improvements

1. Patios and Other Solid Ground Cover
 - a. A lot may have a total of 360 square feet of ground-covering material composed of concrete or wood.
 - b. Patios, wheel slabs, walkways, and slabs at door of shed shall be included in the allowed 360 square feet.
 - c. There must be at least 13 feet between the patio and the electric utility pedestal for any patio constructed after August 4, 2004. This will allow room for slide outs.
 - d. Variances may be approved by the Lot Management Committee.
2. Gravel
3. Trellises and Windscreens
 - a. Trellises and wind screens are allowed.
 - b. They cannot be higher than 6 feet.
 - c. Windscreen length cannot be more than 12 feet plus 3 feet maximum return for stability.
 - d. Only one windscreen, trellis or similar structure is allowed per lot.
 - e. Windscreens shall be no closer than 7 ½ feet and no further than 20 feet from the rear property line and be 1 foot or more from the side lot line.

- f. Windscreens shall be white, natural or the same color as the sheds.
- g. When non-conforming windscreens and trellises already exist on a lot when assigned to the leaseholder, the Park has the option of exempting them, modifying them to conform or removing them without cost to the leaseholder. Exemptions will be in writing with a copy to the leaseholder. If windscreens or trellis are removed, the Park will refund the leaseholder the amount he has paid for them.
- 4. Original shed improvements such as shelving, cupboards, electrical, insulation, wall covering, loft, windows and door.
- 5. Shed Addition - floor, walls and roof
 - a. Permits for a shed addition must be obtained from the Park before the start of construction.
 - b. The Park permit requires the signatures of two Lot Management Committee members and one Director.
 - c. Only one shed addition is allowed per lot.
 - d. The total area of both shed and shed addition cannot be over 200 square feet.
 - e. The shed addition can be placed on the street side or the pedestal property line side.
 - f. A request for a shed addition must include drawings which must show height and all openings such as doors and windows.
 - g. Type of material and paint color used for walls shall match existing shed.
 - h. Door color does not have to match shed or trim color.
 - i. Roof shall be shingled. Shingles shall match original shed as closely as practical.
 - j. Must have a solid concrete floor. Floor area will not count against the 360 square feet of ground cover allowed.
 - k. Shall have only one entrance.
 - l. May be wired for electricity not to exceed one 120 volts/20 amps ground-fault protected circuit.
 - m. No plumbing permitted inside the shed addition.
- 6. Shed Addition improvements such as electrical, insulation, wall covering, windows and doors.
- 7. Shed Rules
 - a. The shed must not have a water outlet inside.
 - b. The shed must not be inhabited by people or pets.
 - c. Sheds shall be painted with colors approved by the Board of Directors.
 - d. Insurance covering loss of contents is the responsibility of the leaseholder.

C. Non-reimbursable Improvements

1. Decks

- a. A deck cannot be any higher than 30 inches unless it has a full railing.
- b. Cannot have an area greater than 360 feet.
- c. Leaseholder must get a Park permit to build a deck.
- d. Leaseholder must sign an agreement acknowledging that the deck is not a reimbursable expense.
- e. Leaseholder is responsible for the sale or removal of the deck upon vacating the lot.

NOTE: An exception is made for the twelve decks that existed prior to September 29, 1999. At the time of lot transfer, Lot Management will estimate the present value of any of the twelve grandfathered decks in the same manner as all other reimbursable lot expenses.

2. Steps

- a. "Steps" are defined as a structure used to facilitate access to a recreational vehicle or deck rising from the ground level to the level of the RV access door or deck.
- b. May have a top step or landing of 20 square feet or less, not considered a deck.
- c. May be either stairs or ramps.
- d. Must have at least one handrail.
- e. If the top step or landing is higher than 30 inches above ground level it must have full railings.

NOTE: Decks and steps installed prior to September 29, 1999, and landscaping and fencing installed prior to July 1, 2002, are grandfathered, and the expense is reimbursable subject to depreciation estimates.

3. Landscaping

4. Fencing

- a) Fencing, or living hedges, may be of any material, subject to the approval of the Lot Management Committee.
 - i. Shall be in good repair
 - ii. Shall be no more than a maximum of 3 feet high
- b) If the fencing is extended over the leach field, it will be removed by the leaseholder, or at the expense of the leaseholder, if absent, if and when access is needed to said septic or leach fields.
- c) If fenced across the front, an easily accessible gate must be provided for emergency purposes.
- d) Lot perimeter fences shall be centered on the lot line. However, a fence may be offset from the lot line in the area of the septic inlet, water faucets and electrical pedestal and other permanent impediments if required for reasonable access.

5. Sliding glass doors

6. Paint, brushes, thinner and sandpaper

7. Weed killer, pre-emergent vegetation killer, pesticide, trees, flowers and planters

8. Non-retractable awnings

- a. A permit must be obtained from the Lot Management Committee and the Board of Directors before installation.
- b. The awning must be made of aluminum.
- c. Cannot exceed 360 square feet.
- d. Cannot be attached in any way to the shed.
- e. Cannot extend, front or back, beyond the RV unit.
- f. Total width cannot exceed 10 feet.
- g. Must be attached to the RV unit, but must be removable. Must be attached with nuts, bolts, or screws. No rivets.
- h. No support poles at the RV side, either attached or free standing.
- i. Must be removed completely and stowed away when the RV unit is removed from the lot.
- j. Must have a guarantee that the awning can withstand an 80 MPH wind.

9. Screen Rooms

A commercially constructed screen room, attached to an RV awning, is allowed.

10. Park models

11. Park trailers

D. Drain Field Areas

No fixed plants, objects or structures are permitted on the back 7 ½ feet of a lot. This area is designated as drain field area. The necessary removal of any plantings for septic repairs or maintenance will be at the expense of the leaseholder.

E. Temporary Storage Unit (TSU)

A Temporary Storage Unit or a TSU is a type of shed addition or lot improvement that was once permitted but can no longer be built in the Park. A TSU cannot be wired for electricity or have a solid floor.

SECTION IV. LANDSCAPING RULES

- A. Leaseholders may plant native or ornamental trees on their lots, in an area of 10 feet from front property line, 7 feet from side lines and 20 feet from back line.
- B. Any trees must be approved by the Landscape Committee and shall have a maximum height of 20 feet.
- C. Plantings may be any items approved by the Landscaping Committee, however native species are preferred.
- D. Shrubs delineating lot lines should be planted inside the lot line so the mature plant does not encroach on your neighbor's property.
- E. No plants are allowed on the rear 7 ½ feet of the lot. The necessary removal of any plantings for septic repairs or maintenance will be at the expense of the leaseholder.
- F. Decorative rock and/or gravel shall be allowed as a complete lot covering.
- G. Permits for variances or exceptions to the landscaping rules may be submitted to the Landscape and Lot Management Committees for approval.

SECTION V. MEMBERSHIP RULES

- A. Leaseholders are responsible for the conduct of their non-member guests.
- B. **Guest children**
 - 1. Children under the age of 18 are welcome to use all facilities of the common-use areas, including all group activities except those specifically designated as "Adult Only" as long as they are accompanied by a sponsoring adult who shall be responsible for their behavior
 - 2. No child is allowed on any Corporation-owned equipment.

SECTION VI. RENTAL POOL RULES

- A. Leaseholders must notify management in writing if they want to put their lot in the rental pool.
- B. All income from rental pool lots shall be received by the Corporation. This does not preclude the Corporation from crediting a membership with a portion of the rental income received.
- C. Sixty percent (60%) of pool lot rental income will be set aside for credit/refund to leaseholders whose lots have been in the pool during the year. Forty percent (40%) shall accrue directly to the Corporation.
- D. At the end of the Park's fiscal year, a member whose lot has been in the rental pool during the year will be credited with a pro-rata share of the pool set aside based on the number of days the

lot was in the rental pool for each month and the total pool income set aside for that month. In all cases, however, the total credit for all months a leaseholder's lot is assigned to the pool shall not exceed the leaseholder's next year's annual maintenance fee.

- E. Any excess rental pool set aside monies not distributed as credits to leaseholders shall accrue to the Corporation's operating expense.
- F. The leaseholder is responsible for continuing maintenance and up-keep of his/her lot while it is assigned to the rental pool.

SECTION VII. RENTING RULES

- A. Management shall have the right to ask visiting SKP guests to leave for serious infractions of Guest rules.
- B. Checkout time is 11:00 AM.
- C. Rental rates for SKP members' immediate family (children and grand-children) are the same as for members, but the time is limited to 30 days per year per family.
- D. Membership lots are available for occupancy by SKP members only when the lot is in the rental pool and the prescribed rental fee is paid to the Corporation.

SECTION VIII. LOT USAGE RULES

A. General

- 1. Fire pits are not allowed.
- 2. A 50-foot water hose with nozzle attached shall be connected at the pedestal of each lot whenever it is safe and prudent. During freezing temperatures the hose must either be removed from the faucet or blown free of any remaining water. If a leaseholder does not provide the required hose, a letter notifying of non-compliance will be sent. If there is no response, the Corporation will purchase a 50-foot water hose and nozzle and charge the expense to the leaseholder.
- 3. In case of emergency, blow horn and turn on lights.
- 4. Any vehicle repair or maintenance that has the potential of polluting the soil must be done only in the area designated by Park management.
- 5. Any exterior light that disturbs others because of the angle of its beam or excessive brightness is not allowed.
- 6. All vehicles, boats, trailers, etc., must have a current license.

B. Sewer and Garbage

- 1. A threaded connection is required between the hose and sewer inlet at each occupied lot.
- 2. Do not put any chemicals that contain formaldehyde, phosphorus, or disinfectant in the septic system. Porta potties must be dumped at the dump station, **NEVER** in a rest room.
- 3. Garbage must be secured, fastened in plastic bags and placed in the dumpster provided.

C. Lot Appearance

- 1. Leaseholders are responsible for the good appearance of their leasehold at all times. This includes the appearance of the recreational vehicle, shed, Temporary Storage Unit (TSU), Shed Addition (SA), fences, windbreaks, and lot surface.
- 2. The clear ground shall be bare, covered with gravel or covered with a kept lawn. Planted areas are not considered as part of the clear ground.

3. Lot Management Committee will do a visual check on a monthly basis from March 1st thru October 1st of all lots to verify that they are of good appearance and free of obvious weed infestations.
4. Lot Management will have weeds removed from those lots that need this work done, and a pre-emergent will be applied to prevent future weed growth. Costs incurred will be billed to the leaseholder.
5. No appliances shall be installed or stored outside. This applies to, but is not limited to refrigerators, freezers, washers, dryers, trash compactors, machine tools, etc. Small items such as ice chests, outdoor propane heaters, small portable propane “fire pits”, barbeques and exercise equipment are not considered appliances.
6. One commercial-type clothesline, arranged so that when in use all parts are solely supported by the RV, is permitted.
7. Items stored beneath vehicles on a lot shall not be readily visible from the street.

D. Storage Area

1. Storage is allowed in designated areas only.
2. No children are allowed in the storage area without adult supervision.
3. Each occupied space must display a sign with the name and lot number of occupant.
4. No more than two (2) storage spaces shall be assigned to any Leaseholder.
5. It is the responsibility of each occupant to maintain a neat appearing space, i.e. weeds eliminated or mowed, no junk or trash. If the occupant does not maintain their space neatly, the Safety and Maintenance Committee may hire someone to do so at the occupant’s expense.
6. To use a storage space, any and all vehicles, trailers and boats must have current, up-to-date license tabs, if applicable.
7. An Agreement of Liability and Hold Harmless Use of Storage Area form must be signed by all occupants of the storage area.

E. Rig Placement

1. Rigs must be placed on the power pedestal side of the lot.
2. The front of the unit must be at least 5 feet from the front property line. The back of the unit must be at least 7 ½ ft. from the rear property line. Note: the front property line is 17 ½ feet from the center of the street. Therefore, the front of the unit must be at least 22 ½ feet from the center of the street.
3. No part of a unit can encroach on the electrical code required working space in front of the power pedestal. The working space extends toward the street for 42 inches from the pedestal front. The width of the space is 30 inches and can be centered on the pedestal or moved either way, side to side, as long as the entire front of the pedestal is included in the 30 inches.
4. If the unit has slide outs, the extended wall shall be no closer than 30 inches from the lot line.
5. If the unit does not have slide outs, the unit must be at least 30 inches from the lot line.
6. The unit must be placed to allow full opening of the power pedestal box lid without the box or the lid touching the RV.
7. The lot line on the utility side of the lot goes through the center of the 4 by 4 post that supports the water faucets. The lots are tilted 15 degrees from perpendicular to the street. The lots are not rectangles but are parallelograms 40 feet by 70 feet. The short side is

parallel with the street. The 40-foot dimension is not absolute but can vary due to construction variances.

F. Vehicle parking privileges on a Leasehold

1. Only one (1) inhabited recreational vehicle is permitted. (A Jefferson County requirement that is stated in the Camper Club Ordinance is “Camping unit sites shall be occupied by no more than one recreational vehicle at any time.”)
2. Two motorized transportation vehicles, other than golf carts, motorbikes, motor scooters, and motorcycles, are permitted. (One tow vehicle plus one passenger vehicle, or two passenger vehicles.) County rules state that a pickup truck with a camper or a van conversion with water, toilet, stove, bed, etc. is an RV. As such, these vehicles cannot be parked on a lot with another RV unless the camper or van conversion is the member’s only form of transportation.
3. No other vehicles, 2nd RV’s, boats on trailers, campers, or cargo trailers can be parked on a lot without a permit with the following exception: Temporary parking for loading or unloading not to exceed 24 hours will be allowed without a permit.
4. A parking permit shall be obtained from the Manager. The parking permit will be for five (5) days. It will show the expiration date, and it must be displayed so that it is clearly visible from the street.
5. The expiration date can be extended one additional 72-hour period by agreement of the Manager and any Board member.
6. All recreational vehicles must have up-to-date licenses and shall not be permanently placed on the property. A recreational vehicle shall not be considered permanently placed when:
 - a. It is not set on a permanent foundation, or other means of permanent support.
 - b. The axles, wheels, tires and tongue are in place as originally installed by the manufacturer.
 - c. Is properly licensed at all times.
7. No car ports, or similar structures are allowed in the Park. The few in the storage area will be grandfathered in and may stay, but not be replaced.

G. Residence RVs

Only RV’s can be used as a residence in the Park. The Park defines an RV as a trailer, pick-up camper, motorhome, or similar device used for portable or recreational housing. All RV’s must be under 400 square feet in area when set up.

A Jefferson County requirement that is stated on the Binding Site Plan is as follows “No Mobile homes or manufactured homes, shall be permitted within the project site.”

1. All RV’s used as residences in the Park must;
 - a. Bear the RVIA, RPTIA label and/or appropriate Government sticker.
 - b. Be not more than 12 feet wide.
 - c. Be less than 400 square feet in gross trailer area as measured in accordance with applicable ANSI standards are approved as a residence in the Park.
2. Trailers may be skirted. Skirting shall be of the commercially available type (metal or vinyl) manufactured specifically for trailer skirting. Lot Management will have the final decision on the acceptance of any skirting material.
3. Flush toilets are allowed in accordance with Park policies set forth by the Board of

Directors.

- H. A leaseholder's unoccupied RV can, with approval of Board of Directors, be used by another leaseholder, in case of emergency or hardship, or for other valid reason. In each instance, approval of the lending leaseholder and Board of Directors must be obtained.
- I. Leaseholders may have visitors stay in their RV with them but these visits will be limited to thirty (30) days per year. Leaseholders must be present in the Park during any such visit.
- J. Tents or sleeping bags used for sleeping outdoors are not allowed except by the permission of Management.

These Standing Rules, as amended, were accepted by the members of the Evergreen Coho SKP Park at the Annual Meeting held August 2, 2017.

Charlene Cates, President

Pete Granger, Secretary