



# **Dorsey's on Glen Lake**

## **Rules & Regulations**

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*Dear Resident:*

*We are comforted to know that we have a group of residents that enjoy the same life qualities that we do - Quiet, Peaceful, Family Style living.*

*So as to avoid misunderstandings between us and with your neighbors, this community's rules and regulations have been created to provide you with written standards and procedures. They will be provided to new residents (and existing residents upon updating). Please read them carefully—every year and as needed.*

*Please understand that failure to read or lack of comprehension of these rules and regulations is not justification for violations. Therefore, if you need further clarification, please call us. We will be happy to meet with you.*

*The resident is responsible for seeing that their guests and service personnel, as well as all persons residing in their home, abide by these rules and regulations. The resident, parents, legal guardians shall stress safety and supervise their children.*

*Thank you for taking the time to read and convey these rules and regulations to the appropriate people.*

*Best Regards,*

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Manufactured Home (MH)

Park Model (PM)

Travel Trailer (TT)

## Office hours

Mid-June through August: Noted on the front of this booklet.

April 1 through mid-June & September 1 through October 31:

By appointment

For Community (park) Emergencies: We are open 24/7

1. Definition of a community emergency: No water, sewer back-up, a situation which puts someone's life/limb at risk.
2. If there is an emergency, feel free to come to the office/house or call us. If you cannot reach us by phone, there will be information on the door as to where you can seek help.

During all times, it is appreciated if everyone will take care of non-emergency business during office hours.

## Safety First

To help insure the safety of all residents and guests, exercise caution and good common sense. This means:

*Be aware - NO LIFEGUARD ON DUTY -at the beach.*

*Do not swim alone.*

*Do not play/swim between moored boats.*

*Children under the age of 12 must be accompanied by an adult when at the beach. Anyone over 12 must be accompanied by another person over 12.*

*Children must be supervised while at the playground.*

*Do not drink and boat or swim.*

*Have adult supervision at campfires.*

*Fireworks are not permitted.*

*No biking, rollerblading or skate boarding after dusk.*

*No speed biking or speed rollerblading.*

*No using speed bumps for jumping.*

*Use the same biking laws as public road or highway (ride on the far right etc.).*

*Walkers have the right-of-way.*

All Residents are expected to observe and exercise reasonable safety precautions to insure against accidents in and around the MH/PM, Site

and surrounding community. Residents are responsible for the actions and safety of their children, guests and invitees.

Reasonable behavior and care toward yourself and others shall be exhibited around the lake.

It is the resident's responsibility to monitor radio and/or television for Severe Weather Warnings. There is no government approved shelters within the manufactured home community or alarm system.

Make sure your house and site number remains clearly marked for positive identification - especially for emergency situations. Numbers and Letters must be 4" high and visible from the road.

All MH/PM/TT must be kept free of fire hazards. Combustible material must not be stored under or adjacent to a MH/PM/TT. All combustible material may be stored in the corresponding shed which must be three feet from any manufactured home/trailer or adjacent with an approved fire wall.

All manufactured home/trailers must be equipped with at least one **(1) fire extinguisher and one (1) smoke detector**. The fire extinguisher should be rated at a minimum 2A-10-B-C. The fire extinguisher and smoke detector will be a type approved by a nationally recognized independent testing laboratory.

Additional Fire Extinguishers may be found in the Laundry Room; outside wall between the Restrooms; on the Garage; by the Parking area on Locust Lane; on both Pump Houses; at back ends of homes between Lots 51 and 53, 7 and 9 and at each dock. Please familiarize yourself with their locations.

Dorsey's on Glen Lake does not give the names of its residents, their addresses or site number to any person (except emergency personnel). Please communicate with family, friends and the community office, or give written permission to give this information to all inquiries.

It is requested that the use of alcoholic beverages be “low key” as this is a quiet community meant for family enjoyment.

The Resident shall furnish Landlord the name, address and phone number of at least one (1) person to be notified in case of an emergency.

Street Lights: The street lights were put in place for your safety. Please do not paint or otherwise incapacitate them.

Right of Entry. Landlord may enter onto the site to repair or replace utilities and to protect the MH/PM community during reasonable times (any time for emergencies), but not so as to interfere unreasonable with the resident’s quiet enjoyment of the premises. Landlord may not enter the home except with resident’s prior written consent, or in an emergency.

Advertising, soliciting, and commercial business. Advertising, soliciting, or delivering of handbills is not permitted. But Landlord may communicate with the Residents through the distribution of written materials. No commercial enterprise or businesses that violates any local, county, or state zoning ordinances may be conducted in the community.

Boats, campers, motor homes and other forms of recreational vehicles shall not be stored on the Site or in community streets. No form of recreational vehicle may be attached to water, sewer or electrical outlets. Exception: Boat prep.

MH/PM Insurance. Residents are urged to obtain a manufactured home comprehensive form insurance policy insuring their home against loss or damage. Residents are also urged to include in that policy liability coverage for personal injuries occurring on their home site or within their home.

## **Malfunctioning Equipment**

In order to keep the DoGL a pleasant and safe place, we need your help. Please report any malfunctioning equipment to us in writing (and verbally when possible).

### **Non-Liability**

Landlord shall not be liable for accidents or injuries to Residents, their family members, guests, or invitees which may occur within the park unless caused by Landlord's failure to perform a duty or negligent performance of a duty imposed by law, and Resident will indemnify and hold Landlord harmless against all claims therefor. Likewise, landlord is not liable for damaged or lost property resulting from fire, theft, wind floods, snow, ice or any cause whatsoever, except for damage or loss caused by Landlord's failure to perform a duty or negligent performance of a duty imposed by law.

### **Liquid Damages.**

The prevailing party in a contested action to terminate a tenancy for just cause will be awarded liquidated damages of not more than \$500. for an action in District Court and not more than \$300. for each appellate level. These liquidated damages shall not be construed to be a penalty, nor shall award or payment of such damages, preclude Landlord from recovering any actual additional damages, including but limited to damages for unpaid rent, damage to the lease site or common areas, or the cost of removing the home from the site.

### **All Quiet.**

An "all Quiet" is to be observed from 11:00 p.m. to 8:30 a.m.

### **Interference with Others.**

All Residents are urged to respect the right of others to enjoy the quiet and peaceful use of this community. Unreasonable loud talking; abusive language; shouting; loud radioes/TVs/sterios; and other disturbing noises are prohibited. Interference with the quiet enjoyment

of other Residents of the community and actions which interfere with the health, safety or welfare of the MH/PM community, its employees, or Residents, is just cause for termination of tenancy.

This is your home & community. Therefore, it is in the best interest of all if you report any such behavior to the office immediately, day or night. The name of the reporting person will be kept confidential unless required due to legal action.

### **Motor Vehicles.**

**Speed limit: 10 m.p.h.** within the community, campground & cottages. The speed limit shall be strictly obeyed. Violators will be required to leave the premises and possibly ticketed by a state/county police officer. Violations by a guest/service person can lead to the eviction of the resident.

The use of ATV's, Motor Cycles, Motor Scooters, Snow Mobiles are prohibited in the community—they are restricted to a quiet coming and going.

Minor vehicle repairs such as changing spark plugs, replacing fan belts or repairing a flat tire is permissible.

Major Vehicle Maintenance dealing with oil, gas, replacing exhaust systems, rebuilding an engine, etc. is strictly prohibited.

Car Washing is not permitted.

### **Parking**

Resident Parking: Residents may park on their site, (exception park model sites unless authorized by the DORSEY'S ON GLEN LAKE office) or in any of the designated parking areas.

Guest Parking: Your guests are required to park on your site or in the parking areas near the Red Shed or on South Dorsey Park Road—even in your absence.



Handicap Parking: If handicap parking is needed for you or your guests, please contact the DORSEY'S ON GLEN LAKE Office. Everything possible will be done to accommodate you.

Locust Lane parking areas—North & South: Resident only parking starting Memorial Day Weekend through Labor Day Weekend.

## **Recreation**

Campfires: Providing you have a container that will not burn the grass or leave a mess on the ground, camp fires are permitted at your site.

Upon retiring, the fire must be ***completely extinguished.***

The *cold ashes* must be placed in the *ash cart* located next to fish cleaning station

Please feel free to use the campfire area at the beach.

**NO** ashes (not even cold) are to go in the dumpster or lawn waste trailer.

Firewood Storage. Firewood shall be stored at the rear of the home and may not exceed 2 feet wide X 4 feet long X 2 feet high; at least 12 inches off the ground. Firewood must not interfere with proper spacing requirements between homes.

Fish Cleaning: must be done at the fish cleaning station located at the west end of the garage. Please wrap fish remains in the newspaper provided, spray with Oder Band and place them in the dumpster.

Ground Cover: Tents, Screened add-a-rooms with a floor, and rugs/mats are not permitted as they kill the grass and trees.

Clams: Please do not bring clams in from the lake or open them in the lake. They are very sharp and will cut the feet of swimmers.

Ducks, Geese & Swans: Please do not feed the ducks, geese and swans. They are both messy and the swans may attack. The *ducks* are a leading cause of *water itch*.

## **Garage Use for Social Events (Private & Community)**

The garage is available to residents for all social events between 8:30 a.m. and 11:00 p.m. Interested? Please come to the office for details at least 7 days prior to your event.

## Service Building

Laundry is for the use of residents and guests staying with you. Please do not allow your day guests to use the washers.

Restrooms While the showers are for PM residents (Sites 70-78 & Sites 20-34) only (including guests staying with them), MH residents and their guests are welcome to use the lavatories and sinks.

## Garbage

General Household garbage dumpster service is included in the monthly rent. All garbage must be **BAGGED & TIED**.

Shrink Wrap: Shrink wrap must be recycled.

Other Junk/Garbage: If you have items, such as toxic materials, building materials, large quantities of material, furniture and appliances, please call an agency that deals with the disposal of such items. They will directly bill you.

Lawn Waste: Please spread grass clippings in the field. All other lawn waste should be placed in the lawn waste trailer located in the boat storage Stall#1. Please, no plastics or ashes.

Love this land & lake? Consider recycling. In Empire—turn right at the Bank and Museum on to Lacore, then take the first right on to Fisher Street. At the end of Fisher are the recycling bins.

## Utilities

Water and sewer is included in your monthly site fee.

Water Supply to the gate valve in the pit is the responsibility of the community owner. Any and all other water utility hookups above this point are the responsibility of the home owner.

Sewer Hook up from the ground up is the home owner's responsibility. **Please do not attempt to flush disposal diapers, flushable wipes, tampons or sanitary napkins down the toilet. Doing so will eventually cause sewer pumps to clog creating a costly repair.**

Electrical Hook up to the pedestal and the pedestal is the responsibility of the community owner. Electricity from the pedestal to the home is the home owner's responsibility.

Telephone Service is the responsibility of the home owner.

TV Service is the responsibility of the home owner. If you use a satellite dish, it must be the smallest size available today and placed in such a way that it is not obtrusive. Check with us before you install it.

Warning TV antennas do not work in this beautiful lake valley. Due to trees etc. some sites may not be able to get satellite reception.

**Pets** are not permitted.

### **Lawn Care**

It is the responsibility of the resident to keep their site mowed and trimmed. Planting of flowers is encouraged.

Trimming: The resident is responsible for keeping trees and bushes trimmed so that they are not rubbing their home or neighbor's home.

*If the community owner is requested by a resident to trim trees, bushes, etc., on their lot, liability lies with the resident for damages done to the MH/PM/TT or surrounding property.*

Fertilizer: Because of the lake, an approved fertilizer may be used twice a year—spring and fall. It is a slow release lake friendly fertilizer.

No other fertilizer may be used unless approved by Duane.

Lawn Mowers: Each MH resident is responsible for supplying and storing their own lawn mowers/equipment—*Sites 1-13 and 50-68*. There is storage for 2 lawn mowers for the N-E Neighborhood—*Sites 70-78 & 34*, and 2 lawn mowers for the N-W Neighborhood—*Sites 20-33*.

We will supply the resident with gas (not mixed) to run them. Do not send a child to fill your mower/trimmer. Fill only your mower/trimmer, **NEVER a container of any kind.**

Lake Water Irrigation: All lawns will be watered by lake irrigation. The Irrigation Pump's Schedule will be set by the community owner. Lines and sprinklers on resident's sites are the responsibility of that resident.

## **Snow Removal**

Because Dorsey's on Glen Lake is closed from October 31 through April 30, roads are not plowed. The community owner is not responsible for icy walks or streets.

Roof Snow. It is the responsibility of the resident to make arrangements to have snow removed from your roof.

## **Boats**

**Before bringing a resident/guest boat on the DORSEY'S ON GLEN LAKE property, please contact the DORSEY'S ON GLEN LAKE for the Rules & Regulations pertaining to boats.**

1. REGISTER all BOATS
2. Boat definition: If it floats, it's a boat.
3. These rules apply to all boats whether moored or stored.
4. Jet Skis (a.k.a. personal water craft/wave runners, etc) are prohibited—moored or stored.
5. One boat per MH/PM/TT Site. The lease holder of the Site must be the exclusive State registered owner of the boat.
6. Do not move the mooring anchors.
7. One mooring anchor per boat. If you need more stability, purchase an auger and install it next to the mooring anchor.
8. Your mooring rights cannot be transferred.
9. Moorings are assigned. Please do not borrow/loan a mooring.
10. Your **name** must be on the **tongue** of the trailer.
11. Boats on the premises will be charged a monthly charge stated in your lease.

12. No boats are allowed to be stored on the shore during any time of the year. Exception: small sailboats and canoes-see Duane first.
13. Guests' boats are welcome if space allows, however:
  - A. The resident must call ahead of its arrival
  - B. It must be registered at the GLTP office (see gold registration form)
  - C. It must be zebra mussel & aquatic plant life free.
  - D. There is a fee which is posted in the GLTP office.
14. Because of the shallow waters/mooring capacity, boat size maximums are:
 

Speed/ski Boats:	21 feet or less
Pontoon Boats:	24 feet or less

*Please note: Boat Maximums are as measured-bow to stern- not titled.*
15. All boat motors coming to the DORSEY'S ON GLEN LAKE must be 4-Stroke motors or emission equivalent.
16. A yearly mooring line inspection will be conducted. Notice of insufficient or defective mooring must be resolved in 24 hours or removed at owner's expense.
17. Parking of boats and boat trailers on your lot is not permitted.
18. Boat and Boat Trailer parking is provided for a fee to residents and their guests.
19. DORSEY'S ON GLEN LAKE reserves the right to remove a boat or change boat mooring location for any reason.
20. Upon returning to shore, boats must be returned to their assigned mooring.
21. Persons operating power boats will exercise caution in approaching the swimming area - no wake 100 feet prior to the last mooring.
22. No water skiing in the swimming area.
23. Failure of you or your guests to abide with all the above rules will result in you or your quest having to remove the boat from the premises.

## **Residency**

This community consists of single section homes.

Owner/Certificate of Title: The resident will at all times be the owner

of the manufactured home/park model/travel trailer and the resident's name will appear on the Certificate of Title. The community owner must possess a *copy* of the *Certificate of Title* of your manufactured home/trailer.

Occupancy is based on SIZE of manufacturers' bedroom in accordance to HUD specifications. They are as follows.

(b) Rooms designed for sleeping purposes shall have a minimum gross square foot floor area as follows:

1. All bedrooms shall have at least 50 sq. ft. of floor area

2. Bedrooms designed for two or more people shall have 70 sq. ft. of floor area plus 50 sq ft. For each person in excess of two.

Every room designed for sleeping purposes shall have accessible clothes hanging space with a minimum inside depth of 22 inches and shall be equipped with a rod and shelf.

The above will pertain to all sites, MH/PM,TT.

Guests are restricted to: Immediate Family 30 days per calendar year.

Non-family guests 7 days per calendar year—an immediate family member over the age of 18 must be present when non-family members are staying in your MH/PM/TT.

When having guests, please be respectful of your neighbor as well as the DORSEY'S ON GLEN LAKE'S resources. This means the number of guests and the length of their stay.

**All guests staying longer than 48 hours** must be registered.

Registration includes: **Vehicle License Number & Color.**

**Last names of your guest.**

**Number in party.**

**\*\*A written lease shall be offered for each home site at the beginning of tenancy. If a resident refuses the lease offered at the beginning of tenancy, then the community must require a written statement of refusal.**

No lease will be granted without Certificate of Title naming the Lessee the owner.

## **Yearly Inspections**

There will be yearly inspections of each home. Residents will be expected to make all required repairs by the date noted.

## **Modifications/Improvements**

Before starting any modifications/improvements, it is your responsibility to call Miss Dig 1-800-482-7171.

1. Written permission from the owner of the community must be obtained before all modifications are started.
2. All modifications (construction, electric, plumbing, heating, cooling) being done by an employed individual must be licensed.
3. Residents may do their own modifications; however, they must get all the appropriate building permits.
4. For information on size of awnings/porches/room extensions, new sheds see “New Homes” - the next section.
5. If removing any structure, property must be restored to its original condition.
6. Regardless of who performs any modification, it shall comply with all applicable codes.
7. *Warning:* If you have a HUD approved home, modifications to your manufactured home may result in it falling out of HUD specifications. Check it out before you start.

Please note: The *resident* is responsible for any damage a hired individual causes to DoGL property or to that of another resident. This applies whether it is construction work, lawn work, snow removal, etc.

*Planting Trees/Shrubs:* With the community owner’s permission, a resident may plant trees and shrubs on their home site. The owner reserves the right to refuse certain species of trees or shrubs as unsuitable for planting in this community. Please call MISS DIG 1-800-482-7171

## **New Manufactured Homes**

1. The GLTP accommodates single section homes.
2. Multiple Section homes are possible. It will require obtaining two sites and paying fees for both sites. Maximum size: 26X 48.
3. Any manufactured home brought into the GLTP must be new and fall within the HUD code.
4. Before you buy a manufactured home, you must bring a plan into the office and have written permission from the community owner in order to follow through with the installation.
5. The installation of a new home must follow the rules and standards set forth in the general rules proclaimed by the Department of Consumer & Industry Services, Manufactured Home Division and in accordance with the Manufacturer's written Installation Instructions. Your new home must be set up by a licensed installer.

## **New Manufactured Home Specifications—Sites 1-13 & 50-68**

Maximum Home Length(Box Size): 62 feet

Maximum Home Width: 16 feet

Minimum Home Width: 14 feet

Maximum Overall Width: of a home and awning/enclosed porch/room extension is 24 feet

Awnings/Enclosed Porch: may not extend beyond:

10X25 feet for a 14 foot wide home

8X25 feet for a 16 foot wide home

This area cannot be converted into an additional room. e.g., office, bedroom, bath, etc.

Exterior: Must have Lapp Vinyl Siding and a pitched Asphalt Shingle Roof or Shingle Style Metal Roof. The style and color must be of the earth tones.

Tags/Room Extensions: cannot exceed the length of the extended room by 10 feet for a 14 foot home and 8 foot for a 16 wide home. This will be included in, and attached, to your allowed 10x25+/- foot awning/porch. This extension cannot be made into an additional room, e.g., office, bedroom, bath, etc.



Storage Sheds: The storage shed must be no more or no less than 3 feet from your home and meet the Class A fire wall requirements. It is also necessary to align it with the back end of your home.

Maximum size: 8X8 feet (64 sq. ft.).

Maximum Height: 8 ft

Lapp Vinyl Siding and Asphalt Shingled Roof or Shingle Style Metal Roof are required. Siding Color must match your home's siding and Roof Color must match if home has shingled roof.

Outside Water Faucets: must have an anti-siphon device.

Skirting: must be secured on cement or treated lumber, have a rat/rodent wall installed and have proper ventilation. Skirting must match or attractively accent the siding.

### **New Park Model Specifications—Sites 20-34 & 70-78**

New Units must be new “Park Models”

Maximum/Minimum Length: 35 feet (this includes the tongue).

Maximum width: 8.5 feet

Awnings Enclosed Porch: may not extend beyond: 8X27 to include second door. This area cannot be converted into an additional room. e.g., office, bedroom, bath, etc.

Room Extensions: cannot exceed the length of the extended room by 8 feet. This will be included in, and attached, to your allowed 8 foot enclosed awning/porch. This extension cannot be made into an additional room, e.g., office, bedroom, bath, etc.

Skirting must be secured on cement or treated lumber and have a rat/rodent wall installed. Skirting must match or attractively accent the siding.

Exterior must have Vinyl Siding

Roofs must be the curved or bowed style

Bathrooms: At the minimum, must contain a separate shower stall separate from the sink and laboratory.

Outside Water Faucets: must have an antisiphon device.

Storage Units:

1. If you own one of the sheds provided by the previous owner, you may not put in a storage unit.

2. The unit must be approved by the community owner.
3. The unit may not be seen over the fence:
  - about 44 in. for east residents
  - about 58 in. for west residents.
3. ***Absolutely NO storage of combustible materials.*** Anyone found doing so will be required to remove the storage unit from the premises. We reserve the right to inspect these units for combustible materials without notice.

All manufactured homes/park models must be set up according to manufactures instructions. See Part 6 of the *Mobile Home Commission Rules Handbook*. We have copies in the office.

### **On Site Selling/Transfer of Your Home**

All the following rules pertain whether the home is to be *sold or transferred*.

1. Before you put your manufactured home up for sale/transfer, a written thirty-day notification is required.
2. A Manufactured Home may be sold onsite/transferred as long it meets the community's specifications. If it does not meet these specifications and the resident is unwilling to make the necessary changes/repairs, the MH must be removed at the resident's expense within 30 days. Rent for the site will be the responsibility of the present resident until the home is removed.
3. An exterior inspection of your home by the community owner is necessary. The exterior of all MH/PM sold/transferred will be in excellent condition.
4. A home buyer/recipient, (including family members), must be approved by the community owner prior to the closing of the sale/transfer.
  - A. An *Application* must be filled out by potential buyer.
  - B. Prior to a sale/transfer, an *Interview* of the potential new resident must be conducted by the community owner. It is the responsibility of the buyer/transferee to follow through on the above requirements.

C. A *Credit & Criminal Check* must be completed before a transfer or sale. Fees accrued by these checks are the responsibility of the applicant.

D. *Rules and regulations*: Prior to admission to this community, each new resident must sign and acknowledge that he has received and read a copy of the community rules and regulations.

The **Landlord recommends** that the Resident have a licensed contractor inspect and clean the furnace, check the electrical and plumbing systems in homes sold and left on site.

The community owners have the right to reject a prospective resident for any reason not prohibited by law.

*Travel Trailers* may not be sold on site. Park Models may be sold on site if they are not older than 20 years old and are in excellent condition.

### **Vacating a Home Site:**

1. When vacating the premises, it is the responsibility of the home owner to give Landlord 30 days notice of removal and remove the manufactured home/trailer within 30 days of notifying the community owners in writing.
2. All rents and other applicable charges to Landlord must be paid in full prior to moving the home from DoGL.
3. The Home Site must be left in the same condition as when the original resident moved in. The MH/PM/TT owner will reimburse Landlord for all expenses incurred by Landlord in restoring the site to its original condition. A security deposit will be required to insure the vacated site is restored to its original condition.
4. Landlord is not responsible to Resident in any manner when a dealer, bank, or other secured party removes Resident's home from the park, unless Landlord fails to perform or negligently performs a duty as implied by law.

## **Suggestions and Complaints**

*Your Responsibility* is to put all suggestions and complaints pertaining to this community in written form.

*Our Responsibility* is to make every effort to resolve issues and respect your input.

## **Other**

*Change in Office Hours:* If a temporary change in office hours is necessary and during those times when we are not home, there will be a posting on the office door with information as to where to receive help. The Mobile Home Buyer's and Resident's Handbook is available through the community office and through the Manufactured Housing Division of the Department of Commerce, P.O. Box 30222, Lansing MI 48909.

*Community Rule Changes:* From time to time, rules and regulations may be changed or additional rules may be added. Residents will receive a copy of the revisions, at least 30 days before the rule(s) go into effect.

## **Subleasing**

Residents may not assign or sublet their MH/PM or premises. The right to occupy a MH/PM is not transferable with the sale or transfer or title to the home. Prior to transfer of possession of the MH/PM, Landlord must inspect the lease site and exterior of the home to confirm compliance with all park standards. The fee for this inspection is Twenty-Five Dollars (\$25.). All items that need repair or correction must be completed, weather permitting, prior to landlord's final authorization of resale.

Subleasing of your MH/PM/TT as a residence or vacation rental is strictly prohibited. This is just cause for eviction.

## **Payment of Rent**

*Due:* first (1st) of each month. This includes MH/PM/TT Site Rent, Specific Tax and any Pertinent Storage/Mooring Fees

*Past Due:* fifth (5th) of each month - if not in the office.

Landlord reserves the right to charge a late fee if deemed necessary.

## **Winterizing Manufactured Homes**

Any winterizing of homes (such as plastic being used for storm windows, insulating and skirting etc.) must be applied on the interior of the home. There shall be no temporary exterior attachments of any nature. A water supply protection device, such as heat tape, Michigan approved, shall be installed at the time the home is installed on site and be replaced when necessary to prevent the freezing of the service lines, valves and riser pipes. All the above is the responsibility of the manufactured home owner.

## **Air Conditioners**

Window air conditioners must be braced to home with metal-angle braces. No wooden bracing, bracing to ground, or concrete work will be allowed.

Stationary air conditioners must be installed on the main entrance side of the MH/PM.

## **Enforcement of Rules and Regulations**

Every reasonable effort will be made by the owner to ensure that the rules and regulations are enforced and that the quiet enjoyment and comfort of all residents are not disturbed. Ignorance of a guideline/covenant cannot be accepted as an excuse.

Failure by Landlord to enforce a Rule or a provision of a Rule on one (1) or more occasions is not a continuing waiver of Landlord's right to

enforce the Rule.

Except for emergencies where notice time may be shorter or where notice may not be required, Landlord will send a Resident written notice of a rule violation that specifies the violation and the time for taking corrective measures (minimum 7days).

Failure to correct the violation within the time provided shall put the Resident in default and subject them to all available remedies at law. Landlord may make corrections/hire professional persons to make corrections and charge the Resident therefor. Resident shall pay Landlord with the first rent installment that comes due after being billed therefor.

The charges for such work shall be as follows:

All repairs and maintenance work \$50. per hour if work is performed by Landlord, actual costs to Landlord if performed by outside contractor. There shall be a one (1) hour minimum charge if Landlord provides any of the services outlined herein.

Residents can help by reporting all rule violations immediately, day or night, to the owner. All reports will be kept confidential unless legal action requires the name of the reporting individual.

All registered adults are considered to be “residents” for purposes of these rules and regulations. Violation of rules by a resident (minor children, guests or invitee) can result in the eviction of all occupants of the home and home site.

*Just cause for Eviction:* Any reason or cause allowed by law.

If you receive a notice to quit (termination of tenancy), you may request a conference with the community owner or representative to be held at the community. The conference must be requested by certified mail within ten (10) days of receipt of the notice to quit.

During any action to terminate Resident's tenancy for just cause, Resident shall continue to pay all rent and other charges to landlord when due following the demand for possession of the premises and during the pendency of the action. Landlord may accept all such payments without prejudice to its case. If payment is not timely made, Landlord also may proceed under MCL 600.5714(1)(a)(nonpayment) without prejudice to its just cause termination case.

The prevailing party in a contested action to terminate a tenancy for just cause will be awarded liquidated damages of not more than \$500. for an action in District Court and not more than \$300. for each appellate level. These liquidated damages shall not be construed to be a penalty, nor shall award or payment of such damages, including but limited to damages for unpaid rent, damage to the lease site or common areas, or the cost of removing the home from the site.



## **OFFICE HOURS**

April 1 → mid-June & Labor Day → October 31:

by appointment

Mid-June - Labor Day

Mon.-Thur.: 11:00 a.m.-4:00 p.m.

Fri. & Sat.: 2:00 - 7:00

SUNDAY: CLOSED year-around

When we are not at home, where to seek help in case of a  
PARK Emergency will be posted on the office door.

## **Ambulance-Fire-Sheriff**

**911**

Non-emergencies

Police Department: 256-8800

Fire Department: 326-5250

Ambulance: 326-5250