

SUNSCAPE ESTATES R.V. PARK COOPERATIVE  
RULES AND REGULATIONS – REVISED January 10, 2017  
(Pets)

**The following Rules and Regulations apply to all members of the Cooperative, persons renting sites, and guests.**

Sunscape Estates R.V. Park Cooperative, herein known as “the Park”, is a fifty-five plus (55+) active adult R.V. park. All occupants except those exemptions established by the initial survey for qualification under HOPA done January/February 2012 must be age qualified. There must be one person age 55+ occupying each space. All rental agreements must now follow the 55+ designation requirement. It is the responsibility of the member to comply with this provision. There will be no occupancy by persons not in compliance.

These Rules and Regulations are subordinate to the Articles of Incorporation, the Bylaws of the Corporation, the Proprietary Lease, and are subject to modification or amendment at any time by the Board of Directors. However, rules and regulations of the Park and its committees which pertain to member(s) use of space(s) may be amended only at an annual or special meeting by the affirmative vote of a majority of the members of record, present in person or by proxy, or by written ballot. Amendments may be proposed by the Board of Directors or by a petition signed by at least fifteen percent (15%) of the members. A description of any proposed amendment shall accompany the notice of any annual or special meeting at which such proposed amendment is to be voted upon. Any information accompanying the proposed changes/notice of meeting must include both a statement for and a statement against those proposed changes.

Residents must be at least nineteen (19) years of age. Dependents under the age of nineteen (19) who were under the legal care of an age qualified person at the time of the initial survey for qualification under HOPA done January/February 2012 are exempt. Other visitors under nineteen (19) years of age shall be limited to visits of thirty (30) days per calendar year. Visitors under nineteen (19) years of age shall be supervised by an adult at all times.

The Park Manager is charged with the duty of enforcing the Articles of Incorporation, the Bylaws of the Corporation, the terms outlined in the Proprietary Lease, these Rules and Regulations and the Architectural rules, for the Sunscape Estates R.V. Park Cooperative. In the event of a violation of any of these corporate documents, the Park Manager will issue violation notices to the member and violator, if a rental lot, as follows:

- 1<sup>st</sup> violation notice will be verbal with 24 (twenty-four) hours to correct the violation. The Park Manager has the authority to extend the time in circumstances involving absentee owners.
- 2<sup>nd</sup> notice of the violation, if not corrected with 24 (twenty-four) hours, will be in writing, setting forth the nature of the violation in as much detail as is possible, and will assess a \$25.00 (twenty-five dollar) fine.
- 3<sup>rd</sup> notice of the violation, if not corrected within 48 hours, will be by a registered letter, setting forth the nature of the violation in as much detail as is possible, and will assess an addition \$25.00 (twenty-five dollar) fine.
- Continuation or a repeat of the same violation will result in a \$100.00 (one hundred dollar) fine and a \$20.00 (twenty dollar) per day fine until corrected.

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The Park Manager shall give the violator notice of the imposition of such sanction, and file a copy thereof with the Secretary of the Board of Directors. Such a sanction shall be considered and treated as an additional assessment under the provisions of Section 2 of the Member's Proprietary Lease and as stated in Article VIII of the Corporation's Bylaws. Any member who disagrees with the imposition of any sanction may file a written request with the Park Manager for a hearing. Such written request must be filed within ten (10) days of the date the violation notice has been received. The determination of management at such hearing shall be final and binding upon the member. Should a violation of these documents occur by a person other than a Sunscape lessee of record, a notice of said violation will also be served to the appropriate lessee. Should the Park Manager, in cooperation with the aforementioned lessee, not be able to resolve the situation, the lessee will ultimately be held responsible. A picture, if possible, of the infraction will be included with the violation notice and an additional copy will be kept in their file.

**CHECK-IN**

Our official season is September 15<sup>th</sup> through April 30<sup>th</sup>. Cooperative R.V. site advanced reservations are accepted. However a specific site may not be arranged until arrival.

**Everyone** is required to register at the Welcome Center upon arrival. (This enables the Park Manager to know who is at the park in the event of emergencies, etc.)

Renters' RVs will be accepted on the basis of **APPEARANCE**. All units are subject to approval by the Park Manager. Any unit, which in the opinion of the Park Manager, detracts from the intent, purpose, and general appearance of the park will be denied entry or asked to leave the park. All units must be RVIA approved. All sites will be used solely as campsites for recreational vehicles or park models bearing the **RVIA/RPTIA or equivalent seal**. Camping tents or tent trailers are not allowed. Off- loaded pickup/truck campers **may not** be stored on any lot. Pickup campers are allowed on lots as long as they conform to the regulations as stated in the **VEHICLES & PARKING** section of the Rules and Regulations.

The positioning of all units on lots must comply with the Architectural Rules and Regulations. Individuals will be assessed costs incurred which are related to damage from actions of noncompliance or negligence when positioning said units. R.V.s must be backed in and the length of the R.V. must be situated parallel to the right side of the lot.

Check-in time for RV sites is from 9:00 A.M. to 5:00 P.M. Check-out time is before 11:00 A.M. A gate card will be issued to all residents upon payment of a deposit of \$20.00 which will be fully refunded when the bearer returns said gate card along with his deposit receipt. Member's first gate card will be at no charge. However, there is a \$20.00 deposit charge for each additional or replacement gate card issued.

The Cooperative will not be responsible for property that is lost, damaged, or left behind. The Park Manager has the right to remove the property or vehicle in violation and store it at the owner's expense.

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**CONDUCT**

Our basic philosophy is one of common courtesy and neighborly consideration. Therefore, any person (member, renter, guest, or visitor) who conducts themselves in a manner, within the Park, which is detrimental to peaceful enjoyment of the Park and its facilities by others or violates the Park's Bylaws or Rules and Regulations is subject to expulsion from the Park. Persons using the Park's facilities are personally responsible for their actions and use Park facilities at their own risk. Those entertaining guests will be responsible for the conduct of their guests, and will be liable for charges incurred or damages caused by their guests. Everyone will conduct themselves in a respectful manner while upon the Park premises.

Any person (member, renter, guest, or visitor) who participates in any illegal activity (as defined by Federal, State, or local laws or codes) within the Park shall be expelled from the park permanently.

Alcohol will not be permitted on common property or in the buildings except at specified parties, which will be advertised when allowable, or at a private approved function. These occasions are to be approved by the Park Manager. Alcohol will not be furnished with any funds of Sunscape Estates R.V. Park Cooperative or with funds from any Sunscape Committee, without specific approval of the Board of Directors. Under no circumstances will minors be allowed to have or consume alcoholic beverages on Park community property. Drunkenness and disorderly conduct will not be tolerated. Physical violence upon another person or verbal abuse of another person will not be tolerated. Smoking is prohibited in all Park community buildings, within twenty-five (25) feet of Park community buildings, and in the swimming pool area. Smoking is not permitted within fifty (50) feet of the Park's propane tank.

Possession or use of any controlled or dangerous substances or the intent to distribute said substances is prohibited and will be reported to proper authorities. Fireworks are not allowed to be used anywhere in the Park.

Persons using laundry facilities, either personal or park owned, must use liquid detergent only. This is to prevent clogged sewer lines. The laundry rooms are for washing of clothes ONLY. No washing of dishes, utensils, clothes, or diapers is allowed in utility sinks. No pet bedding or pet attire is allowed in laundry rooms (due to possible allergic reactions).

Campfires are allowed only in self-contained fireplaces such as chimenea and are to be totally extinguished before leaving them. Consider your neighbors when using (they might have health problems).

Washing of cars, park models, and trailers is permitted on sites. A shut-off nozzle must be used on the hose and no hoses are to be left running excessively while washing the vehicle or unit. You are asked to limit water run off to the area of your site.

No external antennas or other devices for transmission of radio signals will be erected, with the exception of the Architectural Rules and Regulations 4.3. Television antennas will not be more than four (4) feet above the RV or park model. Satellite antennas are limited to "mini-dish" size. Exception to this requirement is made for the wireless web towers.

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Members will be responsible for weed control on their lots or the weeds will be dealt with by Park maintenance and the owner shall be billed a minimum of \$20.00 for the removal.

Outside clothes drying and/or clotheslines are not permitted within the Park. Appliances such as washers, dryers, deep freezers, and refrigerators must be in an enclosed area. Auxiliary propane cylinders should be located at the rear of the RV or park model if possible. If front hookups are necessary, screening or camouflage should be used.

No one shall attach any apparatus, clothesline, equipment, accessory building, or structure to their RV, trees, or other plants within the Park.

Any business, trade, garage sale, moving sale, rummage sale or similar activity, with the exception of the monthly park garage/tail-gate sale, is only allowed if such business is not apparent or detectable by sight, sound, or smell from outside the lot, the business conforms to all municipal zoning requirements, the business does not encourage frequent visitations to the lot by clients or other business invitees, or door-to-door solicitation of members, and the business does not constitute a nuisance, or a hazardous, or offensive use, or threaten the security or safety of other members, as may be determined in the sole discretion of the Board.

No noxious, offensive, immoral, or illegal trade or activity may be conducted on any lot or in the Park common areas. Each lot will be kept in a reasonably sanitary condition, free of offensive odors and insect infestation.

**SECURITY**

Emergency phone messages will be delivered to the individual's site immediately.

During emergencies, special precautions or measures may be ordered by the Park Manager. All persons shall comply with these orders.

Quiet hours are from 10:00 P.M. to 8:00 A.M. Quiet hours do not apply to park sponsored activities. The Park Manager may approve exceptions when emergencies or extreme conditions warrant.

**USE OF PARK EQUIPMENT**

The Park Manager oversees the management of Park equipment. Park equipment will be used with a work order and the Park Manager will know for what it is being used. At no time will the equipment be used for anything but Park concerns. Requests for maintenance work must be made through the Maintenance Supervisor. Requests for assistance from employees must be made through the Park Manager. Anyone wishing to use recreation equipment may check it out at the Activity Office. Equipment may require a deposit which will be refunded upon the return of the equipment. Equipment must be returned to the space provided for its storage immediately upon completion of its use. Persons damaging, destroying, or failing to return equipment will be held liable for the full value thereof. All equipment and Park facilities are used by persons at their own risk.

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The recreational facilities operated by the Park will be kept open in accordance with a schedule determined by the Park Manager. The Park Manager may change or alter the schedule on a daily basis if necessary.

Only U.S. posted mail and Park information notices approved or signed by the Park Manager may be placed in resident mailboxes.

Sidewalks and walkways are to be used only by pedestrians, wheel chairs, and powered chairs for the handicapped. Respect your neighbor's right to privacy by using the street. Do not ride a bicycle or walk on any site without permission.

No tables, chairs, or any other equipment may be removed, borrowed, or relocated from any Park community building without the prior approval of the Park Manager.

### **PETS**

**Sunscape Estates R.V. Park Cooperative allows only two (2) pets per occupied site.**

Pets will be those recognized as household pets and will be confined or kept on a leash of no more than six (6) feet in length at all times when they are outside a private dwelling within the Park.

Pets are prohibited from all Park community buildings and pool area. Pets which assist disabled persons are exempt. Dogs and cats must have a valid rabies certificate

Pet owners are responsible for cleaning up after their pets and **disposing of their waste** in the trash containers.

Vicious or unusually noisy pets will not be tolerated.

Owners are expected to control pets in such a manner that the tranquility of the Park will not be compromised. Pet owners will be held liable for any personal injury or property damage caused by their pets. The Park Manager reserves the right to request pet owners who do not comply with these rules to remove their pets from the Park.

### **SIGNS**

Site for sale or rent signs shall be no larger than 18" x 24" and must be set back at least five (5) feet behind the curb.

### **PERMANENT PLACEMENT**

All used park models, park trailers, and RVs must be inspected and approved by the Architectural

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Committee or Park Manager. All units will be permitted entry on the basis of **APPEARANCE, AGE, AND CONDITION**. Any unit which, in the opinion of the Architectural Committee or Park Manager, detracts from the intent, purpose, and general appearance of the Park will be denied entry. No unit over ten (10) years of age will be permitted entry. There is a charge for inspection of used park models, park trailers and RVs. The inspection charge is \$50.00 outside of the Park area within a twenty (20) mile radius of Sunscape Estates R.V. Park and \$100.00 for inspections outside that area. In addition to the inspection fee, a standard mileage fee will be charged for travel to and from the location of the unit in question. A \$150.00 fee will be required on the resale and transfer of membership shares.

**GARBAGE/TRASH**

No garbage, rubbish, trash, or debris of any kind shall be placed on or permitted to accumulate upon or adjacent to any properties, so as to render any such properties unsanitary, unsightly, offensive, or detrimental to any other properties in the vicinity thereof or to its occupant. Garbage, trash, or debris will be removed by the site occupant and placed in the provided dumpsters located outside the Park exit. Household garbage must be bagged and tied before disposal. No trash or debris over two (2) feet long may be placed in dumpsters. Place items for recycling in appropriate bins.

Contractors are responsible for disposing of construction/repair waste materials in other than Park dumpsters.

**VEHICLES & PARKING**

A limit of two (2) transportation vehicles is allowed per space. Camper van or pickup campers may be considered transportation vehicles as long as they are not occupied. In addition, no more than two (2) of the following: motorcycle, golf cart, and ATV may be parked on any space. A motorcycle can take the place of one transportation vehicle on site. One additional recreational vehicle may be parked on a space or the street for a maximum of three (3) days for the purpose of loading or unloading without advanced written permission of the Park Manager. No cargo or utility trailer is permitted to be parked on the lot for more than three (3) days. All vehicles requiring licenses must display current license. No portion of any parked vehicle may be extended past the curb. No recreational vehicle shall be parked or located on the common area. No cars, motorcycles or other motor vehicles shall be parked or located on the common area or any streets within the Park except in parking spaces or parking areas designated and approved by the Board of Directors. No boats or personal equipment shall be parked or located on any space or on the common areas except at such locations or places as are designated and approved by the Board of Directors. Any exceptions will require written approval of the Park Manager.

The Park has no obligation to provide storage space for your unit.

Motorcycles, mini-bikes, ATVs, trail bikes, and golf carts may not be operated by anyone without a valid driver's license.

No long term parking is permitted on streets. No parking is permitted on unoccupied sites without written permission from the lot lessee. **PARK ONLY IN DESIGNATED PARKING AREAS.**

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When leaving the Park with a camping vehicle, boat, or cargo trailer, the driver may be required to provide proof of ownership of said vehicle, boat, or trailer.

The entrance is one-way only. **DO NOT EXIT.**

The exit is one-way only. **DO NOT ENTER.**

Obey all traffic signs. The speed limit in the Park is ten (10) miles per hour.

No vehicle shall be constructed, reconstructed, or have major repairs done within the Park, without permission from the Park Manager. Minor repairs to RVs are allowed. Major repairs to park models are allowed, pending notification to the Architectural committee and permission from the Park Manager. Changing of oil or other automotive fluids is not allowed within the Park, with the exception of the maintenance of Park owned vehicles and equipment.

These rules apply to all vehicles, including golf carts and bicycles. Vehicles being used in emergency situations are exempt.

**SWIMMING POOL AND JACUZZI**

There are no lifeguards provided. You use the swimming pool and Jacuzzi at your own risk. Be sure to close the gate behind you when entering or leaving the pool area. No running or diving is allowed in the swimming pool area.

The use of tanning oils and lotions is prohibited in the swimming pool and Jacuzzi. Showers must be taken before entering the pool or Jacuzzi. A towel must be used to cover chairs, lounges, and benches in the swimming pool area when using suntan lotion and/or sunscreen. No glass containers or food may be taken into the swimming pool area. Flip-flops, clogs, or rubber sandals must be worn in the showers and when going to and from the swimming pool and Jacuzzi. Shirts or cover-ups and footwear are required in all Park common areas. Swimsuits are not proper attire in any Park community buildings, except the clubhouse bathrooms.

Visitors under three (3) years of age are required to wear a swim diaper which can be purchased at the Activity Director's office.

**BULLETIN BOARDS**

Bulletin boards are provided for Park business and announcements. A bulletin board is also provided for classified ads for those in the Park. Ads must be limited to 3"x5" unless otherwise approved by the Park Manager or Activity Director. Ads must be renewed or removed every thirty (30) days after posting. No one will post or change postings on the bulletin boards without approval from the Park Manager or Activity Director. Only the originator of the posting or the Park Manager/Activity Director or Board Secretary will remove the posting.

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**BILLIARD TABLES**

Anyone under nineteen (19) years of age must be under the **DIRECT** supervision of a responsible adult when occupying the billiard room.

No food or drinks are allowed on the billiard tables. Do not sit or lean on the billiard tables. Keep rounded tips on your cue sticks. Place cue sticks in the rack after use. Do not lean cue sticks against the walls or lay them on tables. Clean up and turn off lights when finished.

**CONDITIONS CONTRARY TO RULES AND REGULATIONS**

When entering into a sales contract, be advised that no promises are to be made to the new buyer that would be contrary to the current documents of the Cooperative. Prior to listing your lease for sale, **you must** contact the Architectural Committee or Park Manager to insure that sufficient time is allotted to make any corrections.

**DEFINITIONS**

Board - The duly elected Board of Directors of the Cooperative

Park Manager - the person employed by the Board of Directors to manage the property and affairs of the Cooperative. The Park Manager will delegate or assign this responsibility to others as is deemed to be necessary by the Manager or the Board of Directors.

Cooperative - A Corporation created under the laws of the State of Arizona for the ownership, operation, and management of the properties of Sunscape Estates R.V. Park Cooperative.

Park Model - Mobile by conventional means, but has no holding tanks

Member - "Member" is defined as one (1) adult fifty-five years of age or older (55+) or two (2) adults, one being fifty-five years of age or older (55+) , living on one (1) RV lot on a seasonal or continuing basis

Date: January 10, 2017

Approved by: \_\_\_\_\_  
For the Board of Directors, Vern Beckstead, President