



**NORTHGATE
RESORTS**

SEASONAL HANDBOOK



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Introduction

Welcome to the Northgate family of campgrounds! On behalf of the entire team, we extend our warmest welcome and our sincere wish for a quality recreational experience.

We realize that the happiness of our seasonal campers is instrumental to our continued growth, and we are committed to providing a best-in-class recreational experience in a clean, safe, and secure environment. This Handbook will outline the rules and policies that we will enforce to ensure that all Seasonals enjoy their camping season.

Seasonals are responsible for the actions of their children and their guests. Individuals who violate the policies in this Handbook are subject to fines, up to and including immediate termination. This Handbook is intended to make clear the rules and procedures that Seasonals are expected to follow. When reference is made to the General Manager, it also applies to their designee. Regardless of what any staff member may say, every Seasonal will be held responsible for following the rules as stated in this Handbook.

Further, any individual who violates these rules and regulations by their actions or words, disturbs the peace, creates conflict whether on their site, in the Campground, social media or online, or otherwise creates a situation not in keeping with the family environment of the Campground, will be deemed to be engaging in improper behavior and will be instructed to leave the Campground. You shall indemnify and save harmless the Campground and their officers, agents, employees, members, and all other persons or entities associated with those businesses, against any and all damages to property or injuries to or death of any person or persons, and shall defend, indemnify and save harmless the Campground, and their officers, agents, employees, and members, and all other persons or entities associated with those businesses, from any and all claims, demands, suits, actions or proceedings of any kind of nature, of or by anyone whomsoever, in any way resulting from or arising out of you or your guest's improper behavior at the Campground.

Definition of Terms

Seasonal

Is defined as any camper who is a party to a Seasonal Site Agreement for a particular campsite for the length of the camping season.

Children

Dependents of Seasonals or guests under the age of 18.

Guest

An individual who is legally admitted to the campground and identified on the Seasonal Site Agreement. Guests are permitted to stay on the Campground overnight and are subject to additional seasonal fees.

Visitor

A Visitor is defined as a non-seasonal guest, or person(s) staying for the day only. Visitors are subject to a day fee for use of the premises. Visitors are not permitted to bring any pets onto the premises.

Campground

The Camp-Resort / Park is referred to as “Campground” in this Handbook.

Management

Refers to campground Management. Often this may include, but is not limited to, the General Manager or other Department Managers of the Campground.

Northgate Resorts

Northgate Resorts is the Michigan-based Property Management company for the Campground.

Selling Your Park Model Unit

Approval Process to Sell

- Contact Park Management.
- Review age of sale guidelines.
- Request Application form for sale of unit.
- Any site violations must be corrected to the satisfaction of the Campground Inspector prior to approval to sell.
- Any prior, allowable, grandfathered items (aside from grandfathered structures attached to an RV/Park Model RV at WWS) must be removed prior to application submission.¹
- Application forms must be submitted for review and approval.

¹ May not be applicable to WWS seasonals. Your site agreement controls.

Once Approved to Sell

- Seller, Buyer, and the General Manager must meet to acknowledge the following:
 - The Seller is not conveying any right to the real property or the campsite. Only the personal property (Park Model Unit) is being conveyed. The Campground owns the real property on which the Park Model sits.
 - The Campground Management/Staff are not real estate agents or brokers. Management/Staff are acting solely in the interest of the Campground.
 - Site Agreements are not assignable without the General Manager's consent. The Buyer has "first dibs" on the Seasonal campsite on which the Park Model currently sits, subject to the terms contained in a signed Seasonal Site Agreement in Buyer's name.
- A signed purchase agreement / bill of sale between the Seller and Buyer is received by the Campground.
- Work orders are issued for a final inspection and meter reading, and parties are informed of the same.
- Campground receives a copy of insurance and title or equivalent paperwork if it is bank owned.
- Seller pays \$150 nonrefundable administrative fee to the Campground.

Selling Your RV Camping Unit

A Seller is required to remove any non Park Model RV from their site to sell it. There are to be no non Park Model RV sales at the Campground.

Rules & Regulations

Registered Seasonal Camper Entry

To enter the Campground, the Seasonal must be in good standing (no amounts due on account) and the individual must possess a wristband / current gate card and/or ID and Campground vehicle registration sticker.

Guest & Visitor Entry

Seasonal campers must register all guests in order for those guests to enter the Campground. Up to four (4) Seasonal guests are allowed per campsite. Visitors must also be registered and pay a daily entry fee.

- The maximum number of people allowed at a site is 8 people at any time. This includes the number of Seasonals and their guests/visitors.
- All guests/visitors must sign the liability waiver upon entry.
- The Seasonal Permit holder must be present during the guest/visitor stay at the Campground.

- The guest/visitor must wear a wristband for the duration of their stay.
- The Seasonal agrees to be responsible for the conduct of their guests and/or visitors and is responsible for any damages, injuries, violations or fines. Guests/visitors are required to abide by all Campground rules.
- Campground Management may refuse admittance or eject any guest/visitor whose conduct has been or is objectionable.
- Guests/visitors may not bring personal vehicles such as: boats, mini bikes, mopeds, golf carts, or other motorized vehicles into the campground with the exception of cars, trucks, or licensed motorcycles, used as a primary means of transportation.
- Illegal Entry: A fine will be imposed for Seasonals who allow illegal entry into the Campground by a guest.

Wristbands

- Silicone, reusable wristbands are included in your Seasonal Permit for the number of persons listed on your agreement. Wristbands may NOT be shared with guests or anyone other than those registered on the agreement.
- Wristbands must be worn by Seasonals, dependents, guests, etc. anytime in the campground and may be refused access to campground amenities or activities when not worn.
- There is a \$150 replacement fee if a Seasonal wristband is lost.
- Guests/visitors will receive a non-reusable tyvek wristband.

Vehicle Identification Requirements

- A vehicle registration sticker will be issued to Seasonal campers for a maximum of 2 vehicles per site. All registration stickers are non-transferrable.
- Guests/visitors must register with the office and will receive a temporary paper car pass to be displayed in the rearview mirror that will reflect their departure date.
- Seasonal golf carts that are registered with the appropriate paperwork and requirements will receive a golf cart registration sticker that must be displayed in the upper right hand corner of the windshield (opposite of the driver's view).
- Seasonal boats and personal watercraft (PWC) that are registered with the appropriate paperwork and requirements will receive a boat/PWC registration sticker that must be displayed prominently on the boat/PWC.

Accommodations

Recreational Vehicles

- Recreation vehicles ("RV") are defined as travel trailers, Park Models, motor homes, and fifth wheels. Park Models are a specific type of Recreational Vehicle and are referred to specifically in this document as Park Models. Some restrictions will apply to Park Models that will not / may not apply to other types of RV's.
- Only one RV is allowed per campsite.
- A copy of a title to the RV must be provided to Reservations and maintained in the Seasonal's file.

- Every RV must be accessible and towable in case of an emergency that necessitates its immediate removal or elevated and anchored in accordance with applicable regulations.

Safety & Health

The Campground may impose restrictions for the safety, health, or well-being of persons and property.

Campfires

- All fires must be in Campground approved fire pits, portable fire pits, or barbecue devices.
- Children under 16 cannot have a fire without an adult present.
- Quiet hours are strictly enforced!
- All fires must be controlled in a safe manner and must be attended at all times.

Propane Tanks

- All propane tanks must be properly anchored with a chain & post, tank stand, or trailer bracket.
- Propane tanks may not be disposed of on Campground property.

Hazardous Materials/Safety Concerns

- Items that may be a threat to the environment, the safety or health of others, or to property must be used and stored in a safe manner.
- Seasonal shall not cause or permit any flammable or explosive material, oil, radioactive material or hazardous or toxic waste substance to be brought upon, used, stored or dumped on the site or within the Campground. Seasonal is responsible for any required repair, clean-up or detoxification of the property caused by Seasonal and shall indemnify Campground from any liability, claim or expense relating thereto.
- Refrigerators or freezers must be in a Management approved enclosed structure. Maximum of 5.7 cubic feet allowed. Only 1 is allowed per site. Refrigerators or freezers must be locked at night and when you are not on site. In addition, all alcohol must be locked or otherwise secured inside a unit and not left outdoors. Approved enclosed structures are:
 - Trailers
 - Porch Enclosures
 - Storage Shed
- Wood burning stoves are not permitted in structures.

Disposal Regulations

- Sewage disposal:
 - Direct discharge of sewage is prohibited.
 - All sewage or gray water must be emptied at the dump station (if available).
 - Seasonals are responsible for any spills or the cost of the cleanup.

- Trash:
 - Seasonals must place all trash or refuse in the Campground trash receptacles.
 - To deter wildlife in the Campground, never leave trash outside your camping unit
 - No Seasonal shall bring trash of any kind into the campground.
 - Large items such as sofas, old carpeting, sheds, and appliances may NOT be disposed of at the Campground. Violations will result in a fine assessment.
 - Hazardous materials or chemicals such as golf cart batteries or paint may not be disposed of in the Campground.
 - Garbage, trash, and other refuse may not be burned at any time.
- Leaf, brush, and vegetation disposal:
 - Leaves, pine needles, brush, and vegetation may not be disposed of in trash receptacles or in the wooded/common areas.
 - Seasonal is responsible for fall and spring cleanup of Campsite, including removal of leaves, pine needles, brush, and vegetation.
 - Appliances Disposal:
 - May not be disposed of at the campground unless otherwise specified by Management.

Conduct Rules

Alcohol

- Alcohol may be available for purchase and consumption in designated and licensed areas.
- Alcohol must be consumed in a responsible manner. Drunkenness and disorderly conduct will not be tolerated.
- It is the Seasonal's responsibility to take action to prevent a minor from having access to alcohol on a Seasonal's site or in a Seasonal's camping unit.
- Operation of any mode of transportation (including golf carts) under the influence, or with an open container of beverage containing alcohol, is strictly prohibited.

Illegal Drugs

Illegal drugs are prohibited. Violators will be prosecuted to the fullest extent of the law and will result in suspension or termination of the Seasonal Site Agreement.

Children

- Children under 18 years of age may not stay in the Campground without adult supervision.
- Children, at all times, remain the responsibility of their parents or guardians.
- Curfew is 10:00 PM for persons under the age of 18 years of age, and they are required to be on a Seasonal Site with adult supervision after 10:00 PM.

Pets

- Maximum of 2 pets allowed per site.
- Must be maintained and controlled on a leash for both cats and dogs.
- Seasonals are responsible for cleaning up after their pets.
- Pet pens, portable fences, houses, and runs are not allowed.
- Pets may not be tied or staked in common areas, at facilities, beaches, or on other sites.
- Pets must be confined to the Seasonal's Site when staked or tied up.

- No pets will be allowed in Campground buildings.
- No pets are allowed in designated swimming areas or restricted areas.
- The Campground reserves the right to eject pets that are a threat to the safety or peace of others.
- Management has a right to contact Animal Control regarding any animals that are left unattended for more than 24 hours.

Mail

The Campground may not be used as a postal mailing address. The Campground does not accept mail or packages for Seasonal campers. Packages received by the office will be returned to the sender.

Trees

Trees are a natural beauty. Please do not harm the trees and vegetation at the Campground. Firewood is available at the office. Do not cut, mutilate, debark, drive nails, ax, or saw into dead or live trees. You may not hang anything from trees, including but not limited to: clotheslines, rope lights, or cables.

Firewood

No outside firewood may be brought into the Campground. Firewood must be purchased from the Campground.

Quiet Hours

Quiet hours are from 10:00 p.m. to 8:00 a.m. Sunday through Thursday and 11:00 p.m. to 8:00 a.m. on Friday and Saturday. All quiet hours are strictly enforced.

Feral Animals

A feral animal is one that is living in the wild that is untamed and not domesticated.

- Seasonals may not feed any feral animals outside or inside their RV's or porches. Doing so will result in fines and/or suspension from the Campground.
- Feral animals include, but are not limited to, skunks, opossum, raccoons, rabbits, ducks, bears, squirrels, deer, stray cats or dogs and any other undomesticated animal.

Conduct

- No offensive or tumultuous activities, disorderly conduct, objectionable or disruptive behavior will be permitted.
- Verbal or physical abuse, harassment, intimidation, threats, domestic violence or stalking of Seasonals, staff, guests or other campers is prohibited and subjects Seasonal to immediate removal.
- Vandalism in any form is prohibited, and Seasonals are responsible for all expenses incurred for damages for which they or their guests are responsible.

- Theft or unauthorized use of utilities, cable TV or electricity is prohibited. Seasonals will be subject to Campground fines, and payment for use and fines imposed by local law enforcement or court systems.
- Trespassing on others' sites or in restricted areas is prohibited.
- Peddling and/or soliciting, leaflet distribution and door-to-door sales are prohibited.
- Display of items/goods, business, craft or wares are prohibited on site. Any garage sale or flea market requires Campground approval.
- Any Seasonal that permits or invites a previously banned person on site shall be subject to removal.

Posting Signs & Flags

Signs may not be posted on Campground buildings, trees, or property without Management's prior consent.

For Sale Signs

- For Sale signs are permitted that are 8 ½ x 11 inches.
- For Sale signs must be attached to the item that is for sale and must be located at the Seasonal's site.
- For Sale signs may not be attached to trees or Campground property.

Flags

The following flags are the only flags that are allowed to be displayed at your site and throughout the Campground:

- American
- Canadian
- Military (including Air Force, Army, Marine Corps, Navy, Coast Guard, POW, MIA, and veterans)
- Sports, and decorative flags such as holiday, seasonal, or garden

All Other types of signs

- All other signs must have consent from the Campground Management or Campground Inspector to be displayed.
- No alcohol signs, road signs, or inappropriate types of signage.

Fireworks, Firearms & Explosive Devices

Fireworks

Fireworks and/or any explosive or incendiary devices are prohibited.

Firearms

Seasonals and their guests shall obey all federal, state, and local laws regarding the ownership and possession of firearms. Firearms are not permitted in any Campground buildings or common areas. The only exception is that a Seasonal may have a firearm in a locked, private vehicle in parking areas if permitted by law. The discharge of firearms, BB guns, air guns/rifles, or similar devices is strictly prohibited.

Explosive Devices

All explosive devices are strictly prohibited.

Campground Facilities Usage

Some Campground facilities may be rented and reserved in advance by a Seasonal for a private party.

- Contact Reservations or Office for information on fees, facilities availability, equipment available, required deposits, and available dates.
- Alcohol may be allowed at the rental facilities. Seasonal is required to discuss the rules and alcohol requirements with Management prior to bringing or consuming alcohol on the premises.
- Seasonal is responsible for any damages or cleanup costs.
- Campground property may not be removed from facilities.
- Smoking is prohibited in Campground buildings.
- Rollerblades, roller skates, skateboards, and bikes are not permitted on tennis or basketball courts.

Designated Parking & Overflow Areas

Designated Vehicle Parking

- Vehicles must be parked on your site behind the site markers or in the designated guest parking areas only. Parking is NOT permitted on roadways, lawn or landscaped areas.
- A combination of 2 automobiles and 2 other vehicles (i.e., golf carts, mopeds, motorcycles) are allowed to be parked at each site and must be wholly parked within the confines of your campsite. **Boats and boat trailers as well as utility trailers may not be parked at your site.**

Overflow Vehicle Parking

- Seasonals may not park on vacant transient campsites.
- Overflow parking is not intended for storage or sale of vehicles or equipment.

- Boats and trailers may not be stored overnight in overflow parking areas.
- The Campground reserves the right to permit parking in areas when needed.
- Guests may park at the campsite if there is room. Any additional vehicles must be parked in the overflow parking lot.

Vehicle & Traffic Regulations

General Rules

Automobiles, Golf Carts, Motorcycles, and Watercraft:

All motorized vehicles operated or stored in the Campground:

- Shall comply with Campground rules and regulations and State laws and regulations.
- Must have insurance required by Campground and in accordance with the State.
- Be driven in a safe manner. All modes of transportation may not be driven in a careless or reckless manner.
- Display a current Campground registration sticker/pass, be operable and be in good condition.
- Be driven by a person with a valid State operator's permit/driver's license.
- Not be driven in excess of the Campground speed limit.
- Not be operated in areas not designated as roadway or parking.
- Have all passengers safely seated.
- Have operable headlights and taillights, if driven from dusk to dawn. Flashlights are not a substitute.
- Be stored properly, or may be removed at the owner's expense.
- Not emit excessive sound or create a nuisance.
- Not block exits, drives, be parked on the sites of others, near fire hydrants, be parked on roadways, block trash receptacles, restrict traffic flow, be parked or driven on beaches or common areas.
- Report all accidents to Campground Management and/or local law enforcement.
- Yield to pedestrians. Pedestrians have the right of way.
- All-Terrain Vehicle (ATV's), Utility Vehicles (UTV's), and Side-by-Side Vehicle use is prohibited in the campground, except for work being performed by the Campground or Contractors.
- Autos, trucks, motor homes, and motorcycles must be properly registered.

Golf Carts

- Seasonals, if permitted to have personal golf carts at the Campground, must register their personal golf carts with the Campground and pay the seasonal fee per golf cart (currently \$100 per cart).
- Seasonal assumes full responsibility for the safe operation of the golf cart, the supervision of the person(s) on or operating their golf cart, and any damages to property or persons related to the operation of the golf cart within the Campground.
- Individual's golf cart privileges may be suspended or revoked by Campground Management as a result of unsafe operation, complaints, violations, careless or reckless driving, accidents or conduct.

- All persons must be properly seated and may not stand on the golf cart when in motion. Feet and legs must be kept inside the golf cart while in motion. Passengers may not sit on the laps of drivers. Seating is limited to the capacity design of the golf cart, as determined by the manufacturer.
- No more than one golf cart per Seasonal Permit.
- Must have \$500,000 or more in liability insurance.
- The height of a golf cart shall not be altered to exceed 20" from the ground level to the top of the golf cart floorboard. Three wheeled golf carts may not be raised.
- Rental carts must be driven by persons at least 18 years of age with a valid operator's license.
- Golf carts may not be driven on state or county roadways. Local law enforcement may issue citations and/or impound golf carts driven outside the Campground on County and State roadways.
- ALL golf carts may only be driven on campground roads where indicated. No driving or parking the golf cart in a restricted area, including employee-only areas, foot paths, nature trails, beaches, fields, or other campsites.

Mopeds / Electric Scooters or Bikes / Motorcycles

I understand that motorcycles and mopeds may be driven from site to road by licensed drivers only and that no mini bikes, motorbikes, motorscooters, or mopeds are allowed in the Campground. I further understand that electric scooters or e-bikes are only allowed as Other Power Driven Mobility Devices (OPDMD) with pre-authorization from the office. Failure to adhere to the policies and rules set forth herein may result in my removal from the Campground without a refund.

Bicycles

- Must obey all traffic regulations within the Campground.
- For the safety of our campers, bikes may not be ridden after dusk.
- Must be parked in bike racks when provided.
- May not be parked on sidewalks, near building entrances and exits, or block drives, and are not permitted in buildings.
- May not be towed by other means of transportation.
- Campground is not responsible for lost or stolen bicycles or other personal property.

Watercraft Regulations (where applicable)

Boat Ownership

Paddleboards, kayaks, and canoes are not motorized and do not require a Campground registration sticker.

Boat Registration

Watercraft stored in storage, at the docks, or on the lake are subject to a yearly seasonal fee and must be registered with the Campground and display a current Campground watercraft sticker.

Boat Parking & Storage

- Boats and personal watercraft may not be stored on your site.
- Rental space may be available to store your boat/watercraft. A rental agreement must be obtained from Reservations.
- All stored items must be properly registered, have applicable registration stickers, have proper site numbers, and liability and property insurance coverage. A copy of these items must be presented when registering for storage.
- All items must be operable, moveable, and in good repair. If the stored item is not on wheels (Boats, watercrafts, etc.) it must be kept on a trailer. All items in the Storage area must be owned by the Seasonal.
- While the Campground staff will periodically monitor the storage area, it is understood and agreed that the Campground will not be responsible for theft or vandalism of anything stored in the storage area.
- If a Seasonal defaults under the rental agreement, the Campground reserves the right to take action to remove, dispose of, or to take legal steps to gain ownership and sell the item in storage.

Lake, Pool, Beach, & Designated Swimming Area Regulations

Parents or guardians are responsible for the safety, supervision, and conduct of their children while swimming in the lake or pool.

All persons swim at their own risk, at all times, even when there is a lifeguard present.

Lake Regulations (where applicable)

- Children under 16 years of age are not permitted in the lake without adult supervision.
- No swimming after dusk.
- All floating devices must stay within marked swimlines if applicable.

Pool Regulations

- Obey signs posted at swimming areas. Not all pools are staffed by lifeguards.
- All children under 16 years of age must have adult supervision when in the pool
- All swimmers must take a shower before entering the pool.
- Only persons wearing proper swimming attire will be permitted in the pool.
- No pets, food, gum, glass, breakable objects, smoking, or glass bottles are permitted in the pool area.

- No person with a communicable disease or infectious condition such as a cold, skin eruption, diarrhea, or open blisters, will be permitted in the pool,
- Babies and toddlers who are not potty trained must wear swim diapers.
- Shoes must be removed before entering the pool area.
- Use of the pool after consumption of alcohol is prohibited. Lifeguards or Campground staff may deny the use of the pool to any person(s) suspected of being under the influence of alcohol or drugs.
- Running, pushing, unauthorized diving, flips, hanging on divider ropes, sitting on anyone's shoulders, or other dangerous rough play or unsafe activity is prohibited.
- The Campground reserves the right to deny the use of a pool to anyone at any time.

Beach Regulations

- Posted rules or notices must be obeyed.
- All trash must be placed in trash receptacles. Please carry out what you brought in.
- Smoking is prohibited.
- Fires are not permitted.
- Glass containers are not permitted.
- Pets are not permitted in the beach area unless otherwise specified.
- Beach areas and the lake may be closed at the discretion of the Campground Management for health or safety reasons.

Rules Enforcement

Penalties

- Violations have a predetermined minimum amount of points and fines for a specific type of violation. Fines can be paid at the Reservations Office.
- Violation points are issued toward a Seasonal Permit for 12 months from the date of issuance of the violation(s). Seasonal permits accumulating six (6) or more points in a 12-month period are subject to assessments, probation, fines, suspension or termination.
- The fine amounts for violations are subject to periodic review and change.
- A current schedule of fines is posted prominently at the Reservations Office.
- The Campground also reserves the right to deviate from these guidelines, when appropriate, in the Campground Management's sole discretion. In addition, the Campground may impose other forms of discipline including, but not limited to, written reprimand, probation, fines, special assessments for damage, suspension of privileges or termination of Seasonal Permits. The appropriateness of the penalty in any particular case will be determined by the General Manager, based on their judgment as to the seriousness of the offense, the Seasonal's past record, and other relevant circumstances.

Enforcement

Campground Management has the authority to impose any of the disciplinary actions, including immediate removal, against any Seasonal, guest, visitor, children or grandchildren.

Site Regulations

Refer to your executed Seasonal Site Agreement for state-specific site regulations.

Permits

No structure may be built or placed on a campsite except as permitted in this Handbook and your Seasonal Site Agreement. Permits are necessary to assure all Seasonals the right to enjoy their Seasonal Permits. The permit items set forth in this Handbook are for the benefit of the Campground as a whole. The Campground Inspector will issue all permits uniformly. Failure to obtain a permit will be in violation of this Handbook and will result in a fine. It should be understood that when a dispute occurs with the Campground Inspector, the General Manager will be called upon to settle said disputes.

The Campground Inspector and/or General Manager has authority to:

- Approve contractors.
- Determine whether there has been a violation of any rule or the terms and conditions of the permit by a contractor or Seasonal.
- Order corrective action to be taken if, in the opinion of the Campground Inspector, there has been a violation of any rule or the terms and conditions of the permit by a contractor or Seasonal.
- Impose fines on a contractor or Seasonal for violation of any rule, or the terms and conditions of a permit.
- Suspend a contractor's privileges to do any work in the Campground.
- Withhold permits and take such other action with respect to contractors as the Campground Inspector believes is necessary or appropriate to enforce the rules or the terms and conditions of a permit.

Grandfathered Status Policy

- Violations pertaining to revised or new Campground rules may not be grandfathered under certain terms.
- Should any applicable local laws or rules related to the Campground change, said change will take effect immediately.
- If a grandfathered trailer, deck, gazebo, pergola or shed is replaced, then that item must be brought into compliance with any applicable local requirements and/or Campground Handbook.
- If a camping unit is sold; any prior granted grandfathered status will expire immediately upon the sale.
- All Federal (including FEMA), State, County, Township, and/or local agency rules and

regulations must be complied with and will override a grandfathered status.

Contractor

Contractor is an individual or firm who is properly registered and insured with the Campground to perform the necessary work required to complete a permit.

Campground Permit

A Campground Permit is a document that is needed to do specific work in the Campground. Permits are exclusively issued by the Campground Inspector. Any violations of this permit will require immediate removal of said construction.

Local Agency Permit (where applicable - when in doubt, contact the Office to confirm)

A Local Agency Permit is a governmental agency issued permit required by the local agency for a Seasonal and/or contractor to complete specific work in the Campground. Any violations of this permit will require immediate removal of said construction/alteration and may result in termination of the site agreement.

Site Upkeep & Regulations

Site alterations

The size and shape of Campsites vary greatly, but these regulations apply to all:

- The site area includes the gravel area of the site.
- Seasonals may not expand into the wood line and may not add gravel to expand the site.
- Trees, saplings, shrubs, and brush may not be cut or removed for any reason.
- All camping units and structures attached to them may not be placed in a setback or buffer area.
- Site alterations are not allowed without prior, written approval of Management. It is your responsibility to get approval for any change to your site.

Landscaping & Trees

- Annual flowers or plants may be added to your site.
- Planting any trees or shrubs requires a Campground Permit.
- Automatic watering systems are not allowed.
- Any landscaping added to the site will remain Campground property upon termination of the site agreement.
- Trees may not be removed or trimmed. If a tree is interfering with your campsite, please contact the Maintenance Department. Do not cut, mutilate, debark, drive nails, ax or saw into dead or live trees. You may not hang anything from trees, including, but not limited to: clotheslines, rope lights, or cables.

Tarps

- Tarps are not permitted on RV's while the park is open. Any tarp must be removed by opening day.
- Tarps and other coverings must be anchored to an item or the ground and cannot be supported by any means other than object protected.
- Only dark green or brown/tan tarps are permitted.

Care of Yard

- All yards must have their initial mowing and raking done within 14 days following opening day each year.
- Lawns must be maintained throughout the season and grass kept cut to a length no longer than 5 inches. Failure to comply will result in potential fines and/or points per policy.
- Photo proof shall be provided to the Campground Inspector in order to cure any fine imposed.

Clotheslines - Are not permitted

Fences

- Are not permitted unless required or previously approved by Management.
- Only temporary pet fences are allowed.

Woodpiles

Maximum of 4' by 2' allowed and must be neatly stacked.

Exterior Lighting and Cameras

- Private security cameras are allowed ONLY on the interior of your RV. No exterior cameras are allowed.
- String lighting and solar lighting are the only exterior lighting options that are permitted and may NOT be permanently affixed to anything. All exterior lighting must be removed prior to the season end date.

Structures

- EZ ups may be used on a temporary basis, such as an event, and may not be up for more than 7 consecutive days unless being used as a carport. If EZ ups are being used for the purpose of a carport, they must be kept clean and taken down during the off season.
- No carports, Shelter Logics, or Rhinos are allowed.
- Snow roofs or structures similar in nature to snow roofs are not permitted under any circumstance.
- Gazebos and pergolas, unless they are easily removable in Management's sole discretion, are not permitted.
- No electric/water may be run to a gazebo/EZ up and neither structure can have solid walls
- Any current stick-built structures that are damaged due to weather, snow, etc. cannot be rebuilt without Management's approval.

Cleanup of Sites

The General Manager, the Campground Inspector, or their designee, has the authority to require any unsightly site to be cleaned up and maintained to a standard as required by the campground rules and violations policy. This shall include but is not limited to:

___ PARK MODEL/TRAILER/CAMPING UNIT OF ANY TYPE: Excessive dirt, mold, mildew, moss, stains, leaves/branches on roof, rain gutters with vegetation visible.

___ PORCHES: Excessive dirt, mold, mildew, moss, stains, leaves/branches on roof, rain gutters with vegetation visible.

___ DECKS: Excessive dirt, mold, mildew, moss, leaves/branches on decking.

___ SHEDS/EZ UP STYLE TENTS: Excessive dirt, mold, mildew, moss, stains, leaves/branches on roof. No holes or rips in the tent material, collapsed sides or roof, broken zipper or tarps for roofs.

___ YARDS: Excessive leaves not picked up, branches left laying on ground, grass/weeds over 5" tall. No excessive lawn ornaments or lawn decorations. Weeds must not be visible.

___ TRASH ON SITE: no old batteries, tires, garbage bags laying in yard or on deck, lumber, used windows, weathered/frayed tarps, bricks/blocks, etc.

___ TRAILER OR PORCH must have tarps off roof by opening.

___ SITE DESIGNATION: Storing items beyond your site designation is prohibited.

___ OFF SEASON SITE PREPARATION: All sites must be free of all clutter before the end of the season (refer to your Seasonal Site Permit for dates). All personal items must be moved inside the RV, or taken home. These items include, but are not limited to, children's toys, lawn chairs, grills, etc.

For the purposes of the site checklist, excessive is defined as visible from a reasonable distance, i.e., the road or pathway. This does not preclude the Campground Inspector from on-site inspections if deemed necessary.

This clean up shall be finished and up to standards as described above within 14 calendar days following opening day each year. All sites shall be maintained throughout the summer season through Labor Day, every year, to the aforementioned standards. Following 14 days after opening day each year, any site found in violation will be issued a violation ticket and a fee of \$100 will be assessed against the site.

Notification of the violation and copies of these documents will be provided to the Seasonal per your contact information in the Campground records (preference is e-mail). Seasonal must provide photo proof showing the violation has been corrected to stop the violation process. If the violation has not been corrected within 14 calendar days of the first violation notice, a second violation notice will be issued that carries a \$200 fine, plus two (2) points added to the Seasonal's account. Every 14 calendar days thereafter, a \$200 fine and two (2) points will be added to the Seasonal's account. It is the responsibility of the Seasonal to ensure their site is kept to standards.

This shall serve as proper notice to all Seasonals of the site clean-up requirements and/or site clean-up date. The campground will not employ private contractors to perform site clean ups for any Seasonal sites.

Camping Units (RV & Park Models)

No camping unit will be allowed to enter the Campground unless:

- It carries a RVIA or RPTIA seal and/or the ANSI 119.2 and ANSI 119.5 code construction
- Camping units are to be built on a single chassis, not to exceed 400 square feet. Camping units are to be measured at the largest horizontal projections when erected on site. This includes siding or exterior finish, but will not include corner trim, eaves, porches and other similar protrusions. Overhang may not exceed more than 24 inches on the ends and no more than 12 inches on either side. A camping unit may have vinyl siding and a seal tab type roof.
- A marine toilet is required and the holding tank may not exceed 50 gallons.
- No hot tubs are allowed.
- Water heaters are limited to no more than **16** gallons.
- No converted school buses or homemade vans will be permitted in the campground.
- A camping unit placement will not be approved if the unit does not conform to all regulations.
- Wheels and tires must remain on the axle unless the unit elevated and anchored per FEMA regulations.

Washing Camping Units

Camping units may be washed during non-peak periods [May 13 – June 16; and August 28 – October 15]. Please use environmentally friendly (bacteria or enzymes based) holding tank products, which are approved by the office. The use of tank cleaning wands or RV hydroflush attachments are prohibited as they are apt to cause cross contamination.

Replacing your RV

If you plan to replace your RV, please notify Campground Management immediately.

Maximum Age for Camping Units

- Park Model/ Destination Trailer: 20 Years
 - Last Sellable Age within the campground 10 Years.
 - At 10 years old, the Park Model or Destination Trailer will be reviewed annually for a waiver to stay up to 20 years as approved by the Campground Inspector.
 - Maximum entry to the Campground for Park Model or Destination Trailer is 10 years or younger.
- RVs: up to 15 Years
 - At 10 years old, the RV will be reviewed annually for a waiver to stay up to 15 years as approved by the Campground Inspector.
 - Maximum entry to the resort for RV is 10 years or younger.

All camping units regardless of age restrictions above, must be maintained and are pending campground approval annually.

Campground Permits

All campsite development and/or structures permitted under this section require a permit issued by the Campground Inspector. Campground Permit application processing will require (7) seven to (10) ten business days. All applications for permits must be accompanied by a list of materials to be used, and drawings for the structure indicating the outside dimensions, and sufficient detail of the structure to determine whether it will comply with these rules. All structures must be built in accordance with the permit, approved drawings and lists of materials. The Campground Inspector may order the Seasonal to take such action as is necessary to conform the structure to the permit and approved drawings and list of materials, or removal of any construction approved by a permit when the work is not done properly. All structures will be subject to applicable building codes and each Seasonal or contractor is responsible for complying with them. NOTE: an additional permit may be required by the local municipality. Check with the Campground Inspector.

Site Alterations

Any alterations to your site must obtain a campground permit.

Patios

- The design and size of the patio is left to the Seasonal. The patio may only be constructed of cement patio blocks or bricks.
- No patios in areas outside of the campsite.
- Will remain the property of the Campground.

Landscaping

- The planting of annual flowers and plants is allowed, but do not plant on lot lines, or cause a visual obstruction.
- The planting of any tree or shrub requires a Campground Permit before planting can be approved.
- No planting of any kind outside of the campsite area, or around pedestals or water risers, unless approved by the Campground Inspector.
- All planted landscape will remain property of the Campground.

Storage Sheds

Sheds may vary in size and shape, materials must be approved by Campground Inspector, but construction must follow these guidelines:

- Must be no larger than 7' x 7' max. Only 1 shed allowed.
- Specific material must follow Campground guidelines.
- Sheds are to be used for storage only.

- Color of the shed should blend with site development. Must follow Campground guidelines.
- Permit must show accurate placement on site. Replacement sheds require permits and must meet current setback requirements.
- No washers/dryers, hard wired electricity, or water hookup are permitted to be run to the shed.

Firepits

- Firepits may be constructed of stone, brick, cement blocks or metal.
- No hollow cinderblocks.
- May not be higher than 2 ft on each side.
- Safety area around pit must be of non-burnable materials and have a 5' radius measured from outside edge of pit.

Kayak / Canoe storage rack

Design & construction requires a Campground Permit.

Reshingling Roofs

Requires a permit before work can begin. Material to be used may be asphalt shingles, wood shingles, metal, aluminum or current material being used on Campground Park Models.

Awnings

Awnings will vary in size, shape or design, but the following guidelines will provide information for a Seasonal to make a selection and provide the Campground Inspector with sufficient detail to determine if an awning is acceptable.

- All awnings must be commercially manufactured by a reputable manufacturer such as Dura Built or Silver-Top.
- A retractable awning can be attached to a porch and may not exceed the length of said porch.
- An awning attached to the RV cannot exceed 10' in width, cannot extend above the lowest point of the roof of the camping unit, cannot be longer than the box portion of the camping unit, and cannot extend beyond either the front or rear of the camping unit.
- Every RV must be accessible in case of an emergency that necessitates its immediate removal.

Screened/Porch Enclosures (where allowed)

Screen and porch enclosures may vary in style or design, but the following information provides adequate guidelines for the member to select and include appropriate detail for the Campground Inspector's review.

- All screen and porch enclosures must be commercially manufactured by a reputable manufacturer such as Dura Built or Silver-Top and designed to be

- detached from the RV.
- All pre-engineered porch enclosures must be accompanied by engineered building plans. The permit request must provide a full description of the size of screens and/or windows. Aluminum frames are the only construction material permitted.
- Screen and porch enclosures may be no more than 10' wide and may not exceed the base floor of the unit.
- If the porch enclosure and awning are of one continuous structure, they may be no more than 11' wide and may not exceed the base floor of the unit.
- No bedrooms or enclosed rooms on the porch.
- Porch enclosures will not be permitted if any of the trailer's venting systems opens into the enclosure.
- No power/electricity is permitted in screened/porch enclosures located in the floodplain unless the RV is elevated and anchored per applicable regulations.

Concrete Pads

Concrete Pads may be allowed on sites to park your camping unit on. Pads must be at least four (4) inches thick, and each must be individually approved by the Campground Inspector. The following conditions must be completed before you will be allowed to add a cement slab:

- Cement slab is intended for parking the camping unit only.
- Must have a Campground Permit and a Contractor.
- Must have a Local Agency Permit (if applicable).
- Provide drawing of area to have cement; must provide type and size of camping unit to be placed on cement.
- Must stake out area where cement will be added.
- Cement trucks will not be allowed on campground roadways during peak season or during "mud season" when the park is closed.
- Must have approval of the Campground Inspector to begin work after the above are completed.
- Concrete pad remains the property of the Campground at the end of the Seasonal Permit.

Decks, Railings and Steps

- Decks cannot exceed 10' in width, cannot be longer than the box portion of the RV and cannot extend beyond either the front or the rear of the RV. All deck plans must be submitted with request for a Campground Permit and a Local Agency Permit (if applicable).
- A complete description of the deck is required, i.e. size, construction, placement and relationship to trailer and site lines.
- Deck framing must be constructed of wolmanized treated wood. The deck floor may be of wolmanized or exterior grade material.
- All decks must be able to support at least 50 lbs. of weight per square foot.
- It is the responsibility of the Seasonal to comply with all local building codes.
- Decks will remain the property of the Campground at the end of the Seasonal Permit.

Items Not Requiring a Campground Permit

Skirting

Must use the following approved materials: vinyl, wooden, board and batten, cedarwood with gap underneath for flood water flow. Must blend with site development.

Walkways

- Walkways may be made of stone, brick, or patio blocks. The border for the walkway must be wolmanized wood and a minimum of four feet from the road.
- No walkways outside of the approved campsite unless approved by the Campground Inspector.

Potted Landscaping

Any potted / moveable plant is allowed without a permit. Potted plants must be sightly and well maintained and not cause pest control issues.

Antennas and Satellite Dishes

No antennas or satellite dishes are permitted outside of the approved campsite area.

All rules and regulations are subject to change. Updates will be emailed to Seasonals when this happens.