

# HOLLY VILLAGE COMMUNITY OWNER'S GUIDELINES FOR LIVING

## **General Information:**

All reasonable means have been taken to ensure that your residency is pleasant and enjoyable. Many of our Guidelines For Living are based on the requirements of New Jersey law with the intent to assist in the peaceful enjoyment of all residents. WE OPERATE THE COMMUNITY IN COMPLIANCE WITH FEDERAL FAIR HOUSING ACT.

A copy of these guidelines are made available to each resident and must be observed by all occupants, residents, guests, and family members. The named Homeowner is responsible for the actions of all occupants and guests. Community Owner reserves the right to enforce these guidelines, and to modify these guidelines from time to time. If you do not understand any, part, or all of these guidelines, you are welcome to call and/or visit the office for further clarification.

In these Guidelines for Living, the following terms are important to understand:

- "Community" means the Community Owner community in which your home is located and to which these guidelines apply.
- "Community Manager" refers to the person retained or contracted by Community Owner to act as the director and manager of the Community. The Community Manager is authorized to enforce these Guidelines on behalf of Community Owner.
- "Community Standards" refers to those minimum standards established from time to time by Community Owner for the condition of any manufactured home, which residents or prospective residents would like to locate within the Community and for the condition and maintenance of the Leased Premises.
- "Community Owner" refers to the owner of the Community and the Community Owner under your lease.
- "Guidelines" refer to the Guidelines For Living, the covenants, conditions and obligations described in this document, as amended from time to time, which all residents, family members, and guests must observe.
- "Lease" means the Community Owner manufactured home space lease between you, as residents, and Community Owner, as Community Owner and owner of the Community.

*Any capitalized words or phrases used in these guidelines but not specifically defined shall have the meaning for that word or phrase set forth in the Lease.*

## 1. ALL AGE COMMUNITY

This is an all age community with no minimum age requirements for residents. Additionally, the number of occupants of a manufactured home is limited to two (2) people times the number of bedrooms present in the manufactured home.

## 2. BEHAVIOR OF OCCUPANTS

A. All residents are responsible for the behavior of all members of their household or persons visiting them. No person shall be permitted to disturb other residents, damage property, and/or engage in any activity in neighbors' yards and/or on their patios/decks/porches etc., without permission. All recreation must take place in their own yards and/or designated recreation areas (when applicable), not in streets or parking areas.

The resident shall be responsible to pay for any damage caused by any member of the resident's household and/or visiting guest(s). Community Owner reserves the right to terminate the Lease of any resident whose household members or guests are not properly supervised. Homeowner(s) will be held responsible for any disturbances caused to the Homeowners by the residents, their children, and/or their guests.

B. All minors (under the age of 18 years of age or as defined by law) are required to be on their Leased Premises by 10 o'clock PM or as mandated by the local authorities. No swing sets, slides, climbing frames, sand boxes, trampolines, pools, basketball courts, or any of the like are permitted on any Leased Premises and/or common area.

C. Homeowner(s) shall perform all work in Community Owner during normal working hours.

D. A speed limit of 10 miles per hour must be observed at all times. Parents must keep their children out of the streets. Any games played in the streets, including but not limited to, skateboarding, roller-skating, basketball, etc. is prohibited.

E. Loud parties, alcoholic parties, noise and any improper conduct that violates Millville City codes or the Community Owner Lease will not be tolerated.

F. All personal property including, bicycles, toys, etc. are to be stored in a shed and/or in the home at night and/or when not in use.

G. Parents will be liable for any property or personal damage caused by their children.

H. Non-residents of Community Owner, shall not be permitted to wash their vehicles using resident's facilities.

I. Swimming in the lake is prohibited.

J. No resident, family member, or guest, shall harass or torment the ducks, geese, or swans, or other wildlife. Violators will be prosecuted according to state law.

K. No person may feed or attract stray cats or wild animals. Any resident caught feeding stray and/or wild animals (i.e. ducks, geese, swans, etc) will be charged a Seventy Five dollar (\$75.00) fine, to be considered "additional rent".

### 3. NEW AND EXISTING MANUFACTURED HOMES

A. Residents who commence occupancy in the Community must meet the applicable requirements of the following standards (the "Community Standards"). Community Owner is in the continual process of upgrading the Community and reserves the right to require new residents to comply with the Community Standards in effect. All installation and upgrading work must be completed before the sale. If the home does not meet the standards of the Community, Community Owner can require the seller or buyer to upgrade the home and make all necessary repairs in order to comply with the guidelines prior to the completion of the sale of the home.

B. Community Owner is not responsible for injuries to residents or their guests. Homeowner is responsible for maintaining their Leased Premises, including driveways and sidewalks and keeping them free of ice, debris, and cracks. Community Owner is not responsible for any residents or occupants or guests who trip on driveways or sidewalks. In the event of any cracks or lifting of the cement in the driveway or sidewalk, the manager must be notified immediately in writing.

C. Sidewalks and roadways are provided for pedestrian traffic within Community Owner.

There shall be NO PARKING OF ANY VEHICLES on the sidewalks or curbing as this can damage the concrete. Violators will be responsible for costs of concrete repairs. There shall be no trespassing, such as cutting through yards and walking on lawns, as this is invading other resident's property and privacy.

D. Every Homeowner with an electric water heater must install a check valve to prevent damage to the water heater element in case of a water shut-off in Community Owner. This is not necessary for Homeowners with a gas water heater.

E. According to State Law, the Homeowner must have one approved 2-½ lb. ABC fire extinguisher readily accessible. Homeowner(s) must have smoke detectors and carbon monoxide detectors in operable condition.

F. Any and all storage underneath the manufactured home or an accumulation of trash or debris on the Lot is prohibited.

G. Subject to appropriate law, OPEN FIRES ARE PROHIBITED.

F. Pools of any kind are prohibited. This includes, but is not limited to, "kiddie pools" and "wading pools".

I. Trampolines of any kind are prohibited.

J. Homeowner shall be responsible for removing the weeds and grass growing in the cracks of the sidewalk and curbing directly in front of Homeowner's home.

K. The Homeowners lot, as well as Community Owner property, is to be kept clean, free from bottles, cans, boxes, and general litter and debris.

L. Fences - A written request must be submitted to the office and approved by Management in writing. Fences must be made of vinyl with height and placement on the lot approved by Management. Height is not to exceed 5 ft.

M. One Lawn Building (shed), constructed of wood, per lot, is allowed and shall not exceed 10 ft. x 12 ft x 8 ft. high.

N. No Lot is to be used for any purpose other than a residence. No business of any nature can be conducted from a Homeowner's home.

O. Management has provided fine lawns on each lot. It is the Homeowner's responsibility to maintain the lawn in a neat and orderly fashion, keeping it adequately watered and mowed. Grass clippings must be bagged and not dumped in the lake, on Community Owner property, or any other property bordering Community Owner.

P. Any Homeowner with a dock on the property shall be responsible for the condition, the structural integrity of the dock, and the maintenance, which includes routine upkeep and repairs.

Q. Any type of temporary or permanent building (new or used), in addition to masonry work, either attached or unattached, must first be approved by management in writing. If approved, it cannot be removed from Community Owner without permission. If removal is approved, Homeowner(s) must sign a release letter assuming all monetary damages to Community Owner property or utility cables during moving. Any contractor involved with moving a manufactured home or any part thereof must carry Personal Injury Liability Insurance coverage with limits of at least \$2,000,000.00 and property damage coverage of at least \$1,000,000.00. Proof of insurance must be provided to Community Owner before any such contractor works on the premises.

R. All homes must have an identification number conspicuously placed on them in compliance with the general practice prevailing in the Community or any requirement recommended by local emergency services. This is essential to help emergency services locate the proper party when an emergency arises.

S. Sewer lines are easily clogged. Homeowners must not use them for disposal of sanitary napkins, disposable diapers, kitty litter, Q-tips, industrial rags, or cooking grease.

T. Hook-ups to Community Owner facilities will be made by Community Owner employees. Tampering with facilities such as electric meters, water and gas connections, sewer lines or cable lines etc. will not be tolerated and will be reported to the proper authorities. Water and sewer facilities must be used conservatively.

U. Community Owner has supplied underground cables for television and computers. No antennas shall be erected on Homeowner's homes or lot without Community Owner's written permission.

V. All new or used mobile homes must have front and back rain gutters to prevent soil erosion and direct the water away from the foundation. This is in accordance with the City of Millville Ordinance "Foundations: 1813.8"

W. Homeowner(s) is responsible for re-leveling and anchoring of the Homeowner's home. The only exception is the Homeowner(s) still covered by the one-year warranty on new homes.

X. Skirting for each home must be neatly constructed and maintained. Skirting that is dented, damaged, or missing must be replaced. Skirting material and design must be approved by Community Owner management before installation.

Y. Any Contractor hired to perform work on Homeowner(s) home must first provide Proof of insurance to Community Owner management after receiving proper approvals.

Z. Those Homeowners desiring to build a deck must request so in writing to management and if approved, must place river rock under the entire length and width of the deck to avoid erosion. Under certain conditions a Permit from the City of Millville may be necessary.

#### 4. TRASH COLLECTION/RECYCLABLES

A. Trash/Recycle collection is every Wednesday. All trash containers shall be placed in front of the home no sooner than Tuesday afternoon.

B. All trash shall be kept in trash cans with tight fitting lids, and recyclables in proper containers, and kept in the rear of the Homeowner's home until trash collection. Homeowner must always comply with recycling requirements imposed by law.

C. Dumping of debris within Community Owner, or on the Nature Conservancy property bordering Community Owner, is prohibited. This includes junk mail left behind at the mailboxes.

#### 5. COMPLAINTS

ALL COMPLAINTS by Homeowner(s) shall be submitted in WRITING ONLY. Verbal complaints will not be accepted.

## 6. VEHICLES

- a. Vehicles shall be parked only in Homeowner's driveway or designated area in front of Homeowner's home. There shall be no parking on the lot, lawn, grass, sidewalks, curbing, or your neighbors designated parking space. Homeowner(s) shall be responsible for repairs of any damage (including oil leakage) done by Homeowner(s) to concrete driveways, patios, sidewalks or curbing.
- b. Recreational Vehicles (RV) or campers are prohibited except to clean, load and unload for vacationing. 48 hours is allotted to the loading and unloading of such vehicles. Any Homeowner not in compliance with this guideline will be towed at the owner or operator of the vehicle(s) expense.
- c. Canoes, paddle boats, and other small boats, to be used on the Community Owner Lake are permitted; however, the appropriate size must be approved by Management in writing. Nothing with a motor can be used in Community Owner Lake. All boating on Community Owner Lake is done so at boater's own risk. Community Owner is not liable for any damage or injury that occurs. Boats and other water craft, not approved for use in the Community Owner Lake may not be stored on Homeowner's lot, or Community Owner property. Any Homeowner not in compliance with this guideline will be towed at the owner or operator of the vehicle(s) expense.
- d. Overhauling or repairing of vehicles is not permitted on Homeowner's Lot, Community Owner property or in the roadways of the community.
- e. No large trucks, tractor-trailers, utility trailers, buses or similar types of vehicles are allowed in Community Owner except for deliveries. Any Homeowner not in compliance with this guideline will be towed at the owner or operator of the vehicle(s) expense.
- f. Vehicles not in use, vehicles without properly inflated tires, disabled vehicles, vehicles without current license plates, and vehicles without registration or insurance are prohibited on Community Owner property or Homeowner's lots. Any Homeowner not in compliance with this guideline will be towed at the owner or operator of the vehicle(s) expense.  
  
Go-Carts, 4-Wheelers, dirt bikes, electric scooters, or similar vehicles are not permitted in Community Owner. Any Homeowner not in compliance with this guideline will be towed at the owner or operator of the vehicle(s) expense.
- g. All vehicle mufflers must be state approved for noise level

## 7. PETS

In order to minimize any inconvenience to community residents resulting from pets, Community Owner has adopted a strict pet policy. A resident with an existing pet or pets which are not in compliance with the new Guidelines For Living regarding pets, may be granted an exemption to keep their pet for the life of that pet, provided the resident has registered their pet as required by these guidelines.

A. There is a maximum of two (2) pets permitted per household (i.e. dogs, cats, birds, reptiles, or any other animal)

B. Aggressive pets are not permitted. Any pet that demonstrates aggressive behavior of any kind, towards an individual or another animal, will have to be removed from the community immediately and permanently. Noisy or unruly pets, or those that cause complaints, will not be permitted to remain in Community Owner.

C. All pets must be kept **INDOORS**. No exceptions.

D. Pets are not allowed to run freely in Community Owner and **must** be on a leash at all times when being exercised within Community Owner. This means that pets cannot simply be detained within a fence or on a "runner". Owner must be in absolute control of pet **AT ALL TIMES**.

E. Pet owners must carry a receptacle for immediate clean up of pet droppings.

F. Homeowner must register the pet with Community Owner, provide a picture, and provide the Community Owner with proof of adequate liability insurance covering property damage or personal injury liability caused by pets.

G. It is expressly understood that Community Owner reserves the right to revoke permission for any pet to remain in Community Owner should the HOMEOWNER/PET violate any pet policy.

H. Pets must wear the necessary registration from the appropriate government agency. Resident must provide information regarding proper license and shots upon request of community management and as mandated by local ordinances.

I. Community Owner reserves the right to have any strays (without proper license on collar) removed from the community by the local animal control department.

## 8. RULE CHANGES/RENEWALS

A. Homeowner will, in every respect, comply with all applicable laws including but not limited to the ordinances of the City of Millville; with the rules and orders of the Board of Health; with the orders and requirements of the Police Department; with the requirements of the Underwriters Association so as not to cause any raise in the rate of insurance upon the building and contents thereof; and with the rules and order of the Fire Department in respect to any matters coming within their jurisdiction.

B. Community Owner reserves the right to adjust the Community Owner Guidelines For Living (Rules and Regulations). Rule and Regulation changes will be reported thirty (30) days in advance by the placement of changes in a conspicuous and common area of Community Owner and written notice as required by law.

9. ADDITIONALLY INSURED

Every Homeowner's homeowners insurance policy must include a minimum of **One Million Dollars (\$1,000,000)** liability and casualty insurance, and be duly endorsed by insurer to Community Owner and to Community Owner's Managing Agent as follows:

**171 Adams LLC  
PO Box 171  
Rock Hill, NY 12775**

and to Mortgagee as follows:

**Midland Loan Services  
10851 Mastin Blvd., Ste 300  
Overland Park, KS 66210**

**SABAL CAPITAL II, LLC  
4 Park Plaza, Suite 2000  
Irvine, California 92614**

*(This means Community Owner will be protected under the Homeowner's insurance should the Homeowner be sued within the Leased Premises)*

**COMMUNITY OWNER'S REGISTRATION ACT STATEMENT**

In compliance with the Community Owner's Registration Act of 1974, in the State of New Jersey, Community Owner hereby notifies the Homeowner of the following:

**PROPERTY ADDRESS:** \_\_\_\_\_

1. Name and address and phone number of record owners(s) of the premises and the record owners(s) of the rental business, if not the same person (name all partners, if partnership):

**O.L.G. LAND, INC. 71A HOLLY VILLAGE  
350 Silver Run Road  
Millville, New Jersey 08332  
(856) 825-3083**

2. If record owner is a corporation, name and address of registered agent and corporate officers:

**O.L.G. LAND, INC. 71A HOLLY VILLAGE  
350 Silver Run Road  
Millville, New Jersey 08332  
(856) 825-3083**

3. Name and address of the person authorized to accept notices in the same County as the rented premises:

**Nancy Kinkade  
350 Silver Run Road  
Millville, New Jersey 08332  
(856) 825-3083**

4. Name and address and phone number of managing agent of the premises:

**171 Adams LLC  
PO Box 171  
Rock Hill, NY 12775  
Attention: Michael Hoyt  
(856) 825-3083**

5. Name and address of the superintendent or other individual employed by the record owner to provide regular maintenance services:

**AdamsLLC  
171 Adams Road  
Rock Hill, NY 12775  
Attention: Michael Hoyt  
(856) 825-3083**



6. Name, address and phone number of person who can be contacted in case of emergency:

**Adams LLC  
171 Adams Road  
Rock Hill, NY 12775  
Attention: Michael Hoyt  
(856) 825-3083**

7. Name and address of every holder of a recorded mortgage on the premises:

**SABAL CAPITAL II, LLC  
4 Park Plaza, Suite 2000  
Irvine, California 92614**

8. If fuel oil is used to heat the building and the Community Owner furnishes the heat in the building, the name and address of the fuel oil dealer servicing the building:

**NIA**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_