

# **Sundowner Park Inc.**

## **Rules**

### **PURPOSE**

These rules have been adopted by the Board of Directors of Sundowner Park Inc. effective January 1, 1984, revised December 1, 1985, June 6, 1987, May 31, 2003, April 14, 2007, and May 1, 2014 to protect the investment of the shareholders of Sundowner Park, and to enhance the desirability of residing in the park. These rules are designed to prevent nuisances and the impairment of the attractiveness of the community, and are deemed necessary for the order, peace, health, safety, and operation of the park, and for securing and promoting the convenience, safety, and welfare of the occupants of the park.

### **I. BUILDINGS AND SITE**

#### **A. Homes**

1. All recreational vehicles (RV's), mobile homes, or other structures placed on a lot in the park (hereinafter referred to as "homes") shall be maintained in good condition and repair AND WILL BE CONSIDERED PERMANENT. THIS IS NOT AN RV PARK. The exterior of all homes shall be clean, neat and properly painted at all times. IF NECESSARY, OWNERS WILL BE REQUESTED IN WRITING AND BE REQUIRED TO MAKE REASONABLE REPAIR, MAINTENANCE AND/OR IMPROVEMENTS. Mobile homes, and other permanent structures shall be tied down within 24 hours, and RVs and travel trailers shall be tied down within 7 days from day of placement on site. LOTS MAY HAVE PERMANENT HOMES, LIMITED BY SIZE RESTRICTIONS, CITY ORDINANCES, AND TAX ASSESSMENTS.
2. Utility services including water, electricity, sewer, gas and others are to be properly connected, insulated and protected. NO ELECTRIC, WATER OR SEWER SERVICES ARE TO BE ALTERED WITHOUT PRIOR APPROVAL. All utility service work must be performed by licensed contractors in accordance with area code specifications and inspections.
3. Plumbing is to be kept in good repair and plumbing leaks are to be repaired immediately. THE WATER SUPPLY TO A HOME WILL BE SHUT OFF IF LEAKS ARE NOT REPAIRED. In accordance with city code and sanitary commission regulations, outside showers cannot be hooked up to the sewage system under any circumstances and will be disconnected at the owner's expense. ANY DAMAGE DONE TO AN ADJACENT PROPERTY, OR PARK PROPERTY BY A PLUMBING COMPANY CONTRACTED BY AN OWNER, WILL BE THE RESPONSIBILITY OF THE CONTRACTING OWNER.

4. ALL HOMES NOT OCCUPIED DURING THE WINTER SEASON ARE TO BE WINTERIZED. Water services must be turned off and drained or have operative and maintained heat tapes from October 1 to April 1. NO ONE MAY RUN WATER TO KEEP LINES FROM FREEZING. If leaks occur, Management will make every reasonable effort to notify Owner so that they may make necessary arrangements for the repair. If Management is unable to contact Owner, Management may have a plumber make the necessary repairs at Owner's expense. Owner may be billed an additional \$20 service charge by the park.
5. ALL HOMES MUST HAVE STREET NUMBERS IN 2" LETTERS. On private streets, residents desiring mail delivery at the park must purchase key locked postal box located at the park office, as required by the Post Office. Contact the park office if you desire a box.
6. ALL REPLACEMENT HOMES MUST HAVE A STANDARD ISLE, (BOTH DOORS ON PATIO SIDE OF SITE), AND BE 5 YEARS OLD OR NEWER. Homes must be installed in a uniform manner in accordance with city and county codes. Prior to the date of delivery, THE DEALER AND/OR OWNER MUST HAVE APPROVED LAYOUT PLANS FROM THE PARK AND TOWN OF OCEAN CITY, OBTAIN A COMPLETE LIST OF SETUP REQUIREMENTS FROM THE PARK MANAGEMENT. THE DEALER OR OWNER MUST HAVE THE SITE MARKED BY MISS UTILITY PRIOR TO ANY DIGGING. SUFFICIENT NOTICE MUST BE GIVEN WHEN THE HOME WILL ARRIVE IN THE PARK. Anchors become the property of the park and may not be removed when leaving.
7. Oil tanks must not be located on the patio side of an adjacent home nor within 5 feet of any door entrance of any home. All tanks shall be painted with a rust inhibitor, and must be secured firmly in compliance with city and county regulations. UNUSED OR DAMAGED OIL TANKS MUST BE REMOVED FROM THE PARK BY THE OWNER.
8. PROPANE TANKS ARE NOT PERMITTED IN THE PARK, EXCEPT THE 5 GALLON (20 LB.) SIZE ATTACHED TO ANY RV, TRAVEL TRAILER OR GRILL.
9. ALL HOMES SHALL COMPLY WITH THE SMOKE DETECTOR REGULATIONS OF THE CITY AND COUNTY, AND FIRE EXTINGUISHERS SHOULD BE AVAILABLE IN EACH HOME.
10. TELEVISION, SHORT WAVE, AND HAM OPERATOR ANTENNAS ARE NOT PERMITTED IN THE PARK.
11. Hitches must be concealed or removed, if detachable.

12. AS A SAFETY ISSUE, ANY DOORS OR WINDOWS THAT PROTRUDE INTO AN ADJACENT LOT WHEN OPENED, CAUSING POSSIBLE BODILY INJURY TO ANYONE SHOULD BE KEPT CLOSED.

B. Utility Buildings and Site Improvements

1. One utility building per home is permitted so long as such building conforms to the city and county code and a permit is obtained from the appropriate local authority. NO UTILITY BUILDING OR IMPROVEMENT WILL BE ALLOWED THAT INTERFERES WITH PARKING ON PRIVATE STREETS.
2. UTILITY BUILDINGS SHALL NOT EXCEED 10 FEET BY 10 FEET IN SIZE, constructed of approved materials (metal, fiberglass or plastic), AND MUST CONFORM TO ITS SURROUNDING AREA. Such buildings shall be kept in good condition and neat at all times. Owner must submit layout plans to park management for the approval of the location of the building on the site.
3. Screened porches shall conform to the applicable city and county codes. Permits and approved layout plans are required prior to construction. DECKS MUST BE CONSTRUCTED OF TREATED WOOD OR COMPOSITE MATERIAL. Screened-in additions must be aluminum, fiberglass or vinyl/aluminum clad wood. WORK MUST BE PERFORMED IN AN ACCEPTABLE WORKMANSHIP MANNER.
4. NO PORCHES OR ROOM ADDITIONS MAY BE INSTALLED ON A RV OR TRAVEL TRAILER SITE.
5. UTILITY BUILDINGS, PORCHES, DECKS AND OTHER IMPROVEMENTS CANNOT BE INSTALLED LESS THAN 3 FEET OF AN ADJACENT SITE.
6. All patriotic flags must be maintained in good repair. As is the custom of the U.S. Government, the U.S.A. Flag should be illuminated if allowed to fly 24 hours per day.

C. Restrictions

1. No changes to the exterior of a home, addition thereto, steps, skirts, fences or other building in the park shall be made without the PRIOR WRITTEN APPROVAL. No construction or placing in the park of any home, buildings, any exterior addition to the home or any such other

buildings shall take place without PRIOR WRITTEN APPROVAL OF THE BOARD OF DIRECTORS. Anyone seeking such consent shall submit a description, including adequate plans and specifications where applicable, for review with regard to harmony of exterior architectural design, attractiveness, and location in relation to surrounding areas of the park.

2. In addition to its rights set forth above, The CO-OP may require as a precondition to renting or leasing a site within the park that the owner repair, change or modify any home, other building, or any addition to any home or other building which at the discretion of The CO-OP, does not comply with the above standards.

## II. MAINTENANCE OF SITE ON WHICH HOME IS LOCATED

### A. Lawns, trees and shrubbery

1. Lawns and grass must be kept neat and free of weeds, articles and other objects.
2. Grass and weeds shall be removed from around trees, shrubbery and gardens.
3. Residents shall keep gardens neat and well cared for.
4. In the event an owner fails to maintain a clean site, after proper notification in writing by management, the work will be done at owner's expense and will be billed accordingly. Owner may be billed an additional \$20 service charge by the park, and up to a \$200 fine per notice.
5. WITHOUT PRIOR WRITTEN APPROVAL, no rod, stake, pipe or other object shall be driven into the ground and there shall be no digging anywhere within the park because of the danger posed by underground pipes, wire, and conduits. THE OWNER WILL BE LIABLE TO PAY FOR ANY DAMAGES caused by any violation of this rule.
6. Freezers, major appliances, bicycles, toys, and some outdoor articles, when not in use, detract from the appearance of the entire immediate area and therefore should be properly stored.
7. To maintain safety for self and family, no owner shall store or place articles or materials under the home which are flammable or unsanitary.

A. Fences, Steps and Skirts

1. SUBJECT TO PRIOR WRITTEN APPROVAL, FENCES NOT IN EXCESS OF 36 INCHES IN HEIGHT ARE PERMITTED, WITH GATES FOR ACCESS TO THE LOT AT THE FRONT AND BACK OF THE SITE. This rule is for easy access of emergency responders.
2. Fences, steps and skirts shall be kept neat and in good repair.
3. Steps to the homes, porches or patios shall be constructed of sturdy pre-cast concrete, treated wood, composite decking material, aluminum or acceptable mortared brick. LOOSE CONCRETE BLOCKS ARE NOT ACCEPTABLE.
4. Within 90 days from installation, the home must be under skirted on all four sides with commercially manufactured aluminum or vinyl materials, which provide adequate access for inspection or repair of utilities.

B. Trash and Garbage

1. Garbage must be placed in securely tied plastic bags. A private contractor will remove garbage 1 day a week (Mondays) in the off season (Sep 2- May 23), and 2 days a week (Mondays and Thursdays) in season. (May 24- Sep 1). Garbage is only to be set out the day of pickup. There is a trash container at Sundowner Park office for the use of park owners and renters at all times. Please use it. NO VISIBLE BUILDING MATERIALS ALLOWED IN OR AROUND THE DUMPSTER, A FINE OF UP TO \$200.00 MAY BE CHARGED FOR EACH VIOLATION.
2. Abandoned, unused or rusting material, or other types of junk, shall not be permitted on any site and must be removed at the owner's expense. A FINE OF UP TO \$200.00 MAY BE CHARGED FOR EACH VIOLATION.
3. Once yearly, usually in the spring, the city will pick up bulk items that are placed at the curb on city streets. Otherwise, bulk items, furniture, appliances, electronics, and building materials are to be removed by the owner, AND ARE NOT ALLOWED IN DUMPSTER OR AROUND DUMPSTER AREA. A FINE OF UP TO \$200.00 MAY BE CHARGED FOR EACH VIOLATION.
4. NO COMMERCIAL DUMPING IS ALLOWED IN SUNDOWNER PARK DUMPSTER. A FINE OF UP TO \$200.00 MAY BE CHARGED FOR EACH VIOLATION.

C. Clotheslines and Reels

1. Only umbrella type clotheslines and reels are permitted. OWNERS MUST OBTAIN APPROVAL FOR PROPER LOCATION.

**III. MOTOR VEHICLES**

A. Vehicle Restrictions

1. Commercial vehicles are not permitted to be kept in the park.
2. Trucks or vans may only be kept in the park if they conform to the park parking regulations and DO NOT IMPEDE TRAFFIC FLOW, OR INTERFERE WITH PARKING ON ADJACENT SITES.
3. Go-carts may not be driven on park streets nor parked on any site in the park.
4. Passenger cars kept in the park must be in good repair and appearance.
5. Unregistered or junk vehicles shall not be permitted in the park. SUCH VEHICLES WILL BE TOWED AWAY AT THE OWNER'S EXPENSE.
6. No major repairs to, overhauling of, or washing of any motor vehicle or boat shall be made or accomplished anywhere on park property or using park water.
7. Damage to any paved areas caused by leaking gas or oil from motor vehicles shall be the responsibility of the owner.
8. Reasonable speed limits are essential to safeguard residents, guests and visitors. The posted speed limits in the park will be strictly enforced.
9. Vehicle engines shall not be unnecessarily raced or gunned at any time. All vehicles must have a properly maintained exhaust system at all times.
10. Motor vehicles shall be operated in the park in accordance with the motor vehicle laws of the state of Maryland and the city and county codes.

## B. Parking

For purposes of identification in these rules, streets 133<sup>rd</sup>, 134<sup>th</sup>, 135<sup>th</sup>, 136<sup>th</sup>, Sinepuxent and Coastal Highway are designated "City streets." "Private streets" are Sand Dollar Lane, Ravens Way, Bea Lane, Denny Lane, Marine Circle, and Gillis Lane.

1. ALL PARKING WILL BE SUBJECT TO POSTED PARKING AND REMOVAL RESTRICTIONS which are imposed for safety and fire protection.
2. ONLY ONE VEHICLE, BELONGING TO THE OWNER OR RESIDENT OF THAT SITE, IS PERMITTED TO PARK AT EACH DESIGNATED PARKING SITE ON PRIVATE STREETS. ADDITIONAL PARKING MAY BE PERMITTED ON OWNER'S LOT, PROVIDED A PARKING SPACE IS APPROVED WITH SPACE CONCRETED OR PAVED.
3. Sites located on city streets MUST USE CITY STREETS FOR PARKING.
4. UNAUTHORIZED VEHICLES PARKED OVERNIGHT, OR VEHICLES NOT PARKED IN THEIR DESIGNATED PARKING AREA WILL BE TOWED AWAY AT THE OWNER'S EXPENSE.
5. Parking in another stockholder's designated parking space is allowed ONLY IF THERE IS A SIGNED, WRITTEN AGREEMENT, between both owners allowing the use of that space. THE SIGNED AGREEMENT MUST BE ON FILE IN THE SUNDOWNER PARK OFFICE.
6. NO BOATS OR BOAT TRAILERS MAY BE PARKED IN THE PARK AT ANY TIME.

## IV. PETS

Pets are allowed with certain rules to be followed. Complaints about pets may lead to forfeiture of this privilege. Guests, visitors and renters may not bring pets into the park and should be instructed by their hosts or site owner.

1. Pets are not allowed to run loose at any time, in accordance with city ordinances.
2. Pets are never to be chained or enclosed outside the home at any time.

3. Pets are to be leashed and attended by owner when outside owner's site, and in no case are pets to be permitted on the property of others.
4. Pets will not be allowed to disturb neighbors or others in the park.
5. Pet owners are responsible for the IMMEDIATE cleanup after their pets. This is also a city ordinance.
6. Renters are not allowed to have pets in the park.
7. No exotic pets or vicious dog breeds will be allowed in the park.
8. Owners are not permitted to have more than two (2) pets.

#### **V. NOISE**

1. Owners of the park, their guests, and/or renters shall conduct themselves in a reasonably quiet manner so as not to disturb others.
2. Noise levels shall be reduced between 11:00 PM and 9:00 AM for the benefit of all residents.
3. Residents shall keep their radios, tape/cd players, televisions, voices and other sound sources at a moderate level, to comply with city noise ordinance.
4. Central air conditioning equipment must be installed on the patio side of the home and properly maintained.
5. Complaints about noise should be handled by the local police. Ocean City's ordinance reads: It is unlawful for any person to make, cause or continue any loud, unnecessary, unnatural or unusual noise, or any noise which annoys, disturbs, injures or endangers the comfort, repose, health, peace and safety of others at any time, day or night.

#### **VI. SWIMMING POOL**

The swimming pool shall be for the exclusive use of the residents, their families and guests, without charge. Children under 15 years of age must be accompanied by an adult. ANYONE USING THE POOL DOES SO AT THEIR OWN RISK AND ASSUMES ALL RESPONSIBILITY. No person is allowed in the pool during closed hours. Additional rules are posted at the pool. Pool passes are required to enter the pool area.

## VII. RENTALS

1. A YEARLY RENTAL AGREEMENT MUST BE SECURED FROM THE PARK OFFICE. THE RENTAL FEE IS \$75.00 PER SITE. THERE WILL BE A PENALTY OF \$200.00 PER RENTAL, IF THE OWNER RENTS WITHOUT A CURRENT RENTAL AGREEMENT. THE NAMES OF THE RENTAL OCCUPANTS MUST BE REPORTED TO THE RENTAL OFFICE PRIOR TO MOVE IN.
2. The office of the Sundowner Park Inc. is not equipped to service renters. IT IS THE RESPONSIBILITY OF THE OWNER TO ACQUAINT ANY RENTERS WITH THE RULES OF THE PARK. The owner should also advise renters as to the proper use of the home and appliances, the securing of keys and pool passes, the disposal of trash, parking of vehicles, noise ordinances and all other Sundowner Park rules. A list of available service personnel should be made known to renters in the event that a problem occurs and the owner is unavailable.
3. OWNERS ASSUME LIABILITY FOR ANY DAMAGE TO SUNDOWNER SHAREHOLDERS PROPERTY, WHICH OCCURS THROUGH THE NEGLIGENCE OR VANDALISM OF RENTERS.
4. SUNDOWNER PARK MANAGEMENT HAS THE AUTHORITY TO WITHDRAW CONSENT TO RENT FOR FAILURE TO ADHERE TO THE PARK RULES, VANDALISM, OR BEHAVIOR THAT MAY BE DANGEROUS OR DISRUPTING TO THE OTHER RESIDENTS OF THE PARK.

## VIII. GENERAL

1. THE USE OF ANY ILLEGAL FIREWORKS, FIREARMS, BB GUNS, AIR RIFLES, BOW AND ARROWS, SLINGSHOTS, OR OTHER WEAPON OR DANGEROUS DEVICE IS PROHIBITED.
2. ABUSE OF ALCOHOLIC BEVERAGES AND LOUD VULGAR OR PROFANE LANGUAGE, ARE NOT PERMITTED IN THE PARK.
3. PEDDLING, SOLICITING, DISTRIBUTION OF HANDBILLS, OR COMMERCIAL ENTERPRISES ARE NOT PERMITTED IN THE PARK, AND WOULD BE A VIOLATION OF TOWN CODES. Signs or advertisement of any type are prohibited. For sale signs may be placed along the street of the site for sale.

4. There shall be no trespassing on any other lot. This is interpreted to mean: entering or walking through a lot, riding bicycles on or through another lot or parking at or on another lot.

**IX. ENFORCEMENT**

ENFORCEMENT OF THESE RULES SHALL BE THE RESPONSIBILITY OF THE PARK MANAGEMENT. Violations should be reported in writing. NOISE AND PARKING VIOLATIONS MUST BE CORRECTED IMMEDIATELY. Illegal rental violations must be corrected within 24 hours. Other violations of a provision of these rules which is not corrected within thirty (30) days of the delivery in hand or deposit in the mail of such violation from the Park Management shall be presented to the Board of Directors. Repeated or uncorrected violations constitute a default and consequences as with any other type of default. Article VII of the Proprietary Lease, Section 9: Termination of Proprietary Lease.

**X. AMENDMENTS**

Amendments to the rules may be made at any time by the Board of Directors, and copies of such amendments shall be distributed to residents. Such amendments shall become effective the later of. (1) the date specified in the amendment or (2) thirty (30) days after the Board of Directors gives each resident written notice of the proposed amendment.

**XI. POSTING**

A copy of the rules will be posted in the Park Office, in ALL RENTAL PROPERTIES, and/or at any appropriate location in the park normally used for posting of announcements.