



HOLIDAY PARK

RESORT COMMUNITY

RULES

& REGULATIONS

2019

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CORPORATE ORGANIZATION

General Manager	Ext. 4405
Administration & Finance	Ext. 4406
Security	(250) 215-5239
After Hours Security	(250) 215-5239
Resort Services	Ext. 4416/4419
Construction/Maintenance	Ext. 4405 or 4416
Common Facility Cleaning	Ext. 4426
Safety & Security	Ext. 4412 or (250) 215-5239
Housekeeping Hot Line	Ext. 4426
Customer Service	Ext. 4418
Reception	Ext. "0"
Reservations	Ext. 4401
Recreation & Events	Ext. 4430
Holiday Park Sales Center	Ext. 4434

Holiday Park Leasehold Association

3, 415 Commonwealth Road
Kelowna, BC V4V 1P4
(250) 766-4255 Ext. 4485

(All requests must be submitted in writing or verbally presented at an HPLA meeting)



RULES AND REGULATIONS

Effective January 2019

INTRODUCTION

Holiday Park Resort Ltd. has developed the Rules & Regulations in accordance with the RV & unit subleases. It is the intention of Management to work in co-operation with Holiday Park Leaseholders Association in maintaining these Rules, Regulations and Architectural Standards.

The sublessor may from time to time make and issue rules and regulations consistent with the provisions of the head lease, governing the use and enjoyment generally of the Resort including RV sites, units and common facilities. Such regulations shall be non-discriminatory and for the general benefit of the sublessee in common with other sublessees or permitted users of other RV sites and units in the Resort and the sublessee, their family and guests shall comply with such rules and regulations as are in effect.

These rules and regulations apply to everyone utilizing the Park: leasehold members, charter members, seasonal members, recreational members and Interval vacation owners, guests, visitors and renters (hereinafter referred to as "member").

It is the responsibility of every member, guest and visitor to obtain, read and abide by these rules and regulations.

Any improvements, alterations or changes in common areas, RV sites or condominiums not specifically covered herein, require a Development Permit.

Management reserves the right and authority to enforce these rules and regulations by way of **fine, suspension, removal and/or revocation of privileges** and will not give preference to any specific group.

Note:

- **Asterisk * indicates a new or modified rule and/or regulation**
- **Holiday Park Resort is hereinafter referred to as 'HPR'**
- **Holiday Park Leaseholders Association is hereinafter referred to as 'HPLA'**

SUGGESTIONS FOR RULES & REGULATION MODIFICATIONS

- All suggestions may be submitted in writing to the Resort Manager or HPLA prior to Oct. 1 of each year.
- As of Jan. 1 of each year, the Rules & Regulations will be updated & published.

2019 PROCEDURES FOR RULES AND REGULATION ENFORCEMENT

Written notices will be in effect for one year (12 months) from the date of issue

Steps:

- Written notice with explanation will be issued for infractions.
- If the infraction is not corrected within the stipulated timeframe, a second written notice will be given with a shorter stipulated timeframe, after which an assessment with a fine of minimum \$200.00 will be applied to the leaseholder's account. Suspension, removal and/or revocation of privileges may also occur. Fines are at the discretion of Resort Management. Once a fine has been issued, it will not be removed from the account until payment is received. An additional \$200.00 will be added every 30 days thereafter until the violation is corrected and fines are paid in full.
- Collections and enforcement of HPR architectural standards and rules and regulations will be taken to the fullest extent possible to correct infractions. If a leaseholder refuses to follow the rules and regulations, their property may be foreclosed on as per the terms of their sublease.
- If an infraction by a renter has not been corrected within the stipulated timeframe of the first written notice, the renter and the site/condo owner will be given written notice outlining the infraction. If the problem is not resolved within the stipulated timeframe, the renter will be asked to leave the Resort. The site/condo owner will be responsible for the correction and the costs required to rectify the infraction within a reasonable period of time, and the resolution is required to be approved by Management.

2019 CHANGES & ADDITIONS TO GENERAL RULES

GENERAL RULES

(*Some rules have been reworded for clarification)

- *11. **Driving:** Any vehicle driven within the Resort must follow the directional arrows and obey all street signs including speed limit signs at all times. Exceptions may be made by Security in safety or emergency situations. Vehicles failing to display a valid permit or decal are subject to removal by the Resort at the owner's sole risk and expense. The following regulations will be strictly enforced by Security. All drivers of vehicles in the resort must hold a valid driver's license. All vehicles driven in the resort must have comprehensive general liability insurance.
- *18a. **Recycling Centre:** There will be no dumping of mattresses, bar-b-ques, chairs, couches, appliances, tires or any other large household items in the recycling centre. Violators will be fined.
- *29. **Marijuana:** Marijuana consumption must conform to all government legislation. Leaseholders must remain inside their RV or condo unit when smoking marijuana, recreational or medicinal. Smoking marijuana is not allowed outside in the resort. If the smoking of marijuana is disruptive to other leaseholders or guests, Management has the right to take action to correct the problem. No cultivation of marijuana on resort property. The distribution of marijuana is prohibited on resort property. As there is no smoking of any kind in the condo guest rooms, and cigarettes are only permitted on the balconies, timeshare members, exchangers and guests must leave the resort property if smoking marijuana or any other illicit drugs.
- *30. **Motorcycle Covers:** Will be allowed within the rules of the resort. The maximum allowable size of these covers will be 12' in length, 4'6" in width and 6' in height. Any cover larger than these dimensions will have to be removed immediately. **Allowable colors will be beige, black, light gray or off white (no bright colors i.e. orange, red)**. The cover must be approved prior to purchase and installation by the general manager through the permit process. If the aesthetics of the cover deteriorates over time, the cover will have to be removed. There will be a maximum of two covers per site allowed. This cover is strictly for the storage of motorcycles only – no other items to be stored. Fabric covers that attach to the motorcycle are exempt from this rule, provided they are aesthetically pleasing.
- *34. **Pools:** Federal and Provincial Health Ordinances will be adhered to, as well as posted rules specific to HPR. Children not toilet trained must wear a pool diaper while in any pool. These can be over or under a bathing suit. Children (16) sixteen years and under must be supervised by an adult at all times.
- *53. **Speed Limit:** **10 km/hr** for all vehicles will be enforced by Security. Violators will be issued two written warnings, after which a fine will be placed on the account of the site/condo owner. A radar gun may be used to determine speed. Speeding in the resort is a serious offence and will be monitored.

RULES SPECIFIC TO RV SITES

- *4. **Marijuana:** Marijuana consumption must conform to all government legislation. Leaseholders must remain inside their RV or condo unit when smoking marijuana, recreational or medicinal. Smoking marijuana is not allowed outside in the resort. No cultivation of marijuana on resort property. The distribution of marijuana is prohibited on resort property.

ARCHITECTURAL STANDARDS

- *16. **Propane:** Please note that all new installation of Propane Tanks must be placed 10 feet (3 meters) from any source of ignition, including electrical outlets or appliances (e.g. air conditioners). Any stainless steel tubing must be painted to prevent corrosion per code.

GENERAL RULES

1. **Rule Number One:** ENJOY YOUR VISIT TO THE RESORT! And please feel free to make any suggestions to help make the Resort a better experience for all!
2. **Aesthetics & Regulations:** Aesthetics of the entire Resort are maintained and controlled by HPR Management in consultation with the HPLA Rules Committee. The condition of RV units greater than 15 years may be a criterion when determining aesthetics of an RV unit.
3. **Age Restrictions:** Individuals under the age of 19 may not be full time residents of HPR. Guests under 19 are welcome to stay with a leaseholder for 3 months within one 12 month period. At Management's discretion, a variance for the period of October 1 - May 1 may be given on an individual basis but will not exceed a 5 month period. No person under the age of 19 is permitted to stay on the property without an adult. **Management to advise the HPLA of any variances.**
4. **Alcohol Consumption:** Is allowed at the lap pool, Woodlands Center, and at Management authorized Resort functions. Glass is not permitted in any pool areas. Anyone must be 19 years of age to consume alcoholic beverages in the Province of British Columbia.
5. **Boats:** No motorized boats may be launched, moored or used from the Resort waterfront.
6. **Clothes Lines:** Permanent clothes lines are not permitted. Retractable lines may be allowed for a short time for drying clothes.
7. **Communications Use:** There are to be no personally hand delivered notices, publications or communications pertaining to HPR to a site or condo owner without prior written permission of the General Manager. No site or condo may be used for any commercial endeavour or for business purposes. The sale of goods or the soliciting of services is not permitted anywhere within HPR, without the prior written permission of Resort Management.
8. **Common Areas:** All Resort property is for the enjoyment and use of all leaseholders and guests of HPR and includes all areas in front of condos and the lakeshore as regulated by federal and provincial regulations. Please refrain from entering any RV sites as these are private property. When a guest is using the common area facilities, the leaseholder must accompany them at all times.
9. **Community Gardens:** Theft from community gardens will not be tolerated. Violators will be subject to fines.
10. **Curfew:** Children **under the age of 17** must return to their sites by **9:30 pm** unless accompanied by an adult or attending a function sponsored or sanctioned by the Resort. Parents/guardians are responsible for the conduct of their children and must ensure they observe Resort rules.
- *11. **Driving:** Any vehicle driven within the Resort must follow the directional arrows and obey all street signs including speed limit signs at all times. Exceptions may be made by Security in safety or emergency situations. Vehicles failing to display a valid permit or decal are subject to removal by the Resort at the owner's sole risk and expense. The following regulations will be strictly enforced by Security. All drivers of vehicles in the resort must hold a valid driver's license. All vehicles driven in the resort must have comprehensive general liability insurance.
 - **Bicycles:** From dusk until dawn, all bicycles must have night-lights and display front and rear reflectors. Any bike lower than 3 feet must have a flag. A \$25.00 fine will be issued to violators.

- **Electric Wheelchairs & Handicap Transportation:** Must have a 5-6' flag whip and from dusk until dawn must have night-lights and front and rear reflectors. This includes wheelchairs being pushed by an attendant.
 - **Golf Carts & Motorized Scooters:** Must have night-lights and display front and rear reflectors from dusk until dawn. Violators will be issued one written warning and then a \$100.00 fine will be placed on their account.
 - Golf carts & motorized scooters must have liability insurance and per BC regulations, the operator must have a valid driver's license (no learner's permits). These vehicles must obey all traffic laws and occupants must remain seated at all times.
 - Maximum of 2 golf carts per site.
 - No additional gas golf carts will be permitted at the Resort, unless used for Resort operations under Management control.
 - Existing gas golf carts may not be replaced or sold to another site owner and are to be removed if the leaseholder sells their site.
 - **Unlicensed Motor Vehicles:** Are not to be operated within the Resort. 'Motorized vehicle' shall be defined as any power driven (electric or gas) form of wheeled transportation. All vehicles owned and operated by HPR Management are exempt from the above ruling. Exceptions are golf carts, electric wheelchairs, motorized bikes and electric scooters.
 - **ATV's & Snow Sleds:** Are not permitted to be driven within the Resort, except for those ATV's used for snow ploughing (must have Management approval). Violators will receive a \$100.00 fine on their property.
12. **Environment Rule:** No work of any kind is to take place within 30 feet of the lake or the creek at the Golf Course. The Provincial Ministry of the Environment has conveyed this rule to HPR. Anyone clearing, removing or adding anything within 30 feet of the lake or creek will be subject to severe fines from both the Provincial Ministry of Environment and HPR. Prior to any work being done on the lake shore of individual RV sites, you must have management approval.
 13. **Exercise Room:** No one under the age of 16 years is permitted in the exercise room. Children 16 - 18 must be accompanied by an adult.
 14. **Firearms:** The display and/or use of firearms and other weapons is strictly prohibited within the Resort.
 15. **Fires:** Open fires are not permitted in the Resort with the exception of an approved manufacturer's propane fire pit.
 16. **Fireworks:** Are not permitted in the Resort unless authorized by Management.
 17. **Flags:** National, provincial, city and sports flags for professional teams are permitted to be flown in the Resort. All other flags must be approved by Management.
 18. **Garbage Disposal:** All household garbage must be deposited in receptacles provided by the Resort. **(See attached Recycling Outline)**
 - Effective Nov. 1, 2012 **clear bags** are to be used for **recycling** disposal - no green or black bags are permitted.
 - Owners of large articles (old furniture, fridges, batteries, etc.) are responsible for the removal of these items to the City of Kelowna landfill site or elsewhere.

- On the **1st Tuesday of each month** from Mar. - Nov., leaseholders are able to bring items for the dump for the Resort to dispose of, free of charge.
 - To dispose of large amounts of prunings and other organic material, contact Resort Maintenance Department for disposal procedures. **Charges apply for excess trees or hedges.**
 - Please do not put lumber or tree branches into the compactor as damage has occurred to the unit due to large items. Contact Maintenance Department regarding disposal procedures of these items.
 - No motor oil, paints or other hazardous materials can be dumped in the compactor. These items must be disposed of at a proper disposal facility. Violators will be fined.
- *18a. There will be no dumping of mattresses, bar-b-ques, chairs, couches, appliances, tires or any other large household items in the recycling centre. Violators will be fined.
19. **Golf Course Liability:** All condo and site owners living by the golf course must be aware of the danger of errant golf balls. The responsibility for any problem lies with the individual/golfer who has hit the ball NOT HPR or the Golf Course.
 20. **Guests:** Guests of leaseholders and members may only be present when the leaseholder or member is on site. The exception would be a private renter or family member occupying the leaseholder's site/condo. Forms for this purpose are available at the front desk.
 21. **Holiday Park Decals:** All licensed motorized vehicles shall display a valid HPR windshield decal or permit. Vehicles failing to do so are subject to removal by the Resort at the owner's sole risk and expense.
 22. **Hot Tubs:** Due to the request of hydro contractors and the electrical inspector, HPR will only allow a hot tub that runs off of 15 Amp GFI service from the interior unit electrical box on its own breaker. A Development Permit would be required prior to installation. Propane heated hot tubs will be reviewed upon Development Permit submission.
 23. **Hybrid Trailers:** The Resort will accept the new hybrid trailers with canvas bed pull outs only.
 24. **Illegal Action:** Any person(s) involved in illegal actions **may** result in immediate removal from the Resort. See also #42 - General Rules.
 25. **Insurance:** The Resort carries insurance to cover all Resort properties for the protection of all. However, if someone is found responsible for causing damage as a result of negligence or malice they may be subject to deductibles and/or any repairs required to be made. Contact Management immediately in the case of any damage which may result in an insurance claim.
 26. **Liability:** The Resort is not responsible for the loss or damage of any property of members, visitors or guests.
 27. **Littering:** All waste, including cigarette butts, must be disposed of in the appropriate waste receptacle. If not using a resort receptacle, the waste must be removed from the resort. Improper disposal of burning materials, including lit cigarettes will be subject to a fine. Vehicles disposing of litter, including lit cigarettes, onto resort property will be subject to a fine. All vehicles must use appropriate waste receptacles.

28. **Maintenance Requests:** All requests for repairs, maintenance and security in common areas or buildings, with the exception of roadways or pathways, must be submitted in writing to Management. Forms are available at the gatehouse.
- *29. **Marijuana:** Marijuana consumption must conform to all government legislation. Leaseholders must remain inside their RV or condo unit when smoking marijuana, recreational or medicinal. Smoking marijuana is not allowed outside in the resort. If the smoking of marijuana is disruptive to other leaseholders or guests, Management has the right to take action to correct the problem. No cultivation of marijuana on resort property. The distribution of marijuana is prohibited on resort property.
As there is no smoking of any kind in the condo guest rooms, and cigarettes are only permitted on the balconies, timeshare members, exchangers and guests must leave the resort property if smoking marijuana or any other illicit drugs.
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31. **Park Model Moves:** No Park Model unit is to be moved into, within, or from the Resort without prior arrangement with Security. An hourly rate will be charged for this service.
32. **Parking:** Visitor parking is preferred in designated areas. If a visitor to a site should park on the site, no obstruction of roadway is permitted. Refer to Rules Specific to RV & Condo Parking.
33. **Pets:** Only 3 approved pets per RV site or condo of which only 2 can be dogs, will be permitted and must be leashed and kept under control at all times while outside on resort property except in the off leash dog park. **(All other pets must be kept inside the RV or condo unit.)** Pet owners are responsible to pick up after their pets and will be held responsible for all actions of their pets. Dogs and cats being walked on leashes must be kept off leaseholders' sites. If Management receives a complaint about pets reported as aggressive, noisy, unruly, etc., at the discretion of Management, it may be requested that the pet/animal leave the Resort immediately. No pets are allowed in common areas or buildings with the exception of roadways, pathways and the off leash dog park. HPR cannot and will not be held responsible for the actions of anyone's pets. A fine of \$100.00 will be levied to pet owners whose animal requires Security to intervene.
- *34. **Pools:** Federal and Provincial Health Ordinances will be adhered to, as well as posted rules specific to HPR. Children not toilet trained must wear a pool diaper while in any pool. These can be over or under a bathing suit. Children (16) sixteen years and under must be supervised by an adult at all times.
35. **Porta-Potties:** Are not permitted in the Resort.

36. **Private Usage/Rentals:**

FEE SCHEDULE FOR RENTERS:

Rental term expires on departure date. Rules and rates subject to change.

- 1) Registration fee for immediate family members (parents, siblings and children) is \$10.00 + tax. If required, a gate card is issued but must be returned upon departure.
- 2) Registration fee for non-family is \$50.00 + tax. Each additional month of rental is \$35.00 + tax. The monthly fee is billed to the leaseholder's account. Rental includes one gate card that must be returned at the end of rental period.
- 3) After 6 consecutive months of rental in the resort on one site/condo, Private Renters are eligible for an Annual Rental Fee of \$150.00 + tax. **To qualify, a new contract for a 12-month period must be signed and the annual fee paid at that time.** Contracts cannot be backdated. No refunds for early departure.
- 4) If a renter moves sites during the first six months of rental, there is a \$50.00 registration fee required to register on the new site.
- 5) For use of a second gate card, there is a non-refundable fee of \$10.00 + tax. This card must be returned at the end of your rental period. (Gate cards are provided based on availability.)
- 6) **Units over 10 years of age, require management approval prior to entry.**

RULES OF PRIVATE RENTAL AGREEMENT:

- 7) This agreement must be signed by the leaseholder or have a letter of permission attached. **Check-in time is from 8:00 am - 8:00 pm only.**
- 8) If the renter does not pay the registration fee, it will be billed to the leaseholder's account and will become the leaseholder's responsibility. The leaseholder can authorize that this fee be billed to their account in advance.
- 9) If a leaseholder fails to register their Private Renter or the proper registration documents are not in place with the Front Office, a fine of \$100.00 + tax will be applied to the leaseholders account.
- 10) EACH LEASEHOLDER MUST ATTACH A COPY OF THEIR VALID COMMERCIAL LIABILITY INSURANCE TO THIS AGREEMENT. THE RENTER MAY BE REFUSED ENTRANCE TO THE RESORT WITHOUT THIS COVERAGE. THE SITE/CONDO OWNER IS RESPONSIBLE FOR HAVING THE PROPER COVERAGE. HOLIDAY PARK RESORT LTD. WILL NOT BE RESPONSIBLE FOR THIS INSURANCE. COVERAGE MUST BE VALID FOR DURATION OF RENTAL. IF COVERAGE EXPIRES, A RENEWAL MUST BE SUPPLIED TO FILE.
- 11) Any person found on a site or in a condo without a contract in place will be asked to leave the property immediately.
- 12) It is the **leaseholder's responsibility** to advise the front office to renew their private renter's contract prior to its expiry. Failure to do so will result in a fine of \$50.00 + tax applied to the leaseholders account.
- 13) It is the **leaseholder's responsibility** to advise the front office if their renter departs prior to the departure date listed on the contract. This is a security and safety issue for the resort. Failure to notify the office may result in fees charged to your account based on the original contract dates. If the front office is not notified these fees will not be reversed.
- 14) Gate cards issued at check-in are to be returned to the front office. Failure to do so may result in a fine or refusal to allow additional gate cards to be issued. For each gate card not returned, a fee of \$15.00 + tax will be applied to the leaseholders account.
- 15) A **leaseholder is responsible** for the actions of their tenants. If security and/or management are forced to deal with a renter in violation to the rules and regulations, charges or fines will be applied to the leaseholder's account. The resort has the right to ask a renter to vacate the resort if the situation calls for this action. All charges, fines, or eviction notices will have proper documentation to back up the decision.
- 16) The person(s) named on this contract will only occupy the RV Site/Condo listed on the contract. No other person(s) will be allowed to reside. ****NO RENTER MAY SUBLET AT ANYTIME ****
- 17) The contract expiry cannot extend past one year from check-in date. It is the **leaseholder's responsibility** to contact the resort to provide the required paper work to extend (under a year rental) the private renter.

Failure to do so could lead to the renter being asked to leave the resort, the renter being denied access into the resort and/or a fine of \$50.00 applied to the leaseholder.

- 18) This contract is for the specified dates listed and for the person(s) who are registered on the contract only. This contract is non-transferrable and can only be changed with proper written notice.
- 19) Upon registration, the Private Renter receives a copy of the current Rules and Regulations and therefore agrees to adhere to these at all times. The said leaseholder and renters shall be jointly and severally liable to Holiday Park Resort for all damages to the said RV Site/Condo or Holiday Park facilities by the renters, their family, and/or guests.
- 20) The consent herein by Holiday Park Resort shall expire at the option of Holiday Park Resort, immediately upon breach of any rule or regulation by the renter, their family and/or guests.
- 21) Holiday Park Resort is not liable or responsible for any personal injury or damage to or of personal property of the renter(s) or their family members and guests occurring on Holiday Park premises, and the leaseholders and renters agree to indemnify and save harmless Holiday Park Resort and its officers, directors, and employees from all claims advanced against them, or any of them, in respect to personal injury, theft, or damage.
- 22) If at the date of expiry of the consent of Holiday Park Resort herein given, the renter(s) fail to deliver up vacant possession of the said RV Site/Condo, together with all possessions and vehicles Holiday Park Resort shall have the right to effect removal of such possessions and/or vehicles at the expense of the renter(s) or leaseholder of the site.
- 23) Winter rentals: the site MUST be winterized properly. If the water is to be left on all winter for a renter, it is the leaseholder's responsibility to ensure Holiday Park Resort is given written notice prior to water being shut off to avoid charges. We will not accept direction from a renter. If the water is shut off there will be a fee of \$60.00 + tax to turn it back on.
- 24) It is the **leaseholder's responsibility** to provide in writing direction in regard to a mail box for their private renter. There is a fee \$42.00 + tax required for the mail box.
37. **Private Use:** The recreational facilities may NOT be used for private functions by any resident, unless authorized in writing by Resort Management.
38. **Profanity:** Profanity, abusive or loud language and other objectionable or disturbing behaviour will not be tolerated.
39. **Promotional Bookings:** No bookings of promotional stays are to be made back to back.
40. **Property Damage:** Any leaseholder, member, guest or visitor who wilfully or negligently defaces, damages or destroys property or equipment of the Resort shall be liable for the full replacement value.
41. **Protection of Vegetation:** Landscaping and trimming of common areas is the responsibility of HPR. Cutting, removal or gathering of wood, trees or any other vegetation within the Resort is prohibited without the written permission of Resort Management. Violators will be subject to a \$200.00 fine as well as the cost for replacement of the items removed.
42. **Quiet Hours:** Quiet time shall be observed from 11:00 pm to 8:00 am with the exception of organized Resort functions held at designated areas. No construction work prior to 8:00 am or **after 6:00 PM** is permitted. Management may make an exception for special projects. At the discretion of Management, anyone or anything disturbing the quiet enjoyment of others in the Resort may be required to cease their activity or to have the item removed during these quiet hours. Depending on the severity of the issue, fines may be levied for non-compliance.
43. **Rental and Sale:** Advertising for rent or sale of timeshare weeks, RV sites, condos, or similar interests is not permitted in any form **in the Resort** without prior written approval by Management.

44. **Repairs:** No mechanical repairs, fluid, oil or filter changes of any kind shall be performed on any motorized vehicle in common parking areas, condo parking areas or on individual sites.
45. **Risk:** All facilities are used by leaseholders, members, guests and visitors at their own risk.
46. **RV Site Address:** For fire, emergency and security reasons, all RV site numbers must be highly visible from the road at all times. This will be enforced for the safety and security of all. Please ensure that your site number is facing the flow of traffic. Any site without a number could be subject to a fine.
47. **Security:** All members are responsible for the security of their own sites and condo units. Anyone loitering on or near premises should be immediately reported to Security. Anyone participating in any illegal action or conduct within the Resort grounds, is in violation of HPR rules and will be subject to fines and RCMP involvement. See also #21 - General Rules.
48. **Sewer:** All sewer connections require an airtight connection.
49. **Sewer Plant:** To ensure the safe and efficient operation of the sewer plant, do not pour or flush the following items down the drains:
- Paint thinner
 - Any kind of paint - latex or oil base
 - Ammonia - home-made black water solution used by RVers
 - Any RV black water holding tank products with "hyde" in their name (i.e. formaldehyde)
 - Automotive anti-freeze
 - Petroleum products
 - Acids or alkaloids
 - Any non-edible substances
50. **Signs:** No signs, placards, advertising or notices of any kind may be displayed without the prior written approval of Management.
51. **Skate Boards, Scooters and Roller Blades:** Are permitted during daylight hours only and are not permitted in common buildings, recreational or pool areas at any time.
52. **Smoking:** All common buildings and indoor facilities are non-smoking areas. There will be no smoking within **10 meters (30 feet)** of any doorway entrance, in accordance with government regulations.
- *53. **Speed Limit: 10 km/hr** for all vehicles will be enforced by Security. Violators will be issued two written warnings, after which a fine will be placed on the account of the site/condo owner. A radar gun may be used to determine speed. Speeding in the resort is a serious offence and will be monitored.
54. **Storage Compound:** Any enclosure put onto a storage stall in the compound must be professionally manufactured and made of canvas - no wood, metal, glass or solid materials. The enclosure cannot exceed the stall size and cannot have a floor. There can be no locks on the enclosure and Security must have access. There can be no general storage of items i.e. boxes, barrels, flammable materials, etc. A Development Permit is required prior to installation of the enclosure. **The owner of the enclosure must carry insurance for the enclosure. Any damage caused by the enclosure will be the sole responsibility of the owner.**
55. **Temporary Parking:** When unloading and/or loading at an RV site or condo unit, leaseholders will be allowed a three (3) day maximum. The vehicle must be parked in your own yard and not on the

street. Leaseholders must get a parking tag from the Front Desk prior to placing a unit on site. (Owner must notify Security DIRECTLY prior to use.) This is limited to maximum 4 times annually and cannot be taken more than once in a two week period.

56. **Tents**: Are not permitted in the Resort.
57. **Tidiness**: Leaseholders are responsible for the tidiness and general appearance of their site year round. Failure to comply will result in cleanup by HPR at the leaseholder's expense. Specific to lawn & ground care, HPR may after 48 hours of a written complaint, tidy up the site at a cost to the leaseholder. Prior to this, HPR will contact the leaseholder.
58. **Tiger Torches**: Are not permitted to be used in the Resort. Violators will be levied a \$500.00 fine. Violators who cause damage to another person's or Resort property will be responsible to pay the insurance deductible of the damaged property.
59. **Trespassing**: RV sites are privately leased and maintained by the leaseholder.
60. **Truck Campers**: Campers must remain on truck at all times.
61. **Usage of Electricity**: Any form of additional use of electricity outside an RV unit and directly wired to the site electrical box must have prior approval by Management. All appliances, washers, dryers, dishwashers, fridges, stoves etc. are to be maintained inside each RV unit and all wiring for these items must go through the electrical panel of the unit. **All electrical service must be run through 50 AMP service in the unit. Maximum draw of hydro at any time cannot exceed 57 AMPS. All sites have 100 AMP service to the site but all electrical must be wired through 50 AMP service in the RV unit.**
62. **Washers & Dryers**: All RV units that have washers and dryers installed must perform an annual inspection to ensure proper venting and that no blockage has occurred.
63. **Water Conservation**: Sites are permitted to water every second day. HPR encourages all leaseholders to participate in water conservation.
64. **Water turn-off** in the fall will be handled between Oct. 15 and Oct. 31, at no cost. There will be a charge for winter water turn off requested Nov. 1 and thereafter. Owners must notify the Front Desk annually, prior to Oct. 15 if water is to be left on, otherwise it will be turned off. If HPR is required to turn water back on, there will be a charge. **If returning prior to March 1, 48 hr. notice is required to turn water back on, otherwise a charge will apply.**
65. **Walking**: For their own safety and protection, pedestrians should walk facing oncoming traffic.
66. **Wildlife**: Do not feed wildlife in the Resort, including rabbits, raccoons and birds.

RULES SPECIFIC TO RV SITES

1. **Garburators:** For the successful operation of HPR's sewer plant, no garburators are permitted in the Resort, as they will damage the balance of the biological sewer plant.
2. **Gazebos:** See Architectural Standards
3. **Insurance:** Leaseholders are required to carry insurance on their site, as outlined in their sublease, for the protection and replacement of their personal items.
- *4. **Marijuana:** Marijuana consumption must conform to all government legislation. Leaseholders must remain inside their RV or condo unit when smoking marijuana, recreational or medicinal. Smoking marijuana is not allowed outside in the resort. No cultivation of marijuana on resort property. The distribution of marijuana is prohibited on resort property.
5. **Parking:** Parking is permitted to a maximum of 2 (two) vehicles. There will be no parking, storage of boats or utility trailers. Parking of truck/camper, camperized vans or motor homes on the site is permitted only if this is your one and only form of transportation. No other vehicle will be allowed on the site. This vehicle CANNOT be used as living accommodations when parked on the site, and all vehicles, regardless of type and or number, must be no less than one (1) foot from the roadway or other property lines.

***Exception:** As long as a leaseholder is on site, a visitor can park an RV on the leaseholder's site with a valid permit, which must be displayed prominently on the RV unit. The cost is \$10.00 per night, with a maximum of 4 consecutive nights 3 times per year. There must be a minimum of 1 week between each 4 day stay. Leaseholders must obtain a permit from the Front Desk and pay the required amount, prior to usage. If valid permit is not obtained, an additional \$40.00 assessment will be applied to the RV site leaseholder automatically. This applies to condo owners but does not apply to private renters.
6. **Persons Per Site:** No more than six (6) persons may stay overnight on a site. Management reserves the right to limit daytime guests. Sub-renters' guests are limited to six (6) per site. Exceptions may occur with valid permit issued by Resort Management.
7. **Power Shed Access:** If access to a power shed is required to read the meter, the cost is \$15.00 + tax. Contact Security to arrange access.
8. **Propane:** See Architectural Standards
9. **Relocation:** Anyone wishing to move a semi-permanent RV or Park Model currently on a site within the park to a new location within the park must have a permit and Park Management approval prior to the relocation. Any RV unit within the Resort must have a permit and be approved by Management prior to relocation.
10. **RV Modifications:** Any electrical or gas modifications to RV units, trailers, Peak Homes, 5th wheels must be to provincial standards and to code with CSA approval. The leaseholder must provide the appropriate permit. **Copies of all permits must be submitted with your Development Permit.** In the event of the sale of the property, owners will be required to produce this permit. **All drawings must be accepted, dated and signed by Management and the leaseholder. Modifications of any kind are not permitted to the exterior of any unit at HPR. Repair of a unit, as per original manufacturer construction will be permitted with Management written approval only. It is the responsibility of the site owner to maintain a CSA standard on their site.**

11. **RV Site Address:** For fire, emergency and security reasons, all RV site numbers must be highly visible from the road at all times. This will be enforced for the safety and security of all. Please ensure that your site number is facing the flow of traffic. Any site without a number could be subjected to a fine.
12. **Storage Sheds:** See Architectural Standards
13. **Tow Vehicles:** Large RV designated tow vehicles will only be allowed on RV sites if they can be parked within the confines of the site and not impede traffic on resort roadways.

ARCHITECTURAL STANDARDS

- **A Development Permit is required for all construction.**
- **No work may commence prior to written approval being received.**

Procedure:

- A. A Development Permit is required for all form of construction including awnings, decks, gazebos, sheds, skirting, cement, and all other alterations or changes as specifically required within these Standards.

Multiple changes and/or additions on the site (i.e. shed, awning, skirting) can be requested on one Development Permit.

A Development Permit is valid for six (6) months from date of issue.

There will be a \$100.00 automatic charge levied against owner's account if any work starts on a site without a Development Permit. Any construction started or completed prior to receiving approval may be required to be removed at the leaseholders' expense.

Anyone digging in the Resort will be responsible for the cost of any repairs required to any underground service and any other costs which may occur in the event of any damage.

Any improvements, alterations or changes to common areas, RV sites or condos not specifically covered herein require a Development Permit.

- B. Development Permit applications must be submitted at least seven (7) days prior to the date on which work is to commence. The Development Permit application will be submitted on an approved form, copies of which are available at the Gatehouse. Applications will be considered and replied to within seven (7) days of submission.

Applications must be supported by drawings, dimensions and materials list.

Development Permits will expire six (6) months from date of submission.

- C. In all cases, final approval is not deemed to have been given until a post-completion inspection has been conducted by Resort Management.
- D. It is the responsibility of the leaseholder to obtain any other permits that may be required by regulatory agencies. Copies of all permits must be submitted to Management with the Development Permit application.

DEVELOPMENT PERMIT APPLICATION

DP No. _____

PART I: APPLICATION (to be completed by owner and submitted to Gatehouse)

Owner's Name (PRINT): _____ Lot/Condo #: _____

Date of Application: _____ Phone: _____

Description of Proposed Development:

Applications must be supported by drawings, dimensions and materials.
A fee is charged to cover administration costs.

Applicant's Signature

Part II: APPROVAL

Record Development Permit (DP) number in upper right hand corner of form. Review application.

Approved: _____ Date: _____

Not Approved: _____ Date: _____

Reason for non-approval:

**HPR Security
(Representative)**

and

HPR General Manager

Part III: POST COMPLETION INSPECTION

It is understood that all development MUST MEET the current rules and regulations of HPR.

1. Comments: _____

2. Date of Inspection: _____

Applicant

HPR Management

Copies to: - Applicant
 - Resort Services
 - Holiday Park Site/Condo File

Development Permit valid for six (6) months only

ARCHITECTURAL BYLAWS - RV'S & RV SITES

1. **Add-A-Room:** An approved Development Permit is required. All freestanding sunscreens, gazebos or covered enclosures must be approved. Enclosures are not permitted to be used as sleeping quarters.

2. **Awnings:** Standard and Park Model sites: all awnings other than standard RV roll-up awnings require an approved Development Permit. Only one awning per RV site is allowed, to a maximum length equal to the RV excluding hitch, maximum width of twelve (12) feet, and must be attached to the wall of RV unit (not free standing). The frame must be of aluminum or stainless steel (no wood/plastic may be used in constructing enclosing or covering). No eaves troughs will be allowed except on Park Model sites. A Development Permit is required prior to installation. The awning cover and frame must be removed if the RV unit is removed from the site. The awning frame must be removed if the awning cover is removed. The awnings and enclosures of a deck cannot exceed the length of the unit. **The Canvas Awning cannot be insulated in any fashion.**
 - **Enclosures:** Semi permanent awnings require a Development Permit **PRIOR** to installation. It may be made of canvas, tent screen or material based. All solid material i.e. aluminum, glass, vinyl, windows, doors etc. may be used as a wind block on the two ends. These end wind blocks must be made of glass and allowable solid materials and must be professionally installed by **Resort designated installers.**
 - **Hard Roof:** Effective Jan. 1, 2012, a **brand new Park Model unit on a Park Model designated site** can have an enclosure with a hard roof and will follow the same rules as per the Z241 Peak Home. Setback requirements will be a minimum of three (3) feet from the property line of an adjacent site and must be set back a minimum of six (6) feet from both roadways (this becomes the front yard of the site). The opposite side becomes the back yard and all rules that concern the rear of the site apply. Placement of the unit must be as per the Surveyors Site Plan.

3. **Cedars & Hedges:** At the sides and rear of individual sites are limited to a maximum height of eight (8) feet. This will be enforced and written complaints reviewed by Resort Management. Cedars and hedges on all corner lots and roadway intersections where traffic exits onto any of the main roadways must be kept to a maximum height of 36 inches to maintain sight lines and safety for vehicular traffic and pedestrians. This will be enforced by Resort Management. Site owners are to keep the hedges clear of dead debris.

4. **Decks:** Development Permit required. Decks are permissible to a maximum height of thirty-six (36) inches above the concrete pad. Deck railings are limited to a maximum height of forty-two (42) inches over the deck. A deck that is twenty-four (24) inches or higher requires a railing. Maximum height of deck and handrail will be seventy-eight (78) inches. Decks must have a minimum setback of twelve (12) inches from the property line. No household furniture and/or appliances will be allowed outside the RV Unit unless they are completely out of sight from road view. Railings may be made of wood, metal, glass or siding similar to the RV unit.

5. **Easement on Site:** There must be a three (3) foot easement left accessible on the right and left side of every site, to allow access for services and to make repairs to utilities when required. This rule is for new construction after Jan. 1, 2006 and does not apply to those units placed on site prior to January 1, 2006.

6. **Eligible Recreational Vehicles:** RV's must be factory manufactured and CSA approved. RV units must have flush toilets with water and sewer hook-ups (no porta-potties are allowed). All permanent recreation vehicles must have prior written approval of Resort Management. Development Permit required.

7. **Eaves Troughs:** Must be approved by Management and a Development Permit is required. The eaves troughs must be professionally manufactured and installed and will only be allowed on Park Model Sites.
8. **Exterior & Interior RV Alterations:** All alterations visible from the road require a Development Permit and approval of Resort Management.
9. **Gazebos:** Must be professionally manufactured with a metal frame and covered with netting or canvas. The gazebo cannot be enclosed with glass, wood or any solid material except for the roof (made of metal/fiberglass). No household appliances are to be installed and the gazebo is not to be used as an additional living space outside of the RV unit. All gazebos must be purchased from HPR **approved** suppliers (available on request). A Development Permit is required prior to any work or installation.
10. **Heating/Cooling:** No outside air conditioner condensers or heat pumps allowed on the ground or off the unit on any site with the exception of Z241 Peak Roof homes. (For exceptions see Rules for Peak Homes.)
11. **Initial Landscaping:** Landscaping must be completed by new RV site owners within 12 months from the date of purchase.
12. **Landscaping:** All landscaping (i.e. shrubs, flower beds, vegetation, curbing, rock walls, retaining walls) must be one (1) foot from the edge of the roadway. If the landscaping or vegetation needs to be changed to improve access and safety, a notice will be given to the leaseholder. If the Resort completes the work, the charges will be passed on to the individual site owner.
13. **Park Home Units MODEL Z241 with Peaked Roof (12 FOOT WIDE):** New unit approval for Park Model designated sites only. There are specific guidelines for permanent aluminum for awnings and enclosures for this unit. Rules and Regulations specific to these products are available at the gatehouse. Written approval is required by HPR Management prior to purchase or installation.
 - **Okanagan Rooms and Decks** are not to be used as a primary living space (i.e. kitchen, laundry area, primary washroom). Primary living items are to be maintained within the Park Home Z241 itself. The Okanagan Rooms and decks must be professionally installed by **Resort designated manufacturers. Construction of Okanagan Rooms must be completed within 6 months from date of approval.** Contact Management for any inquiries.
 - **Placement of Park Home Z241 Units on Drive Thru Sites:** Setback requirements will be a minimum of three (3) feet from the property line of an adjacent site and must be set back a minimum of six (6) feet from both roadways (this becomes the front yard of the site). The opposite side becomes the back yard and all rules that concern the rear of the site apply.
 - The placement of the Park Home Z241 must be as per the Surveyors Site Plan.
14. **Park Model RV Sites:** For Park Model RV sites, eligible RV's may have an exterior square footage of 550 square feet. A Park Model RV must have written approval from Park Management before it can be moved onto a Park Model RV site. A Park Model RV site must have been designated as a Park Model site by Management in writing. A Standard site may be upgraded to a Park Model site. Contact Management for details.
15. **Placement of RV Unit:** The RV on the site must at no point be closer than twelve (12) inches to the property line of an adjacent site or common grounds. The total height can be no greater than thirteen (13) feet from the concrete to the top of the unit. There must be room for one vehicle to

park on the site in addition to the RV. The wheels of the RV cannot be raised off the concrete pad. When a more permanent unit is being placed on a site (Park Model Home, Peak Home or any skirted-in unit), there must be a minimum of six (6) feet clearance left from the front of the site. There must be a three (3) foot easement left accessible on every site on the right and left side of the site, to allow access for services and to make repairs to the utilities when required.

- *16. Propane:** A maximum of **one (1) 200 lb. tank** or **one (1) 400 lb. tank** is allowed per site. All propane tanks must be covered with lattice. There must be a provincial gas permit taken out anytime work is being completed on a propane hook up. Professional installation of all propane tanks is required and any problems resulting from improper installation are the responsibility of the propane supplier and the customer using the propane. HPR cannot be held responsible for an improper propane installation. It is the responsibility of each leaseholder, renter or guest to dispose of their old propane tanks through the City of Kelowna land fill. A propane tank on a site must be skirted, locked securely and preferably out of sight.

Please note that all new installation of Propane Tanks must be placed 10 feet (3 meters) from any source of ignition, including electrical outlets or appliances (e.g. air conditioners).

All RV units (travel trailers, 5th wheels, motorhomes, Peak Roof Homes and Park Model units) with auxiliary propane tanks that are not part of original manufacture require the following BCSA approved equipment:

- All free standing or auxiliary propane tanks require a pressure reducing regulator installed at the auxiliary propane tank. An integral two stage regulator or a two regulator system can be used. These pressure reducing systems must reduce the propane pressure tank pressure (high pressure) to low pressure. The on-board RV regulator cannot be used.
- The connection of the auxiliary propane tank must be copper tubing, corrugated stainless steel tubing (CSST) or black iron pipe. Rubber hoses are not to be used for the connection of auxiliary propane tanks.
- The auxiliary propane tank must be hooked up to the hard piping of the unit downstream of the on-board regulator. All on-board propane tanks must be disconnected and the propane line capped to prevent the accidental release of propane from the mounted or on-board cylinders.
- All propane gas work is to be performed by a licensed gas fitter and a gas installation permit must be obtained by a gas contractor for each installation.
- Any stainless steel tubing must be painted to prevent corrosion per code.

All other propane regulations and safety requirements will remain in effect. This policy is mandatory and for the safety of all leaseholders and guests. The goal of Resort Management is to have all free standing propane tanks hooked up in accordance with this Resort policy. The cooperation of all leaseholders is appreciated in achieving this.

17. **Relocation:** Anyone wishing to move a semi-permanent RV or Park Model currently on a site within the park to a new location within the park must have a permit and Park Management approval prior to the relocation.
18. **Road Shoulders:** Road shoulders of twelve (12) inches from the edge of the pavement must be maintained and free of any development. Any damage caused by development in violation of this bylaw will be the responsibility of the RV site or condo owner and not that of HPR, its members, visitors or guests.

19. **RV Skirting:** Development Permit required. Materials used can be aluminum, vinyl, and canvas conforming to the trailer's design and color. From October 1 – March 31, clear plastic, **silver foil type** or styrofoam may be used and must be removed after that date. The skirting material must be attached underneath the walls of the RV unit.
20. **Satellite Dishes and Antennas:** No more than two (2) thirty (30) inch dishes or one (1) antenna per site, RV unit or Condo. The dish or antenna may be mounted on only one (1) stand no more than eight (8) feet from the ground or may be mounted on the RV Unit. For occupancy greater than 90 days, a Development Permit is required.
21. **Standard RV Site Ruling:** To have permanent skirting and a deck on an RV unit, the size of the unit is restricted to a maximum of 400 sq. ft. inclusive of slides. The RV must be fully self-contained without power or water supplied. For part time residents, no permanent skirting, decking or awning is permitted on the RV unit. The unit is restricted to a maximum of 500 sq. ft. inclusive of slides and must be fully self-contained. Development Permit required for all units. A Standard RV site may be upgraded to Park Model status upon application; contact Management for further details. A standard site does not allow for the use of any Peak Home or Park Model units to be placed on the site, and must be a minimum of 2,000 sq. ft. to qualify for upgrade.
22. **Storage Sheds:** The shed must not exceed a maximum size of 8 feet by 10 feet (or 80 square feet total area if other dimensions are desired) with a maximum height of 8 feet. The shed must be professionally manufactured and approved by management via development permit before purchase and installation. Only one storage shed per site is permitted. No household appliances are to be installed in the storage sheds nor is it to be used as an additional living space (i.e. den, etc.).
23. **Trees:** The Resort reserves the right to require a tree to be pruned or removed from a leaseholder's site if it is deemed unsafe or obstructive. Any other landscaping that causes a security issue with lines of sight, etc., will require vegetation cutback or removal. Any work required will be at the owner's expense.
24. **Trellises and Fencing:** A development permit and management approval is required before installation. (i.e. removing existing cedar hedging and replacing with fencing). Fencing may be continuous along the back and sides of the property up to a maximum height of five (5) feet with one foot of lattice on top for an overall height not exceeding six (6) feet. No continuous fencing is allowed on the property line at the front of the site. Privacy fencing at the front of the site must be set back a minimum of four (4) feet from the property line. Side fencing must end four (4) feet from the front property line so as not to impede vision for road traffic. Fencing may be permitted to a maximum height of eight (8) feet (i.e. 7 feet of fence with a 1 foot lattice on top) if both parties agree when placement is between lots or with management approval if fencing borders common areas. Location of fencing may be determined by mutual consent when between properties or if no agreement can be reached, then the fence builder must ensure the fence is erected three (3) inches inside his property line.

SAFETY & EMERGENCY PROCEDURES

DAY TIME EMERGENCY:

CALL 911

Then Call: (250) 766-4255 - Press "0"

NIGHT TIME EMERGENCY:

CALL 911

Then Call: (250) 215-5239

TELL RECEPTION:

- You have an emergency
- You require Security
- Provide your location

TELL SECURITY:

- You have an emergency
- You require Security
- Provide your location

Daytime Calls: It is important to let Reception know your site/condo number so they can provide a guide to escort the ambulance to your location.

RULES SPECIFIC TO CONDOMINIUM UNITS

1. **Common Areas:** A Development Permit is required from Resort Management for the development and beautification of common areas.
2. **Marijuana:** Marijuana consumption must conform to all government legislation. Please be advised that leaseholders must remain inside their condo unit when smoking marijuana, recreational or medicinal. Smoking marijuana outside in the resort is not allowed. No cultivation of marijuana on resort property. The distribution of marijuana is prohibited on resort property.
3. **Fire Ordinances:** City of Kelowna Fire Ordinances shall apply and have precedence in any situation where they are in conflict with the rules herein.
4. **Garburator:** For the successful operation of HPR's sewer plant, garburators are not permitted in the Resort as they will damage the balance in the biological sewer plant.
5. **Insurance:** The Resort carries insurance to cover all condo building structures for the Resort. However, if someone is found responsible for causing damage to the inside or outside of the condo units as a result of negligence or malice, they may be subject to charges such as deductibles and/or any repairs required to be made. Contact Management immediately in the case of any damage which may result in an insurance claim.
6. **Interior Alterations:** A Development Permit is required. No interior changes or modifications shall be made to any condo unit which affect any plumbing or electrical systems, or which involve any changes to any load bearing walls, floors or ceiling without prior written approval from Resort Management. It is the condo owner's responsibility to have any electrical changes approved by an electrical inspector with a provincial permit.
7. **Parking:** Parking spaces are provided for two (2) vehicles. There will be no parking or storage of boats, utility trailers, and no parking of truck/camper, camperized vans or motor homes unless this is your one and only form of transportation. This vehicle CANNOT be used as a living accommodation when parked at the condo.

***Exception:** As long as a leaseholder is on site, a visitor can park an RV on the leaseholder's site with a valid permit, which must be displayed prominently on the RV unit. The cost is \$10.00 per night, with a maximum of 4 consecutive nights 3 times per year. There must be a minimum of 1 week between each 4 day stay. Leaseholders must obtain a permit from the Front Desk and pay the required amount, prior to usage. If valid permit is not obtained, an additional \$40.00 assessment will be applied to the RV/Condo site leaseholder automatically. This applies to condo owners but does not apply to private renters.
8. **Persons Per Unit:** Units are intended for single family occupancy and should not be occupied as a place of residence by more than six (6) persons without the prior written consent of Resort Management
9. **Tree Planting:** Permission required by Resort Management.
10. **Tax Matters:** Condo owners are responsible for taking care of their own tax matters.

RULES SPECIFIC TO TIMESHARE MEMBERS & UNITS

1. **Guests:** Day guests are limited to a maximum of six (6) persons at a time. Access may be restricted by Resort Management.
2. **Marijuana:** Marijuana consumption must conform to all government legislation. As there is no smoking of any kind in the condo guest rooms, and cigarettes are only permitted on the balconies, timeshare members, exchangers and guests must leave the resort property if smoking marijuana or using any other illicit drugs. There is no smoking of marijuana in the guest condos or balconies. Please leave the resort property.
3. **No Smoking:** All units are non-smoking.
4. **Parking Spaces:** Parking spaces are provided for two (2) vehicles. There will be no parking or storage of boats, utility trailers, and no parking of truck/campers, camperized vans or motor homes unless this is your one and only form of transportation
5. **Persons Per Unit:** Studio permits two (2) people, 1 bedroom permits four (4) people, 2 bedroom permits six (6) people and 3 bedroom permits eight (8) people. These numbers must not be exceeded without prior permission of Resort Management.
6. **Pets:** Only 2 approved pets per condo (maximum of 2 dogs). There is a non-refundable pet fee required. Animals must be leashed and kept under control at all times while outside on resort property except in the off leash dog park. Pet owners are responsible to pick up after their pets and will be held responsible for all actions of their pets. Dogs and cats being walked on leashes must be kept off leaseholders' sites. If Management receives a complaint about pets reported as aggressive, noisy, unruly, etc., at the discretion of Management, it may be requested that the pet/animal leave the Resort immediately. No pets are allowed in common areas or buildings with the exception of roadways, pathways and the off leash dog park. HPR cannot and will not be held responsible for the actions of anyone's pets. A fine of \$100.00 will be levied to pet owners whose animal requires Security to intervene.
7. **Sewer Plant:** To ensure the safe and efficient operation of the sewer plant, do not pour or flush paint thinner, paint, ammonia, formaldehyde, anti-freeze, petroleum products, acids or non-edible substances down the drain.

Packaging and Printed Paper - Detailed Recycling List

Paper (Fibre) = Accepted in carts and at recycling depots

Accepted	Description	Not accepted
✓ Newspapers, inserts, flyers	Daily and community newspapers, advertising flyers	<ul style="list-style-type: none"> ✗ No plastic bags used to cover newspapers/flyers ✗ No Printed Paper ✗ No Rubber bands
✓ Magazines	All types	
✓ Catalogues	All types	
✓ Telephone books	Phone books, directories	✗ No hard cover or paperback books
✓ Paper gift wrap, greeting cards	Paper wrap for gifts, flowers, dry cleaning, etc.	<ul style="list-style-type: none"> ✗ No foil paper gift wrap ✗ No ribbons or bows ✗ No musical greeting cards with batteries
✓ Writing/home office paper and correspondence	Note pads, loose leaf paper, white or colored, computer, copier and printer paper, printed paper, plain and window envelopes, shredded paper. <i>Shredded paper accepted if inside a firmly tied, clear plastic bag (no opaque, colored or black bags)</i>	✗ No padded envelopes
✓ Corrugated cardboard boxes	S hipping/packing boxes; grocery/liquor store boxes, pizza boxes. <i>Empty boxes. Flatten large corrugated boxes; staples and tape accepted</i>	✗ No cardboard boxes with wax coating e.g., empty produce shipping boxes available for residents to use to transport their groceries home
✓ Boxboard boxes	For cereal, shoes, tissues, pizza, frozen entrees, desserts, detergent; cardboard rolls for paper towel and tissue, carrier trays for bulk bottled water, soft drinks, cans, food, etc. <i>Flatten & place boxboard directly into collection container.</i>	✗ No paper towels or tissues
✓ Molded boxboard packaging	Egg cartons, take-out beverage trays, paper-based flower pots	✗ No residue in flower pots
✓ Paper bags	Any color including brown bags (also called kraft paper, e.g., grocery sacks), prescription bags	<ul style="list-style-type: none"> ✗ No padded envelopes ✗ No foil lined bags, e.g., packaged cookies
✓ Paper pet food bags	Multi-layered bags for pet food	✗ No bags with foil layer

NEW Paper Based Containers - Starting May 19 accepted in carts and at depots

Accepted	Description	Not accepted
✓ Disposable paper cups NEW	For hot and cold beverages <i>Empty and rinse cups, recycle lids; place loose in recycling cart or depot</i>	× No straws or non-paper insulating wraps
✓ Gable-top cartons NEW	For milk, milk-type beverages, cream, substitute eggs, sugar, molasses. <i>Gable-top cartons may have plastic screw tops. Empty and rinse cartons, remove caps, place loose in recycle cart</i>	× No juice cartons (take to Return-It Depot for deposit refund)
✓ Aseptic boxes or cartons NEW	For milk, milk-type beverages, cream, soup, broth, sauces	× No juice/drink boxes (take to Return-It Depot for deposit refund) × No straws × No stand up pouches
✓ Microwavable bowls, cups, lids NEW	For soups and entrees <i>Remove lids, place loose in recycle cart</i>	× No paper napkins × No bowls with metal rims
✓ Frozen food boxes NEW	For ice cream, frozen yogurt, etc.	
✓ Spiral wound paper cans and lids NEW	For frozen juice concentrate, potato chips, cookie dough, coffee, nuts, baby formula <i>Remove lids and place loose in recycling cart</i>	

Tin, Steel, Aluminum Containers - accepted in carts and at recycling depots

Accepted	Description	Not accepted
<p>✓ Steel cans and lids</p>	<p>For food; pet food; tins for cookies, tea, chocolates, etc. <i>Empty and rinse cans. Remove lids, drop into can and squeeze top slightly.</i></p>	<ul style="list-style-type: none"> ✗ No steel paint cans (Call the RCBC Hotline 1-800-667-4321 or check Recyclepedia) ✗ No coat hangers (return to dry cleaners) ✗ No pots, pans and baking trays ✗ No propane cylinders (refillable or single-use 1L—Call the RCBC Hotline 1- 800-667-4321 or check Recyclepedia) ✗ No metal toys ✗ No appliances ✗ No metal hardware ✗ No scrap metal ✗ No wiring or metal cords ✗ No extension cords
<p>✓ Aerosol cans and caps NEW</p>	<p>For food; air fresheners; shaving cream; deodorant; hairspray <i>Remove caps and place loose in recycling cart</i></p>	<p>Call the RCBC Hotline 1-800-667-4321 or check Recyclepedia to find out how to dispose of the following containers:</p> <ul style="list-style-type: none"> ✗ No spray paint cans ✗ No aerosol cans with any contents remaining ✗ No propane cylinders
<p>✓ Aluminum cans and lids</p>	<p>For food, e.g., seafood, cat food, etc. <i>Empty and rinse cans. Remove lids, drop into can and squeeze top slightly.</i></p>	<ul style="list-style-type: none"> ✗ No propane tanks or 1 lb. propane bottles (For both, call the RCBC Hotline 1-800-667-4321 or check Recyclepedia) ✗ No deposit cans (take to Return-It Depot for deposit refund)
<p>✓ Aluminum foil and foil containers</p>	<p>Foil wrap; pie plates; food trays; baking and roasting pans; etc. <i>Empty containers.</i></p>	<ul style="list-style-type: none"> ✗ No chip or foil bags ✗ No foil wrap with paper backing for butter cigarettes, etc. ✗ Foil-lined cardboard lids from take-out containers

Plastic Containers (#1 - #7) - Accepted in carts and at recycling depots

Accepted	Description	Not Accepted
✓ Plastic jugs with screw tops and caps	For milk, cooking oil, laundry detergent and fabric softener; cleaning solutions, cleaning products, body care products, windshield washer fluid, etc. <i>Empty and rinse jugs. Remove caps and place loose in recycling cart or depot</i>	✗ No jugs for flavored tea, juice, other beverages (take to Return-It Depot for deposit refund)
✓ Plastic bottles and caps	For food; dish soap; mouthwash; shampoos, conditioners and other personal care products; pills and vitamins; household cleaners; automotive cleaners, e.g., glass cleaner; windshield washer fluid; laundry products; etc. <i>Plastic bottles have screw caps or spray, pump or pull-up tops. Empty and rinse bottles, remove caps, spray pump and pull-up tops, and place loose in recycling cart or depot.</i>	<ul style="list-style-type: none"> ✗ No beverage bottles (take to Return- It Depot for deposit refund) ✗ No stand up pouches ✗ No containers for motor oil, or vehicle lubricant or antifreeze products (Call the RCBC Hotline 1- 800-667-4321 or check Recyclepedia)
✓ Plastic jars and lids	For peanut butter; jam; nuts; condiments; vitamins and supplements; personal care products and cosmetics; pharmaceuticals; etc. <i>Empty and rinse jars. Remove lids and place loose in recycling cart or depot</i>	
✓ Plastic clamshells	For baked goods; fruit; produce; eggs; etc. <i>Containers are clear with hinged or click-closed tops. Empty and rinse containers.</i>	✗ No packaging labelled biodegradable or compostable

Accepted	Description	Not Accepted
✓ Plastic trays and tops	For deli chicken; single-serve meals; prepared foods; baked goods; housewares and hardware, e.g., screws, picture hangers; etc. <i>Containers are clear or have black bottom trays with clear domes. Empty and rinse trays.</i>	<ul style="list-style-type: none"> × No foam white or colored trays (take to MMBC recycling Depot) × No liquid-absorbing pads × No stretch wrap for meat, poultry, fish or cheese × No plastic blister packs, e.g., plastic sleeves for items like chewing gum and pills
✓ Plastic tubs and lids	For food, e.g., margarine; spreads; dairy products such as yogurt, cottage cheese, sour cream, ice cream, etc. <i>Empty and rinse tubs. Remove lids and place loose in recycle cart or depot.</i>	<ul style="list-style-type: none"> × No plastic wrap × No plastic packaging labelled biodegradable or compostable
✓ Plastic cold drink cups with lids	Beverage take out cups with lids <i>Empty and rinse cups, remove lids and place loose in recycle cart or depot. Single Use coffee and tea pods (lids removed)</i>	<ul style="list-style-type: none"> × No plastic packaging labeled biodegradable or compostable × No paper napkins × No plastic or foil lids from coffee or tea pods
✓ Plastic garden pots and trays	For bedding plants, seedlings, vegetable plants, etc.	<ul style="list-style-type: none"> × No ceramic plant pots × No lawn edging, tarps, plastic furniture or toys × No garden hoses × No plastic string or rope × Remove residue from flower pots
✓ Plastic pails	For laundry detergent, ice cream, etc. <i>Container size is less than 25L.</i>	<ul style="list-style-type: none"> × No plastic paint cans (Call the RCBC Hotline 1-800-667-4321 or check Recyclepedia) × No plastic pails larger than 25L × No pails for lubricants and oils (Call the RCBC Hotline 1-800-667-4321 or check Recyclepedia)

Glass (DEPOT ONLY)

Accepted	Description	Not accepted
✓ Non-deposit glass bottles and jars	Clear or colored <i>Empty and rinse bottles and jars.</i>	<ul style="list-style-type: none"> × No glasses, dishes, mirrors, cookware, window glass or × No ceramic products × No deposit glass bottles (take to Return-It Depot for deposit refund)

Plastic Bags and Overwrap (DEPOT ONLY – STARTING MAY 19th, 2014)

Accepted	Description	Not accepted
✓ Plastic bags and overwrap NEW Depot only	Clear or opaque plastic retail bags for groceries and dry cleaning; clear or opaque bags for bread, newspapers and flyers; clear bags for produce and dry bulk foods; pre-washed salad bags; frozen vegetable bags; outer bags for diaper and feminine hygiene products; outer wrap for bulk paper products and soft drink and can flats; water softener, salt, wood pellet and garden product bags; overwrap on mattresses, furniture and electronic equipment	<ul style="list-style-type: none"> × No crinkly cellophane wrap, e.g. for tea, floral arrangements × No stretch or cling wrap × No potato chip, snack bags × No zipper-lock bags × No plastic shipping envelopes × No biodegradable plastic bags × No multi-layer or laminated plastic film × No plastic bubble packaging × No lumber or construction wrap × NO Garbage Bags (all colours) × No Stretch wrap or plastic wrap for meat, poultry, fish, vegetables or cheese.

Foam Packaging (i.e. Styrofoam) (DEPOT ONLY – STARTING MAY 19th, 2014)

Accepted	Description	Not accepted
✓ Foam containers and trays NEW Depot only	Clean meat trays, foam egg cartons, foam clamshells for take-out food, cups and bowls	<ul style="list-style-type: none"> × No liquid-absorbing pads × No shrink wrap for meat, poultry, fish or cheese × No paper napkins × No labels, tape, paper or cardboard on Styrofoam packaging
✓ Foam cushion packaging NEW Depot only	To protect electronics, small appliances, etc. <i>Separate color and white plastic foam</i>	<ul style="list-style-type: none"> × No foam peanuts, packing chips or noodles × No blue or pink foam board insulation



HEALTH AND SAFETY PROGRAM

Dear Leaseholders:

This letter is to let you know that your Management team here at the Resort is actively working to raise our Health and Safety profile this year. Working in conjunction with your leasehold executive, it was determined that this should be a priority for Resort Management. As a result, we have hired a company called Risk Management Group Inc. to assist us with formalizing our Health and Safety Programs.

We have done very well over recent years working with Worksafe BC to keep our WCB claims to a minimum. This helps lower our WCB rates and saves us all money. We feel the health and safety of our workers and contractors is very important and as a result we will continue to make improvements when and wherever possible.

Attached are two pages, provided to us by Risk Management Group Inc., defining some responsibilities that each Holiday Park Resort leaseholder has when hiring contractors or individuals to work on their property. Part of raising our Health and Safety profile is to inform all leaseholders of their responsibilities under Worksafe BC. Any time anyone (contractor) is hired to work on your property, you are responsible to ensure that they are covered by Worksafe BC or that you have made the proper arrangements to have the workers covered. HPR is not responsible for anyone hired directly to work on your property. The pages attached lay out when Worksafe BC coverage is required and how to find out if the contractor you are hiring is in good standing with Worksafe BC. If they are not, the responsibility for worker safety falls back to you.

We at the Resort pride ourselves in our great Worksafe BC record. If you need us to help with work on your site, please fill out a work order at the front desk and our maintenance crew will come by to give you a quote. When hiring HPR you will have no further Worksafe BC concerns.

Thank you for your support and cooperation in this matter.

Regards,

A handwritten signature in black ink that reads "Don Culic".

Don Culic
General Manager

HOLIDAY PARK LEASEHOLDERS

Registration for Holiday Park Leaseholders and Residents

When you hire someone to work in your home to meet your personal or domestic needs, you are considered a residential employer. Whether you hire the worker on a full-time, part-time, or casual basis, you may need to register for WorkSafeBC insurance coverage if you hire:

- Nannies, companions, or other personal caregivers
- Domestic workers such as household cleaners
- Construction or repair workers or contractors
- Gardeners or landscapers

You do not need to register if you hire a person:

- For an average of less than 8 working hours per week
- For a specific job to be completed in less than 24 working hours. In determining how long a job takes, it is the total person-hours for the job that is relevant. For example, if 3 workers work for 9 hours each, WorkSafeBC considers that job to be for a period of 27 hours.
- To care for children before and after school for an average of less than 15 hours per week
- Through an agency registered with WorkSafeBC, where you pay the agency directly
- Who is independently registered with WorkSafeBC

Responsibilities of Holiday Park Leaseholders and Residents

Homeowners and B.C. residents who hire workers cannot be sued for the costs of a work-related injury or disease. If a worker is injured in your home while on the job, WorkSafeBC pays for the worker's entire medical and wage-loss costs. In return for this protection, you are expected to:

- Register with WorkSafeBC
- Pay employer premiums
- Provide a safe and healthy work environment

Registration Guarantees Protection

The law requires WorkSafeBC to compensate injured workers - even when employers have not registered with WorkSafeBC. If a homeowner does not register with WorkSafeBC and pays premiums when required, the results could be costly. WorkSafeBC may charge the homeowner for all compensation costs and unpaid premiums.

Protect Yourself - Check the Registration Status of Contractors

When you hire people to work in or around your home, always ask them whether they carry their own coverage. If they do, ask for their WorkSafeBC account numbers. Double-check their information by requesting an online clearance letter from WorkSafeBC before they begin working for you and before you make a final payment. A clearance letter gives you assurance that you won't be held responsible for someone else's payments to WorkSafeBC.

RISK MANAGEMENT GROUP INC.

How to Access a Clearance Letter

Search the clearance status of any firm registered for insurance coverage with WorkSafeBC and then print a clearance letter. The letter tells you whether the business, contractor, or subcontractor you plan to hire is registered with WorkSafeBC and paying its premiums as required.

Note that personal information required for this online application is collected under section 26 of the *Freedom of Information and Protection of Privacy Act* for the purpose of the administration of the *Workers Compensation Act*

1. Go to www.WorkSafeBC.com
2. Under the insurance tab select "Get a Clearance Letter"
3. Select the yellow button which says "Get a Clearance Letter"
4. Select Legal or Trade Name
5. Type in company name
6. Hit "Search". If the company is in good standing with WorkSafeBC, a clearance letter should be available. Print the clearance letter for your records.

HOLIDAY PARK RESORT EVACUATION PLAN

PURPOSE:

To ensure the safe evacuation of all Holiday Park residents during a major emergency.

FIRST RESPONSE:

Walk, bike or golf cart only to designated exits. Absolutely no automobiles will be permitted to leave the Park during an evacuation due to the inevitability of traffic jams and accidents.

Incorporate the pre-arranged buddy system. All residents unable to evacuate on their own have the responsibility to arrange a buddy system with two (2) or more leaseholders to assist them.

HPR is not responsible to assist leaseholders to the exit areas.

Emergency Evacuation Plan

For Site/Condo# _____

Read and Understand Your Holiday Park Evacuation Plan and Follow It



Organize Your Individual Plan and Follow It

Where do we go? _____ Sewer Field at front of the Resort. If unsafe, exit the Resort and
_____ meet at George Elliot High School on Bottom Wood Lake Road.

How do we get there? _____

What should we take? _____

What needs to be shut off? _____

Who will help us? _____

Remember

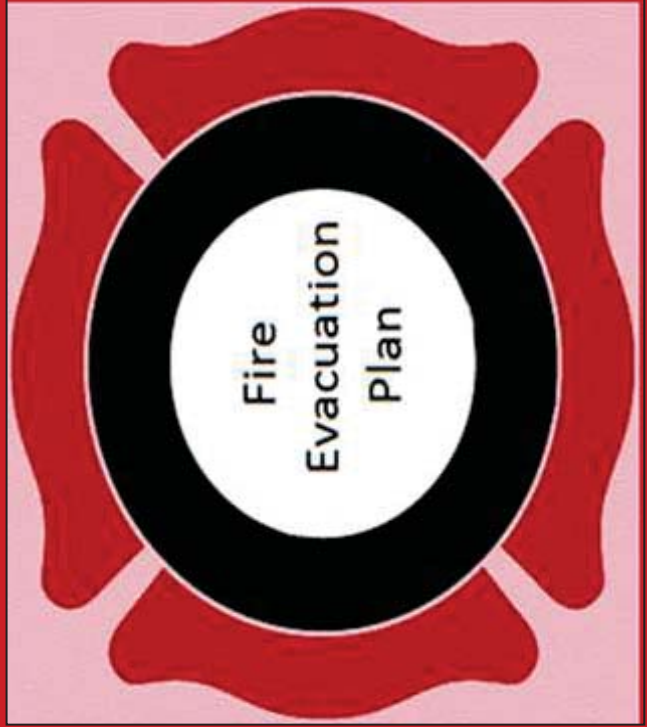
**PLACE YOUR RED CARD IN PLAIN VIEW TO LET EMERGENCY PERSONNEL
KNOW YOU ARE GONE**



I/We have vacated the property

Name(s) _____

Site/Condo# _____



I/We have vacated the property

Name(s) _____

Site/Condo# _____