



HOLIDAY PARK

RESORT COMMUNITY

**RULES
&
REGULATIONS**

2024

TABLE OF CONTENTS

	Page
Corporate Organization & Contact Numbers	3
Procedures for Rules & Regulations	4
Introduction to General Rules.....	5
2024 Changes & Additions to Rules & Regulations	6
General Rules.....	7
Safety & Emergency Procedures.....	16
Procedures for RV Architectural Standards	17
Development Permit Application	18
RV Architectural Standards.....	19
Health & Safety	26
Rules Specific to Condo Units	27



HOLIDAY PARK

RESORT COMMUNITY

1, 415 Commonwealth Road
Kelowna, BC V4V 1P4

Phone: (250) 766-4255 Fax: (250) 766-5492
E-Mail: holiday@sweetlife.com Web: www.sweetlife.com

CORPORATE ORGANIZATION

General Manager	Ext. 4405
Administration & Finance	Ext. 4406
Security	(250) 215-5239
After Hours Security	(250) 215-5239
Resort Services	Ext. 4416
Construction/Maintenance	Ext. 4405 or 4416
Common Facility Cleaning	Ext. 4426
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

holidayparkleaseholders@gmail.com

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

Holiday Park Golf Course Association

2, 415 Commonwealth Road
Kelowna, BC V4V 1P4
(250) 766-4255 Ext. 6816



HOLIDAY PARK

RESORT COMMUNITY

2024 PROCEDURES FOR RULES AND REGULATION ENFORCEMENT

- ✚ **Written notice with an explanation will be issued for infractions.**
- ✚ **An immediate fine could be imposed depending on the severity of the infraction.**
- ✚ **If the infraction is not corrected within the stipulated timeframe, a second written notice will be issued with a stipulated timeframe after which a \$50.00 fine will be applied to the leaseholder's account.**
- ✚ **Once a fine has been issued, it will not be removed from the account.**
- ✚ **Additional fines will be issued as stipulated in the written notice of infraction, until the violation has been corrected.**
- ✚ **Fines are at the discretion of HPR Management.**
- ✚ **Suspension, removal and/or revocation of privileges may also occur.**
- ✚ **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 receive 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 all the costs required to rectify the infraction within a reasonable period, and the resolution is required to be approved by HPR Management.**
- ✚ **Collections and enforcement of HPR architectural standards and rules and regulations will be taken to the fullest extent possible to correct infractions.**

RULES AND REGULATIONS

Effective January 2024

INTRODUCTION

Any improvements, alterations or changes in common areas, RV sites or condominiums requires a Development Permit.

- ✚ Holiday Park Resort Ltd. has developed the Rules & Regulations in accordance with the RV & unit subleases. It is the intention of Resort 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 of HPR 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 HPR 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 HPR: 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.
- ✚ HPR 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 hereinafter is referred to as 'HPR'**
- **Holiday Park Leaseholders Association hereinafter is referred to as 'HPLA'**

SUGGESTIONS FOR RULES & REGULATION MODIFICATIONS

- All suggestions must be submitted in writing to HPR Management or HPLA prior to Oct. 1 each year.
- As of January 1 of each year, the Rules & Regulations are updated & published.

CHANGES & ADDITIONS TO 2024 RULES & REGULATIONS

General Rules:

- ✚ **Rule 12 - Driving:** Added to Golf Carts - Children are not to be behind the steering wheel
Added to Bicycles - E-Bikes must adhere to the posted speed limit
- ✚ **Rule 22 - Gazebos:** Added Condo Ruling for Gazebos
- ✚ **Rule 25 - Hybrid/Tent Trailers:** Rule Modified for Clarification
- ✚ **Rule 33 - Parking:** Rule Modified for Clarification
- ✚ **Rule 36 - Pets:** Removed the word Approved

Safety & Emergency Procedures:

- ✚ Added AED Locations

Architectural Standards for RV:

- ✚ **Rule 12: Landscaping** - now includes Cedars, Hedges, Fencing & Trellises

GENERAL RULES

1 Rule Number One:

- ✚ ENJOY YOUR TIME IN THE RESORT!
- ✚ Please feel free to make any suggestions to help make HPR a better experience for all!

2 Aesthetics & Regulations:

- ✚ Maintained and controlled by HPR Management in consultation with the HPLA Rules Committee.
- ✚ RV units greater than 15 years may be criteria 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.
- ✚ No person under the age of 19 is permitted to stay on the property without an adult.
- ✚ HPR Management to advise the HPLA of any variances.

4 Alcohol Consumption:

- ✚ Allowed at the Lap Pool, Woodlands Center and at HPR Management authorized Resort functions.
- ✚ Glass is not permitted in any pool areas.
- ✚ Must be 19 years of age to consume alcoholic beverages in the Province of British Columbia.

5 Beach:

- ✚ No pets of any kind are allowed on the beach.

6 Boats:

- ✚ No motorized boats are permitted to be launched, moored, or used from HPR waterfront.

7 Clothes Lines:

- ✚ Permanent clothes lines are not permitted.
- ✚ Retractable lines are allowed for a short time for drying clothes.

8 Communications Use:

- ✚ No personally hand delivered notices, publications or communications pertaining to HPR to a site or condo owner without prior written permission of HPR Management.
- ✚ Sites or condos cannot be used for any commercial endeavor or for business purposes.
- ✚ The sale of goods or the solicitation of services is not permitted anywhere within HPR, without the prior written permission of HPR Management.

9 Common Areas:

- ✚ All Resort property is for the enjoyment and use of all members of HPR and includes all areas in front of condos
- ✚ Lakeshore is as regulated by federal and provincial regulations.
- ✚ Refrain from entering any RV site as these are private property.
- ✚ Leaseholder must accompany guests using the common area facilities.

10 **Community Gardens:**

- ✚ Theft from community gardens will not be tolerated.

11 **Curfew:**

- ✚ Children 16 years of age and under must return to their sites by 9:30 pm unless accompanied by an adult or attending a function sponsored or sanctioned by HPR.
- ✚ Parents/guardians are responsible for the conduct of their children and must ensure they observe HPR rules.

***12. Driving:**

- ✚ Unlicensed motor vehicles are not to be operated within HPR.
- ✚ 'Motorized vehicle' shall be defined as any power driven (electric or gas) form of wheeled transportation.
- ✚ 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 gate pass or decal are subject to removal by HPR at the owner's sole risk and expense.
- ✚ Drivers must hold a valid driver's license.
- ✚ Vehicles driven in the Resort must have comprehensive general liability insurance.

Bicycles:

- ✚ Bicycles must have night-lights and display front and rear reflectors.
- ✚ Bikes lower than 3 feet must have a flag.
- ✚ E-Bikes must adhere to the posted speed limit

Electric Wheelchairs:

- ✚ Electric wheelchairs & handicap transportation must have a 5-6' flag whip, night-lights as well as front and rear reflectors. This includes wheelchairs pushed by an attendant.

Golf Carts:

- ✚ Golf carts & motorized scooters must have night-lights and display front and rear reflectors
- ✚ Golf carts & motorized scooters must have liability insurance.
- ✚ Operator must have a valid driver's license (no learner's permits). These vehicles must obey all traffic laws and occupants must always remain seated.
- ✚ Children cannot drive a golf cart in HPR nor can they be seated behind the steering wheel.
- ✚ Maximum of 2 golf carts per site.
- ✚ Gas golf carts are not permitted in HPR, unless used for HPR operations under HPR 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.

ATV's & Snow Sleds:

- ✚ Are not permitted to be driven within the Resort, except for those ATV's used for snow ploughing (must have HPR Management approval).
- ✚ All vehicles owned and operated by HPR Management are exempt from the above ruling.

13. **Elections Canada:**

- ✚ For Federal Elections, the Canada Elections Act requires that administrators of gated communities provide to candidates and their representatives, access to those communities between 9:00 a.m. and 9:00 p.m.

14. **Electric Car Chargers:**

- ✚ Can be 15 AMP service only.
- ✚ Must have a ground fault receptacle.

15. **Environment Rule:**

- ✚ No work of any kind is to take place within 30 feet of the lake or the creek at the Golf Course.
- ✚ 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 HPR management approval.

16. **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.

17. **Firearms:**

- ✚ Display and/or use of firearms and other weapons is strictly prohibited within HPR.

18. **Fires:**

- ✚ Open fires are not permitted in HPR.
- ✚ Exception: approved manufacturer's propane fire pit.
- ✚ No wood or pellet burning fireplaces are allowed on the site or in the unit.

19. **Fireworks:**

- ✚ Are not permitted in HPR unless authorized by HPR Management.

20. **Flags:**

- ✚ National, provincial, city and sports flags for professional teams permitted to be flown in the Resort.
- ✚ All other flags must be approved by HPR Management.
- ✚ Proper flag etiquette is enforced by HPR Management.

21. **Garbage Disposal:**

- ✚ All household garbage must be deposited in receptacles provided by HPR.
- ✚ First Wednesday of each month from March to November, leaseholders can bring items for the dump for the Resort to dispose of, free of charge.
- ✚ **NOT accepted for the dump:** Asphalt, Asphalt Shingles, Concrete, Outdoor Power Equipment (i.e., Lawn Mowers & Trimmers), Tires, Appliances, Metal Furniture, Scrap Metal, Bar-b-ques, Propane Tanks, Drywall, Gypsum or Mattresses.

- ✚ Large articles (old furniture, fridges, batteries, etc.): leaseholders are responsible for the removal of these items to the City of Kelowna landfill site or elsewhere.
- ✚ To dispose of substantial amounts of prunings and other organic material, contact HPR Maintenance Department for disposal procedures. Charges apply for excess trees or hedges.
- ✚ Do not put lumber or tree branches into the compactor as this will damage the unit.
- ✚ 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.

***22. Gazebos/Enclosures:**

- ✚ Maximum size – **RV Site:** Twelve (12) feet x Twelve (12) feet
- ✚ Maximum size - **Condo:** Twelve (12) feet x Fourteen (14) feet and a maximum height of 110 inches
- ✚ One gazebo per site/condo
- ✚ Gazebos must be professionally manufactured with a metal, PVC, fiberglass or wood frame.
- ✚ Gazebos are allowed two (2) full sides made of corrugated metal fencing only and 2 sides of up to four (4) feet high and can be made of corrugated metal fencing or glass.
- ✚ Freestanding sunscreens, gazebos or covered enclosures must be approved by HPR Management.
- ✚ Gazebo cannot be fully enclosed other than with netting or fabric.
- ✚ Roof can be made of black hard metal or a soft canvas material.
- ✚ Enclosures are not permitted to be used as sleeping quarters.
- ✚ Gazebos must be properly anchored for safety.

23. Golf Course Liability:

- ✚ Condo and site owners living by the golf course must be aware of the danger of errant golf balls.
- ✚ The responsibility lies with the individual/golfer who has hit the ball, not HPR, the Golf Course or the Golf Course Society.

24. Guests:

- ✚ Leaseholder/Member must be on site to have a guest on site.
- ✚ Exception - a private renter or family member occupying the leaseholder's site/condo.
- ✚ Forms for this purpose are available at the front desk or online at <https://sweetlife.com/members/documents-forms-info/>

***25. Hybrid/Tent Trailers:**

- ✚ HPR will accept the new hybrid tent trailers with canvas bed pull outs only. No other tent trailers are allowed.

26. Illegal Action:

- ✚ Any person(s) involved in illegal actions may result in immediate removal from HPR.

27. Insurance:

- ✚ HPR carries insurance to cover all HPR properties.
- ✚ Leaseholders are required to carry insurance on their site, as outlined in their sublease, for the protection and replacement of their personal items.

- ✚ Persons found responsible for causing damage because of negligence or malice may be subject to deductibles and/or any repairs required to be made.
- ✚ Contact HPR Management immediately in case of any damage which may result in an insurance claim.

28. **Liability:**

- ✚ HPR is not responsible for the loss or damage of any property of members, visitors, or guests.

29. **Littering:**

- ✚ All waste, including cigarette butts, must be disposed of in the appropriate waste receptacles.
- ✚ If a resort receptacle is not used, the waste must be removed from HPR.
- ✚ Improper disposal of burning materials, including lit cigarettes, is not allowed.

30. **Maintenance Requests:**

- ✚ Requests for repairs, maintenance and security in common areas or buildings, except for roadways or pathways, must be submitted in writing to HPR Management.
- ✚ Forms available at the gatehouse or online at www.sweetlife.com/MemberBenefits/Documents/Forms/Info

31. **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 HPR.
- ✚ If the smoking of marijuana is disruptive to other leaseholders or guests, HPR has the right to take action to correct the problem.
- ✚ No cultivation of marijuana is permitted on HPR property.
- ✚ Distribution of marijuana is prohibited on HPR property.
- ✚ No smoking of any kind is permitted in condo guest rooms.
- ✚ Cigarettes only permitted on balconies, timeshare members, exchangers and guests must leave HPR property if smoking marijuana or using any other illicit drugs.

32. **Meat Smokers:**

- ✚ Meat smokers that use wooden pucks are allowed in HPR. If excessive smoke is being reported, HPR management will review the circumstances.

***33. Parking:**

- ✚ Parking is permitted to a maximum of 2 (two) vehicles.
- ✚ No parking or storage of motor boats or utility trailers with the exception of canoes, kayaks, and paddleboards.
- ✚ 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.
- ✚ 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.

34. **Persons Per Site:**

- ✚ No more than six (6) persons may stay overnight on a site.
- ✚ HPR 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 HPR Management.

35. **Power Shed Access:**

- ✚ Contact Security if access to a power shed is required to read the meter
- ✚ Charges may be levied.

***36. Pets:**

- ✚ Only three approved pets per RV site or condo, of which only 2 can be dogs
- ✚ Must be leashed and kept under control at all times while outside or 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 are held responsible for all actions of their pets.
- ✚ Dogs and cats being walked on leashes must be kept off leaseholders' sites.
- ✚ If HPR Management receives a complaint regarding pets reported as aggressive, noisy, unruly, etc., at the discretion of HPR Management, it may be requested that the pet/animal leave the HPR immediately.
- ✚ No pets are allowed in common areas or buildings with the exception of roadways, pathways and the off-leash dog park.
- ✚ Pets are allowed in the gatehouse **on leash only.**
- ✚ HPR cannot and will not be held responsible for the actions of anyone's pets.

37. **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.

38. **Porta-Potties:**

- ✚ Are not permitted in HPR.

39. **Private Occupant Usage:**

- ✚ A Private Occupant is someone staying on your site or in your condo when you are not there i.e., renting, house-sitting, or visiting for the weekend.
- ✚ All occupants must be registered within the resort.
- ✚ Leaseholder's responsibility to collect fees from their private occupants. These fees are billed to the leaseholder.
- ✚ HPR does not accept "rent" cheques from a private occupant on behalf of a leaseholder.
- ✚ Private occupancy contracts are available at the front desk or online at www.sweetlife.com/MemberBenefits/Documents/Forms/Info

40. **Private Use:**

- ✚ Recreational facilities may NOT be used for private functions by any resident, unless authorized in writing by HPR Management.

41. **Profanity & Disruptive Behavior:**

- ✚ Profanity, abusive or loud language, loud music and other objectionable or disturbing behavior will not be tolerated.

42. **Property Damage:**

- ✚ Any leaseholder, member, guest, or visitor who willfully or negligently defaces, damages, or destroys property or equipment of HPR shall be liable for the full replacement value.

43. **Protection of Vegetation:**

- ✚ Landscaping and trimming of common areas are the responsibility of HPR.
- ✚ Cutting, removal or gathering of wood, trees, or any other vegetation within HPR is prohibited without written permission of HPR Management.
- ✚ Violators will be subject to a fine as well as the cost for replacement of the items removed.

44. **Quiet Hours:**

- ✚ Observed from **11:00 pm to 8:00 am** except for organized HPR functions held at designated areas.
- ✚ No construction work **prior to 8:00 am or after 6:00 PM** is permitted. HPR Management may make an exception for special projects.
- ✚ Anyone or anything disturbing the quiet enjoyment of others in HPR may be required to cease their activity or to have the item removed during these quiet hours. This will be at the discretion of HPR Management.

45. **Recycling:**

- ✚ Effective Nov. 1, 2019 **PLASTIC WRAPPING or PLASTIC BAGS OF ANY KIND are NOT to be put in the recycle bin.** HPR is heavily fined by Waste Management Systems if plastic bags are found in the recycle bin.
- ✚ No dumping of mattresses, bar-b-ques, chairs, couches, appliances, tires, or any other large household items in the recycling center.
- ✚ The garbage and recycle area are monitored by security cameras and violators will be fined.
- ✚ For information on recycling in BC go to: www.recyclebc.ca

46. **Rental and Sale:**

- ✚ Advertising for rent or sale of timeshare weeks, RV sites, condos, or similar interests is not permitted in any form in HPR without prior written approval of HPR Management.

47. **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.

48. **Risk:**

- ✚ All facilities are used by leaseholders, members, guests, and visitors at their own risk.

49. **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 HPR grounds is in violation of HPR rules and will be subject to fines and RCMP involvement.

50. **Sewer:**

- ✚ All sewer connections require an airtight connection.

51. **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

52. **Signs:**

- ✚ No signs, placards, advertising, or notices of any kind may be displayed without the prior written approval of HPR Management.

53. **Skateboards, Scooters and Roller Blades:**

- ✚ Are permitted during daylight hours only.
- ✚ Not permitted in common buildings, recreational or pool areas at any time.

54. **Smoking/Vaping:**

- ✚ All common buildings and indoor facilities are non-smoking/non-vaping areas.
- ✚ No smoking/vaping within 10 meters (30 feet) of any doorway entrance, in accordance with government regulations.
- ✚ All pool areas, sports areas, recreational areas as well as the children's playground are non-smoking/vaping.

55. **Snow Shovelling:**

- ✚ **Snow must not be shoveled onto roadways** - it must be piled within your own lot to prevent a buildup of excess snow on roadways.
- ✚ This impedes vehicle and foot traffic and creates a challenge for maintenance crews to remove.

56. **Speed Limit:**

- ✚ **10 km/hr for all vehicles** 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.

57. **Standard RV Site Ruling:**

- ✚ A Development Permit is required for work being done on sites with permanent units only.
- ✚ The RV must be fully self-contained and able to function without power or water supplied.
- ✚ Part time residents are not permitted to have permanent skirting, decking or awnings on the RV unit.
- ✚ Some Standard RV sites may be upgraded to Park Model status upon application; contact HPR Management for further details.
- ✚ A Standard site does not allow for a Z241 Peak Home to be placed on the site.
- ✚ A Standard site must be a minimum of 2,000 sq. ft. to qualify for upgrade to Park Model status.

58. **Temporary Parking:**

- ✚ From May 1 to October 31, leaseholders will be allowed one (1) day maximum when unloading and one (1) day maximum loading at an RV site or condo unit. This is for an unlimited number of uses.
- ✚ From November 1 to April 30, this is limited to 4 times and will be allowed one (1) day maximum when unloading and one (1) day maximum loading at an RV site or condo unit.
- ✚ 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.
- ✚ The vehicle cannot be used for living accommodations.

59. **Tents:**

- ✚ Camping tents are not permitted in the Resort and are not to be used for sleeping purposes.

60. **Tiger Torches:**

- ✚ Are not permitted to be used in HPR.
- ✚ Violators will be levied a fine.
- ✚ Violators who cause damage to another person's or HPR property will be responsible to pay the insurance deductible of the damaged property.

61. **Trespassing:**

- ✚ RV sites are privately leased and are not for public use or parking.

62. **Truck Campers:**

- ✚ Campers must always remain on the truck. Only allowed on leaseholder property for load/unload.
- ✚ 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.
- ✚ 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.

63. **Visitor Parking:**

- ✚ Visitor parking is in designated areas.
- ✚ A visitor parked on the site must not obstruct the roadway.

64. **Water Conservation:**

- ✚ Sites are permitted to water every second day.
- ✚ HPR encourages all leaseholders to participate in water conservation.

65. **Walking:**

- ✚ For their own safety and protection, pedestrians should walk facing oncoming traffic.

66. **Wildlife:**

- ✚ Do not feed wildlife in HPR, including rabbits, raccoons, and birds.

67. **Windshield Decals/Gate Pass:**

- ✚ All licensed motorized vehicles shall display a valid HPR windshield decal for a leaseholder, or a valid gate pass for a guest or visitor.
- ✚ Vehicles failing to do so are subject to removal by the Resort at the owner's sole risk and expense.

SAFETY & EMERGENCY PROCEDURES

DAY TIME EMERGENCY:
CALL 911

Then Call: (250) 215-5239

TELL SECURITY:

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

NIGHTTIME EMERGENCY:
CALL 911

Then Call: (250) 215-5239

TELL SECURITY:

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

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

Evacuation Procedures available at Front Office or on-line at
www.sweetlife.com/MemberBenefits/Documents/Forms/Info

****AED Locations:**

- ✚ Golf Course
- ✚ Woodlands Adult Centre Card Room
- ✚ Main Pool Laundry
- ✚ Recreation Centre

PROCEDURES FOR RV ARCHITECTURAL STANDARDS

- ✚ All construction and modifications to the RV site, Unit or Condo require an HPR Development Permit. Any installation of any kind i.e., hot tubs, fencing, etc. requires an HPR Development Permit prior to work starting.
- ✚ All manufactured structures must be professionally manufactured & engineered. HPR has a list of approved & recommended manufacturers and contractors.
- ✚ No work may commence without prior written approval by HPR Management.

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 an automatic fine levied against the 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 leaseholder's expense.

Anyone digging in HPR 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.

- B. Development Permit applications must be submitted at least seven (7) days prior to the date on which work is to commence and must be submitted on an approved form. Forms are available at the Gatehouse or online at www.sweetlife.com/MemberBenefits/Documents/Forms/Info. Applications will be considered and replied to within seven (7) days of submission.

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

- C. **In all cases, final approval is not deemed to have been given until a post-completion inspection is conducted by HPR Management and submitted to the leaseholder in writing.**
- 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 HPR Management with the Development Permit application.
- E. If there are no written and signed permits for work that has been completed, the leaseholder may be asked to dismantle or remove the item at their expense or at HPR Management's discretion, at the cost of HPR Management.

DEVELOPMENT PERMIT APPLICATION

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:

Sketch proposed development on site location and attach to form. Include dimensions and specifications. All modifications or changes must adhere to current rules and regulations.

Applicant's Signature

Part II: APPROVAL

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

Approved: _____ Date: _____

Not Approved: _____ Date: _____

Reason for non-approval:

**HPR Security
(Representative)**

and

HPR Management

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 Resort Management

Development Permit valid for six (6) months only
Copies to: - Applicant - Resort Services- Holiday Park Site/Condo File

ARCHITECTURAL STANDARDS FOR RV SITES

1. Awnings/Enclosures:

- ✦ One awning per RV site is allowed, 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).
- ✦ Awnings and enclosures of a deck cannot exceed the length of the unit.
- ✦ Frame must be of aluminum or stainless steel (no wood/plastic may be used in constructing enclosing or covering).
- ✦ No eavestroughs will be allowed except on Park Model sites.
- ✦ Awning cover and frame must be removed if the RV unit is removed from the site.
- ✦ Awning frame must be removed if the awning cover is removed.
- ✦ Semi-permanent awnings may be made of canvas, tent screen or material based.
- ✦ Solid material i.e., aluminum, glass, vinyl, windows, doors etc. may be used as a wind block on the two ends. End wind blocks must be professionally installed by HPR designated installers. Canvas awning cannot be insulated in any fashion.
- ✦ Any alterations or modifications may alter the CSA status of the unit.

****Metal Roofed Awnings:**

- ✦ Metal Roofed Awnings, maximum width twelve (12) feet, will be permitted on RV Units.
- ✦ Awning cannot exceed the length of the unit.
- ✦ One awning per RV Site.
- ✦ Wood support posts can be used for metal roofed awnings only.
- ✦ Eavestroughs are not to be installed.
- ✦ This type of awning cannot be enclosed in any way, all sides stay open.

****Hard Roof/Okanagan Rooms:**

- ✦ 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.
- ✦ Rules and regulations available at the Gatehouse or online at www.sweetlife.com/MemberBenefits/Documents/Forms/Info.
- ✦ Electrical supply for Okanagan Room/Sunrooms must come directly from the pedestal on site.
- ✦ Any alterations or modifications may alter the CSA status.

2. Decks:

- ✦ 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.

3. **Easement on Site:**

- ✚ 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 January 1, 2006
- ✚ Does not apply to those units placed on site prior to January 1, 2006.

4. **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 allowed).
- ✚ All permanent recreation vehicles must have prior written approval of HPR Management.

5. **Eavestroughs:**

- ✚ Eavestroughs must be professionally manufactured and installed.
- ✚ Are allowed on Park Model sites only.

6. **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 HPR Management.
- ✚ Appliances, washers, dryers, dishwashers, fridges, stoves, etc. are to be maintained inside each RV unit.
- ✚ All wiring for these items must go through the electrical panel of the unit.
- ✚ All electrical services must be run through 50 AMP service in the unit.
- ✚ Maximum draw of hydro at any time cannot exceed **57 AMPS**.
- ✚ Sites have **60 AMP** service to the site but all electrical must be wired through 50 AMP service in the RV unit.
- ✚ Electrical supply for the Okanagan Room/Sunroom must be in accordance with Technical Safety BC.
- ✚ Alterations or modifications may alter the CSA status.

7. **Exterior & Interior RV Alterations:**

- ✚ A permit is required for all alterations visible from the road.

8. **Garburators:**

- ✚ Garburators are not permitted in HPR, as they damage the balance of the biological sewer plant.

9. **Hot Tubs:**

- ✚ Due to the request of hydro contractors and the electrical inspector, HPR will only allow a hot tub that runs off 15 Amp GFI service from the interior unit electrical box on its own breaker.
- ✚ Hot tubs cannot be installed in the interior of the RV or Okanagan Room.
- ✚ Maximum size permitted is a 2 person hot tub.

10. **Heating/Cooling:**

- ✚ No outside air conditioner condensers or heat pumps are allowed on the ground or off the unit on any site except for Z241 Peak Roof homes. (For exceptions see Rules for Peak Homes.)

11. **Insurance:**

- ✚ Leaseholders are required to carry insurance on their site as outlined in their sublease, for the protection and replacement of their personal items.

*12. **Landscaping:**

- ✚ Landscaping must be completed by new RV site owners within 12 months from the date of purchase.
- ✚ Landscaping (i.e., shrubs, flower beds, vegetation, curbing, rock walls, retaining walls) **must be one (1) foot from the edge of the roadway.**
- ✚ If landscaping or vegetation needs to be changed to improve access and safety, a notice will be given to the leaseholder.
- ✚ If HPR completes the work, the charges will be passed on to the individual site owner.

Cedars & Hedges:

- ✚ Limited to a maximum height of eight (8) feet at the side and rear of sites
- ✚ Enforced and written complaints will be reviewed by HPR Management.
- ✚ Cedars and hedges on corner lots and roadway intersections where traffic exits onto any of the main roadways must not exceed a maximum height of 4 (four) feet for the first (4) feet from the road in order to maintain sight lines and safety for vehicular traffic and pedestrians.
- ✚ Site owners are to keep the hedges clear of dead debris

Fencing & Trellises:

- ✚ 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.
- ✚ 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 Resort Management approval if fencing borders common areas.
- ✚ Location of fencing may be determined by mutual consent when between properties
- ✚ If an agreement cannot be reached, the fence builder must ensure the fence is erected three (3) inches inside his property line.
- ✚ On corner lots and roadway intersections where the traffic exits onto any of the main roads, the hedge or fence should not exceed a height of (4) feet for the first (4) feet from the road on the corner as to not impede vision for road traffic. The fence must be a minimum of (12) twelve inches off the road. Must have HPR Management approval.
- ✚ Chain link fencing is not an allowable fencing material. Wood fencing must be maintained with stain or paint

13. **Motorcycle Covers:**

- ✚ Maximum allowable size of these covers will be **12' length, 4'6" width and 6' 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).
- ✚ 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.

14. **MODEL Z241 with Peaked Roof:**

- ✚ New unit approval will be for Park Model designated sites only.
- ✚ There are specific guidelines for permanent aluminum awnings and enclosures for these units.
- ✚ New Z241's can be built with a metal roof (must be of a neutral color) that come from the manufacturer.
- ✚ A propane fireplace is allowed but must be professionally installed with proper ventilation.
- ✚ Rules and Regulations specific to Peak Homes and products are available at the gatehouse or online at www.sweetlife.com/MemberBenefits/Documents/Forms/Info.
- ✚ Written approval is required by HPR Management prior to purchase or installation.
- ✚ Any modification of an existing Z241 roof must be approved by management prior to installation.

****Okanagan Rooms:**

- ✚ 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.
- ✚ Okanagan Rooms must be professionally installed by HPR designated manufacturers.
- ✚ Construction of Okanagan Rooms must be completed within 6 months from date of approval.
- ✚ The electrical supply for the Okanagan/Sunroom must come directly from the pedestal on site.
- ✚ Alterations or modifications may alter the CSA standing.
- ✚ Placement of Park Home Z241 Units is as per rules and regulations.
- ✚ Placement of Park Home Z241 **must be as per the Surveyors Site Plan.**
- ✚ Contact HPR Management for any inquiries.

15. **Park Model Moves/Relocation:**

- ✚ No Park Model unit is to be moved prior to approval by HPR Management into, within, or from the Resort.
- ✚ Must have prior arrangement with Security. An hourly rate may be charged for this service.

16. **Park Model RV Sites:**

- ✚ On 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 HPR Management before it can be moved onto a Park Model RV site.
- ✚ A Standard site over 2,000 sq. ft. may be designated as Park Model status upon application in writing to HPR Management. Upgrade fee applies.
- ✚ Some Standard sites may be upgraded to Park Model site - contact HPR Management for details.

17. **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.
- ✚ 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.
- ✚ Wheels of the RV cannot be raised off the concrete pad and must remain attached to the unit.
- ✚ If a more permanent unit is 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.

18. **Propane:**

- ✚ A maximum of **one (1) 200 lb. tank** or **one (1) 400 lb. tank** is allowed per site and must be covered with lattice.
- ✚ 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).
- ✚ The propane tank requires a lock.
- ✚ There must be a provincial gas permit taken out any time work is being completed on a propane hook up and must be done by a licensed installer that is registered with Technical Safety BC.
- ✚ HPR cannot be held responsible for an improper propane installation.
- ✚ 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 **Technical Safety BC approved equipment**. Details available at www.sweetlife.com/MemberBenefits/Documents/Forms/Info
- ✚ All other propane regulations and safety requirements will remain in effect. This policy is mandatory and for the safety of all leaseholders and guests.

19. **RV Modifications:**

- ✚ Copies of all permits must be submitted with your Development Permit.
- ✚ 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.
- ✚ 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 Resort Management and the leaseholder.
- ✚ Modifications of any kind are not permitted to the exterior of any unit at HPR.
- ✚ The unit must be repaired as per original manufacturer's construction.
- ✚ It is the responsibility of the site owner to maintain the CSA standard of the unit on their site.

20. **RV Site Address:**

- ✚ For fire, emergency and security reasons, all RV site numbers must be highly visible from the road at all times.
- ✚ This is enforced for the safety and security of all.
- ✚ Please ensure that your site number is facing the flow of traffic.
- ✚ **By January 1, 2023** all sites are to have a reflective site address post or a light-up address on their unit.

21. **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.

22. **RV Skirting:**

- ✚ Permanent RV units must be skirted.
- ✚ Materials that can be used are aluminum, vinyl, hardie board and canvas conforming to the trailer's design and color.

- ✚ For part time residents, no permanent skirting, decking, or awning is required on the RV unit.
- ✚ From October 1 - March 31, clear plastic or silver foil type may be used and **must be removed after that date.** This date may be extended due to weather conditions.
- ✚ The skirting material must be attached underneath the walls of the RV unit.

23. **Satellite Dishes and Antennas:**

- ✚ Can be placed on a permanent RV unit, with no more than two (2) thirty (30) inch dishes or one (1) antenna per site, RV unit or condo.
- ✚ For occupancy greater than 90 days, 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.

24. **Storage Sheds:**

- ✚ Sheds must not exceed a maximum size of 10 feet by 10 feet (or 100 square feet total area if other dimensions are desired) with a maximum height of 8 feet.
- ✚ Sheds must be professionally manufactured.
- ✚ One storage shed per site is permitted.
- ✚ No household appliances are to be installed in storage sheds nor are they to be used as an additional living space (i.e., den, etc.).

25. **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 a written/verbal notice, tidy up the site at a cost to the leaseholder.

26. **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.

27. **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

28. **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.

29. **Water Turn-off:**

- ✚ All leaseholders are required to **submit a Water Shut Off form annually by October 15** regarding their preferences regarding their water.

- ✦ The water is automatically turned off between October 15 and November 1 unless HPR is notified otherwise.
- ✦ There is no cost for this service.
- ✦ If a water shut off form is not submitted and HPR is required to turn your water back on, there will be a charge.
- ✦ **If returning prior to March 1, please note that 48 hours' notice is required to turn your water back on, otherwise a charge will apply.**
- ✦ **Due to possible line breaks, HPR is unable to turn water on or off Friday, Saturday, Sunday or after 2:30 Monday to Thursday.**

HEALTH & SAFETY

HPR is not responsible for anyone hired directly to work on your property. The responsibility for worker safety falls back to you.

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 will not be held responsible for someone else's payments to WorkSafeBC.

How to Access 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.

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

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

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.

RULES SPECIFIC TO CONDOMINIUM UNITS

1. Common Areas:

- ✚ A Development Permit is required from HPR Management for the development and beautification of common areas including the foreshore.

2. Fire Ordinances:

- ✚ City of Kelowna Fire Ordinances shall apply and have precedence in any situation where they are in conflict with the rules herein.

3. Insurance:

- ✚ HPR carries insurance to cover all condo building structures in the Resort.
- ✚ If someone is found responsible for causing damage to the inside or outside of the condo units because of negligence or malice, they may be subject to charges such as deductibles and/or any repairs required to be made.
- ✚ Contact HPR Management immediately in case of any damage which may result in an insurance claim.

4. Interior Alterations:

- ✚ **A Development Permit is required prior to work beginning.**
- ✚ 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 HPR Management.
- ✚ It is the condo owner's responsibility to have any electrical changes approved by an electrical inspector with a provincial permit.

5. 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 living accommodation when parked at the condo.

6. 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 HPR Management

7. Tree Planting:

- ✚ Permission is required by HPR Management.

8. Tax Matters:

- ✚ Condo owners are responsible for taking care of their own tax matters.