

# *Lake Chemung Outdoor Resort Inc.*

## *Rules and Regulations*

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Each member is responsible for the acts and omissions of said member's associates and guests. Any violation of the By-laws or Rules and Regulations by an associate or guest of a member shall be deemed to be a violation by the member. Associates and guests of members may use the facilities of the campground, subject to such Rules and Regulations as may be adopted by the Board.

**Note**

The terms *shall*, *will* and *should* be considered binding and mandatory whenever used in this document.

These Rules and Regulations are based on the By-laws and all members, associate members and guests shall abide by these rules. All members, associate members and guests shall be familiar with these Rules and Regulations as well as all members and associate members being familiar with the By-Laws.

## **1. Changes and Modifications to Campsite**

### **a. Site Improvement Request Form**

1. A Site Improvement Request Form shall be submitted and be approved by the Park Manager or referred to the Board of Directors for approval before any changes may be made to any site, including the placement of satellite TV antennas. (See 1.e.)
  - a. There will be a \$10 fee to submit a Site Improvement Request, payable upon submission of request to be returned upon completion and approval by the Park Manager or Board Liaison.
2. All changes must conform to the present ecology of the park and consideration should be given to the size and layout, etc., of individual sites involved.
3. Members may complete their improvement in phases providing they submit an overview of requested improvements.
4. Members will be given one copy of the Site Improvement Request Form to be posted on site, during construction, until all work is completed. The form will then be returned to the Park Manager.
5. A second copy of the Site Improvement Request Form will be kept in the park office as authorization for a contractor to perform work when such work is appropriate.
6. Contractors shall abide by the specifications and conditions approved on the request from.

### **b. Duration of Site Improvement Request Form Approval**

1. Board approval of site improvement requests will be good for a period of 60 days.
2. Work shall be completed within 60 days of approval.

**c. Fines for Site Improvement Non-Compliance**

1. Anytime an improvement goes past the 60-day limit without an approved extension, the member will be fined \$75.00 per day until the work is completed for a maximum of 30 days.
2. Members who fail to submit a Site Improvement Request Form or complete work that does not match their pre-approved site improvement form shall pay a \$150.00 fine.
3. Any levied fine not paid with 30 days will remain as an obligation on the membership, will accrue interest charges and could result in suspension or termination of membership rights. (By-laws Article V. Section 1)

**d. Site Improvement Violations and Transfer of Membership Requirements**

1. When a membership is transferred, the site must be certified by LCORI to be in conformance with all the rules and regulations and in good repair, such conformity is to be the obligation of the person transferring the membership prior to the actual transfer. Maintenance of the approved completed site improvement transfers to the new member.
2. Memberships with site improvement violations will be notified in writing that any changes to the site's membership certificate and/or replacement of the RV unit will necessitate a correction of the violations. If there is a Site Improvement Request Form in the file that indicates approval of a completed job, that improvement may remain.

**e. Placement of Satellite TV Antennas**

1. **If in a location** other than on the roof of a unit, must be approved by the Park Manager.

**f. Deck Construction and Dimensions**

1. All construction is to be considered non-permanent in design and purpose.
2. Permanent sub-flooring such as footings and foundations are prohibited.
3. Deck floors will not be higher than the main door lower sill.
4. Railing height shall not exceed 36 inches in height

5. Width will be limited to 9 feet. This 9-foot maximum width limitation must include the steps when the deck is on the greenbelt side of the trailer.
6. Length of back deck must not extend past the edge of the trailer and/or enclosure.
7. Underneath deck storage is permissible only in enclosed lower area.
8. Abandoned decks must be taken down and removed upon abandonment.
9. Removal of decks will be at the owner's expense when a request for removal is made by any legally authorized governmental agency, body or official.
10. Benches may be incorporated in the deck construction and will be constructed of lumber.
  - a. Benches shall be located only at the rear of the deck.
  - b. Written permission must be obtained from any neighbor whose view is obstructed by the location of the deck bench.
  - c. Benches shall not exceed 36 inches in depth or more than 9 feet in width.
  - d. Seats shall not exceed 20 inches in height and must be at least 14 inches in depth
  - e. Back rests shall not exceed 36 inches in height or be higher than the present deck railing and be constructed in such a manner so it appears to be the deck's rear railing.
  - f. Rear access doors shall be hinged and separate from the deck and may not be combined with under deck storage.
  - g. Appropriate venting shall be provided as part of the enclosure.
  - h. Dimensions in rule will be in accordance with drawings available for members at the time of the site improvement request.

11. Side Deck Landings

- a. Shall not exceed 3 feet in width and 9 feet in length.
- b. A landing shall be a step down from the existing deck, and shall be constructed of lumber, stone or similar type materials and have no cover or enclosures.
- c. Concrete or blacktop landings are not permitted.

12. Front Deck Landings

- a. Landings will not exceed 3 feet in depth and 9 feet in width of the front deck or Florida room
- b. A landing is not to be placed in front of the trailer
- c. Stairs may exit from all three sides
- d. Rail height will not exceed 36 inches in height
- e. Landings shall be constructed of wood, metal or composite building material and will be non-permanent in design and purpose.
- f. Concrete or asphalt is not permitted.
- g. Underneath storage is permitted in the enclosed area under the landing and stairs.
- h. No roofs, coverings or enclosure are permitted over landings

**g. Minimum Clearance for Structures, Rooms and Decks**

- 1. For safety reasons, screen rooms, decks or any other structures erected on a site must be placed with a minimum clearance of 3 feet from another RV or structure.

**h. Enclosures**

- 1. All enclosure must be nonpermanent in construction.
- 2. Enclosure kick plates or base plates shall not exceed 24 inches in height.



3. Screened enclosures, with or without glass or vinyl windows, may remain in place throughout the year.
4. Enclosures left up during the winter months shall not be covered with any material unless approved in writing by the Board of Directors.

**i. Gazebos**

1. Gazebos and / or canvas add-a-rooms must be removed by November 1 each year and erected no earlier than March 1 of each year.

**j. Storage and Storage Sheds (Permanent Structures)**

1. Permanent storage sheds made of wood or metal are not allowed.
2. Screened rooms and gazebos should not be used as storage structures
3. Storage under trailers and approved decks is allowed only when such storage is concealed and / or not unsightly.

**k. Outdoor Storage Cabinets and Storage (Non-Permanent)**

1. A Site Improvement Request Form must be submitted for all storage cabinets.
2. Existing storage cabinets will not be grandfathered
3. Total cabinet dimensions shall not exceed 80 Cubic Feet in size (L x W x H = CF)
4. Cabinets shall be positioned on a deck and back up to an exterior wall of the RV so as not to obstruct the neighbor's view.
5. If no deck exists, storage cabinets shall be positioned up to the back exterior wall of the RV and placed on patio or paver blocks or bricks.
6. Cabinets shall be commercially manufactured of heavy-duty outdoor type plastic such as Rubbermaid or Tupperware, etc.
7. Storage of combustible materials such as gasoline, paint thinner, and kerosene is not allowed.
8. Storage under trailers and approved decks is allowed only when such storage is concealed and not unsightly.

## **I. Free Standing Storage Benches**

1. Benches must be Board-approved and location may vary depending on member's site. Only one bench shall be allowed per site *and* shall be moveable and considered non-permanent in design and purpose.
2. Benches shall be limited to no more than 9 feet in length, 36 inches in depth, with a hinged seat not to exceed 36 inches in height.
3. Storage area access may be from either the top or the rear however the access must be hinged.
4. Benches shall be constructed of lumber or other materials that may be approved and include appropriate venting for safety reasons if required.
5. Dimensions in rule will be in accordance with drawings available for members at time of site improvement request.

## **m. Driveways, Sidewalks and Patios**

1. Driveways will not exceed 21 feet in width as measured from the right side of the existing driveway (normally the right hand side of the site facing the trailer).
  - a. The grade level for all driveways must be limited to the finish grade level of the existing campsite.
2. Sidewalks in the front, side or rear of the unit will not exceed 3 feet in width and must be constructed of materials that allow water penetration such as brick pavers, patio blocks, wood, etc.
  - a. Grade level for all sidewalks and patios must be defined on the Site Improvement Request Form and is subject to approval by the Park Manager.
  - b. Concrete or asphalt sidewalks will not be allowed.
3. Patios on the side or rear of a unit shall be constructed of materials that allow water penetration such as brick pavers, patio blocks, wood etc.
  - a. Concrete or asphalt patios will not be allowed.

## **n. Fences**

1. Fences are not allowed without prior approval of the Board.

**o. Sprinkler Systems**

1. Underground or above-ground, permanent or semi-permanent, single-head/multi head nozzle sprinkler systems are not allowed.

**p. Re-doing or Replacing Trailer Pad**

1. Pads shall be replaced with asphalt or concrete
2. The new pad cannot extend beyond the length of the existing trailer pad as measured from the short side of the street.
3. The measurement of the existing pad must be submitted on a Site Improvement Request Form prior to removal of the existing pad.
4. Flares in the driveway that extend the width of the driveway at the roadway will only be approved if they are depicted on the Site Improvement Request Form and approved by the Park Manager.

**q. Plantings and Shrubs**

1. A Site Improvement Request Form shall be submitted for all plantings other than flowers; this also includes landscaping timbers, wood barriers, rocks, boulders and planting barrels.
2. Present shrubs and plantings, excluding trees, must be cut / trimmed so as not to exceed 48 inches in height.
3. Plantings of shrubs and / or evergreens between sites shall require a Site Improvement Request Form, written approval of adjoining neighbor and Board approval.
4. Plantings shall not be positioned so that they are a barrier or cause a danger for children or adults on the front or side of a site adjacent to a road.

**r. Underground Utilities**

1. Underground utilities must be considered when determining the location for plantings. Contact the Park Manager before starting any digging or excavation.

## 2. RV Standards

### a. Certifications

1. Units may be placed on LCORI sites when it is demonstrated that the unit was constructed to meet the requirements of **The American National Standards Institute ANSI A119.2 or A119.5**
2. Seals issued by State Government or National Trade Associations attesting to compliance with A119.2 or A119.5 standards inspection shall serve as evidence of standards compliance.
3. Products without seals will only be considered as being in compliance with these standards upon the presentation of evidence from appointed agencies, firms or professionals licensed by the state government to issue such documentation that is acceptable to the park management.
4. All renovations made to an RV's electrical, plumbing, heating and cooling system or structure including but not limited to: roofs, walls, floors, windows, etc. are only allowed when it can be demonstrated that the renovations meet the requirements of ANSI A119.2 or A119.5.
5. A Site Improvement Request Form must be completed at least two weeks prior to any renovation.
6. The Park Manager will determine compliance with these standards.

### b. Placement

1. A Site Improvement Request Form for trailer placement must be submitted to the Park Manager a minimum of two weeks prior to trailer placement.
2. Units shall not be placed on a site so that the unit, including (but not limited to) tip-outs, slide-outs, supports, bay windows, antennas, roof overhangs, and down spouts, extend beyond the original paved area (i.e. beyond the left edge if the site is reversed).
3. Enclosures and decks attached to the unit shall be non-permanent in construction.
4. Modifications to RV's presently positioned on a site must be in accordance with placement rule *b.2.* above.
5. RV tires must be on the original paved driveway of the site
6. An RV may extend beyond the rear of the original standard paved driveway except as limited by natural or man-made obstruction or by another site.

7. For safety reasons, trailers should be placed with a minimum clearance of 8 feet from another trailer on both sides and rear.
8. Appeal is possible when violation does not infringe on a neighbors site or with neighbors written approval. Appeal should be made in writing and submitted with your neighbor's signed approval, to the Board of Directors at least two weeks prior to placing your trailer on the site.

**c. Electrical Service and Modifications**

1. All work on electrical pedestals will be done by a licensed electrician who will meet all park specifications.
2. Members shall submit a Site Improvement Request Form and a letter from the electrician.
3. Electric service is limited to 50 amps per site.
4. When a membership is transferred and the site involved is a site with more than a 50 amp service, it will be the responsibility of the seller to revert the service to 50 amps.
5. The Park Manager must check electrical service and other utilities on any site membership transfer before the closing of the sale takes place.
6. Specifications for any change in electrical service must be approved by the Park Manager prior to the work being done by submitting a Site Improvement Request Form.
7. **50-amp service:** All park model trailers coming into the park and/or existing park model trailers which are being moved from site to site within the park and upon the sale or transfer of an existing membership, that membership must be upgraded to a maximum two pole, 50 amp (240 volt) service.
8. **30-amp service:** If an existing pedestal ONLY contains a single pole 30 amp service it will be the member's responsibility to upgrade the pedestal to a new two pole 50 amp (240 volt) service.
9. Travel trailers may be excluded from pedestal upgrade.
10. Any additional equipment should be connected from the panel inside the trailer and the 50-amp breaker should disconnect all power to the pedestal and trailer.

## 11. Heat Rods

- a. One 115-volt service outlet must be maintained in the pedestal.
- b. This outlet shall be wired through the existing 20-amp breaker, which in turn shall be wired through the 50-amp breaker as described above.
- c. Power must not be turned off to the heat rod.
- d. A fine may be levied to members who intentionally remove, turn off or damage heat rods after installation by LCORI staff for the protection of the water riser from freezing during the winter.

### d. Central Air Conditioners and Heat Pumps

1. Will be allowed as split systems separate from the RV.
2. Placement must be approved by a Site Improvement Request Form.
3. The electrical supply must come from the trailer and no major change to the electrical system will be allowed.
4. If any legally authorized government official, agency, or body states that these systems must be removed, they must be removed immediately and the member will incur any expenses.
5. The member is responsible for any costs incurred by the park.
6. Any problems with the electrical box on a member's site that is caused by usage of electrical items will be the responsibility of the member.

### e. Unauthorized Appliances

1. Dishwashers, garbage disposals, electric ranges, washers and dryers are not allowed in recreational vehicles.

### f. Awnings

1. Awnings shall be designed and commercially manufactured specifically for use on a recreational vehicle.
2. Awnings shall be non-permanent, shall be attached to the RV, and must be installed on the RV and supported in a manner specified by the manufacturer.
3. No other type of attached awning or freestanding awning is allowed.
4. A Site Improvement Request Form is required for the installation of all awnings.

#### **g. Selling and/or Moving of Trailers to another Site**

1. Any member who plans on moving his or her unit to another site will be permitted to continue using whatever items the trailer contains including “grand fathered” items now restricted from usage within the park.
2. Trailers over 20 years of age may not be moved to another site within the park.
3. Members are allowed to sell their trailers with existing facilities to another member as long as the buyer does not have to exceed the park policy of 50 amps.
4. The member-seller, if purchasing a new park model or a used park model from outside the park, would have to conform to the existing park policies.
  - a. The written certification must contain an itemized list of park policies pertaining to trailers.
  - b. The owner must sign this certification as evidence of compliance.

#### **h. Sewer Pipes, Skirting and Propane Cylinders**

1. Any RV camper parked for a long period of time (i.e. 90 days) must have a rigid PVC sewer pipe or as a minimum the flexible sewer pipe should be placed inside a piece of PVC pipe.
2. Ninety - days after delivery and set up of a park model, the unit must be skirted. Park models presently within the park are NOT grand fathered. Skirting must be permanent in nature and meet the requirements of the ANSI A119.2 or A119.5 standards
3. All gas propane cylinders must be secured from tipping.

### **3. Maintenance**

#### **a. Association Responsibilities**

1. The Association shall maintain all common areas.
2. When damage to a member’s site is caused by neglect of the Association, a member may request the Board assume responsibility for such associated maintenance. The Board on an individual basis will consider such items.

3. Damage to trailer skirting, screens etc., caused by debris thrown from mowers or weed whackers shall not be considered negligence on the part of the Association.

**b. Member Responsibilities**

1. Each member shall maintain any improvements installed by the member.
2. Members shall also be responsible for repairing or replacing such improvements if the Association damages or removes such improvements for the good of the park.
3. This includes damage to site improvements caused by digging for access to damaged utilities and/or by tree removal.
4. Normal wear and tear or abuse of basic pad or patio shall be the responsibility of the member
5. Members are required to maintain their RV and site in a presentable condition.
  - a. This includes weeding of flowerbeds, cleaning up leaves and debris, removing tall weeds, cleaning of exterior of RV, etc.
  - b. After June 1, of each year, the Board, or its designee, will contact the member in writing to have the conditions improved, if necessary.
  - c. If there is no compliance to improve conditions, the Board will take action to clean up the site and/or the RV and correct or remove the deficiencies. The member will be billed for the services at the rate of \$50 for the visit to the site and \$50 per hour to correct any violations. LCORI will not be held responsible for any damage done for correcting deficiencies and/or for the removal of personal property.
  - d. Members are responsible for maintaining proper drainage on their sites to include installing retaining walls and runoff drains which would require a Site Improvement Request Form.



## 4. Renting and Use of Member Sites

- a. If a friend or relative is allowed to use the member's site, a letter stating the users name and term of use must be on file in the park office.
- b. Rental of member's sites without trailers.
  1. All renting must be done through the Association office. Renters will be given the written LCORI renter's rules that must be followed.
  2. All guests of renters must exit the park no later than 11 p.m.
  3. Each rental site must have a fire pit that is a park approved device made of metal or ceramic material and a picnic table in good repair.
  4. The renter must check in with the office upon arrival and departure.
  5. The member is responsible to the Association for the standard share of the site rental fee.
  6. Renters must follow the LCORI Residency Rules and Regulations.
- c. Rental of member's sites with trailers.
  1. Prior to any unit being rented, it is mandatory a member(s) have the permission of Park Management and the unit must be inspected by Park Management, annually, meeting required criteria, prior to rental.
  2. Each member makes his / her own arrangements regarding rental. The member must provide the renters with the written LCORI renter's rules that all renters must follow.
  3. Notification in writing of the rental must be on file in the Association Office. Failure to do so will result in a \$250.00 fine levied against the member
  4. All guests of renters must exit the park no later than 11 p.m.
  5. The member is responsible to the Association for the standard share of rental fees.
  6. The member is responsible to the Association for the payment of the electric bills.
  7. The renter must check in with the office upon arrival and departure.
  8. Because of added liability for the Association, members who rent their sites with trailers are required to have evidence of an insurance policy for habitational exposure with as much liability coverage as possible for that site/trailer.

- Certificate of Insurance **must state** “LCORI is added as an additional insured as primary and non-contributory basis.”
  - The Certificate of Insurance must be given annually to the park office
  - The absence of insurance coverage terminates any and all rental agreements for that site/trailer and will result in a fine of \$250.00 levied against the member.
9. Members will not post rental signs on sites or trailers under any condition.
10. Member(s) who rent their unit without proper notification to the office prior to occupancy will be fined \$250.00 for the first offense with termination of any and all rental agreements for that site/trailer. Possible termination of membership for a second offense for non-compliance to the rules related to the renting or member units.
11. Renters must follow the Residency Agreement of the LCORI Rules and Regulations.

## 5. Fires / Campfires

- a. No open fires or burning of trash or leaves will be allowed in the park.
- b. Campfires are allowed and must be in a park approved device made of metal or ceramic material.
- c. Campfires must be attended at all times.
- d. Campfires must be *completely* extinguished upon *leaving the area* or retiring.
- e. There will be no storage of firewood by members or renters. Firewood may be purchased through the park store for personal campground use only.

## 6. Refuse

- a. All normal household refuse should be placed in plastic bags and set out for pickup at the time and location designated by the management.
  1. That time will be 3:00 pm for renters only and between 6:30 pm and 7:00 pm for members only.
- b. Trash should be placed near the road on the member's sites starting at 3:00 pm daily for renters only and between 6:30 pm and 7:00 pm for members only.
  1. Members placing trash out before 6:30 pm or after 7:00 pm will be subject to a citation and fine

- c. Trash or refuse shall not be left out overnight.
  - 1. Members who leave trash out overnight will be subject to a citation and fine.
- d. Large items, such as furniture and materials from construction and or demolition, must be hauled away by the member or contractor and may not be placed in or by the park dumpsters.
- e. Members are not allowed to start any fires in the burn pit.
- f. Yard waste taken to the burn pit by members must be placed beside and around the pit – not out in front of the burn pit or out into the parking lot.

## 7. Children and Guests

- a. Children under 18 years of age shall not occupy a campsite for an extended period of time or overnight without at least one parent or guardian *over 18 years of age* present.
- b. For the purpose of assuming responsibility for the actions of minors, a person must be 18 years old unless otherwise stated by the board.

## 8. Pets, Restrictions and Service Animals

- a. Pet owners are responsible for the safety, behavior, noise, and the immediate clean up after their pets.
- b. Dogs that exhibit an aggressive manner are not allowed in the park.
- c. Leashes shall be used at all times when pets are outside.
- d. Pets must not be left outside unattended by their owners at any time.
- e. Dogs are restricted from the beach area, including the swimming area starting from the boat mooring on the right and left and the entire greenbelt area behind the beach and inside the gated pool area.
- f. Shampooing of dogs in the lake is not allowed.
- g. Members are limited to having no more than two animals per membership site.
- h. An exception to restricted areas for animals is service animals – those trained to do work or perform tasks for people with disabilities. They are working animals – not pets – and are allowed to accompany the individual with a disability in all areas where members of the public are allowed to go. However, if the service animal's behavior poses a direct threat to the health or safety of others, ie displays vicious behavior towards other guests or members, that animal will be excluded from facilities..

Americans with Disabilities Act (ADA) guidelines for service animals will be followed.

## **9. Noise and Quiet Hours**

- a. Quiet hours in the campground are normally between 11:00 p.m. and 8:30 a.m.
- b. All guests of renters must exit the park no later than 11 p.m.
- c. Exceptions to the quiet hours may be allowed by the Park Manager or Board of directors for certain specific events.
- d. Entertainment activities within the park, the pavilion or lodge, that may include the amplification of sound, shall be approved by the Park Manager prior to the activity.
- e. Children up to and including the age of *sixteen (16)* must be with their parents or guardian or on their sites after 11:00 p.m. unless they are attending certain specific events authorized by the Park Manager or Board of Directors.

## **10. Trespassing**

- a. Trespassing on or through any campsite, whether vacant or not, is prohibited.

## **11. Vehicle and Traffic Regulations**

### **a. Park Permit**

1. All automobiles, trucks, SUVs, motor homes, and pick-up campers, are required to have a Park Permit with a site number displayed on the upper or lower left of the vehicle windshield.

### **b. Age, license and / or Certification to Operate Motor Vehicles.**

1. Every member and/or guest owning or operating a motorized vehicle is responsible for its safe operation.
2. The operator of a motorized vehicle, electric or fuel powered, must have a valid driver's license:
  - (a) A teen under the age of 18 who has been issued a Level 1 License by the State of Michigan may only drive a motorized vehicle while accompanied by a licensed parent, legal guardian or designated adult age 21 or older.

- (b) A teen under the age of 18 who has been issued a Level 2 License by the State of Michigan may drive a motorized vehicle unsupervised except between 10 p.m. and 5 a.m. when a parent, legal guardian or designated adult age 21 or older must accompany them.
  - (c) A driver with a Level 2 graduated driver's license is prohibited from operating a motorized vehicle carrying more than one passenger who is under 21 years of age, unless the passengers are members of the driver's immediate family.
  - (d) A teen that has been issued a Level 3 License by the State of Michigan has full driving privileges. Graduated Driver Licensing ends for all teens at age 18.
  - (e) A teen under the age 18 must have a copy of their driver's license on file in the Park Office.
- c. A 15-year-old or over who has been issued a moped license may operate a moped within the park, as long as the moped is properly licensed by a regulatory authority.
  - d. Vehicle Requirements, for Golf Carts, Mopeds, Snowmobiles and Motorcycles include lights, reflectors, numbers.
    - 1. All vehicles and bicycles require a front light and rear reflectors for after-dark operation and must be properly muffled.
    - 2. All bikes, mopeds and golf carts must be properly identified with the site number of the owner displayed in a prominent location. (i.e. both sides of the vehicle and or front and back of vehicle).
    - 3. To aid in the enforcement of safety regulations, identification numbers should be at least 3 inches in size.
    - 4. Snowmobiles, trail bikes, motorcycles, or off-road vehicles, except golf carts and mopeds, are not permitted to be operated within the campground.
      - (a) These vehicles may only be driven from the campground entrance to the member's site and back.
    - 5. Golf cart inspections will be held annually to check lights/reflectors and site numbers displayed on the cart. Members not attending one of the inspection sessions or lacking adequate lights/reflectors and/or not having site numbers displayed will be given written notice of the non-compliance. If members do not comply with the stated requirements

within 10 days from the date of the final inspection session, a fine of \$25 will be levied on the membership.

- e. The number of passengers on any vehicle is not to exceed the seating available. No sitting on laps except for small children.

**f. Handicap Requirements**

1. Vehicles properly designated by special permit for handicap persons may be operated only by or for special permit holders.
2. Vehicles with special handicap-permits may be parked in special designated areas located and posted in normally restricted areas such as beach, playground, pavilion, lodge, etc.
3. Anyone other than handicap persons using this permit to park in these areas, or parking in these designated areas without a permit, will be fined and/or cause the permit to be forfeited.

**g. Pedestrian Right of Way**

1. Pedestrians shall have the right – of - way on all roads within the campground.

**h. Storage of Vehicles (Boats, Trailers, Golf Carts and Cars)**

1. NO storage of vehicles, utility trailers, or boats will be allowed on campsites other than recreational vehicles, from June 1 through Labor Day.
2. Storage dates for cars, boats (with or without trailers) and utility trailers on a member's site are Labor Day to June 1.
3. Members are responsible for any vehicles stored on their site.
4. The Park assumes no responsibility for any vehicle stored or parked on a member's site.

**5. Boat and Golf Cart Storage**

- a. Members are permitted to store their boats (with or without trailers) and golf carts (with or without trailers) on the paved area of their site during the off-season from Labor Day through June 1.

**6. Trailers**

Trailers for wave runners, motorcycles and for boats (with or without boats) without an assigned mooring site may be temporarily parked on the paved area of campsites not to exceed two weeks from June 1 through Labor Day.

**7. Passenger Cars** (may be stored on a member's site under the following conditions)

- a) The car is registered with the Park Manager showing proof of ownership and approved for storage by the Park Manager.
- b) The car must be parked on the paved area of the member's site.
- c) A key for the car must be left with someone other than the Park Manager.
- d) The Park Manager shall be informed of who has access to the stored vehicle.
- e) If any known maintenance needs to be performed on the site where the vehicle is stored, arrangements must be made to have the stored vehicle moved.
- f) If a cover is used on a car, the cover should be specifically manufactured for the car. Homemade products or covers such as blankets, plastic tarps or pieces of cloth are not allowed.

**i. Parking of Vehicles, Bicycles and Mopeds**

- 1. Parking of vehicles is not allowed on grass, in any greenbelt area, on streets or other member's sites without permission.
  - a. Golf carts may park on the member's grass only if the member's paved site is full and only during the day time.
  - b. At night vehicles, bicycles and mopeds must be on the paved site.
- 2. Vehicles are not allowed to protrude into the street or obstruct traffic.
- 3. Auxiliary mirrors must be removed from vehicles when they are disconnected from a Recreational Vehicle.
- 4. Members may not use the parking spaces in front of the lodge or by the guardhouse for overflow parking. The spaces in the dumpster area should be used for overflow parking.
- 5. Parking, by members only, behind the pavilion will be allowed on special designated weekends or when deemed appropriate by the management or security staff, under the following conditions:
  - a. Members must obtain a pass from the security guard on duty, which will be good for 24 hours.

- b. The vehicle must belong to the member and have a park decal displayed in the window.
  - c. Guests are NOT allowed to park behind the pavilion at any time.
  - d. Sites for guests may be reserved when a member rents the pavilion.
6. Bicycles and Mopeds must be parked in racks where provided except on a member's campsite.
7. Second RV on Campsite
- a. Per By-law Article IV, Section 3a -- One RV is allowed per designated campsite.
  - b. Per By-law Article IV, Section 3f -- The Board may allow an exception to the only one RV on a campsite if it is satisfactorily determined the vehicle is not being used in a manner coincident to an RV. For the Board to make that determination, the following requirements are applied:
    - (1) The Member will submit a written request to the Board to temporarily park a second, small RV on their designated site
    - (2) If the member's request is approved, the Board will provide written approval on an annual basis.
    - (3) The permission will allow a member to park a second, small RV on their designated site for five (5) days twice a year (beginning and ending of season) and for two (2) days before and after the occasional trips taken during the summer.
    - (4) The member will notify the Park Office in writing of the specific dates for each occasion the second RV will be parked on their site, prior to the parking of the second RV.
  - c. Non-compliance will result in the levying of a fine of \$150.00 as well as termination of any existing approval.

**j. Gate Cards and Vehicle Insurance**

- 1. **Gate Cards:** Each member is responsible for any and all gate cards issued to him or her and shall report the loss of any cards to the Park Office, so the lost card can be denied access.
- 2. **Insurance:** Every member, guest or renter who owns and operates a motorized vehicle in the park, such as a golf cart, moped or snowmobile, will have liability Insurance.
  - a. A copy of a Certificate of Insurance or an Insurance Policy, indicating coverage, will be on file in the Park Office and updated annually upon the renewal date of the policy.



3. Golf cart inspections will be held annually to check requirement including existence of proof of current liability insurance on the cart. Members will be given written notice of non-compliance of the insurance requirements. Failure to provide proof of insurance within 10 days of the date of the final annual golf cart inspection session will result in a \$25 fine being levied on the membership.
4. Penalties for operating such a vehicle without complying with the insurance regulations are:
  - First Violation:** \$50.00 fine. Owner will be given 10 days to obtain proof of insurance.
  - Second Violation:** \$100.00 fine. Owner will discontinue the use of the vehicle until proper insurance is obtained and proof of insurance is submitted for filing.
  - Third violation:** \$100.00 fine. Owner and or operator shall appear before the board.
5. All vehicle violations accumulated within the park will be cleared on an annual basis.

**k. Riding of Bikes, Skateboards, Roller Blades, etc.**

1. The park assumes no responsibility for bike, skateboard, roller blade, etc. injuries.
2. Riders are responsible for avoiding the speed bumps and rough surfaces on park roads.
3. Riders are to walk their bikes, skateboards etc. down the steep inclines.
4. The use of helmets is strongly recommended.

## **12. Regulation for Beach, Pool, Pond and Playground**

### **a. Card Reader Access to Pool Area -- EFFECTIVE MAY, 2018**

1. The gate card used to get into the park must be used to access the pool area.
2. Multiple persons from the same membership may enter as a group on one gate card.
3. People who forget their gate card will not be given access by the Security staff.
4. Anyone opening the pool gate for those without a gate card will be given a citation.

### **b. Closing of Beach and Pool**

1. The beach and pool may be closed at the discretion of management.

### **c. Children's Apparel in Pool**

1. Children in diapers and all those with bladder control or bowel control problems are required to wear rubber/plastic pants while in the park pool. Rubber pants are usually available in the Park Store.

### **d. Pool Hours**

1. The pool will be closed from 12 midnight – 9 AM daily or as posted.
2. Adults only from 9:00 pm – 12 midnight and 9 am – 10 am.
3. The pool will be open to all at 9 AM on weekends and holidays.

### **e. Parent Responsibility**

1. Parents are responsible for the safety of their children while swimming in the lake or pool.
2. Children 13 years of age and under who are in the pool shall be accompanied by an adult.

### **f. Pond Rules**

1. No boating, swimming or wading in the pond
2. Fly casting at the pond will only be done from the recreational access area.
3. Members and guests may utilize their site for fishing

**g Seawall Guidelines Around the Pond**

1. Pond seawalls shall be made of vinyl or steel
2. Site Improvement Request Forms are required
3. All seawalls will be a minimum of 3 feet from the RV or deck whichever is closer. In most cases underground wires will not be encountered at this 3-foot placement however the Park Manager shall still be notified.
4. The finished landscaping may be done with sod or seed. Erosive conditions are unsatisfactory.
5. The member is responsible for maintaining the seawall and the grounds, which includes weed whipping.

**h. Playground Rules**

1. The playground closes at 11:00 p.m., which are the park quiet hours.
2. LCORI is not responsible for injuries.
3. Pets are not allowed in the playground area. Service animals are not pets and are allowed to accompany the individual with disabilities.
4. Glass is not allowed in the playground area.
5. Children 7 and under are permitted on the 4-seated bouncer
6. Children 7 and under must be accompanied by an older responsible person.

## **13. Boat Committee Rules and Regulations**

**a. Watercraft Mooring Site and Kayak/Canoe Storage Assignments**

1. A member wishing an assigned mooring site for watercraft off shore from LCORI property must register with the Boat Committee Chairperson and be placed on the Master Waiting List.
2. A member wishing an assigned storage location for a Kayak/Canoe, which includes twelve (12) month storage, must register with the Boat Committee Chairperson and be placed on the Kayak/Canoe List. Only one location will be assigned per membership at first. Requests for a second location will be processed when all single requests are filled or after May 15th.
3. A completed and signed Boat Committee Communication Form and fee is to be paid at the time of application for a Mooring Site or Kayak/Canoe

storage location. Your signature signifies agreement to and compliance with the Boat Committee Rules and Regulations. See the Boat Committee Communication Form for the current fees, (Forms are located behind the entrance door of the Park store).

4. A member shall **NOT** attempt to moor a watercraft offshore or store a Kayak/Canoe until such time as the Boat Committee Chairperson has assigned the member a mooring site or storage location.

**b. Number of Boat Sites per Membership**

1. No more than **ONE** watercraft mooring site will be allocated to any one membership/campsite.
2. There SHALL be only **ONE** watercraft per mooring site or Kayak/Canoe storage location.
3. **Mooring Sites and Kayak/Canoe storage are for members only.**
4. Boat title and current registration or proof of ownership **WILL** be presented when a site is assigned and must coincide with the name on the membership certificate.
5. It is the boat owner's or Kayak/Canoe owner's responsibility to notify the Boat Committee Chairperson **in writing** of any changes related to his/her mooring site or storage location (e.g. change of watercraft, watercraft sale, mooring status or removal).

**c. Watercraft Assignments – Mooring Sites and Storage Locations**

1. The watercraft mooring site assignment is renewable each year at the Annual Spring Boat Meeting subject to compliance with the boat rules.
2. Annually a current registration, which includes the name of the LCORI member, must be presented ***on or before the Annual Spring boat meeting.***
3. a) To qualify for a **large mooring site** the watercraft must be at least 15 feet or longer in length and powered by at least a 40-horse-power motor or be a pontoon boat.  
  
b) Boats exceeding 15 feet in length (measured bow to stern) shall not be moored in a small boat site unless they have received an approved deviation from the boat chairman. As of the 2017 boating season, any boats that are currently moored and registered with LCORI that exceed 15 feet but are less than or equal to 17 feet will automatically be grandfathered. Mooring poles cannot be moved to accommodate the watercraft.

4. Any member assigned a large mooring site and does not possess a qualifying watercraft, will be given until the next boating season to acquire a qualifying watercraft.
5. Mooring assignments are made to the first person on the Master Waiting List with an existing site who requested a move to *another site – Right Side to Right Side (first), Left Side to Right Side (second)*, when a mooring site becomes available (while staying in the same size category as the previous site).
6. The mooring site that became available as a result of such a move is then assigned to the first person on the Master Waiting List that has applied for that size site.
7. If there is no member requesting a side change on the Master Waiting List, an open site will be assigned to the first person on the Master Waiting List that has applied for that size site.
8. If a member sells his or her watercraft or is assigned a new mooring site, the member has thirty (30) seasonal days to occupy the mooring site. If the member has not occupied the site by the end of the 30-day period, the site will be re-assigned.
9. At the discretion of the Boat Committee Chairperson or the Boat Appeals Committee, an assigned site may be temped out for one full boating season (one time only) without jeopardizing the loss of the assigned site. If extenuating circumstances dictate otherwise, the Boat Committee Chairperson and/or Boat Appeals Committee may waive this rule as necessary.
10. The boating season shall be defined as starting on May 15th and ending Labor Day.
11. When a member is offered their FIRST mooring site, the member SHALL notify the Boat Committee Chairperson, (a signed Mooring Site Acceptance Form), within seven (7) days of the offer indicating whether the site will be accepted.
  - a. If accepted, the member shall pay a one time \$200.00 mooring site acceptance fee deliver to the Park Office (check made out to L.C.O.R.I.) within two weeks of acceptance.
  - b. The member shall also agree to pay a mooring site maintenance fee each year following his/her initial year, due October 1st through December 31st of each year (see Rule 13.q Fees and Fines).

Note: All 98 members with mooring sites as determined by the Boat Committee Seniority List of August 21, 2008 (date of Marina Permit inception), shall pay the initial \$200.00 boat site acceptance fee. Failure to pay will result in loss of his/her boat site.

12. The member will be offered a mooring site ONCE if a site is available. If a member does not accept the mooring site assignment within seven (7) days from the date of offering, he or she will retain his/her position on the Master Waiting List not to exceed two (2) boating seasons including the season the boat site was offered.
  13. If a mooring site does NOT become available during the second- season, the member will be removed from the Master Waiting List and must re-apply for a mooring site if he or she desires.
  14. A completed Boat Committee Communication Form and application fee payable to "L.C.O.R.I." is required when requesting a Mooring Site change, (e.g. moving from one site to another). The Boat Committee Chairperson will add the member to the Master Waiting List (See Boat Committee Communication Form for fee amount).
    - a. A member shall not be allowed to request a mooring site change and have his/her change request placed on the Master Wait list until the member has been assigned a permanent mooring site.
- d. **Occupying Assigned Mooring Site.**
1. The member **WILL** occupy the assigned mooring site or Kayak/Canoe storage location with the registered watercraft **by June 1st** or notify the Boat Committee Chairperson **in writing** as to the reason(s) that the site is not being used.
    - a. **The validity of the reason(s) shall be determined by the Boat Committee Chairperson and/or the Boat Appeals Committee.**
  2. Failure to notify the Boat Committee Chairperson **WILL** result in loss of the mooring site or storage location.
  3. Members who do not renew their Kayak/Canoe storage location **MUST** vacate their storage location by May 15<sup>th</sup>.

e. **Temporary Site Waiting List**

1. Persons wishing to use a temporarily available mooring site for an extended period of time or for the whole boating season must notify the Boat Committee Chairperson using a Boat Committee Communication Form. Applications will be accepted beginning **January 1st up to the Annual Spring Boat Meeting** and will be placed on a Temporary Mooring Waiting List.
2. The Temporary Mooring Waiting List **WILL** be arranged in the order that requesting members' appear on the Master Waiting List. See the following examples:
  - a. Member A applies in March and Member B applies in January for use of a temporary available mooring site.
  - b. Member A is number 12 on the Master Waiting List and Member B is number 15.
  - c. If a temporary mooring site becomes available Member A will be offered the use of the mooring site first.
  - d. A member will be offered a temporary mooring site **ONCE** if a site of the size requested is available. If more than one site is available, the member will be given their choice of sites. If a member does not accept the temporary mooring site offer within (7) days from the date of offering, the member will retain their position on the Master Temp list. The next member on the list requesting the same size will be contacted. The offering of Temporary sites will continue through the list to the last member. The offering of sites will then start at the top of the list as needed.
3. The Boat Committee Chairperson **WILL** assign available temporary sites to those members on the Temporary Site Waiting List after members who are on the Master Waiting List.
4. **All members** signing up for use of a temporary mooring site **AFTER** the Annual Spring Boat Meeting will be placed on the Temporary Mooring List below those members who signed up **BEFORE** the Spring Boat Meeting.
  - a. These members may **NOT** move ahead of existing Temporary Mooring List members even though their position on the Master Waiting List may be higher.
5. **The Temporary Waiting List is NOT a carryover list from season to season and must be re-established each year.**

**f. Site Numbers on Watercraft and Mooring Devices**

1. **All** watercraft, Kayak/Canoes, and accessory devices (e.g. steps) **SHALL** be marked with the member's campsite number so it is visible from the shore.
2. The campsite numbers **SHALL** be of a permanent nature and be a minimum of 3" in size.
3. If the campsite number on the watercraft is covered by a cover or tarp, the cover or tarp must also have the member's campsite number so that it is visible from shore.

**g. Mooring Devices (Installation and Removal)**

1. Only poles are considered to be mooring devices and will be placed at a minimum of 18" above the water line.
2. The Boat Committee without notice may remove undesignated mooring devices and accessories.
3. **For Personal Watercraft (PWC) only:** A proper mooring device may include an appropriately manufactured hoist which holds the PWC off the bottom of the lake and permits the necessary maintenance of the PWC, allowing the jet motor to be properly purged of lake water.
4. Mooring poles will be placed in the water on or before May 10th and removed on or after October 1st. The Boat Committee does **NOT** make or imply any guarantees as to the accuracy of the mooring pole installation. Members with concerns should notify the Boat Committee Chairperson **in writing**.
5. Sharing of mooring devices (poles) is required. Only the minimum number of poles will be installed for the mooring of 98 watercraft, per LCORI's agreement with the DEQ/DNR. **NO EXTRA POLES WILL BE PERMITTED.** Violation will result in **LOSS** of mooring site. Moving of mooring devices (poles) without written approval by the Boat Committee Chairperson is also a violation, which will result in loss of mooring site.
6. Members are responsible for installing AND removing hardware that secures their watercraft to the mooring devices. Hardware left on the mooring devices at time of their removal will be discarded.
  - a. If, however, a member continues to use his or her watercraft **after October 1<sup>st</sup>**, that member is responsible for removing the mooring devices and accessories **when** the watercraft is removed from the water.



- b. When a member removes the mooring devices after October 1<sup>st</sup>, the Park Manager is to be notified of the removal of the mooring devices.
  - c. The member will inquire as to where the removed mooring devices are to be placed upon removal.
  - d. The member is responsible for placement of the removed mooring devices as directed by the Park Manager.
- 7. Failure to remove mooring devices and accessories shall constitute abandonment of these items resulting in their removal by the Boat Committee at a cost of \$25.00 per device to be assessed against the watercraft owner's membership. In addition, the member will forfeit the abandoned items and mooring site.
- 8. If a watercraft is removed from the mooring site during the season for vacation, repair, etc. the Boat Committee Chairperson **MUST** be notified immediately **in writing**. This will allow someone on the Temporary Waiting List to occupy the boat site until the assigned boat returns.
- 9. **Mooring sites are NOT transferable with the park membership.**
  - a. If a member sells his or her membership and immediately—as interpreted by the Boat Committee Chairperson—purchases another, he or she will retain the mooring site.
- 10. A member may NOT give, sell, assign or in any way transfer his or her mooring site or Kayak/Canoe storage location for the use thereof to anyone.
- 11. No docks are allowed.

#### **h. Watercraft Violations and Appeal Process**

- 1. The Violation Notification will be hand delivered, if possible. Or sent registered mail to the member's address on file at the expense of the member. This fee will be assessed on the owner's membership. **All violations of the boating rules must be rectified within 10 days from date of receipt or USPS 'Failure to Deliver Notification'**. Failure to respond to the USPS's 'Failure to Delivery Notification' is not a valid excuse (this process is traceable online by the Boat Committee Chairperson).
- 2. The member then has the right to appeal the violation to the Boat Appeals Committee within seven (7) days from the receipt of the violation. The appeal must be submitted **in writing** and received by the Boat Committee Chairperson no later than the stated seven (7) days.

3. As soon as possible, the Boat Committee Chairperson will schedule a meeting with the member and the Boat Appeals Committee for ruling on the stated violation and appeal.
  - a. If the member prevails in his or her appeal, the Boat Committee Chairperson will stop all further action on the violation.
  - b. If the determination of the Boat Committee Chairperson is upheld, the member **MUST** correct the violation no later than the weekend following the ruling of the Boat Appeals Committee.
  - c. If the member is still in disagreement, the member may make an Appeal to the L.C.O.R.I. Board of Directors along with the Boat Committee Chairperson for final determination of the violation.
4. Repeated rule violations will result in loss of mooring site, Kayak/Canoe storage location, or removal from the Master Waiting List.

**i. Anchoring and Beaching of Watercraft**

1. Watercraft **NOT** assigned to a mooring site may be **TEMPORARILY** anchored, not beached, between the swim area and the mooring poles during daylight hours only, **NOT OVERNIGHT**.
2. Members assigned a mooring site may **NOT** anchor in this area.
  - a. Members with an assigned mooring site can be in lake access areas for no more than 10 minutes for loading and unloading only. Penalties for not complying with this rule are as follows.
    - 1<sup>st</sup> violation** – Written warning
    - 2<sup>nd</sup> violation** - \$25.00 fine
    - 3<sup>rd</sup> violation** – Loss of mooring site and loss of position on the Master Waiting List.

**3. Beaching of watercraft (boats or jet skis) is **NOT** allowed.**

**j. Storage of Watercraft**

1. Members are permitted to store their watercraft (with or without trailers) on the paved area of their campsite **during the off-season which is Labor Day until the following June 1st. Watercraft without trailers, pontoons, boats, paddle boats and Kayak/Canoes, must be in a horizontal position, not propped up against another object such as a tree or the trailer.**

2. Members with mooring sites are **NOT** allowed to store their boat trailers on their campsite between **June 2nd and the day before Labor Day**.
3. If circumstances arise that require storage of the boat trailer on the campsite (e.g. boat repairs, upcoming vacation, low water level, etc.), a request for permission must be submitted **in writing** to the Boat Committee Chairman **BEFORE** hand.
  - a. Storage shall **NOT** be permitted until written permission is received.
4. Empty watercraft trailers without written permission after June 2nd will be in violation and will be monetarily penalized (See 13. q. Fees and Fines) which will be deposited into the Boat Fund.
  - a. If the fine is not paid within 30 days, the member will forfeit their mooring site and will be taken off the Master Waiting List for a period of one year.

**k. Vehicle Access to Shoreline via the Nature Trail**

1. Vehicles are permitted access to the shoreline via the nature trail for unloading or loading, **NOT to exceed 15 minutes and NOT to launch motorized watercraft.**
  - a. **Vehicles MUST be removed from the shoreline area once the unloading or loading is completed.**
2. Golf carts are allowed to stay in designated areas.
3. **Motorized watercraft shall NOT be launched along the lake frontage of LCORI.**

**l. Skier and Boat Restrictions from Shoreline**

1. In accordance with state law, skiers must remain at least **200 feet** from the shoreline and **100 feet** from buoys and other markers designating restricted areas.
2. In accordance with state law, **ski starting and stopping must NOT begin nor end at the shoreline.**
3. In accordance with state law, **Watercraft must NOT be operated within 100 feet of the swimming area.**

**m. Election of Boat Appeals Committee, Boat Committee Chairperson, and Operating Guidelines**

- 1. If a newly elected Boat Committee Chairperson does NOT have an assigned mooring site, he or she will be assigned the first available site in the size of his or her choice.**
  - a. The Boat Committee Chairperson shall have use of this site as long as he or she retains the position and will relinquish the boat site upon giving up the position of Boat Committee Chairperson prior to his or her name coming up to top of the waiting list.
- 2. However his or her name will remain on the Master Waiting List.**
- 3. The Boat Committee Chairperson can change his or her assigned mooring site to a newly available site once each year prior to the Annual Spring Boat Meeting.**
- 4. After completing a minimum of one full boating season, the Boat Committee Chairperson can keep his or her assigned site once his or her name comes to the top of the Master Waiting List or the next available mooring site.**
- 5. All communications with the Boat Committee Chairperson or the Boat Appeals Committee must be in writing (for purposes of record keeping).**
  - a. Forms for this purpose are available in the LCORI Park Store (located behind the store entrance door).
- 6. The Boat Committee Chairperson and Boat Appeals Committee members will be elected by a majority of the 'Boat Committee of the Whole' in attendance at the Annual Fall boat meeting each year.**
- 7. The 'Boat Committee of the Whole' consists of all memberships assigned mooring sites or Kayak/Canoe storage locations.**
- 8. Each membership of the 'Boat Committee of the Whole' has only one vote per membership on boat committee matters presented at the boat meetings.**
- 9. The Boat Committee Chairperson will be responsible for carrying out the duties of the position and to apply the Boat Rules and Regulations in a consistent and fair manner.**
  - a. The Boat Committee Chairperson will act as the Liaison between the 'Boat Committee of the Whole', the Boat Appeals Committee,

and the LCORI Board of Directors in matters brought before the Boat Appeals Committee.

**10. The elected Boat Committee Chairperson and Boat Appeals Committee members will serve for a period of ONE year.** The Boat Committee Chairperson, Boat Appeals Committee members, and volunteers are all non-compensated positions.

**11.** Only members of the 'Boat Committee of the Whole' and members on the 'Master Wait List' can run for the position of Boat Committee Chairperson or Boat Appeals Committee."

**n. Election of Boat Appeals Committee and Duties**

1. A (5) member Boat Appeals Committee will be elected by a majority of the 'Boat Committee of the Whole' in attendance at the Annual Fall Boat meeting each year (top five highest vote count).
2. One alternate member will also be elected (sixth highest vote count).
3. It will be the responsibility of the Boat Appeals Committee to ensure that the Boat Rules and Regulations are being consistently and fairly enforced by the Boat Committee Chairperson.
4. The Boat Appeals Committee will preside over all Appeals of Boat Rules and Regulation Violations. At their earliest convenience they will call an Appeals Meeting, a quorum of at least (3) of the (5) Boat Appeals members must be present. The Boat Committee Chairperson will explain the Violation and the member will explain his or her Violation Appeal. A majority vote of the Boat Appeals Committee will determine the Violation's outcome. The Boat Committee Chairperson only votes if there is a tie.
5. It will also be the responsibility of the Boat Appeals Committee and that of the alternate member to assist the Boat Committee Chairperson in carrying out his or her duties.
6. In the event the Boat Committee Chairperson position is vacated, it will be the Appeals Committee's responsibility to appoint one of their own to act as the Boat Committee Chairperson until such time as a new Boat Committee Chairperson is elected.
7. The 'Boat Committee of the Whole' will designate one (1) of its members to be Boat Secretary and one (1) of its members to be Boat Treasurer.
  - a. Boat Secretary – will take minutes during Boat Committee and Boat Appeal meetings. The typed minutes will be sent to the Boat Committee Chairperson and all members of the Boat Appeals

Committee for additions/deletions or approval. Once approved by a majority, the minutes will be posted and printed in the Park Post.

- b. Boat Treasurer – will validate/oversee all deposits and withdrawals from the Boat Fund account. He/She will submit updated audit reports at the Boat Committee meetings. With Boat Appeals Committee approval these reports will be included in the meeting minutes.

**o. Mooring Site Marking Lines**

1. The mooring site marking lines will be installed on or before May 1<sup>st</sup>.
2. **NO MOORING SITE MARKING LINES ARE TO BE MOVED.**
3. Anyone found to have moved the mooring site marker lines will lose their mooring site.
4. The mooring site marking lines will be removed from the lake between July 1 and August 1.
5. **All mooring devices (poles) will be removed from the lake on or after October 1<sup>st</sup>.**
6. Problems or concerns should be submitted to the Boat Committee Chairperson **in writing**.

**p. Annual Fees**

1. Each member with a mooring site shall pay an annual maintenance fee (See Fees and Fines below) which will be deposited into the Boat Committee Fund account.
2. Each member with a Kayak/Canoe storage location shall pay an annual maintenance fee (See Fees and Fines below) which will be deposited into the Boat Fund account. Previous year's storage location will carry over to the following year with receipt of the annual maintenance fee by May 15<sup>th</sup>.
3. The annual mooring site maintenance fee due each January 1st is refundable if the member permanently gives up their mooring site prior to the start of the boating season (May 15th). The member must notify the Boat Committee Chairperson **in writing PRIOR** to May 15th in order to receive their refund.
4. The annual Kayak/Canoe storage location maintenance fee, due by May 15<sup>th</sup>, is refundable if the member permanently gives up their storage location prior to the start of the boating season (May 15th). The member

must notify the Boat Committee Chairperson **in writing** **PRIOR** to May 15th in order to receive their refund.

5. No maintenance fees will be refundable after May 15<sup>th</sup>.
6. The Boat Committee Chairperson is limited to making disbursements from the Boat Committee Fund account of \$1,000.00 maximum per calendar year. Disbursements after the \$1000 limit has been reached will require discussion and approval by a majority of the 'Boat Committee of the Whole' present at a "scheduled" Boat Committee meeting. A majority vote of members present will be required.

**q. Fees and Fines**

1. All fees and fines are deposited into the Boat Committee Fund account for repairs, replacement, or supplies related to Boat Committee business.
2. Annual mooring fee - \$100.00. (Effective September, 2017)
3. Annual Kayak/Canoe storage location fee -- \$20.
4. A fine of \$25.00 per device left in the lake after October 1<sup>st</sup> that is removed by the Boat Committee Chairperson, Boat Appeals Committee, or designate and loss of mooring site.
5. 2<sup>nd</sup> violation of a Boat Rule or Regulation - \$25.00.
6. Empty watercraft trailer in paved area after June 2<sup>nd</sup> (member's with a mooring site) - \$25.00 per day.

## **14. Lodge and Pavilion Regulations and Reservations**

**a. Authorized Users and Procedures for Use**

1. The Lodge and Pavilion is to be open strictly for members and their friends and member groups as long as there is no conflict with the Recreation Committee Calendar.
2. A pavilion or lodge reservation form **MUST** be utilized when requesting the use of either facility for an event.
3. Minors under 12 will be allowed in the pavilion or lodge only under the supervision of a responsible adult, 18 years of age or more, unless otherwise stated by the board.
4. The LCORI lodge and pavilion, its fixtures and equipment, are available for personal use and rental by LCORI active members only.

5. Members may not convey this use and rental to any other person without the written permission of the LCORI Board of Directors.
6. The member must adhere to the following rules.
  - a. A \$150.00 damage deposit will be paid to the office prior to the use of the lodge or pavilion.
  - b. The \$150.00 deposit will be returned to the member within 2 weeks of the event provided the lodge or pavilion are left in the same condition as they were at the time of rental.
7. If the property, fixtures or equipment are found to be unclean or in damaged condition, the member will forfeit that part of the damage deposit needed to ensure the repair or replacement of the damaged physical property or equipment.
  - a. If the cost of the damage exceeds \$150.00 the member will be responsible for the entire cost of the repair or replacement.
8. A \$125 non-refundable fee for the use of the lodge or pavilion will be paid at the time the reservation is made with the office.
9. The lodge and pavilion are available for use and rental each day from 9:00 a.m. till 11:00 p.m.
10. Access to the lodge or pavilion will be available by prior arrangement from the LCORI security guard or office staff.
11. The lodge or pavilion will be returned to the original condition upon completion of the rental.
12. A physical inspection of the lodge or pavilion will be made prior to the start of the rental, and again at the time the rental has ended.
  - a. Inspection of the physical property and fixed equipment will be made by the appointed LCORI staff member or security.
  - b. An appointed member of the LCORI Recreation Committee will inspect all lodge and or pavilion kitchen equipment.

## **15. Greenbelt Regulations**

### **a. Restricted Activity and Definition of Greenbelt**

1. Greenbelt shall not be used for any activity normally found on a playground type area (volleyball, badminton, horseshoes, etc.).



- b. **Definition of greenbelt:** A greenbelt is such area as is not utilized as a site, a roadway, or any other park facility. Its purpose shall be for increasing park beauty and to provide added peace and quiet.
- c. Modifications or lack of modifications to a member's site that have a negative impact on surrounding greenbelt shall be the member's responsibility to maintain or repair.

## 16. Miscellaneous

### a. Fireworks, Firearms, Hunting, or Trapping

- 1. Fireworks (including sparklers), firearms, and or other weapons, and hunting or trapping is prohibited.
  - A. First Offense        \$100.00
  - B. Second Offense     \$200.00
  - C. Third Offense       Termination

### b. Clothes-lines

- 1. Clothes-lines are not permitted

### c. First Line of Contact

- 1. The Park Manager should be the first contact for every member for any problems, complaints, or compliments.
- 2. The Board of Directors should be the second contact.

### d. U.S. Mail in the Park

- 1. Members wishing to receive mail at the park must pay an annual fee of \$25.00 for no more than four years (or until a total of \$100.00 has been paid) and be assigned a box number from the Park Office. Once the \$100 for the box is paid, \$25.00 per year will be required for a maintenance fee.
  - a. The post office only delivers mail to the office of 320 S. Hughes Road. You must make sure your box number is included in your address.

**f. Association Directory**

1. The Association Directory may not be used for commercial purposes.

**g. Bulletin Boards**

1. The bulletin board located by the mailboxes may be used to post information.
2. The bulletin board located by the miniature golf course is to be used as follows:
  - a. The front (road) side is reserved for use by the board of directors, the Park Manager and park committees for announcements to the membership
  - b. The back (fence) side is reserved for use by individual members to post adds, etc.
  - c. Items must be reasonable in size and dated so items can be removed after a reasonable length of time.
  - d. Neither side is intended for commercial advertising.

**h. Use of Profane or Vulgar Language**

1. The use of profane and or vulgar language will NOT be tolerated within LCORI property at any time.
2. Anyone using profane or abusive language shall constitute inappropriate conduct and will be subject to a fine and or appearance before the Board of Directors.

**i. Notification of Citations**

1. Members refusing a written citation when it is delivered will be subject to a fine of \$100.
2. Any retaliation toward security staff or park members who sign a citation will result in the responsible member's membership being terminated.

**j. Association Keys**

1. Members authorized to have keys to Association buildings/property are responsible for their safekeeping. Loss of keys or not returning keys when requested will result in a \$10 per key replacement fee.

## **17. Residency Agreement**

### **a. Permanent Residency and Six- Month Rule.**

1. Members understand that LCORI is a recreational vehicle facility and its use is NOT as a permanent residence.
2. Members further understand that subject to a change in policy necessitated by a change in laws or regulations, he, she or they may NOT reside at LCORI for more than six consecutive months and thereafter may NOT reside at LCORI for a minimum of 30 days, after which a new six-month period can begin.
  - a. During this 30-day vacate period member(s) may come into LCORI once a week, between the hours of 8:00 am. and 8:00 p.m. to check their unit or tend to their lawns, plantings, boat, etc. but shall NOT stay the night.
3. All renters of vacant sites or member units are required to follow the Residency Agreement of LCORI Rules and Regulation and Michigan Campground License.

**The terms SHALL, WILL and SHOULD are considered binding and mandatory whenever used in this document.**