

# **Lone Oak Village Community Guidelines**

**The Community Guidelines have been created to provide our Residents with a written statement of our Community standards and procedures. Please read the guidelines carefully. If you do not understand a particular rule, please ask your community manager for an explanation.**

## **Management Approval:**

All prospective Residents must complete a **Rental Application**. Management has the right to reject a prospective resident for any reason not prohibited by law. If a prospective resident provides false or misleading statements in the Rental Application, Management will not approve the residency.

## **Rental Policy:**

All mobile home lots are rented on a monthly basis and tenant agrees to pay one month's rental in advance. A security deposit is required which is refundable upon moving if the lot is left in a neat and clean manner and tenant has resided in the park for 12 months, has given 30 day's notice and has no violations of the Community Guidelines. Rental payments are due on the first day of each month. If rent is not paid within five days of the due date, late fees apply. See Community Manager for current late fee rates.

## **Subleasing:**

All homes must be occupied by the owner and the owner's family. No manufactured home or home site may be rented or subleased. No manufactured home may be sold via a contract or note held by seller or a third party other than a lending institution without written approval by Management.

## **Residency:**

Maximum occupancy within a manufactured home in the community shall be as follows: Four (4) persons per home. Applications shall be reviewed for families of more than four (4) persons. All guests staying with Residents for more than two to three days must register with Management. Any person residing within a home for more than thirty (30) days shall be considered a permanent occupant and must be registered with Management.

**Maintenance and Installation:**

All manufactured homes brought into the community are to be installed in accordance with the Manufacturers' written installation instructions.

A. Each mobile home site shall be numbered and clearly marked for positive identification. Only numbers that are provided by the park are to be used for identification.

B. Approved skirting is required and must completely enclose the space beneath the home. Skirting is to be properly ventilated and access panels of sufficient size, in the utility hook up areas, are to be in place. Materials and color are to match or attractively accent the exterior of your home. Residents shall skirt their home within fifteen (15) days of its placement on the site. The area under the home is to be kept clean and no combustible material, debris or any other storage is to be present.

C. All steps leading to the entry door are to be maintained in a safe and attractive manner. Off-side entry doors are not to be used as a primary entrance.

D. All porches and decks must be constructed of treated wood and all exposed sides are to be skirted. Carpeting on steps and decks will be allowed if professionally done and must be kept in good condition. Carpeting must color coordinate to the color of the home. Awnings and additions are to be of approved materials. All are to be maintained in good condition. Prior to installing a porch, deck, awning or addition, the Resident must first obtain written approval of Management.

E. Utility connections of electrical, water, sewer and gas in the home are the sole responsibility of the Resident. All utility hookups shall be made in compliance with the manufacturer's written instructions and any applicable local codes.

F. Central air conditioner compressors must be placed on a cement or other approved slab, generally on the back door side and to the rear of the home. No window A/C's allowed.

G. Hitches must be removed from the home upon installation and stored beneath the home.

H. No exterior antennas of any type are permitted. Eighteen (18) inch satellite dishes are allowed with prior written approval.

- I. Resident shall be solely responsible for any damage to community property or that of any other Residents resulting from the installation of the mobile home.
- J. Fences may not be installed around or upon the home site.
- K. No water filled furniture allowed.

**Improvement and Alterations:**

A. Residents shall make no alterations to the exterior of the mobile home or to the leased site without first obtaining the written permission of Management. Residents are responsible for contacting utility companies to verify location of any underground utilities. The Resident is responsible for any damage done while improvements are made. Residents are responsible for obtaining building permits and completing any improvements within 30 days.

**Home and Home Site Maintenance**

A. Resident shall maintain the home and site in a clean attractive fashion at Resident's own expense at all times. Failure to maintain the physical condition or appearance of the mobile home or mobile home site is just cause for termination of tenancy.

B. All windows and doors are to be in good condition. Broken windows are to be repaired immediately. No plastic is to be used for replacement. No aluminum foil, plastic or other substances may be used on windows.

C. Lawns are to be mowed, and raked. In the event a Resident fails to maintain the home site as required, a Notice of Rule Violation will be issued allowing three days (3 days) to correct the violation. If not corrected, Management has the right to complete the work at the rates listed below.

Trimming site: (per occasion) \$25.00

Mowing and trimming site: (per occasion) \$35.00

D. No towels, rugs, wearing apparel or other forms of laundry of any description may be hung outside the home from dawn to dusk. No clothesline or lines of any kind are permitted.

**Terminating Residence:**

If a mobile home is sold, the new occupant must be approved by Lone Oak Village. Tenants must provide thirty (30) day written notice to Lone Oak Village in advance of moving. Forms may be picked up at the park office anytime. All tenants moving must leave a forwarding

address at the main office. One 18” x 12” For Sale sign may be placed inside the front window of the home. All other window signs are prohibited.

**Removal of Home:**

A. When a home is removed from the park, the lease site must be left in a clean and neat condition. Any improvements or installations placed on the leased site including but not limited to, decks, sheds, porches, tie-downs, anchoring systems, awnings, carports, etc. must be removed from the leased site. These items do not become fixtures or property of the community. Only concrete slabs, piers, trees and shrubs may remain on the site following the removal of a home. Any expenses incurred by Management in restoring the site to its original condition will be charged to the Resident. The Resident shall be responsible for any damages to community property or that of other Residents resulting from removal of the mobile home from the community.

**Automobiles:**

A. Each home site shall be permitted a maximum of two cars per site. Residents shall park only in the space(s) provided by Management and under no circumstances should vehicles be left on the street overnight.

B. All vehicles are to be equipped with adequate and functioning mufflers.

C. Maintenance or repairs on vehicles may not be carried out at the site.

D. No vehicle with a load capacity in excess of three quarters ton shall be kept, stored or placed within the community, except while making regular deliveries.

E. All vehicles inoperable, seriously dented, smashed, rusted or unsightly are not permitted to remain within our community as well as vehicles with expired tags.

F. Motorcycles are allowed to be operated only with special written permission by Management for transportation in and out of the community. Motorcycles are to be parked in Resident’s assigned spot or stored within a storage shed. Noise levels should be low on all motorcycles.

G. The operation of trail bikes, minibikes, offroad vehicles, all-terrain vehicles, and other vehicles of this nature is not allowed within the community. Such vehicles may only be stored at the Resident's home if it can be stored within a storage shed. The storage of boats, campers, motor homes and other forms of recreational vehicles upon the home site or in the street is strictly prohibited. No person may sleep or live in any type of recreational vehicle. No form of recreational vehicle may be attached to any utility connection.

**Conduct:**

It is requested that all Residents respect the rights of others to enjoy the quiet and peaceful use of the community. Excessively loud talking, abusive language, shouting, radio, television, stereos, and other disturbing noises are not permitted within the community. Interference with the quiet enjoyment of other Residents of the community is just cause for termination of tenancy.

**Pets:**

Pets must have prior approval by the park owner. A non-refundable fee will be assessed. All pets must be kept inside the home and when outside, they must be kept on a hand-held leash at all times. Residents must clean up after their pet.

**Water Usage:**

The use of any water, irrigation device or system on or about the exterior of Resident's mobile home is strictly limited to the following uses: watering the grass and flowers, as necessary, and washing the exterior of Resident's home and accessories.

**Emergency and Community Interest  
Phone Numbers**

Lone Oak Village Office – 642-1930

Paris Board of Public Utilities – 642-1322

Police Department -642-2424

Fire Department -642-4005

Emergency – 911

School Board – 642-9322