



4545 West 26th Street
ERIE, PA 16506
814-833-0808

Eff. Oct. 2015

EXHIBIT “ A”

MEADOW GREEN ACRES COMMUNITY GUIDELINES

In consideration of the RIGHTS AND PRIVILEGES of OTHER RESIDENTS of the park, the following guidelines shall prevail:

OFFICE HOURS:

The office is located at 4545 W. 26th St., Erie, PA 16506, (p) 814-833-0808. It is open weekday hours (9:00 a.m.-1:00 p.m.). A mailbox slot is conveniently located next to the office door in the event the office is closed. This may be used for rental payments or drop off of notices.

RENT:

Checks or money orders are the preferred means of payment. Cash will be accepted, but it is strongly suggested cash payments **not** be made via the mailbox slot. It is the Resident's responsibility to get a receipt for a cash payment. No credit card payments at this time.

OCCUPANCY :

- 1) The maximum number of permanent occupants in a home shall be in accordance with the manufacturer's suggestion of two (2) persons per bedroom.
- 2) If guests or visitors (age 21+) remain overnight in a Resident's home, so frequently as to increase the number of persons normally living within the home, MGA reserves the right to amend the Land Lease and add said guest or visitor to the lease. Such overnight guests shall be considered Residents and must apply for registration. The following criteria will be used to determine whether a guest is living in the home:
 - a) The guest maintains or stores personal property in the home.
 - b) The guest receives mail in his/her name at the home.
 - c) The visitor regularly (14 days per month) enters the home when the Resident is not present.
 - d) The visitor has a key to the home.

- e) Any other fact or conduct which indicates that the visitor/guest resides at the Resident's home.

RECREATIONAL FACILITIES

- 1) Registered Residents shall have the privilege to use, without charge, any of the recreational facilities furnished by MGA. Rules for the pool, the Community Room or other common facilities are posted at each site.
- 2) Minor **Residents** (*under the age of 8*) should be accompanied by a responsible adult at all times when using the pool or playground.

The Community Room is available to all Residents free of charge when used communally. Private events may be coordinated and reserved through the office. A rental charge is applicable. See Exhibit "B". All individuals under the age of 18 must be accompanied by an adult when using the Community Room.

TRAFFIC and VEHICLES

- 1) The speed limit within MGA is **ten (10)** mph. Speed limit, speed bumps and traffic signs within the community must be obeyed. Disregard of these will not be tolerated and may result in eviction. It is each Resident's responsibility to inform guests or visitors about the speed limit.
- 2) Parking areas at each home site or within MGA are for the use of properly tagged, inspected, registered, functioning and authorized vehicles. These are vehicles driven on a daily basis and not used for business or commercial purposes. Campers, box trucks, dump trucks or delivery-type vehicles are not to be parked within the community. Other arrangements for the overnight parking of these vehicles must be made. Custom vans, SUVs or pickup trucks not exceeding 3/4 ton may be parked at the home site, provided these are used for daily transportation.
- 3) Overnight parking of commercial vehicles in the community is prohibited unless approved in writing by the management of MGA.
- 4) No engine repair or overhaul of cars, motorcycles, boats, ATVs, etc. is permitted. This includes oil and filter changes.
- 5) No person may operate a motor vehicle in the community without a valid operators' license (including golf carts).
- 6) No Resident may park or store motor vehicles, motorcycles, ATVs, golf carts or lawn mowers on patios or lawns within the community.

- 7) MGA requires Residents to keep their cars and guest vehicles in proper parking areas. Streets must be kept clear to insure emergency vehicles or snow removal vehicles may pass safely. Absolutely no overnight parking on the streets is permitted. A warning notice will be given for the first offense. A fine for the second offense will be issued.
- 8) Each Resident is responsible for his/her yard and parking area, including snow removal. Snow removed from the site should not be placed on cleared streets.
- 9) Vehicles leaking oil or gas onto the driveway should be repaired promptly. It is the Resident's responsibility to make certain no damage or environmental concerns arise from a leaking vehicle. Damage to the driveway caused by a leaking vehicle will be repaired by MGA at the Resident's expense.

LAWNS and LANDSCAPING

MGA reserves the right to service a property that is neglected or falls below a reasonable standard of maintenance. Any costs associated with cleanup will be at Residents expense. See Exhibit "B".

- 1) Lawn debris is one of the largest items consuming our landfill sites. In an effort to reduce the landfill waste and conserve resources, it is recommended that lawn mowers be "mulch type" and that clippings not be bagged and hauled to a landfill.
- 2) Residents are required to maintain their own lot. All lawns should be kept cut and properly trimmed at all times and maintained to a quality standard. Shrubs and flower beds must be maintained neatly. Driveways should be kept clear of debris.
- 3) In order to protect MGA's underground utility lines, a Resident must obtain written permission before (a) planting any shrub, tree, etc. in the ground (b) installing or erecting post for satellite dishes, driving stakes, signs, posts, fences or any similar item in the ground.
- 4) Plants, trees and shrubs that are dug into the ground, that were approved by MGA, become the property of MGA and are not to be removed without specific permission. Those items planted without permission may be removed.
- 5) Leaves collected in the fall should be raked into clear plastic bags and placed at the street. They will be picked up for recycling.
- 6) Holes from burrowing animals that require trapping on Resident's lot will be at Resident's expense.

PETS

- 1) Due to the limited space and the proximity of neighbors, cats and dogs regardless of size are not permitted in MGA. Any Resident who violates this provision is subject to eviction. Pets such as small birds or goldfish are permissible. “Medically Necessary” animals, dogs or cats only, must be registered with the MGA office.

UTILITIES

- 1) Each Resident is responsible for keeping the site’s water and sewer connections from freezing from the ground level up. Any damage resulting from frozen pipes is the responsibility of the Resident. Residents should check their heat tape annually.
- 2) Each Resident is responsible for maintaining tight drain connections to sewer outlets located under the home.
- 3) Residents shall be responsible and liable for all costs involved to repair: (a) clogged sewers due to misuse (b) damage to utility connections (electric, gas, telephone, water and sewer) due to excavation or installation of any object.
- 4) Leaking water faucets, toilets, outside water spigots and other similar items must be repaired immediately.
- 5) Sprinkling is permitted, unless prohibited by the water authority. Sprinkling must be done with care so as not to waste water. Excess water should not run into the streets.

EXTERIOR IMPROVEMENTS

- 1) In order to protect the health, safety and overall appearance of the community, all homes should be maintained in the best of condition at all times. This should include all aspects of the home and its’ accessories, including but not limited to awnings, hitches, tie downs, air conditioners, utility sheds, enclosures, additions and other similar items.
- 2) All homes and porches must be skirted within thirty (30) days after the home is situated on the lot.
- 3) All Residents must obtain written approval by MGA before undertaking any significant improvement to the exterior of the home, such as an addition, expansion, garage, porch, installation of satellite dish, etc. A plan showing sizes, dimensions, material finishes, location, time frame for completion and any other information that will assist MGA with the approval process, must be submitted for approval. MGA will endeavor to review said project on a timely basis. Premature construction prior to the approval process may be grounds for immediate disapproval of the project.

- 4) All improvements must comply with local building codes, applicable laws and/or regulations.
- 5) Improvements must be completed during reasonable working hours (approx. 7:30 a.m. - 7:30 p.m.) and must be completed on a timely basis as per building plan submitted for approval.
- 6) Each Resident is permitted one shed per site. Size is not to exceed 80 square feet (approx. 8' x 10') or 9' 6" in height. Sheds should be painted or stained in such a manner that they coordinate with the Resident's home.

UPKEEP

- 1) The exterior of the home and the lot site must be kept clean and neat at all times. Nothing is to be stored (with the exception of lawn furniture or similar items) in the rear, sides or front of the home. Lots are to be kept clear of debris. Storage under the home should be reserved for the wheels, tires, axle and hitch. These should remain with the home.
- 2) Wood stoves, space heaters, camp heaters and other supplementary heating devices and their fuel can cause a grave fire hazard. Only "UL" approved devices should be used. Due to thick smoke and residue, wood stoves, open fire pits and burning of wood, debris, paper etc. are prohibited.
- 3) Clean burning, recreational gas or propane fire pits are permitted if approved by MGA. Barbeque grills are permitted without prior approval.
- 4) Concrete/cinder blocks are not permissible as an exterior step.
- 5) No above-ground storage tanks are permitted.
- 6) All antennae/satellite dishes must be affixed to the home and may not exceed 6' above the roof line of the home. Installation in the ground is prohibited unless approved by MGA. Antennae or satellite dishes not in use must be removed.
- 7) For safety purposes, all homes should be numbered with 3" high numbers identifying the address.

SALE and REPLACEMENT of HOMES

- 1) Upon termination of a lease the home must be removed from the Premises (lot). However, each Resident has the right to sell his/her home regardless whether it is removed or continues to stay in MGA. Any homeowner who wishes to have their home remain in MGA must meet the "Minimum Standards of Homes for Sale". See Exhibit "C". This policy ensures the safety, health and well-being for all residents of

MGA.

- 2) A home inspection report stating that the home meets the “Minimum Standards of Homes for Sale” is required from the Resident for any home that is to remain in MGA. This should be issued by a competent and knowledgeable individual familiar with the manufactured home industry. Upon review of the inspection report by MGA, a decision will be made as to whether the home may remain in MGA. This may require a second inspection by MGA. Any conflict resulting from the report or the decision made by MGA, will be ultimately determined by a third party whose business is manufactured home sales and/or service. Any costs associated with third party’s report will be at Resident’s expense.
- 3) New homes must conform to the “new style” of home with a pitched roof, vinyl or similar- type siding and house-type windows.
- 4) A Resident may place a tasteful “For Sale” sign on or in the home. MGA reserves the right to approve the size and location of the sign.

GENERAL

- 1) All Residents must perform all their obligations under their respective lease agreements with MGA. Any breach of a lease agreement shall be a violation of these rules.
- 2) In order to protect the safety, comfort and convenience of the community, the following are not permitted unless written consent is obtained from MGA: a) loud parties b) loud TV’s, stereo’s, CD players, etc. or any other disturbing noise c) bows and arrows, BB guns or any other similar weapon d) fireworks.
- 3) Loud, boisterous behavior, drunkenness, fighting or any immoral conduct by either the Resident or their guests will not be tolerated.
- 4) Refuse and recycling is presently being picked up once a week. This may be subject to change. Refuse containers should be stored out of sight when not being used.
- 5) Each Resident has the exclusive use of his/her site. Consideration of neighbors should be a priority and “trespassing” or use of another’s property as a through-fare is not acceptable.
- 6) MGA reserves the right to enter and inspect the lot at any time.
- 7) No one may operate a business within the community.
- 8) No signage such as political, advertising or business signs may be posted on the premises. For Sale signs excepted.
- 9) No peddling or soliciting is permitted within the community.

- 10) Residents may invite to their homes vendors, tradespeople, delivery persons and other suppliers of goods and services. Tradespeople, vendors, etc. should not provide services or goods prior to 7:30 a.m. or after 7:30 p.m. except for emergency or if inside the home.
- 11) Residents are responsible for their guests. Under no circumstances is MGA or its management liable for the behavior of a Resident's visitor. We assume no responsibility to persons or property while in the park or for any loss that may occur.
- 12) If a Resident has a complaint and is unable to resolve it, the complaining party should record his/her comments and submit a signed copy to the MGA office. Unsigned complaints will not be addressed. MGA encourages each Resident to be patient and considerate of others.

Thank you for taking the time to read our Community's Guidelines. Your cooperation will help us continue to offer a safe and pleasant lifestyle for all Residents. We truly appreciate your tenancy.

Owner,
Everett D. Walker

Meadow Green Acres