

Rule Change  
Approved 9/24/22  
at  
Annual Meeting

## Occupancy: Section 4

### General Guidelines:

#### Rule #

1. All housing units are to be **OWNER** occupied. No rentals or sub-leases are allowed. Two (2) adults per bedroom are allowed per home, provided all local, state, and federal health codes are observed. Any person age 18 or older moving into OR returning to the park as a resident or occupant shall be required to pass a criminal background check at their expense within 15 calendar days prior to their arrival in the home. This is the responsibility of the homeowner. People should not be moving into the home as a resident or occupant until they have received Board approval.
2. Owners **MUST** notify the Board of Directors if there is a change in the occupancy 15 calendar days prior to the change. The Board of Directors may require a new Occupancy Agreement be signed by an additional occupant.
  - a. Owner of record will report all occupants on a census form that is provided in the annual meeting packets. If any changes take place during the year the home owner must provide a new Census form to the Board of Directors with all required documents within 15 calendar days of event.
  - b. Any vehicle change must be reported on a new census within 20 days of purchase.
  - c. Definitions:
    - a. **Owner:** Deed holder
    - b. **Resident:** Anyone living in the park with or without changing their mailing address to the park home.
    - c. **Occupant:** Any adult living in a home in the park
    - d. **Guest:** A visitor to a home in the park - (less than 30 days)