

APPENDIX A
Ocean Sands Resort Association
Rules and Regulations
September 1, 2009
Amendments May & August 2011
Amendmended July 2012

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Rules and regulations outlined effective September 1, 2009 and supersede all other versions.

Section 1: Definitions

1. "Association" or "OSRA" or "Ocean Sands" means Ocean Sands Resort Association, Inc., a New Jersey not for profit corporation.
2. "Board" means the Board of Trustees of Ocean Sands Resort Association, Inc..
3. "Committee" means one or more of the Standing Committees of the Board of Trustees, such as the "Construction Committee" or Grievance Committee".
4. "Common Ground" means property owned by OSRA and not leased to any individual site lessee, and generally falls into two categories: "General Use Common Ground" and "Restricted Use Common Ground".
5. Gazebo is defined as a pavilion structure, often octagonal, freestanding, roofed (not canopy), open on all sides. They provide shade, limited shelter, and ornamental features in a landscaping.
6. General Use Common Ground includes such areas as the pool, playgrounds, bath houses, gardens, roads, pedestrian paths, and parking areas.
7. Restricted Use Common Ground includes such areas as pump houses, sewer pits, sewer drain fields, and the perimeter set-back between the fence and the following sites: C001 through C006 and C174 through C194.
8. "Shed" means a small storage structure not to exceed a length and width of six (6) feet by eight (8) feet or a height of eight (8) feet.
9. "Township" means Upper Township, Cape May County, New Jersey.

Section 2: The Board of Trustees

1. Board of Trustees operates the property, collects, and sets common charges and expenses for and from the site Lessees.
2. Should any site Lessee fail to pay maintenance and operating charges or any part thereof, as it becomes due or violates any other condition(s) of our By-Laws, the Board of Trustees shall have the right, at its option, to levy fines and interest charges.
3. Board of Trustees imposes penalties for non-compliance with Rules and Regulations. Each site Lessee is responsible for the acts of anyone occupying or visiting his/her site. Site Lessees are responsible to correct wrongs and pay for any damages.
4. If the Lessee shall fail to comply with any condition and covenant hereof, the Board of Trustees may perform such condition and covenant at the cost and expense of the Lessee.
5. The various sites and remedies of the Association expressed herein are cumulative and the failure of the Association to enforce any particular one at any time shall not constitute a waiver thereof.
6. Any two members of the Board of Trustees has the power to eject anyone (including another Board of Trustee Member) and ban them from the Campground for any reasonable period of time or until the Board of Trustees acts concerning the problem. This should be done only after the offender has been warned. Board of Trustee members must be reasonable but firm when instituting this kind of action. Two Trustees can prohibit a driver from operating any vehicle in the Campground or ban a particular vehicle from the Campground.

Section 3: General Association Rules

1. These Rules and Regulations are binding upon all who become site Lessees by inheritance.
2. Where any notice is required, it shall be deemed sufficiently given if mailed by first class mail to the last known address with postage prepaid.
3. Each site is to pay a pro-rata share of charges and costs incurred by the Association relative to operation of facilities including, but not limited to maintenance, management, operations, taxes, license fees, salaries, utilities, and insurance. Insurance shall include cost of public liability, fire, and casualty, workman's compensation, for buildings, roads, vehicles, and common areas of the Association, but does not cover individual sites or any vehicles or trees thereon. Each site Lessee is liable for his/her own site(s) insurance.
4. Site Lessees shall have the right to use, in common with other Lessees, the common areas of Ocean Sands, e.g., comfort stations, laundries, pool, playgrounds, roads, and the like. Individual Lessees shall be liable for any injury or damage to Association property, utilities, as well as property of others caused by the Lessee, Lessee's family members or Lessee's guests or anyone to whom Lessee may sublet the site. Lessee, Lessee's family members, Lessee's guests, or anyone to whom Lessee may sublet the site is to hold harmless the Association.
5. The Association shall not be liable for any damage or injury to any person or their property as a consequence of the failure, breakage, leakage or obstruction of the water, sewer, electrical or by reason of the elements or resulting from the carelessness, negligence or improper conduct on the part of other person(s) or attributable to any interference with, interruptions of, or failure beyond the control of the Association or any services to be furnished or supplied by the Association.
6. The Association and the Association's agents, employees or other representatives reserve the right at any time to enter a site to maintain, install, or repair utilities and to enforce any of its rights to perform its duties.
7. The preservation and protection of the Lessee's goods and personal property of whatever kind in or upon their site shall be the sole responsibility of that Lessee and in no event shall the Association be liable for any loss or damage to said goods or property for any reason whatsoever.
8. Respect the property of others. Do not walk through sites belonging to other Lessees. Use roads or paths.
9. Quiet time is between **11:00PM to 8:00 AM**. Please observe these times in consideration of your neighbors.
10. Smoking is not permitted in OSRA buildings, (club house, rest rooms, and laundry rooms) as well the pool area. Other areas may be designated as no smoking areas upon approval by the board. Safety rated containers are located throughout the campground for discarding cigar and cigarette butts safely. Smokers are encouraged to use these containers for the cleanliness and safety of Ocean Sands.
11. Signs or Billboards are prohibited on sites with the exception of the one indicating the site number and another indicating the names of occupants. One For Sale or rent sign may be posted in the window of the unit along with postings on the Bulletin Board and web site.
12. Site Lessees shall not place trailers, fences, trees or any other objects in or upon the Association pathways. Lessees found placing such objects will be responsible for removal or expense of removal of impediments to public access.
13. Individual Site Lessees will be held financially accountable for fines levied by the township or state agencies against the Association when they, their guests or rental tenant fail to correct, in a timely manner, a safety or health violation or condition which has been brought to the attention of

the Association and for which the site owner has been informed in writing regarding the matter requiring correction.

Section 4: Roads And Traffic

1. The speed limit is **5 MILES PER HOUR THROUGHOUT THE RESORT**. It is very important that you and all your guests observe this rule for the safety of our children.
2. No vehicle(s) are to be parked upon or adjacent to a sewer bed or any common Association property. Vehicles should be parked on Lessees site with all of it off the macadam or on designated parking area, located on South Pebble Street.
3. Valid state registration is required on all automobiles parked within the confines of the Ocean Sands property.
4. Mopeds, Scooters, Minibikes, Unlicensed Motorcycles, and Golf Carts: The use of unlicensed powered scooters, three or four wheelers, minibikes or not street legal motorcycles or mopeds is strictly forbidden. Golf Carts, gas or battery powered, must only be driven by a licensed driver. Licensed motorcycles, mopeds or golf carts obey all park rules regarding their operation. Operation of similar battery powered equipment must be approved by the Board of Trustees on an individual basis.
5. Please observe the posted one-way street signs. Bass Street is one-way North to South.

Section 5: Recycling

1. Upper Township, Cape May County, New Jersey is a recycling community. Ocean Sands Resort Association, Inc. provides the appropriate containers to comply with this ordinance. Each site Lessee is responsible to adhere to these laws.
 - a. We recycle plastic, glass, aluminum, tin, newspapers, magazines, junk mail, and cardboard. **NO PIZZA BOXES**.
 - b. Please remove all recycling from plastic bags.
 - c. Newspapers should be left in paper bags or tied; cardboard should be folded and stacked. These items go in the shed, papers on the right, and cardboard on the left.
 - d. All bagged leaves are to be emptied out of the bags into the leaf area. The empty bags may then go into the dumpster.
 - e. All twigs and branches are to be placed in brush piles by the leaf area.
 - f. All Propane Tank disposal is the responsibility of the site owner to dispose of and must not be left in the trash area.
 - g. Air Conditioners, Refrigerators, Tires, Batteries, Large Furniture and Appliances may not be disposed of in the dumpster. The lessee is responsible to take these items to the landfill.
 - h. Place all other trash in dumpster.

Section 6: Pool Usage

1. No Life Guard on duty, swim at your own risk.
2. Pool Tags must be worn to enter the pool.
3. Persons under age of 16 must be accompanied by an adult 18 years of age or older.
4. No swimming alone allowed.
5. Any person with excessive sunburn, open sores, blisters or any communicable disease, etc. shall be denied admission to the pool.
6. No animals (except working dogs that assist the blind or infirmed) are permitted inside the pool fence.
7. Shower before entering pool.
8. No Running, Jumping, Pushing, or Diving (entering pool head first).
9. No one permitted in pool during an electrical storm.
10. Persons under the influences of drugs or alcohol shall be prohibited from entering the pool.
11. All children in diapers must wear cloth diapers with rubber/plastic pants or commercial swim diapers like Little Swimmers.
12. No skin contact with chairs and/ or lounges. (Use towels).
13. No smoking, eating, or drinking of any beverage is permitted within 5 feet of pool.
14. Glass containers shall be prohibited in all areas of the pool.
15. Beach balls, tubes, rafts, etc, may be used only at the discretion of the Pool Committee.
16. Long hair must be tied back or capped.
17. Proper and respectful bathing attire is required.

The Pool Committee has the right to refuse use of the pool to anyone not obeying the above rules.

All pool rules are posted. Rules are per New Jersey state sanitary code, Chapter IX, Subchapter 8:26, Department of Health, and the Ocean Sands Resort Association Pool Committee.

Section 7: Pets

1. Pets are not permitted to leave deposits on roads, paths, along the fence or on sites other than your own. Pet owners must pick up after their pet! Pets must be restrained by leash unless confined to Lessee's site. Animals must remain quiet at sites and in trailers. No attack dogs are allowed on the premises.
2. Pets (except working dogs that assist the blind or infirmed) are not permitted in bathhouses, clubhouse or pool area at anytime.
3. No more than two pets per site are permitted.

4. Breeding of pets is not permitted.

Section 8: General Site Restrictions

1. The Lessee shall maintain their site in a good and clean condition free of debris, refuse and the like. They shall not obstruct roadways.
2. All sites are to be cleaned up of leaves, branches and trash prior to June 1st.
3. Lessees shall not have more than one camping vehicle or unit on any one site at a time. These vehicles shall be limited to those types of vehicles commercially manufactured by companies primarily engaged in the manufacture of recreational vehicles, including park models. Park models must be of those types approved by the State of New Jersey. Mobile Homes, converted buses and pop-up tent campers are specifically prohibited. Truck caps, when used as the primary camping vehicle, are also prohibited.
4. All sites shall be limited to the proper accommodation limits of a Trailer. Unless supervised by an adult, minors (18 and under) are not permitted to occupy a property overnight.
5. Parking should be maintained on all sites. A minimum space of one standard size car is required on all sites.
6. All sites must be accessible so that emergency and site inspectors are able to walk around its perimeter.
7. Each site Lessee will be responsible to maintain adequate space of 2 feet by 2 feet around each electrical box or other utilities to allow access to each so that proper maintenance or check up can be made. The Grounds Committee shall advise the Board of any site needing to have proper access to utilities.
8. For emergency vehicles identification purposes, site numbers must be placed on trailers or porches as close to a door as possible. Numbers must be at least 4 inches high, and placed at least 6 feet above the ground.

Section 9: Site Construction

1. Permits (both Ocean Sands and Township) are required for most construction or repair on your site. Your failure to obtain the appropriate permit(s) will result in fines, either by Ocean Sands or by the Township, or both.
2. An Ocean Sands permit is required for the following, including but not limited to: Installation/Placement of any Trailer, Construction or Replacement of any Porch, Shed, Addition, Deck, Skirting, Gazebo, Steps, Roofing, and installation of Satellite dishes, Decorative fencing, new outside air conditioners, awnings. Written approval must be received from the Construction committee before any of the above listed work begins. Always check with the construction committee when in doubt about permit requirements.
3. An Ocean Sands permit is not required for interior work; however, Township permits may be required for some work such as, plumbing, electrical, or changing of wall supports. It is the lessee's responsibility to check with the township for any requirements on interior work and to obtain the required township permits. Any fine(s) imposed against Ocean Sands campground resulting from failure of a lessee to obtain required township permits shall be paid by the lessee.

4. To receive a OSRA permit:
 - a. Obtain an OSRA permit request from a trustee.
 - b. Make a site plan: Identify and show all existing structures and property lines including those of all directly connecting properties. Also, include relationship of such construction to the street on which you reside.
 - c. Identify and show all proposed changes.
 - d. Detail all dimensions of the site, structures, and the placement of utilities.
 - e. Submit the plan to your Block Captain/ Trustee.
 - f. He/She will submit such plan to the Construction Committee for approval.
 - g. You are responsible to get all Township permits and arrange for necessary inspections. Copy of final occupancy permit must be submitted to the Board Secretary for our files.
 - h. Approved permits must be visibly displayed on property during construction.
 - i. Please remember to check with the Maintenance Committee before any digging because of utilities.

5. To receive a Township permit:
 - a. Take your OSRA permit to the Township building and apply for a Township permit and pay the required fee. See a member of the Construction Committee if you have any questions.

6. Ocean Sands permit requests can only be submitted for approval during the open season, April 1st to October 15th each year. No off-season (November 1st to March 31st) construction, modifications, alterations, or trailer installations may be performed on any site unless a permit has been approved prior to the October 31st closing each year.

7. A \$100.00 deposit is required by the Board, when an approved permit request for construction is returned to the lessee. It is refundable, when a copy of the Use & Occupancy permit is given to the Board.

8. No fence will be permitted enclosing individual sites or parts thereof.
Exceptions:

Decorative fencing not intended to enclose the site.

Those fences required by Governmental mandates.

9. Sheds must conform in size and in accordance with the set-back rules as outlined in the Definitions. Sheds must be placed on patio block. Metal sheds are considered 1 hour fire rated. Plastic sheds and storage lockers are considered combustible and therefore the 10ft.set-back rule applies (see below). Care should be taken to allow access for inspections and for firefighters in the event of an emergency. All sheds must be placed to the rear area of the site.

10. A gazebo may not be attached in any manner to any structure on the site, including the trailer or an attached room. Gazebos must be freestanding. A gazebo must be placed a minimum of three feet away from any exits or entrances to the trailer or attached rooms to allow for ease of access in the event of an emergency. Gazebos must also be placed a minimum distance of three feet away from any trailer or attached rooms exhaust or air intake vents. The maximum size of a permitted gazebo will be eight foot by twelve foot with a maximum height of ten feet. Gazebos must be placed in accordance with the set-back rules (see the Set-back Rules below). An Upper Township permit is required.
11. Emergency repairs, a **sudden or unexpected happening which makes quick action necessary**, may be performed at anytime provided such repairs are reviewed prior to the start of work with a member of the Construction Committee and verbal authorization is granted. For emergency repairs, an OSRA written permit request must be completed and concurrently filed with the construction committee. This does not excuse the requirement, prior to the start, the need to acquire a township building permit for such repairs if the extent of work necessitates such a permit. The construction committee chairperson must be contacted in the event emergency repairs are necessary.
12. Set-Backs:
 - a. General: All construction, including placement of sheds, trailers, attached rooms or decks, must adhere to the following property set-back rules:
 - i. Ten (10) feet between combustible structures located on adjacent sites. If 1 hour fire rated materials are to be used in construction in accordance with NJ building codes, a minimum of six (6) feet between structures is permitted with the written approval of the Construction Committee and the Upper Township Code Enforcement Officer. No less than six (6) feet is acceptable.
 - ii. Three (3) feet from all site property lines.
 - b. Restricted Use Common Ground Exception: For all construction adjacent to Restricted Use Common Ground (see the Definitions, section 1), the following standing variances are permitted with the written approval of the Construction Committee and the Upper Township Code Enforcement Officer (if applicable):
 - i. The three (3) foot set-back rule from the site property line to the adjacent Restricted Use Common Ground is waived with written approval from the Board, allowing construction up to the edge of the site property line.
 - ii. Sites C001 through C006 and C174 through C194 may build on the Restricted Use Common Ground provided there is a minimum of twenty (20) feet from the existing fence line to the back edge of the new construction, with written approval from the Board.
 - iii. Sites C001 through C006 and C174 through C194 may place Sheds (as defined above), within the Restricted Use Common Ground provided there is a minimum of ten (10) feet from the existing fence line to the back edge of the shed, with written approval from the Board.
13. The construction committee with the approval of the board has the right to determine all property lines.

14. All site construction materials must be removed from Association property by the contractor or site owner. Association dumpster must not be used for construction debris when construction is performed by a contractor. When construction is performed by the site owner (without a contractor) the owner may elect at the time of permit application to use the Association dumpster for disposal of construction debris. A fee will be charged for such usage. The fee will be set based on the percentage of space utilized in the dumpster in relationship to the Association's cost to dispose of the dumpster. A minimum fee of thirty-five dollars will apply. Amended May 2011
15. As per the Fire Marshall – No construction materials may be burned on site.
16. Changes to any plan after submission requires review and re-approval by the Construction Committee. Failure to seek and gain re-approval may result in a fine being assessed by the Board as well as removal of the offending condition.
17. Penalties/fines: A site owner and all parties acting on their behalf are responsible to insure the rules and regulations of OSRA are adhered to as set forth herein. When in doubt, please consult with your Street Trustee who will assist you. Failure to adhere to written rules and regulations of OSRA will result in a minimum assessment of \$100 along with the potential removal of the offending item. If the violation is determined to be a serious infraction by the Board, a maximum assessment of \$500 may be applied along with the removal of the offending item. Failure to correct or remove an offending item by a site owner may result in further action being taken by the Board including removal of the offending item at the expense of the site owner.

Section 10: Site Surveying

1. Survey of sites may be done at Lessee expense; however, any new survey will not be recognized by the Board as the exact property line and will not change the existing lot size.
2. Surveying may only be used to get approximate size of lot for location of any new construction, shed, air conditioner, or trailer.
3. Any new survey may not interfere with any existing property and may not obstruct any access to electric, water, or right of way.
4. Any questions arising from new surveys must be presented to the Board before any action may take place.

Section 11: Renting/ Selling

1. All rentals sites must be on a seasonal (7 months) or bi-seasonal (3 months) basis only.
2. Site Lessees shall have the right to sell, assign, or rent their site(s), subject to the following. If a site Lessee leases at least one site, one of the sites must remain occupied by site Lessee and shall not be rented. Under no circumstances will Lessee be permitted to rent more than three (3) sites, regardless of how many sites are leased by the site Lessee. All rental agreements shall be written and confirm to the Rental Agreement as set forth in the Appendix to the Rules and Regulations. This Agreement shall contain a clause acknowledging that the renter has read the Rules and Regulations of Ocean Sands and agrees to abide by such Rules and Regulations, as may be amended from time to time. Site Lessees must submit all proposed rental agreements to the Board of Trustees for review and approval. All site Lessees, renters and their guest, are to be subject to the Rules and Regulations of Ocean Sands as may be amended from time to time.
3. All Lessees renting must register the names, address, phone numbers, and ages of children occupying the premises as tenants with the Board.

4. A copy of the Ocean Sands Rules & Regulations shall be made available to all new lessees or renters.

Section 12: Boats and Boat Trailer Parking

1. Boats/ watercraft parked on Ocean Sands Resort Association Property must be operational and seaworthy. In addition all boats and watercraft must have active usage (defined as being used in the water at least once per summer season). Boats / Watercraft failing to have active usage or not operational and seaworthy must be removed from association property. Amended August 2011
2. Site owner numbers must be on front of boat trailer (same as size required on owners trailer).
3. Boats parked off-site must be parked in "Boat Parking Only" marked zones.
4. Boats are limited to one boat per site.
5. If additional boat spaces are needed, additional areas will be considered at Flounder (1), Jetty (1), Dolphin (2), Haddock (2), and Bass (2).
6. Only fitted covers are authorized May 15th through September 15th. Vinyl or canvas rectangular
7. covers are acceptable September 15 through May 15th. Tires must be inflated.
8. Valid State Registrations are required for both boat and trailer. If not displayed, proof (cancelled check), must be produced to show owner has applied for the registration. Unregistered boats or trailers that remain on Association property will be fined Twenty-Five (\$25.00) dollars per month (levied on the last day of each month) for each month they remain on the property during the season (7 months).
9. Empty boat trailers are to be parked at the caretakers place and must have site number on trailer.
10. Winter boat storage is permitted on the playground area October 15th through April 15th
11. All boats must be identified as per item 2.

Section 13: Safety and Evacuation

1. At this time Upper Township has no designated emergency shelter nor does Ocean Sands Resort Association have a structure considered strong enough to act as an emergency shelter for residents or their guests. It is therefore the responsibility of each Lessee or guest to act accordingly in the event an area emergency is declared.
2. In the event a mandatory evacuation is declared by local government officials all site occupants will be required to evacuate Ocean Sands Resort so the premises may be checked, secured and closed for everyone's safety. Once officials have declared the area safe for return the Resort will be reopened for residents.
3. Ocean Sands Resort Association does not assume responsibility for any resident or guest who evades or ignores an evacuation order.

