

SAMPLE

EXHIBIT H

SUSSEX WEST COMMUNITY RULES AND REGULATIONS

APPENDIX A

**Specifications For Delivery and Set-Up
of HUD Manufactured Homes**

To facilitate the installation of homes into the Colonial East community, the following set of guidelines intends to clarify the respective responsibilities of the retailer, home owner, and community operator. These rules will be strictly enforced to ensure a quality installation.

- A.) Applicants must be approved by Colonial East management office. Applications are available upon request at (302) 644-4758. A Non-refundable application processing fee must be paid in advance before the application can be processed. Applicant must follow all rules concerning acceptance, rental agreement, and home installation.
- B.) "Home" hereinafter refers to a "manufactured HUD Code home"; all homes must display current HUD code seal. Brand new homes must meet current wind standards for Zone 1 and current thermal standards for Zone 3 as specified by the current mandated HUD requirements. All homes must be approved by management prior to entering the community:
- C.) **Permits** - must be obtained by retailer or home owner before delivery. A copy of the permit must be submitted to community manager before move-in is scheduled and displayed in the window of home at time of placement.
- D.) **Co-ordination** - all deliveries must be scheduled a minimum three (3) days in advance with the Colonial East Administrative office. The delivery/transport company, home retailer and/or home owner shall be responsible for any and all damage to community property (roads, utilities, lawns, etc.) caused by a delivery. Colonial East management will lay off site and approve all site plans prior to move-in; signed _____ copies to be retained at Community office.
- E.) All home placements and additions must meet all County minimum set back and density requirements.
- F.) **Minimum home and site improvement specifications** (management reserves the right to change specifications at any time with proper notice):
 - * 20'-32' wide multi-sectional NEW H.U.D. Code Manufactured Homewith a minimum of 1200 sf of living area
 - * A-line shingle roof and vinyl lap siding
 - * gas or electric heat
 - * detachable hitch

- * thermal pane single or double-hung windows
- * plumbing shut-off valves throughout
- * frost-free exterior faucet
- * minimum of 12" wide matching shutters on all windows including garage
- * central air conditioning
- * aluminum gutters and rainspouts with splash blocks
- * minimum of an approved attached:
 - a. 11' x 20' treated wood deck with approved railing and steps, or
 - b. 11' x 20' framed screen porch, or
 - c. 11' x 20' framed addition
- * minimum 8' x 10' framed accessory building installed on a min. 3.5" concrete slab. Accessory building to exactly match exterior of existing home.
- * pre-approved masonry, wood or pre-cast steps and railings
- * minimum of a single-car attached or detached garage built to exactly match the residential dwelling
- * substantial landscaping with border at street side of home and street side corner to garage. Corner sites must have landscaping on all sides facing a street.
- * minimum 2-car concrete parking pad

SET-UP REQUIREMENTS

- 1. CONTRACTORS:**
 - A.** All contractors including landscaper, must be approved by management.
- 2. PLACEMENT**
 - A.** Metal mats are required when placing the home on the site. Plywood planks are required to be used under transporter tires and to protect paving while maneuvering the transporting vehicle..
 - B.** Install concrete footings and vapor barriers (singles and doubles) consistent with the manufacturers installation manual.
 - C.** Install tie-down anchors consistent with the manufacturers installation manual, County and Federal HUD code Wind Zone 1 requirements.
 - D.** Blocking pattern must follow the manufacturers installation manual, County and Federal requirements. Hollow core blocks may be used.
 - E.** Hitch - removable hitch must be removed and stored under the manufactured home,
 - F.** Leveling Height - the leveling height of the manufactured home shall be determined by the level of homes on either side of the manufactured home, and generally, shall be placed in conformity with the homes in the community.
- 3. ELECTRIC:**
 - A.** All electric service cables must be underground and in conduit. All electrical work must be performed by a State licensed electrician.
- 4. SEWER:**
 - A.** All sewer lines must meet current County Building Code and Utility Division and/or State Plumbing code requirements.
- 5. WATER:**
 - A.** All water supply lines must meet current County Building Code and /or State Plumbing code requirements.

- B. All exposed water supply lines must be completely insulated with Armaflex (or equivalent) pipe wrap and/or wrapped with a U.L. or other 3rd Party inspection agency fused heating cable and installed in such manner as to prevent freeze-up.

6. HEATING SYSTEM:

- A. Homes must be heated with gas or electric. **No oil or kerosene heated homes will be accepted.**

7. SKIRTING:

- A. Vinyl skirting of premium grade (such as vinyl "T-lok") or parged and stuccoed masonry perimeter foundation or other approved perimeter enclosure, must be completely installed within thirty (30) days after home's arrival in the community. Skirting must have an easy access door or panel at in-line water shut-off valve. All perimeter foundations must be vented per manufacturers installation manual to ensure adequate air flow.

8. UTILITY CONNECTIONS:

Connection of utilities to be done by community approved licensed contractors, only.

Water - see 5 above

Sewer - see 4 above

Electric - see 3.A above

9. SITE CONDITION:

- A. The condition of the site must be in good repair after the home is placed and the set-up is finished. Any cleanup expense that is required to maintain community standards are the responsibility of the Resident. Failure to maintain standards that requires the Community owner to correct will be charged to resident as rent due.

10. COMMUNITY RESPONSIBILITIES:

- 1. Site stake-out
- 2. Supervision of installation
- 3. Final inspection of installation