**Awning Rules & Regulations:**

Building an awning in Jacksonville Family Campers will be considered a privilege and not a right. All persons wanting to build such a structure shall submit a written proposal to the Board. After approval by all involved a building permit will be issued to owner of that lot. Below is a fairly detailed list of prerequisites that must be followed.

A three (3) member awning committee will be formed. No two of the members of this committee will be allowed to be from the same membership unless no one else wishes to be on committee. In the event that more than three (3) people wish to be on committee a vote will be held for positions during the annual elections. Positions will be filled at the first meeting of the New Year unless more than three (3) want on committee.

Any permanent change of these rules and regulations will have to be brought before the general membership and discussed. A vote will then take place and simple majority will rule. On a case by case basis any of the rules set forth that are not able to be followed due to extenuating circumstances a 2/3 vote by the Board will be accepted. This vote will be used in the events pertaining to materials, size, etc.

1. **Application Process.**
2. A written proposal shall be submitted to one of the Jacksonville Family Campers Board members in writing. In this proposal the exact details of structure shall be listed. This is to include all of the following items. This proposal shall then be forwarded to awning committee for full inspection, review, etc. The awning committee will then sign off on proposal if all requirements are met.
3. Exact Size
4. Exact Location
5. Exact building plans
6. Exact color or colors to be used
7. Exact materials to be used. This is to include lumber type, sizes, and quality (new). Also to be included type of metal, thickness, and quality (new).
8. Estimation of date of project will start and date project will end.
9. Upon approval from the awning committee the proposal shall be returned to the camp Board. All questions, discussions, concerns, etc. shall be taken care of between the awning committee and camp Board at next meeting or when possible. After such time camp Board will issue an awning building permit maintenance contract and copy of building plans and details to applying party. Maintenance contract must be signed and returned to Board Member before construction begins.
10. **Building Process.**
11. After building is framed up it will be inspected by at least two (2) of awning committee. Both members will sign off on the proposal verifying that all building materials, size and location are as stated in proposal. If not approved by awning committee stated deficiency will be corrected before any further construction shall take place.
12. After framing has been covered and all work completed at least two (2) of the awning committee shall inspect said structure. If said structure is acceptable, they will sign off on plans and return signed document to camp board for record keeping purposes.
13. At any time during the construction phase a deficiency is noted by a camp Board member or awning committee member they shall issue a stop work order to builder till deficiency or problem is corrected & no further building shall take place.
14. **Building Specifications.**
15. Dimensions.
16. Length: The maximum length of awning shall not exceed total length of camper plus two (2) feet. If awning is longer than the camper it shall be centered on front of camper. This length is not to include front hitch or rear bumper.
17. Width: The maximum width of awning shall not exceed twice the total width of camper plus two (2) feet. This may include slides on camper if it has them. This is not to include the retractable awning is camper has one. If awning is built over camper it may not extend past rear of camper more than one (1) foot with slide fully extended.
18. Height: The maximum height of awning shall not exceed the highest point on camper plus thirty (30) inches. This is to include the air conditioner unit if applicable. This does not include antennas or other items that have been added by camper owner.
19. Sides: No part of structure except support poles and gutter will extend more than one (1) foot below lowest part of camper roof. No enclosing of awning in any fashion will be allowed.
20. Location: No part of the awning may over hang or extend into neighboring lot. No part of the awning shall interfere with movement of any vehicles or campers within camp grounds.
21. Wood Type. All wood used to build awning will be new. All wood that comes in contact with ground will be treated.
22. Metal. All metal used to build awning will be new. Any color other than white will have to be stated and approved on building permit. Roof may be only one color and sides may be of another color. All metal will be of the standing seam variety. No corrugated galvanized tin.
23. Roof. Only metal will be allowed as covering. No shingles, fiberglass, composite, canvas or wood.
24. Support poles. Only treated lumber will be allowed. A 4 X 4 is the smallest dimension you may use. Poles may be set in concrete but concrete will remain a minimum of four (4) inches below finished grade. No telephone poles or steel poles may be used. It must be of square or rectangle variety.
25. **Building Maintenance.**
26. At the beginning of each camping season all persons having awning will perform any needed maintenance and repair to awning. This is to include sweeping all debris (needles, sticks, etc.) from roof area. Any bent or metal will be replaced. Any rotted wood will be replaced. If structure needs washed down such procedures will be done.
27. After thirty (30) days of the camping season beginning all awnings will be inspected by the awning committee. Any violations will be submitted to the camp board for further action.
28. **Maintenance Violations.**
29. Any member may submit a violation notice. These notices must be in writing, signed and dated. These notices are to be given to a camp Board member. Upon receipt by Board member they are to be forwarded to awning committee for investigation. Awning committee will investigate and submit in writing or Board meeting recommendation to remedy situation. At this time the Board can either disregard (no violation or violation fixed) or act upon violation. If action is required all membership privileges of violator are suspended till violation is fixed or awning removed. The Board shall submit a violation notice in writing to last known address of lot holder. Also a copy will be affixed to camper. Removal of notice from camper will be grounds for further discipline. This discipline may be up to and including expulsion from club. If after forty five (45) days of the notification and no action to remedy the violation the Board will bring issue before the general membership. They will vote for no action, extension of time to fix, or removal of awning. A simple majority will carry. If a vote for removal is the choice, the owner will have ten (10) business days to remove it on their own. If no action is taken by owner of awning after ten (10) days it will be removed by the direction of the Board. This removal can be done by members or by a hired contractor. Any expense to the club will be charged to the violating party. Any fees will be charged to the awning owner. If fee is not paid by opening of next camping season it will be considered the same as non-payment of dues and will be grounds for expulsion from club. If members volunteer to remove awning a minimum fee equal to that year’s annual dues but not greater than three times the annual dues will apply. All fees collected will go into the general fund.
30. **Transfer of Ownership.**
31. At which time a person either leaves campers club or moves lots he or she is still responsible for moving, removing or selling to new occupant of the lot. One of the three (3) above mentioned options will have to take place before the original owner of lot will be allowed camping privileges. If no agreement can be made between old and new lot holder within 15 days the ownership is transferred to new lot holder. He can either request it be torn down at previous owner’s expense or take full possession and responsibility for awing. In the event that the new occupant’s camper is smaller than the awning dimensions allow, the new owner will be allowed to keep the awning as is. If awning is ever removed it must then be rebuilt to the proper specifications. The new owner will be required to sign a permit/maintenance permit.

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