



Pine Hill Residents, Inc.

96 Pine Avenue
Franklin, NC 28734

July 16, 2024

Dear Prospective Buyers and Agents:

Pine Hill Park is a resident-owned, age-restricted, 55+ community for people who maintain an active, independent lifestyle. It is managed and maintained by resident volunteers.

There are rules and restrictions for living in Pine Hill Park. The rules are attached for you to review before purchasing a home in the community.

The monthly maintenance fee is \$180 plus any additional charges for extra Cable TV boxes and storage units, if applicable. The fees are payable every six months on May 1 and November 1.

Fees may change at any time.

All home sales are approved by the Board of Directors. Potential buyers must complete the attached application and return it to the office at 96 Pine Avenue, along with a \$100 application fee. The Board will decide and respond within ten (10) business days

Once approved, the closing date must be coordinated with the Pine Hill Park Office. The seller must pay all outstanding fees, assessments, or fines at the time of closing. Closing fees are \$200 for both the buyer and the seller.

Please note, at the time of closing the purchaser must present:

- Copy of state issued photo ID (Copy of green card, if applicable).
- Proof of insurance. Insurance is required on all mobile homes in the park.
- If you have pets, a copy of their current vaccination certificate

If you have any questions concerning this information, please feel free to contact us at our office at (828) 524-8328 between 9 and 11 AM, Monday, Wednesday & Friday.

Thank you,

Pine Hill Resident, Inc
Board of Directors

PINE HILL PARK

An Active 55+ Resident Owned Community

THE RESIDENCY APPLICATION PROCESS

Thank you for your interest in Pine Hills Mobile Home Park. Whether you wish to purchase a home already located in the park or you will be bringing in your own, you must be approved for residency prior to making your purchase.

Pine Hill Park is a resident-owned community managed and maintained by resident volunteers. Residents are expected to contribute to the park's efficient operation.

To apply for residency in Pine Hills Mobile Home Park, you must complete the following for each person intending to reside in the home:

1. Fill out the attached application form in its entirety.
3. Include the following items with your application:
 - a) Copy of state issued photo ID.
 - b) Copy of green card, if applicable.
 - c) \$25 application fee.
4. Review the attached Rules and Regulations, sign the acceptance form and include it with your application. Upon acceptance to Pine Hill Park, the following items are required to be submitted to the Management at closing:
 1. Proof of insurance. Insurance is required on all mobile homes in the park.
 2. If you have pets, a copy of their current vaccination certificate.

RESIDENCY APPLICATION

Pine Hill Park
96 Pine Avenue, Franklin, NC 28734 - 828 524-8328

Introduction to Pine Hill Park

Pine Hill Park is a resident-owned community managed and maintained by resident volunteers. Residents are expected to contribute to the park's efficient operation. Opportunities to serve are on the Board of Directors or on one of the committees that work in Pine Hill Park.

The committees are described in the Bylaws and Policies and Procedures. Please review them and consider where you can best serve the community. The committees are the Activities Committee, Architectural Committee, Election Committee, Home Inspection Committee, Insurance Committee, Maintenance Committee, Rules Committee, Sunshine Committee and Welcome Committee.

_____ I understand that Pine Hill Park is a corporation managed by resident volunteers and all residents are expected to contribute.

Please print legibly. Fill in ALL blanks. All adults intending to reside in the home must sign below. Please note the documentation required on the previous page.

Name: _____ DOB: _____ Email: _____

Name: _____ DOB: _____ Email: _____

Buyers Real Estate Agent: _____ Phone: _____

PETS

2 pets are permitted, both under 20 pounds when full grown. Include current vaccination record:

Type of pet: _____ Weight: _____ Age: _____ Name: _____

Type of pet: _____ Weight: _____ Age: _____ Name: _____

Service Animals

Is the animal required because of a disability? _____

What work or task has the animal been trained to perform?

Assistance Animals, emotional support animals

Please provide information from a licensed health care professional specific to the individual with a disability and the assistance or therapeutic emotional support provided by the animal.

For further information see:

<https://www.hud.gov/sites/dfiles/PA/documents/HUDAsstAnimalNC1-28-2020.pdf>,

RESIDENCY

Current address: _____ City: _____ State and zip: _____

Telephone: _____ Telephone: _____

MOBILE HOME

Do you plan to Purchase Existing Home in Park _____ Plan to Bring in My Own Home _____?

Mobile homes placed in Pine Hill Park must be new homes and must be approved by Pine Hill Park.

Will you reside in the park full-time or part-time? (This question does not affect acceptance; it is for planning purposes.) _____

VEHICLES

Note: all vehicles in this park must be licensed and have a current inspection

Auto Make & Model: _____ Year: _____ Color: _____ Tag# _____

Auto Make & Model: _____ Year: _____ Color: _____ Tag# _____

PERSONAL REFERENCES, name, contact information and relationship to you

1. Name: _____ Phone: _____ Relationship: _____

2. Name: _____ Phone: _____ Relationship: _____

Have you or your spouse ever:

- Been evicted or asked to move out? Y N
- Been sued for damages to a property? Y N
- Declared bankruptcy? Y N
- Had any outstanding judgments? Y N

If "yes" to any of the above, please explain:

EMERGENCY CONTACTS

Name _____ Phone: _____ Relationship _____

Address: _____

Name _____ Phone: _____ Relationship _____

Address: _____

This application is true and complete and offered to secure Pine Hill Park residency. False information will invalidate this application and could result in other consequences, including canceling your lease. Pine Hill Park does not discriminate based on race, religion, sex, age, or national origin.

Signature of Applicant

Date

Signature of Co-Applicant or Spouse

Date

_____ I have received and agree to the rules and regulations of Pine Hill Park.

RULES & REGULATIONS

All requests for exceptions to these rules, must be submitted in writing to the Board for approval. Requests will be handled on an individual basis and will not set a precedent for future requests. All Shareholders must observe these rules and regulations. Additional explanations are in the Policy & Procedures Manual.

1. Shareholder rights and privileges:

- A. Right to enter, occupy and enjoy your home at your designated physical address as evidenced by Lease Agreement in the form attached hereto as Exhibit A and by reference made a part hereof.
- B. Right to park one (1) or two (2) non-commercial vehicles. Due to the potential for damage to utilities, there is no parking in grassy common areas.
- C. Full right to ingress and egress through the common areas.

2. Payment of maintenance is due on or before May 1st and November 1st each year. Rates are for one or two persons per unit. Owner / Residents are limited to two persons per site except for board approved exceptions during such period as an owner/resident may require around the clock home health care. A surcharge (to be determined annually by the Board) per month per person for owner/residents exceeding two per site shall apply.

3. Overnight guests' length of stay must not be longer than twenty-one (21) days for any one guest per 12-month period.

4. Pine Hill Park is for adult residents only, 55 years and older. When children are overnight guests, they must be supervised at all times, and homeowners whose guest they are, will be accountable.

5. No living unit is to be sub-let. Use by anyone other than registered owner/resident will NOT be permitted.

6. All home sales must be approved through the Corporation office. A transaction fee payable to Pine Hill Residence Inc. shall be charged on all sales. The amount of the transaction fee shall be determined by the Board annually. No for sale or realtor's signs may be displayed on or in your living unit or on common ground.

7. No garbage disposals are allowed due to clogging of septic system.

8. All construction or additions to living units or area around living units must be approved by the Architectural Committee. This includes utility-workshop, storage units, porches, steps, driveways, carports, awnings, exterior paint colors and lawn decorations. Outside TV antennas are NOT allowed. Satellite dishes are limited in size to those provided by The Dish Network and Direct TV.

9. Planting and removal of trees must be approved by Park Beautification Subcommittee.

10. The Corporation is responsible for trimming and mowing all common property. Selective trimming of trees is not the Corporation's responsibility but must have approval by the Maintenance Committee.
11. The Corporation reserves the right to regulate what it considers excessive use of metered city water.
12. Proper attire is to be worn whenever outside or away from patio. No laundry or towels to be in public view. All residents are responsible for their own actions and those of their guests.
13. No excessive noise from radios, TVs, hammering, sawing, vehicles with loud mufflers, etc. before 9:00 a.m. and after 7:00 p.m.
14. No smoking in the barn, near the open door of the barn, the office or in the Clubhouse, including bathrooms.
15. Only homeowners and their guests will be allowed to participate in recreational activities, including swimming pool. Young children are allowed with resident supervision but must not be a nuisance to other guests and must be potty trained – no diapers.
16. No RV's, trailers, motor bikes, motorcycles, ATV's, or watercraft of any type (boat, canoe, pontoon boat – powered or manual) are allowed in the park, except that small canoes and kayaks may be kept in the Park if stored in storage units or under the living unit. No unlicensed vehicles may be kept in the Park.
17. When homeowner leaves park for extended periods of time, the premises must be left in a condition in accordance with the Home Inspection guidelines. Windows are to have regular curtains, drapes, or blinds (no sheets, blankets or make-shift arrangements), and all garden decorations and yard items must be stored and secured against winds and storms.
18. Do not feed stray animals. Pets are allowed under the following conditions: a) all pets must be registered, b) pets must be on a leash, c) all waste must be picked up (if poop then scoop), d) pets may not disturb other residents, e) two pets (under 20 pounds each when full grown) are permitted.
19. All units and outbuilding must maintain a clean exterior. Each home should be washed annually. Home inspections will be held annually. (See Section 10 under "Home Inspections" of the Policy & Procedure Manual.)
20. New units must be pre-approved by the Architectural Committee. No used units will be allowed. A complete plot plan must be pre-approved by the Board including unit, utility room, driveway, cover for same, porch (screened or closed), location of air conditioning power, water, sewer, etc. Unit must be professionally installed, including utilities and meet all requirements of Macon County and State of North Carolina.

21. All Shareholders are required to obtain, and have in effect at all times, Homeowners Insurance.

22. Signs identifying the Resident(s) and the Street address may be located at the front of the Home. No other signs visible from the Street are allowed, except with the approval of the Board. No signs may be displayed in windows.

23. Seasonal decorations are allowed but must be removed in good time.

24. Flags may be displayed on any lot or home only as follows: a. One official United States flag and one additional flag which may be the State, the US Army, Air Force, Marines, Navy, Coast Guard or POW-MIA flag. b. Additionally, one sports flag may be displayed on game days only.

25. When the Board receives three (3) or more complaints about the appearance/condition of the site or the behavior of a Shareholder which is not covered by a specific established rule but is contrary to its mission statement, it must review these complaints on an emergency basis and take action to resolve the matter.