

APPENDIX “A” - RULES GOVERNING THE NEW CONSTRUCTION AND ALTERATION OF EXISTING COTTAGES OWNED BY SITEHOLDERS AT HAZELHURST CAMP

Failure to obtain appropriate approvals from B & S Committee for any type of exterior cottage construction or alteration which changes the exterior dimensions of a site dwelling will necessitate the prompt removal of the unapproved structure. The same shall hold true for any cottage construction or alterations, which, in the opinion of Building & Sites Committee, deviates significantly from the originally approved plans. It is therefore the responsibility of the siteholder to insure that contractors follow plans as approved. The removal of unapproved structures will be done by the siteholder at his/her own expense and within the time frame to be specified by the Building and Sites Committee. The siteholder shall also be responsible for restoring the dwelling to its prior state, leaving it in a safe & presentable condition. Failure of the siteholder to comply with the Building and Site committee directive will be considered an intentional infraction of the rules.

This infraction will subject the siteholder to a fine up to \$1000 and will place his/her Prairie Club membership and Hazelhurst lease in jeopardy.

The caretakers will be notified by Building & Sites Committee of any approved exterior construction plans and will report to the Building & Sites Committee any kind of unauthorized construction activities observed during their off season weekly camp rounds and during routine summer work.

1. Only members of the Prairie Club in good standing, and who shall have paid in advance all ground rent and fees or assessments pertaining to the leased campsite may add on to or alter a privately-owned cottage on a camp site, and only at a location designated as a camp site on the officially approved map of Hazelhurst Camp.
2. A permit to make alterations that affect the exterior appearance or dimensions of an existing cottage will be issued to the siteholder by the Hazelhurst Buildings and Grounds Committee-- noted as B&S here after-- authorized by the Prairie Club to issue such permit. Neither new work nor alterations may proceed without this permit.
3. The structure erected shall be used for residential purposes only, and any building erected on the camp site shall be occupied during the continuance of the lease only by the lessee or his immediate family who may be accompanied by friends, except as may be otherwise provided in the authorized camp rules currently in force.
4. Consultation with the B&S is advised before making plans or building arrangements. Camp siteholders frequently benefit by such consultation in matters pertaining to design, construction, materials, conservation, etc.
5. Those contemplating building must submit to the committee on B&S five copies of plans and drawings and a check for \$15.00 to cover extra copying, mailing and long distance telephone expenses, payable to whomever is the Chairman of Building and Sites Committee. Any unspent funds will be donated to the Hazelhurst Library. One copy of plan will be retained for record, and another, if approved, will be signed and returned to the owner. Whenever any remodeling, including complete renovation shall require any change in the exterior wall placement, roof line, or excavation; floor plans, pertinent elevations, roof line, site plans and general materials of construction of the proposed changes and its relation to the existing structure shall be drawn to scale and be provided to the B&S. Site plans shall include the building footprint, proposed additions or alterations, distances to adjacent buildings and roads and any significant geographical or natural elements. Floor plans shall include basements, main floor and any loft space. Elevations shall show grade or topography. All elevations affected by the alteration or addition shall be included.

Construction may not be started before approval is secured. It is the discretion of the B&S to determine if the submitted plans provide enough information for a rational decision to be made. Requests by the B&S for more information do not preclude initial approval of the plans.

6. Only one building may be erected on the camp site, and the center of such building must be substantially at or over the point indicated on the camp plot, except by special permission of the camp chairman. The dimensions of the building must conform to the building rules formulated by the committee in charge of such construction. The staking out of the proposed building on its proper site must be done in the presence of a member of the B&S, or of another member designated by the chairman of the committee.
7. Any changes in plans during construction are to be submitted to the B&S for approval.
8. Before the lessee may erect any building on a campsite or make any alterations affecting the overall appearances or dimensions of any building already erected, he shall submit plans thereof to the B&S for approval. The plan shall show the dimensions and general character, of the building or alterations; the location the building is to occupy, on the land; the sanitary facilities which shall conform to the laws of the State of Michigan. It shall also show the grading and excavation of the land, if any is required.
9. No tent or other temporary structure shall at any time be erected on the site. No trailer shall be permitted on the site.
10. Removal of trees or shrubs necessary for the construction of the building requires approval of the Conservation Committee. The committee should be consulted before removing trees or shrubs on camp sites at any time, and the approval of that committee secured.
11. If work is not started on the structure within one year after the issuance of the permit, said permit shall be considered invalid. The Building and Sites Committee will also set a completion time limit after construction begins relative to the project complexity, with a maximum time of 18 months allowed.
12. An inspection of the structure will be made by the B&S after the building is completed. The committee shall have the right to require any reasonable changes made which it deems necessary for the general welfare and safety of the camp.
13. The maximum width of any structure, including porches, may not exceed (26) twenty-six feet unless there is an approved exception in accordance with the procedure described below. The width is understood to be the overall outside dimension of the body of the building, not including eaves. The width is also understood to be in the general direction of the adjoining site. In no case shall a lateral expansion reduce the distance between cottages to less than 40 feet.

The maximum footprint area of any structure, including roofed porches, may not exceed 1200 square feet. The footprint area is understood to be the overhead plan view or horizontal projection of the cottage, excluding eave overhangs and patios.

The B&S Committee shall solicit the opinions of adjacent neighboring cottages. In considering the request for an exception, the Committee will give strong consideration to the opinions of adjacent neighbors.

Exceptions:

A.) **Width.** The width of a cottage may be expanded beyond 26 feet if the following encroachment [viz. space between units] provision is followed. Cottages and appurtenant structures must be located at least 40 feet away from neighboring structures. When cottage expansions are planned, they may encroach no more than one-half of the shortest original distance between adjacent cottages minus 40 feet. This distance is to be based on the footprints as of 7-1-08, provided more than a minimum 40-foot separation is available.

B.) One-story expansion. Where a one or 1-1/2 story expansion of an existing one-story structure is proposed, the maximum footprint area may be increased to 1350 square feet. This exception shall only apply to additions where, in the opinion of the Building and Sites Committee, a major tear-down and rebuild is not involved.

14. The purpose of Rule 14 is to maintain the traditional 1-1/2 story “cottage aesthetic” of Hazelhurst. The issues involved are complicated, and it is strongly suggested that applicants discuss these rules with the Committee early in the planning process.

A.) No structure shall be more than 1-1/2 stories in height.

B.) Maximum height of exterior stub walls above the floor of the loft or attic shall be 2 feet measured from the attic or loft sub floor to the top of the wall plate.

C.) Overall maximum height of a side wall may not exceed 12 feet, measured from the top of the sub floor of the first floor to the top of the wall plate in a one-story configuration, or the top of the stub/exterior wall in a 1-1/2 story configuration.

D.) Overall total dormer width on any given side shall be restricted to 50 percent of the length of the first-floor wall below. Dormer walls are to be separated from the first-floor wall by roof eaves. Dormers are to be gabled.

E.) To give it the flexibility of accommodating good design in achieving the 1-1/2 story “cottage aesthetic” of Hazelhurst, the Building and Sites Committee may make exceptions to these dimensional and gable-type rules. This aesthetic and a sense of human scale are to be encouraged utilizing, among other design elements, porches, low eaves, large overhangs, appropriate materials, and divided-light windows. Applicants should detail the extent to which they have utilized these elements.

15. Damage to cottage: In the event of structural damage, the dwelling may be replaced to its preexisting dimensions and materials. Any change to the preexisting conditions should follow regular B&S rules.

16. The siteholder (lessee) at his/her sole expense shall obtain all licenses and permits which may be required prior to making of repairs, alterations, improvements, or additions. The Club, where necessary, will join with the siteholder in applying for all such permits or licenses (See Hazelhurst Rule #15).

17. If the Plans submitted to the Building and Sites Committee for the building or remodeling of a cottage are denied, the Siteholder(s) may request a variance to the requirements of these Appendix "A" Rules. All Camp Council members and the Building and Sites Chair will constitute the Building Variance Committee. The Variance Committee will base its decision upon: the Plans submitted by the Siteholder(s) to Building and Sites; any comments from neighboring Siteholders that were supplied to Building and Sites; the written reason(s) for denial from Building and Sites; any recommendation from Building and Sites as to approval or denial of the requested variance; and any explanation from the requesting Siteholder(s) showing just cause for the variance by demonstrating that the variance would be within the spirit of the Appendix A Rules. The Variance Committee shall take into account the Hazelhurst community as a whole when considering the size, location, and traditional 1-1/2 story "cottage aesthetic" of the proposed cottage structure; past decisions of Variance Committees may be considered but are not binding as precedent.

The Siteholder(s) have the option to present their variance request either at a meeting of the Variance Committee at the Red Barn or, to expedite a decision, by e-mail sent to the Variance Committee (Camp Council) chair. Any final discussion and voting on a variance request by the Variance Committee shall take place in executive session and, in order to ensure the participation of all members, will be conducted by e-

mail unless all members attend a meeting at the Red Barn either in person or electronically. Final approval of a building variance requires an affirmative vote of at least two-thirds of the Variance Committee seats casting a vote; the vote of any seat on the Variance Committee occupied by more than one Club rental facilities chair or co-chairs may be cast jointly or fractionally between them.

18. The lessee shall confirm to and obey all the rules and regulations currently in force, or afterwards duly adopted by the committee, and from time to time in force during the continuance of the lease. The lease is made subject to all of the rules and regulations, and the same shall from time to time be and become part of the lease.
19. Excavation - Basement and cellars must be shown on the plans, and may be built with the approval of the B&S.
20. For the main building structure, the ground level in unexcavated portions shall be at least two feet from the under side of floor joists or girders, whichever is lower.
21. The two foot clearance rule shall not apply to concrete slab construction as used for porches. Where heating for and structure shall be provided through any pipes, tubes, or other installation in or on a concrete slab, plans and specifications must be referred to the B&S for approval before building permit can be granted.
22. All debris, such as stumps, roots, vegetation, and wood scraps or other items from construction, shall be removed from the site at the siteholders' expense. Dumpster, if placed on the site during construction, may remain in place as long as construction is in process.
23. Foundation - Structures may rest on brick or concrete block foundation with all under exposure filled in. The foundation shall be built approximately (24) twenty-four inches above the normal ground at the nearest point.
24. Exterior walls - exterior walls will be made from wood framing. Exterior cladding will preferably be constructed of wood siding. The B&S will however, consider requests for vinyl siding and samples shall be submitted to the committee. The vinyl siding shall be of a recognized good quality.
25. The B&S will consider the overall environmental, aesthetic, and topographical impact of the proposed changes on the integrity of the proximate environment: the land, the exterior space utilization, and the neighboring sites.
26. Prior to installing central air conditioning, the siteholder will consult with neighbors and the Building and Site Committee on the placement of the outside condenser unit or window unit. Agreement shall be obtained from neighbors and the Building and Sites Committee before installation. In the event agreement cannot be reached with the neighbors, the B&S will decide. As a guide decibel readings shall not exceed (55) fifty-five decibels as measured on the "A" scale of a sound level meter manufactured in accordance with the provisions of ANSI Standard S1.4. The sound level shall be measured midway between the condenser unit and adjacent cottage along the shortest distance of separation. If an agreement cannot be reached between neighbors or an objection arises after an installation, and alternate location, or appropriate noise barrier will be installed to reduce the midway sound level to the 55dB(A) as specified above. Air-Conditioning and Refrigeration Institute standard ARI Standard 275 should be used before installation or for modification guidance.
27. Flat or shed roofs sloping wholly in one direction will not be permitted. Eaves may not project more than 24" beyond the vertical walls of the building.

28. Chimney foundations shall rest on solid ground; shall extend down to the level of the footings of the main foundation walls surrounding the area where the chimney is located, and where the chimneys occur in outside walls or inside bearing walls, the footing shall be bonded with the wall footing.
29. Water Supply - Every well shall be located and constructed in such a manner that neither underground nor surface contamination from any cesspool or other possible source of pollution can affect the water supply. The horizontal distance from and source of pollution shall be as great as possible, but in no case shall be less than (50) fifty feet. If bacteriological examination or other evidence indicates actual or potential pollution, the distance shall be increased, or the location of water supply changed, as may be required by the Michigan State Board of Health.
30. All construction shall conform to B.O.C.A. and N.F.P.A. 211 codes.
31. When a construction project is approved by the Building & Sites committee, the committee chair will ask the Prairie Club office to send an Invoice for a \$1,000 road damage deposit to the Siteholder(s). The Club office will record the road damage deposit in account #220005 - HH Construction Security Deposit and will inform the Building and Sites chair of its receipt.

The road damage deposit is to pay for the project's share of general road maintenance and for any additional road damage that results from construction and movement of heavy trucks or equipment on Hazelhurst Camp roads. While each construction project has a negative effect on Hazelhurst roads, it is often not possible to determine a precise dollar amount of road damage caused; accordingly, a minimum road damage charge will be assessed, based upon the gain or loss of the beginning footprint area of the cottage and type or work done, as determined by the Building and Sites Committee upon approval of the project:

- \$300 for a tear down and rebuild of 100% of the footprint;
- \$200 for substantial renovation (51% to 99% of the beginning footprint);
- \$100 for moderate renovation (up to 50% of beginning footprint or minor exterior wall renovations involving foundation work); and
- \$0 for minor renovations not involving foundation work and not changing the footprint (such as dormer and/or exterior wall renovations).

At the conclusion of construction, the Building and Sites chair will ask the chair for the committee responsible for Hazelhurst road maintenance whether there was any specific damage caused by and attributed to the construction project, as evidenced by Invoices for any outside labor or equipment needed to repair such damage; any invoiced charges shall be added to the minimum road damage charge to determine the total, final amount of the road damage charges for that project [for example, a total cottage rebuild that resulted in a \$100 invoice for outside equipment rental to repair road damage would result in a \$400 total, final amount of road damage charges (the \$300 minimum road damage charge plus the invoiced \$100)]. The Building and Sites chair will then inform the Club office of the final amount of the road damage deposit to be kept by the Club and the amount to be returned the Siteholder(s); should minimum damages and specific damages exceed \$1,000, the entire deposit will be kept by the Club and any excess will be billed to the construction Siteholder(s). Any road damage deposit amounts kept by the Club and amounts paid in excess of the initial road damage deposit shall be transferred to account #526005 Maintenance-HH."

Introduction (preamble) and all Appendix A Rules Verified by Hazelhurst Siteholders and the Club Board (9/18); Rule 17 rewritten (9/18); Rule 31 Rewritten (9/21)