

PORT DELMARVA

260 Port DelMarVa
Rehoboth Beach, DE 19971
(302) 227-7409
www.portdelmarva.com

Rules, Regulations and Practices For Site Holders

Port DelMarVa is a delightful resort to be enjoyed by all.

These rules and regulations are provided to help insure the continued success of the Port. Please be a good neighbor and read and comply with the spirit and intent of these Rules and Regulations and provide friendly notice to those who appear, by their actions, to be unaware of our Rules and Regulations.

I. Use of Port DelMarVa

A. Restricted to approved self-contained travel trailers

1. Overall length of trailer must not exceed:

a) Sites 1-67 38 foot trailers,

(1) 40' foot trailers will be allowed on a site by site bases.

b) Sites 68-147 (the field) 36 foot trailers.

(1) 38 foot trailers will be allowed on a site by site bases.

2. All trailers must be RVIA compliant; not over 400 square feet.

3. All trailer approval is based on the ability of the RV to fit on the site within guidelines.

4. All trailers coming into Port Delmarva must submit a floor plan drawing before being approved.

5. All approved trailers larger than 36' will be restricted to that approved lot. Approval to move a trailer larger than 36' to another site in the future will be done on a case by case basis.

6. Port Delmarva will **NOT** move any trailers longer than 36' moving of these trailers will be the owner's responsibility in the presence of a Board member.

7. Trailers are measured from the hitch to the bumper, or furthestmost point of trailer, i.e. overhangs. No modifications of the frame in any way, as designed and delivered by the manufacture and as shown in the factory specifications. Overall width not to exceed 8 feet 6 inches with slide retracted.

a) Before bringing a trailer into the park a lease holder must:

(1) Submit a drawing of the trailer to the Site Improvement Committee for approval.

(2) Have the trailer inspected by a board member before placement on the site to ensure the trailer is within guidelines and matches the previously approved drawings.

8. Motorhomes, 5th wheel trailers, and converted vans are not permitted.

9. All trailers must conform to the average appearance of the units in the Port.

a) They must be maintained accordingly.

b) The appearance of a trailer is subject to the scrutiny of the Board of Directors and decisions pertaining to its acceptability is based on the judgment of the Board.

c) Slide out guidelines:

(1) The number of slides is limited to three (3) and can be located on both sides of the trailer (street and/or curb).

(a) Curb side slides must not extend past the patio pad and not interfere with the storage shed.

(2) Slide must not extend more than 40 inches.

(3) Front or back end hard slides will be permitted but must not exceed the 36 foot length restriction in Paragraph I.A.1.

(4) Guideline for placement of trailer with slides on the site is available in the Port Office.

10. Sewer connections must be airtight and liquid-proof.

a) All sewer lines must be hard piped with PVC.

b) Outside showers must have a basin 6" above ground level and drain into the sewer system

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11. The outside faucet supplying water to the trailer must be turned off when the trailer is left unoccupied overnight.
 - a) Hose and connections must be leak free.
 - b) The use of a water hose outdoors is not permitted without a shutoff nozzle.
 12. Electricity use is metered for each site and payment for usage is the responsibility of the site tenant.
 - a) Electrical service is provided to each site in the form of one 50 amp, one 30 amp and one 110 volt ground fault receptacle.
The ground fault receptacle is provided for temporary uses of electricity outside the RV.
 - b) The Port's electric meters will be read twice per season.
If the July billing payment is not received by the due date the electric will be turned off to your site and the meter box will be locked. When you pay your bill, a late fee of \$50.00 will be assessed even if the box is not yet locked. Payment of the bill and assessment is necessary before the lock is removed and the electric turned on.
If the October electric bill is not received by the due date, the electric will be turned off to your site and the meter box will be locked your lease will not be renewed and you will be asked to remove your trailer by December 31 and the lot will be assigned to a new lessee.
 - c) No locks are to be installed on any site breaker box or meter panel.
 - d) There is \$10.00 minimum asset usage fee per meter reading. Any usage under \$10.00 will be billed \$10.00.
 13. Wheel covers must be fabricated of awning material, painted plywood or fiberboard and be properly secured and maintained.
- B. Occupancy of trailer site is restricted to the tenant's trailer and one vehicle.**
1. Registered owner or spouse, whose signatures are on the lease, must be in attendance when the trailer is in use.
 - a) Use of Port DelMarVa facilities (trailer site, parking areas, storage areas, boat ramp facilities, etc.) is only permitted when a lessee is present at Port DelMarVa.
 - b) The lessee is responsible for compliance of the Rules and Regulations by guests.
 2. Overnight sleeping outside of the primary-on-site trailer is not permitted.
 3. One Vehicle on site shall be parked within the length of the pad and shall not obstruct the view of the neighbor.
 - a) Space must be maintained on the site, parallel to the pad and the trailer, to park the tenant's vehicle.
 - b) Additional vehicles shall be parked in the Visitor's Parking Areas.
 4. A boat, boat trailer or Recreational Vehicle (RV) shall not be parked overnight on a trailer site.
 - a) Boats on trailers may be on the trailer site for a short duration for loading, unloading, or maintenance.
 - b) Kayaks, canoes, and stand up paddle board may be stored under the trailer. It must fit securely under the trailer.
 5. Overnight parking of boats, boat trailers, trailers and Recreational Vehicles (RV) of any type is not permitted in the visitors' parking areas.
 - a) Relief from this *Rule* may be obtained by advance; request from a Director if special circumstance warrants.
- C. Patio pad.**
1. When a Tenant's trailer is on the site,
 - a) Appliances may not be used or stored on the patio pad.
 - b) Items must be properly secured
 2. When the tenants' trailer is not on the site, only small, light, movable items may be left on the patio pad.
 - a) The items must be properly secured to prevent wind damage to Port property and neighbor's property.

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- b) Cars, stakes, obstructions, plastic covers, or other items that may interfere with grass cutting may not be left on the non-patio part of the site.
 - c) No personal items may be stored in Port DelMarVa buildings.
 - d) The Port shall not be held responsible for damages or disposition of tenant property.
- D.** Maximum speed limit in the Port is 10 mph.
- 1. The Port is a congested area where small children may be playing. Safe driving is mandatory at all times.
 - 2. Driving around speed bumps is prohibited.
 - 3. Golf Carts are prohibited.
 - 4. Violations of these rules can result in revocation of the lease.
- E.** Quiet hours are from 11:00PM to 8:00AM.
- F.** Prior approval of the Board of Directors is required for all additions, structures, or improvements.
- 1. Metal frame screen houses and screen rooms are permitted. Approved guidelines are available from the Board.
 - 2. **HARD TOP AWNINGS:** Silvertop 2-way RV awnings with a Chesapeake screen room are the only hard top awning and screen room combination that is approved. This is the only type of screen room that is approved to remain in place over the winter season.
 - 3. **SIDE OUT AWNINGS:** Silvertop 2-way slide out awning is the only type that is approved. It has to be able to be lowered. (Must be approved by site improvement committee.)
 - 4. Wooden structures or tents are not permitted.
 - 5. The screen house or screen room must not encroach on the site parking space.
 - 6. Screen houses and screen rooms must be dismantled and stored over the winter months.
 - a) Winter months start on the day the Port water system is winterized and end when the water system is put into service, usually in March.
 - 7. Electric service to the storage shed may be done by approval of the Board by adding a 110 volt breaker to the site load center installed by a licensed electrician. Under NO circumstances is the resident authorized to open and make internal connections to the utility pedestal.
 - 8. Any improvements to a site must be removed when changing sites or leaving Port Delmarva. This includes removal of any sand/dirt, plantings, and structures.
- G.** Memorial Hall and the Office are clean-air areas. No smoking is permitted.
- 1. Memorial Hall is for designated recreational, social, and business functions.
 - a) No pets, bikes, skateboards, roller skates, or ball-playing is permitted inside the building.
 - 2. The Office is used for conducting Port business.
- H.** Personal clothes lines are not permitted on trailer sites.
- 1. A central area behind Memorial Hall shall be used for clothes drying.
- I.** Storage sheds are provided for each trailer site.
- 1. Use of washers, dryers, water heaters, and propane appliances in the sheds is prohibited.
- J.** Access to Rehoboth Bay is available at the canal.
- 1. Access to the canal from the bulkhead is restricted to "car-top" boats only.
 - a) Vehicles are allowed in this area for loading only, not for parking.
 - 2. Trailered boats may be launched at the boat ramp at the end of Marina Drive of the Rehoboth Bay Community (lessees only). Ramp usage is determined by Rehoboth Bay guidelines.
- K.** Open fires and Fireworks are not permitted.
- 1. Personal barbecue grills are acceptable.
 - 2. Gas fire pits must be the approved type by the Site Improvement Committee.
 - 3. Residents or residents' guests caught with illegal fireworks will have their lease terminated immediately.
- L.** Only licensed vehicles operated by licensed drivers are to be used on Port property.
- 1. 2 wheeled electric scooters are allowed only operated by persons over 21 years of age.
- M.** Bicycles are permitted only on roadways.
- 1. Delaware state law requires riders under the age of 16 to wear a helmet.

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- N.** Pets are to be controlled at all times.
1. State and county laws require animals be on a controlled leash.
 - a) Leashes will be no longer than six feet. Retractable leashes are not allowed
 2. Pet owners must clean up all pet elimination.
 3. Pets must not create a nuisance to others.
 4. Failure to comply can result in legal penalties as well as expulsion from Port DelMarVa.
 5. No pets allowed in any Port building unless it is a certified service dog.
 6. All pets must be registered and have proof of insurance.
- O.** Antennas or Dishes are to be located at the rear of the site.
1. They shall not protrude over the adjacent site or interfere with the use of the adjacent site.
 2. Dishes will be installed so that the top edge of the Dish is no higher then 36 inches above surrounding structures, such as trailers and storage sheds.
 3. Dishes will not be larger than 22-26 inches in diameter.
 4. Support will be sufficient to insure the safety of people and property.
- P.** Restrooms are available at the end of the Office Building and will be open by the discretion of the Board of directors.
- Q.** The kitchen attached to Memorial Hall is available to lessees pending prior approval of the Board of Directors.
1. A \$35.00 user fee will be charged for private use of the facilities.
 2. Regulations relating to the use of the kitchen are posted in the kitchen and must be followed.
- R.** Propane is available at the Port at a moderate price set by the Board of Directors based on the supplier's price and subject to State and Federal regulations regarding handling.
1. Tickets for the purchase of propane are available at the Port Office at the time posted, usually Saturday morning between 9:00 AM to 9:30AM.
 - a) There will be NO propane sales on meeting days. The dates will be posted on the Port office door.
 2. Bottles will be filled from 9:00 AM to 9:30 AM.
 3. Cylinders must be stamped with an up-to-date certification date.
 4. Rusty tanks will not be filled.
- S.** Mailboxes.
1. Boxes are provided in Memorial Hall for Port communication and for messages from other tenants.
 2. U.S. Postal boxes are located near the entrance to the Port property. Application for a box number is made at the Port Office, a nonrefundable, nontransferable fee is paid to the Port for the use of a mailbox.

II. Maintaining the Port

- A.** Site maintenance and improvements are the responsibility of the tenant.
1. Tenants are responsible for trimming and lawn mowing of their site out to the street.
 - a) If there is an extended absence, the tenant must make arrangement for continued care.
 - (1) The Board will take action to correct instances of lack of site maintenance.
 - (a) When a Director observes a site with high grass (more than 8 inches high), a contractor will be hired to cut the grass and the leaseholder will be billed for the expense. The first seasonal event will b \$50.00; thereafter, \$75.00 each event
 2. Prior to planting trees, shrubs, and plants, approval must be obtained from the Site Improvement Committee to avoid damage to utility services which may be close to the surface and easily damaged by digging.
 - a) The tenant is financially responsible for repairs necessary as a result of damage caused by digging.
 3. Any eventual growth of shrubs, trees, and plants may be controlled by cutting or removal, if necessary.

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- a) The acceptability of the size and growth is based on the judgment of the Site Improvement Committee.
4. Gravel under or around the trailer is not permitted.
- B. Trash and garbage must be deposited in the dumpster north of the Port Office Building.
 1. Trash is not to be left outside the dumpster.
 2. Garbage must be secured in sealed plastic bags.
 - a) Garbage, diapers, or sanitary pads must not be placed in any part of the sewer system.
 - (1) The sewer system is not designed to handle such objects.
 3. Only Household waste shall be placed in the dumpster.
 - a) Place yard waste designated area, not to be placed in dumpster.
- C. The Department of Natural Resources has stated that disposal of crab shells, animal feces, or any other debris into the waterways and wetlands is subject to a very stiff fine to the individual and/or the Port.
 1. Anyone responsible for these acts is subject to immediate expulsion from the Port and termination of their lease.

III. Leases

- A. The lease period is by the year; effective January 1 through December 31 at a rate established and published each year by the Board of Directors.
 1. Leases entered into for less than the one year period will be on a prorated payment schedule.
 2. An annual site lessee may renew the lease subject to approval by the Board of Directors by paying the annual lease fee for the ensuing year before November 1.
 - a) Failure to pay the lease fee before November 1 will result in termination of the lease and the site will be open for selection at the Annual Site Selection Meeting.
- B. The order in which sites may be obtained at the Annual Site Selection Meeting is in seniority order determined by the date of the original uninterrupted lease.
 1. The Board of Directors' approval is required prior to relocating to any site.
 2. Lessees who change sites are requested to move their trailers by 5:00PM on the date of the meeting or according to a schedule determined by the Board of Directors.
- C. Lessees are not permitted to sell the lease, give the site, rent the site, or change sites with another lessee.
- D. Port DelMarVa Board of Directors may terminate any lease at any time for breach or violation of the Rules, Regulations and Practices governing the Port or for any conduct deemed detrimental to the Port or to any of its occupants.
- E. Any occupant or visitor of Port DelMarVa in violation of the Rules, Regulations and Practices governing the Port or conducting themselves in a manner considered detrimental to the Port or to any of its occupants, as determined by a quorum of the Board of Directors, shall be expelled.
- F. Port DelMarVa assumes no liability for theft, damage by fire or any other cause to personal property or for personal injury to anyone within the bounds of its property.

IV. Storage areas:

- A. Storage areas are available along the entrance drive and in the bulkhead area. The Port will assume no responsibility for boats, trailers, or other property kept in these areas. Utilization of these spaces is at the lessee's risk. The areas are to be used for the active storage of boats, boat trailers, or the lessee's tow vehicle. These special spaces are not to be used for storage of RV units or for vehicles not in active use, termed "dead storage".
 1. Sixty spaces are available along the entrance drive, assigned according to the seniority list for trailer site assignment at the same time as the trailer site selection.
 2. Only one (1) storage space will be permitted for each lessee.
 3. A rental fee is established by the Board of Directors.
 - a) Payment by the lessee is due and payable before November 1 each year.

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(1) Failure to pay the fee before November 1 will result in forfeiture of the storage space and the space will be open for selection at the Annual Site Selection Meeting.

4. Upkeep of the spaces shall be the responsibility of the lessee. Failure to maintain acceptable appearance and/or proper utilization shall result in forfeiture of the right to use the space.

a) Nothing can be stored past the storage site number sign.

B. The storage site at the bulkhead area is limited to boats less than sixteen (16) feet in length without trailers, usually termed “car-top” boats and or Kayaks. Boats on trailers are not permitted to be stored in this area.

1. **Storage in this area will cost \$15.00 per year**

a) **All Kayaks will be identified by a decal and have an assigned slot in the Kayak rack.**

b) **All boats stored in the bulkhead area will be identified by a decal affixed to the transom.**

C. All trailered boats in the entrance drive storage area will be identified by a decal affixed to the trailer.

D. Decals for boat identification are obtained from any Director.

E. The Board of Directors will monitor the use of the storage spaces and persons considered in violation of the intended usage will be requested to show cause why the stored item should not be moved.

V. Mooring space

A. Mooring space is available and permitted at the bulkhead for the lessee’s boat only when the lessee is in the Port. The Port owns only the property behind the bulkhead. Mooring outside of this space cannot be authorized by the Port. Any mooring will be at the owner’s risk.

1. Mooring in this area will be on a “first come, first served” basis.

a) Your area will be considered vacated each time your boat is moved.

2. Mooring will be limited to the cleats available.

3. All boats moored at the bulkhead will be tied from the bow to a bulkhead cleat and anchored from the stern to keep the boat from swinging.

a) Boats will be moored to avoid interference with boat launching at the ramp.

VI. Complaints, grievances, questions

A. Complaints, grievances, and/or questions requiring Board of Directors review and approval shall be submitted in writing for action. Resolution of the complaints, grievances, and/or questions will be made by the Board of Directors.