

TWIN LAKES SPORTS CLUB ASSOCIATION, INC.
RULES AND REGULATIONS

AMENDED – July 2023

BOD has the authority to reduce fines or fees on a case-to-case basis. (July 2015)

1. AUTHORITY:

These Rules and Regulations are promulgated and approved by the Board of Directors of Twin Lakes Sports Club Association, Inc. pursuant to authority granted by the Stockholders, in Article VIII, Section 2 of the By-Laws, Twin Lakes Sports Club Association, Inc., as amended, for control of lessees, stockholders and guest.

- a. In enforcement of Rules and Regulations and Lease Restrictions as directed in Article VIII. Section 2 of the By-Laws, the Board of Directors will add a minimum twenty-five-dollar (\$25.00) fee to the lessee's assessments for each and every verified violation. Complaints of violations must be made to a Board member and will be investigated by the Board. All verified violations will be documented by the Rules and Regulations Chairperson and kept on file with a letter notifying the lessee of the Board's action. The leaseholder may attend the next board meeting to contest the fee. The leaseholder will be notified by mail of the Board's decision with a copy to the leaseholder's file.
- b. When a complaint form is signed, the leaseholder will be notified within one week of complaint and informed it will be discussed at the next Board Meeting. (July 2008)
- c. The Rules & Regulations chairperson has the authority to extend the time limit, within reason, issued on a warning letter at his or her discretion. (July 2008)
- d. No fines will be assessed to any leaseholder without board approval. Fines listed in the Fee Schedule list have been approved by the board and require verification by a member of Rules & Regulations Committee and approval by Rules & Regulations Chair. Fines may be appealed at next regular board meeting after issuing of fine. (*Fines may be found on Fee Schedule Page in the Twin Lakes Handbook.*) (July 2016)
- e. **All Violation Report/Complaint Forms must be complete and have the signature of the complainant before it can be accepted and/or investigated by the Rules & Regulations Committee. (July 2023)**

2. DEFINITIONS:

DERELICT VEHICLE: any "motor vehicle" that has not moved for 30 days without proper tags from either state issued registration or Twin Lakes.

FULL-TIME: any occupancy of a residence in a leased lot in excess of thirty (30) days not separated by intervals of at least six (6) months

MANAGEMENT: where used in these rules and regulations, shall mean the Board of Directors of Twin Lakes Sports Club Association, Inc., or a person or persons designated with specific authority by the Board

MANUFACTURED HOME: a factory-built home that is assembled in standardized sections and/or transported to the installation site on a trailer frame. To be considered a "manufactured home", the structure must be manufactured after 1975 and meet federal rules (HUD Title 6) for quality, durability and safety

MOBILE HOME: a large house trailer or prefabricated house that is manufactured before 1976 and does not meet the standards of a "manufactured home" as defined in these definitions

MOTOR VEHICLE: a self-propelled wheeled vehicle that, if operational, properly registered and tagged, could be legally operated on public roadways

R.V. (Recreational Vehicle): an automotive vehicle with living quarters either built-in or integrated onto a trailer or camper frame designed to be attached to a truck or tow vehicle. This includes Class A, B and C motorhomes as well as converted busses, travel trailers, fifth-wheels, truck campers and pop-up campers

3. USE OF LOT:

- a. No “derelict vehicle” may remain in open sight of a road for longer than 30 days.
- b. Lots shall be used for residential purposes only and no business, nor business signs shall be permitted thereon.
- c. Vegetable gardens for personal use of lessee must be kept in a neat manner at all times.

4. CONSTRUCTION:

There shall be no restriction as to cost of a residence, but all building plans and lot improvements must be submitted to the office on graph paper 10 business days prior to a board meeting. All building permits must be initialed by all board members in attendance at the meeting on the date the building permit is presented. Approval of the presented building permit takes simple majority of attending members. Any permit denied may be resubmitted at the next scheduled board meeting. (July 2016)

- a. All structures constructed or moved in (including “mobile homes”) shall be located no less than 25 feet from the front of lessee’s lot and at least five (5) feet from the back and side boundary lines of lessee’s lot. All dwellings shall have modern sanitary facilities including an approved septic tank and tile field. No outdoor privies shall be permitted. All wells must be at least 50 feet from nearest septic tank and utilities shall be three (3) feet from the back and side boundary lines of lessee’s lot. Location of all wells and sanitary facilities must be approved by “management”. There shall be no open wells.
- b. All residences shall provide adequate area for living, sleeping, cooking and sanitation, with a minimum square footage of 720 feet for anticipated use of not more than four (4) persons; with additional minimum of 100 square feet for each additional person. Exceptions should be considered on a case by case basis. (July 2022)
- c. A garage or storage building of a size and type approved by “management” may be constructed on a lot with a residence; no such structure shall be less than 25 feet from the front of the lot. (July 2008)
- d. All construction shall be completed in a reasonable and practical time and in no case shall surplus materials or trash be permitted to remain or be stored in an unsightly manner on the lot. All building permits will be issued in writing and are valid for the time period stated. If building granted by the permit has not been completed within the established time period, the member is required to obtain another approval. The Rules and Regulations chairperson will monitor compliance with all permits. (July 2008)
- e. A “manufactured home” may be used as a residence on a lot. All “manufactured homes” must be approved and have written approval from the Board of Directors before they can be moved into Twin Lakes. No “manufactured home” shall be moved on to any lot west of Owl Road except those approved in the Purchase Agreement prior to the month of November, 1983. Any “manufactured home” to be used as residence must be anchored to a foundation or runners per FHA/HUD guidelines and shall be at least 60 feet by 12 feet, or 720 square feet in floor area for four (4) people and 100 square feet in floor area per additional persons. This rule does not apply to temporary quarters approved with written special permission from “management” while in the process of construction of a permanent dwelling. (July 2021)

- f. Fences: Before constructing any fence, approval of the Board of Directors must be obtained as to type and height. In no case shall a fence be permitted that would detract from the beauty of the area. Fences should be compatible with the size, scale, material and character of the Twin Lakes Community. Fences should primarily be considered for the back of the property, not the front of the property. Fences constructed of barbed wire, corrugated fiberglass, or T-Post will not be considered for approval. Fences constructed of chain link material are appropriate with a top rail and must be well maintained. Fences should be finished in colors considered to be natural and standard to the material type used. Fences should not exceed 6 feet in height if constructed as a stockade enclosure and should not exceed 4 feet in height if constructed in chain link material. Fences that become dilapidated and in disrepair will be removed or repaired at the member(s) expense. No lot Lessee shall place fill on any lot or place fences, trees, or landscaping in such a location or position that will interfere with the existing drainage on or from other lots or the common areas. It is the responsibility of each builder to provide adequate drainage on the lot. (July 2017, rev. July 2018)
- g. Any construction without the Board of Director's prior approval is in violation of Twin Lakes Rules and Regulations number four. Those persons who fail to obtain a building permit from the Board of Directors before starting construction will be fined as the Board deems necessary to remedy the situation.

5. FIRE PROTECTION:

All lot Lessees shall keep their lot or lots mowed or otherwise free from grass, brush or trash that could create a fire hazard. Where a lot Lessee does not mow his and/or her lot and allows a fire hazard to exist, the "management" shall have the authority to mow such lot and remove such hazard and charge the lot Lessee with the cost; failure to pay such charge would constitute a lien on the lot.

Lessees may use approved residential chemicals to help control weeds and brush on their lot but shall not spray the entire Lot or Lots to kill all vegetation or as a deterrent for mowing. (July 2010, revised July 2018)

- a. A designated burn area is provided by Twin Lakes and supervised by the Twin Lakes Fire Department to dispose of permitted items from Twin Lakes premises only. The "Summer Burn Pit" is located east of the Fire Department and the "Winter Burn Pit" is located east of the cattle guard. Watch for signs that indicate if the pit is open or closed. Lessee may haul brush, trees and tree limbs only (no bags), to designated burn pit. Building or construction material, furniture, or other items are NOT allowed. A one hundred-dollar (\$100.00) fine will be imposed on a lease for each illegal dump. Any lessee leaving burnable material further than fifty (50) feet from the burn pit sign may be fined \$100.00 for each offense. (July 2015)
- b. At no time shall a lot Lessee permit insect infestation of shrubbery and/or trees to go unchecked on his and/or her lot or lots. Where a lot Lessee does not assume this responsibility, "management" may spray such a lot and charge to the lot Lessee the cost; failure to pay such charge would constitute a lien on the lot.
- c. A site for burning trees, brush, leaves and grass must be a minimum of four hundred (400) feet from leased property where any type building is constructed on said property.
- d. Outdoor Burning by the Lessee is permitted within the Twin Lakes area under these conditions: Container used will be a Steel Fire Pit or Chiminea or one manufactured by the Lessee of Brick, Stone or Cement. These units will be no larger than 40" in diameter and must at all times be covered with a wire mesh screen with no opening larger than 1/8". All units must be installed on a fireproof surface preferably of Concrete, Brick or pavers and must be clear of all vegetation. Units must be 15 feet from any structure. Logs used will be no larger than 18: long and 4" in diameter. No paper, plastic, trash or any other material will be burned. Fire Pits will be monitored at all times by the Lessee or their Designee. All Fire Pits manufactured by the Lessee must be Approved by the Twin Lakes Fire Department prior to use. Fire Pits may not be used during a Burn Ban within Logan County or the Twin Lakes Area. Charcoal Grills may be used during a Burn Ban but must be monitored at all times. Anyone in violation of these rules will be assessed a minimum fine of \$250.00 and possible lease cancellation.

Any damage caused by your fire, you are responsible for. Fire must be completely extinguished when no longer attended. Extinguished means that there is no more smoke. (July 2014)

- e. If a lot is undeveloped, it is excluded from mowing and clearing. Determination of lot status will be made by the Board of Directors. (July 2015)

6. SANITATION:

No garbage, trash, trees, limbs or other disposable debris shall be brought into the Twin Lakes area for disposal by a Non-member, Lessee, Lessee's family or guest. No vehicle batteries or any other toxic and hazardous materials shall be placed in any dumpster or disposal area. (July 2010)

- a. Lessees shall dispose of household garbage by hauling to the designated trash dumpsters located east of the office. There will be a one hundred-dollar (\$100.00) fine for anyone caught disposing of furniture, appliances or any other items of this type and nature. Area trash containers will be used only for casual picnic waste.
- b. Lessees shall dispose of trees, limbs, brush and leaves only by hauling to the designated Burn Pit. There will be a \$100.00 fine imposed for anyone caught disposing of household trash or metal objects in the Burn Pit areas. (July 2010)
- c. Area trash containers shall be used for casual picnic waste only. (July 2010)
- d. If roll-off containers are provided, Lessees shall not use these containers for household garbage.

7. SAFETY:

- a) (1.) Speed limit for "motor vehicles" driven on streets and roads in the Twin Lakes area is 15 miles per hour and caution should be taken at all times.
- (2.) All operators of street legal vehicles are required to have a valid operator's license, as prescribed by Oklahoma Law. Vehicle owners allowing an unlicensed driver to operate said vehicle shall be held fully liable.
- (3.) Any person caught damaging the roads or Twin Lakes property (doing donuts, cutting the roads, spinning tires, etc.), deliberately or otherwise will be fined a minimum of \$100.00. (July 2015)
- b) No vehicle may be parked or left unattended on roads where by a driveway, right-of-way or through traffic will be blocked. Parking at clubhouse, restaurant, swimming pool, office and other gathering places shall be only in designated areas. No "derelict vehicle" may remain in open sight of road for longer than 30 days. **An automatic fine of \$50.00 may be assessed for Non-Response to warning letters. (July 2023)**
- c) Lessee shall regularly remove all garbage, litter, junk, trash, rubbish, waste and other articles of refuse from his/her lot(s) and shall not allow items to accumulate thereon. No trash, garbage or other articles of refuse, including grass clippings, brush or tree limbs shall be disposed of on any vacant lot. (July 2008).
- d) The use of motorcycles and minibikes shall be regulated by a Safety committee appointed by the Board of Directors. This committee will publish, distribute, and with the aid of all Board members, enforce such rules as are necessary.
- e) No fireworks, of any type, will be discharged on Twin Lakes property by a Lessee or their guest. There will be a \$100.00 fine for anyone caught discharging fireworks. (July 2008).
- f) Twin Lakes Sports Club Association will have the west, middle, main and east gates opened during times of extreme fire danger, localized flooding or during tornado warnings when warnings for any of the

above are issued by major television stations. Gates will remain open until the hazard or danger has passed. (July 2011)

8. ANIMALS AND PETS:

- a. No domestic animals except dogs and cats are permitted in the Twin Lakes area; (July 2005) and any dog or cat shall wear a collar and tag indicating current vaccination and shall be kept on a leash or in an enclosure on Lessee's premises. No Lessee shall keep more than four (4) dogs or cats for a period of longer than six (6) weeks. There will be a \$25.00 fee added to the Lessee's assessments for each and every verified complaint against dogs and/or cats in Twin Lakes. All complaints must be made to a Board Member and will be investigated. All verified complaints will be documented by the Rules and Regulations chairperson and kept on file in the Twin Lakes Office.
- b. Nuisance Dog Barking (when a dog continues to bark without provocation): first offense is a \$25.00 fine; fine to double with each occurring offense up to \$100.00. (July 2015)
- c. The keeping of up to 8 domestic chickens will be allowed providing coops and enclosures are located at least 50 feet from adjacent occupied dwellings; no roosters are to be permitted. (July 2016)

9. FIREARMS AND HUNTING:

Due to the hazards involved and the number of persons on Twin Lakes property, only shotguns shall be permitted in the hunting area. Rifles are prohibited to be used in any way or in any area owned by Twin Lakes Sports Club. No guns shall be discharged on Twin Lakes property, in Logan County, including BB guns, bows and arrows, paint guns and pellet guns. (HUNTING AREA REFERS TO 80 ACRES OWNED BY THE ASSOCIATION IN KINGFISHER CO.)

- a. Members of Twin Lakes only are to be allowed to hunt during all legal hunting seasons on the Twin Lakes designated hunting area **and may take their children/grandchildren, age 17 and under. These underage children must be physically accompanied by the Twin Lakes member at all times** (July 2005, revised July 2023).
- b. Practice Range: Bows (including long bows, compound bows and cross bows) may be shot on Twin Lakes property, in Logan County, only in the designated practice range located at the end of Bluebird. Bows are to stay to the south side of the light pole. A Leaseholder, 21 years of age or older, must be present the entire time the practice field is in use. Bows can be used at any time in the hunting area. (July 2014)
- c. Only soft targets can be used on the practice range on Twin Lakes property in Logan County. Participants are responsible for supplying targets. No exploding targets will be allowed. Any trash or debris from targets must be removed before leaving practice range. (July 2014)
- d. Bow fishing in the lakes shall be permitted provided the arrow is tethered to the bow and in accordance with Oklahoma State Licensing requirements and state fish and game regulations. Fish taken by this method may not be disposed of on Twin Lakes property. A fine of \$50.00 will be assessed for improper disposal of fish. Repeat offenses may result in suspension of bow fishing privileges at Twin Lakes. (July 2014)

10. FISHING:

- a. Oklahoma State License is required for fishing in the lakes.
- b. State regulations as to limit and size, etc., shall apply.
- c. No trot-lines, limb-lines, yo-yo lines or jug lines are permitted in the lakes.
- d. So others may fish too, each fisherman shall be limited to not more than two (2) poles or cast lines.

11. BOATING:

- a. Rowboats, paddle boats, or canoes may be permitted on the lakes, but no motor, except electric trolling motors.
- b. Docks for boats may only be built with approval and permission of “management” and any dock built on the lakes shall be available for use by any lot Lessee of Twin Lakes.
- c. There shall be no swimming or bathing in the lakes.

12. SWIMMING POOL:

a. The Pool will be open from the beginning of the Memorial Day weekend through the close of the Labor Day weekend or at the discretion of the Board of Directors. Only members of Twin Lakes Sports Club, their family and guests may use the Swimming Pool facilities. Use of the facilities shall not be available to non-residents. Guest must be accompanied by the Leaseholder. A limit may be imposed on the number of guests per member at any time to avoid over-crowding of the facility. The assessment account of a Lessee will be charged for damaged Association property or equipment if damaged by the Lessee, their children or guest. Suspension from use of the facilities or equipment may be imposed for damages or violation of the pool rules if directed by the Board of Directors or a representative thereof. Suspension is deemed indefinite. The Leaseholder and his/her guest (if applicable) can appeal said suspension at the next regularly scheduled Board of Directors meeting.

**Registration for Season Pool Pass omitted at 2014 Stockholder's Meeting.*

b. Swimming Pool Rules: (July 2014)

- 1. An adult must accompany children 12 years of age and under. Children who cannot swim are required to stay in shallow end of pool.
- 2. A Leaseholder must accompany all Guest(s) at all times, unless written approval of pool manager, pool chair, or Board of Directors is on file at pool. Guests may not have a guest.
- 3. No person with open wounds, bandages, skin eruptions, viral or bacterial infections may use pool. Swimsuits are required; infants must wear leak proof garments with elastic leg bands.
- 4. No running, pushing, towel snapping, wrestling, fighting, overt displays of affection, profanity, diving, somersaults, or back dives allowed.
- 5. No glass containers, beer, alcohol, or pets allowed within the pool enclosure. No food is allowed in the water.

13. RESPONSIBILITY:

a. (1.) All lot Lessees shall be responsible for themselves, their families and their guests in all their actions while at Twin Lakes. “Management” shall not be responsible for any person while using the swimming, fishing, boating or other facilities of Twin Lakes.

(2.) Anyone 16 years and younger shall have a curfew of 11 p.m. unless accompanied by a parent. (July 2009)

b. When a Twin Lakes member is in residence on their leased lot, no other person eighteen (18) years of age or older shall occupy, on a “full-time” basis, the leased premises without written approval of the Board of Directors.

At no time will an applicant for membership or approved member live in the Lessee residence until membership approval has been given and property closed. (July 2019)

- c. At no time shall the “management” serve any alcoholic beverages. Any lessees and their guest(s) shall not be permitted to bring their own bottle, mix and pour their own drinks at any time in the restaurant, nor in the clubhouse when it is specifically open to children and/or minors.
- d. Use of the clubhouse must have prior approval by the Community Center chairman or Board of Directors. (July 2016)
- e. Leaseholders are required to mow and maintain to graded road. (July 2016)
- f. Any attempt to break through the fence or force open the electronic gate to Twin Lakes shall be reported to a member of the Twin Lakes Board of Directors. The Board will investigate the complaint and, if verified, will levy a fine of at least twenty-five dollars (\$25.00) on the offender, or if not a member, on the host of the offender. If the offender is neither of these, the incident may be reported to the Logan County Sheriff. In addition to the fine, the offender will be required to pay the cost of inspection and/or repair of the equipment. Anyone that enters the Twin Lakes premises without being accompanied by a member will be considered a trespasser and will be asked to leave, with these exceptions: restaurant customers, those attending chapel, service people, and people invited to Twin Lakes sponsored activities. (July 2004)
- g. Any verified disturbances that occur in Twin Lakes violate Rule 13 of the Twin Lakes Rules and Regulations and can result in any or all the following actions.
 - #1: Minimum of \$25.00 fine levied on the leaseholder involved.
 - #2: The involved persons will be asked to leave the area.
 - #3: The sheriff will be called and charges brought against the involved persons.

14. MINIBIKES, MOTORCYCLES, THREE/FOUR WHEELERS, DUNE BUGGIES, ODYSSEYS, UTVs, ETC.:

NOTE: These rules do not apply to motorcycles or vehicles that are street legal and having current state license and safety stickers. Vehicles in this category will be governed by rules applicable to automobiles.

- a. All minibikes, motorcycles, three/four wheelers, dune buggies, Odysseys, ATVs, UTV/side-by-sides, etc., that are not street legal will be registered and inspected before operation on Twin Lakes property. Yearly inspection shall be required for such vehicles to begin in April and conclude in May each year with yearly fee of twenty dollars (\$20). (July 2015, revised July 2018)
- b. All vehicles will observe the 15-mph speed limit while on Twin Lakes Property.
- c. Only registered vehicles of Twin Lakes lot Lessees and their children will be operated on Twin Lakes property.
- d. Vehicles will be operated only on established roadways and such designated Association property, plus those lots where permission has been granted by individual lessees.
- e. Off road vehicles may not be operated between the hours of 10pm and 4am in the park. All motorized vehicles shall be equipped with Original Equipment Manufacturer (OEM) lighting or aftermarket replacement that consist of no less than one (1) headlight(s) and one (1) tail/brake light(s) or reflectors on the rear consisting of no less than 10 sq. in. for night time use. High output types off road lighting shall not be used within the confines of the park. (July 2017)
- f. Leaseholders must register guests’ vehicles with their lots tag number prior to entering the Twin Lakes area. (This will make all registered vehicles the responsibility of the leaseholder.) (July 2007)
- g. All vehicles operated by internal combustion engines must be equipped with a muffler approved by the Safety Committee.

h. For the safety of leaseholders and guests, all off-road vehicles which are less than six (6) feet in height must be equipped with a flag which extends at least six (6) feet above the ground (minibikes and motorcycles of any size excluded.) (July 2021)

i. Vehicles known, as go-carts are not permitted to operate on the roads and streets in the Twin Lakes area.

j. These rules will be enforced by the members of the Association Board and members of the Safety Committee.

Repeated violation could result in the suspension of the privilege to operate a vehicle on Twin Lakes property.

k. Owners/lessees of any aforementioned recreational vehicle will be responsible for their actions and the actions of their guests while using their vehicle.

15. **TOBACCO AND SUBSTANCE USE**

a. Marijuana cannot be used on Twin Lakes common properties and cannot be grown outside on Twin Lakes Property.

b. Cigarette Twin Lakes policy is in alignment with Oklahoma State Statute. As such, cigarette smoking is not permitted indoors or outdoors at Twin Lakes buildings purposed for use by its membership or the public except in designated smoking areas which are to be located at least twenty-five (25) feet from any entrance or exit of these facilities. (July 2019)

Membership Request Form

Note: Applicant must read attached Rules & Regulations, sign and bring this form to Board Meeting at time of interview.

Meeting Date: _____

Lot(s): _____

Applicant Name: _____

Mailing Address: _____

City/State/Zip: _____

By signing below, I acknowledge that I have read the Rules & Regulations and agree to abide by these rules at all times.

Applicant Signature

Date

This request doesn't guarantee membership. You will be notified within 10 days of the Board Meeting of their decision.

For Office Use Only:

Approved: _____

Denied: _____