

# Community Rules & Policies Handbook

Tiny Town Association / Association de Petites Villes  
an Eco-Village Cooperative Community

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## 1. Purpose of the Handbook

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This Community Rules & Policies Handbook (“Handbook”) supports the **Eco-Village Membership Agreement** (“Agreement”) and provides practical guidance for daily life, participation, and governance within the community.

This Handbook:

- Expands on standards set out in the Eco-Village Membership Agreement
- Is binding on all Members through incorporation by reference
- May be amended from time to time without re-signing the Agreement

All Members are expected to familiarize themselves with and comply with this Handbook.

## 2. Authority & Relationship to the Agreement

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- The Membership Agreement governs legal rights and obligations
- This Handbook governs **operational rules and expectations**
- In the event of conflict, the **Membership Agreement prevails**
- Amendments to this Handbook may be made by:
  - The Cooperative Board, or
  - A vote of Members, as determined by Cooperative bylaws

## 3. Community Values & Expectations

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The eco-village is built on principles of:

- Cooperation and mutual respect
- Shared responsibility
- Sustainability and stewardship
- Compassion and inclusion
- Accountability without punishment

Members are expected to act in good faith and contribute positively to the community.

## 4. Residency & Use of Property

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### 4.1 Authorized Residents

- Only approved Members and their household may reside in the community
- Households may include:
  - Up to **two (2) adults**
  - Dependent children
- Residency rights are personal and non-transferable

### 4.2 Use Restrictions

- Cabins, SMHs, Sites, and community lands:
  - May not be rented, leased, loaned, gifted, or sub-licensed
  - May not be used for commercial purposes without approval

## 5. Site Maintenance & Cleanliness

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Members are responsible for keeping their Site and dwelling in a clean, safe, and orderly condition.

### 5.1 General Standards

- Sites must be free of:
  - Garbage and litter
  - Scrap materials
  - Unused equipment
  - Unsightly accumulation
- Household items must be stored neatly and respectfully
- Waste must be disposed of only in designated community facilities

### 5.2 Environmental Practices

- Composting, recycling, and waste separation rules must be followed
- Hazardous materials must be handled and disposed of properly

Failure to maintain a Site may result in corrective action.

## 6. Pets & Animals

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Pets are permitted under the following conditions:

- Pets must be kept **within the Member's dwelling or assigned Site**
- Pet waste must be **cleaned up promptly and regularly**
- Pets must not pose a threat or nuisance to others
- **Persistent barking or excessive noise will not be tolerated**

If pet-related issues persist:

- The Cooperative may require corrective measures
- Restrictions or removal of the pet or member may be required as a last resort

## 7. Noise, Conduct & Quiet Enjoyment

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Members must respect the right of others to quiet enjoyment.

- Excessive noise is prohibited
- Loud music, machinery, or disruptive behavior must be avoided
- Quiet hours may be established by the Cooperative
- Harassment, intimidation, or aggressive behavior is not permitted

Repeated disturbances may result in enforcement action.

## 8. Vehicles, Campers & Storage

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### 8.1 Vehicle Storage

No long-term storage of:

- Vehicles
- Campers or RVs
- Trailers
- Boats
- Heavy equipment

## 8.2 Parking

- Parking is permitted only in designated areas
- Temporary exceptions require **written approval**

Unauthorized vehicles or equipment may be removed at the Member's expense.

## 9. Structures, Modifications & Improvements

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Member sites:

- No sheds, fences, decks, additions, or permanent structures may be built **without prior written approval**
- Exterior modifications must:
  - Align with community design standards
  - Support environmental goals
  - Require **prior written approval**

Unauthorized structures may be required to be removed.

## 10. Fire Safety & Hazardous Materials

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Member sites:

- Open fires, fireworks, and flammable materials are restricted
- Fire safety rules and emergency procedures must be followed
- Members must comply with local fire codes and community safety policies

## 11. Community Service Hours (CSH)

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No cost training will be provided for all CSH jobs before or during the first shift that a member signs up for. This will include individual or group training depending on the job, ensuring that everyone feels comfortable performing the tasks they have selected.

### 11.1 Purpose

Community Service Hours support:

- Farming operations
- Maintenance and infrastructure

- Administration and governance
- Other approved community needs

CSH participation enables affordability through **Service Credits**, not penalties.

## 11.2 CSH Tracking

CSH is tracked monthly

- Scheduling is managed through the **Community Job Board** or equivalent
- Members are responsible for accurately logging hours

## 11.3 Service Credits

CSH is valued at \$30/hour for internal accounting only

- Service Credits reduce monthly community fees
- Credits may be accumulated and will be applied to reduce each month's community fees by the maximum available.
- Excess hours will automatically be carried forward
- Members may elect to perform CSH in blocks greater than 1-hour segments to accommodate their time in the community, schedule, and availability
- CSH may be gifted to another member at anytime by the member that has earned them
- CSH may be bartered between members
- Service credits cannot be applied to previous months, but only to the current and future months community fees
- Service credits may reduce the current month's fees to cover CSH shortages of the previous month only. This may reduce

# 12. Temporary Exemptions (Compassionate Accommodation)

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## 12.1 Grounds for Exemption

Members may request **temporary** CSH exemptions due to:

- Injury or medical condition
- Illness (short- or long-term)
- Caregiving responsibilities
- Other compassionate circumstances

## 12.2 Request Process

Members must submit:

- A written request
- Expected duration
- Optional supporting documentation

## 12.3 During an Exemption

Exemptions are time-limited and reviewed periodically.

- Base monthly fees apply
- Service Credits apply only to hours completed
- In some cases, exempt credits may be applied
- No penalties or loss of standing occur

## 13. Governance & Participation

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Each adult Member holds one vote

- Members are encouraged to participate in:
  - Meetings
  - Committees
  - Community planning
- Governance participation will count toward approved CSH

## 14. Inspections & Compliance

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The privacy of each member is respected, however:

- Reasonable inspections may occur for safety and compliance
- Notice will be provided where practicable
- Members must cooperate with inspections

## 15. Enforcement Process

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The Cooperative follows a **graduated, corrective approach**:

1. Informal discussion or written warning
2. Corrective action plan
3. Temporary restrictions or loss of privileges
4. Termination of membership (per Agreement)

The goal is resolution, not punishment.

## 16. Health, Safety & Risk

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The health and safety of all community members is of interest to all members

- Members participate in activities at their own risk
- Safety rules must be followed
- Unsafe practices may be restricted or prohibited

## 17. Privacy & Personal Information

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Personal information is collected only for:

- Membership administration
- Governance
- Emergency contact
- Financial processing

Information is protected and shared only where legally required.

## 18. Amendments to the Handbook

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This Handbook may be amended by:

- Cooperative Board resolution, or
- Member vote

Members will be notified of updates in advance whenever practicable.

## **19. Acknowledgement**

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Participation in the community signifies acceptance of this Handbook as amended from time to time.

**End of Community Rules & Policies Handbook**