

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

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

- 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

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

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

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

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

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

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

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

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)

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)

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

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

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

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

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

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

This Handbook may be amended by:

- Cooperative Board resolution, or
- Member vote

Members will be notified of updates in advance whenever practicable.

19. Acknowledgement

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

End of Community Rules & Policies Handbook