

ALTON BAY CHRISTIAN CONFERENCE CENTER

OUR HISTORY

After the great revivals of the 1840's and 1850's there was a strong desire on the part of three or four men to see the continuation of the preaching of the Second Coming of Christ at Alton Bay.

Alton Bay was a unique place because it was the end of the railroad line where the railroad met the steamboat on the Lake.

These Advent Christian's rented land from the railroad and developed the first camp meeting. Camp meetings were very popular in those days and the Alton Bay camp meeting drew crowds from a great distance. Special tickets were available from Boston at a reduced fare for those coming to the camp meetings. People lived in tents during the sessions and most of the meetings were held out of doors in a large grove. Later, people-built platforms for their tents followed by the building of cottages, many on the same sites as the preceding tents had occupied. Cottages were built very close, almost touching each other in many areas. Various chapels, a tabernacle and a large outdoor grove preaching area were developed as were a general store, an office complex, a dining hall, a lodging house and several restroom facilities.

In 1945, just as victory over Japan was being announced in the Pacific, a huge fire took place and the wind from the lake caused it to spread, burning about 235 cottages and five sanctuaries. After the fire the central section of the camp was leveled and the chapel, tabernacle, mission cottage and bookstore were built.

Camp Advenchur became a reality about 1950. It was designated to service about 50 young people each week and stayed that way until 1998, when development progressed to provide housing for 150 campers per session.

In the 60's another fire took the lodging house, the dining hall, the store and the office. Over the next 10 years the administration building, the Lombard Center and the motel were built. The development program was renewed in 1991 when the Youth Building as built followed by the program building at Camp Advenchur, the revision of the Mission Cottage, new cabins and restrooms at Camp Advenchur and other projects.

Lake Winnepesaukee is one of the most beautiful areas in New England and the future is bright for the Christian Conference Center in this beautiful setting.

COTTAGE POLICIES

C-1 COTTAGE PURCHASE POLICY

All cottages for sale on the Alton Bay Campmeeting Association shall be announced through the Alton Bay Campmeeting Association (ABCA) office. Information about cottages, which are for sale, will be posted on the bulletin board in the Administration building. Cottages are not to be sold through real estate agents or advertised third party.

The sale of cottages will be processed in the following manner:

- A. Persons who have submitted a written and dated request to the ABCA to purchase a cottage may be notified upon request, of any cottages listed for sale.
- B. Contact may be made with the owner to view the cottage and to agree upon terms.
- C. Upon agreement, the buyer must apply, and be approved for tenancy at will in accordance with the rules for tenancy at will prior to the purchase of the cottage. A Tenancy at will Packet may be requested in the office.
- D. If the buyer is approved for tenancy at will, the sale may be completed and a copy of the new deed shall be filed in the ABCA office. If tenancy at will is refused, the cottage shall be returned to the list of cottages for sale.

Updated: May 15, 2021

Revised: April 2009

C-2 COTTAGE RENTAL POLICY

For the purpose of this policy RV owners, renters and users shall be referred to as Cottage owners, renters and users.

1. Cottage owners are encouraged to allow others to use their cottage in order to maximize the number of people who can be touched by the ministry of ABCA.
2. Cottage owners that desire to rent will notify the ABCA office via the designated form and a renters packet will be mailed to the cottage owner.
3. The cottage owner must have on file at the ABCA office prior to the rental of his cottage a certificate of inspection by ABCA (in cooperation with the Alton Fire Department) verifying that any means of heating equipment is properly installed and is in good working condition. Each cottage must have a 5lb ABC UL approved fire extinguisher, hard-wired, interconnected battery backup smoke detectors (town code requires one in each sleeping area; in addition to one on each floor), and a carbon monoxide detector if you have a combustible heat source.
4. Cottage owners that rent must pay half of the annual Association and Land Use Fee up front by **March 31** and the remainder by **September 15**.
5. There will be a page on the ABCA web site for cottage rentals; ABCA will post a photo and cottage description on the site along with a calendar for open dates. No third party (VRBO, etc.)
6. ABCA will print hard copies of cottages for rent for distribution as requested.
7. Renters will make direct contact with the cottage owner.
8. When potential renters call, the ABCA office will direct them to the website or send them a hard copy of the listings.
9. Cottage owners will send out the application, a copy of the rules and regulations, and collect money.
10. The completed cottage rental application will be submitted to the ABCA office.
11. Cottage owners are responsible to provide all renters with a copy of the ABCA Rules and Regulations, ask the renter to sign a statement of agreement with the standards expressed therein, and return the statement to the office.
12. Renters will come to the ABCA office to get the key at the beginning of the rental and return the key to the office at the end of their stay.
13. When cottages are used by friends or family who are not paying rent, it is required that the office be notified. This notification allows us to deliver emergency communications to those who stay on the grounds.
14. Cottage renters and users for four weeks or more within a season must apply for a long-term rental tenancy. Any exceptions to this policy will require the written permission of the ABCA Board of Directors, or at the discretion of the director.
15. We believe that the Biblical definition of marriage is a union between one man and one woman. We view all other forms of sexual intimacy that occur outside the biblical definition of marriage as sinful distortions of the holiness and beauty that God intended for it. We affirm the biblical position that such acts are sinful. We will not rent any area knowingly to biblically unmarried couples, and sexual activity between unmarried persons is not permitted on these grounds. (Rom.1:21-27; I Cor.6:9-10, 7:1-3; Gen. 1:27. 2:24, 19:1-25; Ex. 20:14; Lev. 20:13; I Tim. 1:8-10; Matt. 5:27-32; Gal. 5:19).

Updated: January 28, 2023

Revised: March 2015 and May 6, 2017

C-3 YEAR ROUND COTTAGE RESIDENCE/USE POLICY

Year round cottage residence is allowed on the ABCA grounds only by permission of the ABCA Executive Committee.

Cottage owners who request year round residence must provide the Executive Committee with appropriate documentation from town officials and/or licensed professionals, that the cottage meets building codes, water, sewer, electrical, and heating system standards suitable for year round occupancy. Due to the history of fires on the campground relating to stoves, and the hazard of ash disposal, cottage-heating systems must be electric, gas or oil. Only a minimum amount of fuel is permitted in or adjacent to a cottage.

Permission for year round residence will be granted only to cottage owners whose tenancy is in good standing and is not transferable upon a change of ownership.

Permission for year round residence is at-will and may be terminated by the Executive Committee at any time, with appropriate notice (normally 30 days).

Year round residence must be approved annually each September, unless waived by the ABCA Executive Committee, to ensure that the campground infrastructure can continue to support such residence through off-season. A fee for off-season residence associate services provided by the campground will be assessed annually.

Any problem that occurs with the sewer system between October 15th and April 15th of any year will be repaired by ABCA maintenance personnel; however, the cost of such repairs will be the responsibility and will be billed to the cottage owner(s) whose use of the sewer system precipitated the problem.

Cottage owners, who wish to rent their cottages beyond the summer season, must secure approval of the ABCA Executive Committee for year-round residence.

Renters beyond the summer season shall apply for residency by

- a. Becoming a member of the Alton Bay Campmeeting Association, and
- b. Being granted the privilege of tenancy according to the policy outlined in C-4.

Any exceptions to this policy require the written permission of the ABCA Board of Directors.

Updated: May 15, 2021

Revised: November 18, 2017

C-4 POLICY REGARDING TENANCY AT WILL

The granting of the privilege of tenancy at will for cottages and /or other structures on the Retreat Center grounds shall be restricted to members of the Association and members in good standing of an Advent Christian Church or other evangelical church and in harmony with the objectives and beliefs of the Association. The process for tenancy at will shall include:

- A written personal testimony of their relationship with Jesus Christ
- Personal References (as determined by tenancy at will application)
- A signed Statement of Faith by each applicant.
- A signed Statement of Mission of the Association.
- An interview with the Executive Committee

The Executive Committee will review these documents and the applicant(s) shall appear before this committee as part of the application process. Application for tenancy at will shall be for a specific cottage and/or structure only and are limited to one individual or a married man and woman.

The tenancy to be granted is a tenancy at will, which indicates that either the tenant or the Association may end their tenancy at any time with or without reason. A tenant may not have the name of a child or another person added to his Consent for Tenancy at will form. A tenant may leave a cottage or other structure to another individual or a married couple by will. However, such person or persons will be considered for tenancy at will for that cottage only after the death or termination of the tenancy at will of the original tenant.

If a tenant is purchasing another cottage, they will have one year to sell their current cottage. During that time, they will be able to use both cottages for rental and family use as long as the Association & Land use fees are paid on each cottage and the Director is made aware of how the cottage is being utilized. If the original cottage does not sell in one year, a written extension will need to be sought from the Executive Committee.

No person shall be permitted to own more than one cottage and/or other structure at any one time except with the express written permission of the Executive Committee.

Any renovation or remodeling of existing buildings or the construction of any new building shall be allowed only in accordance with the rules of the Building Committee which are available in the Association office. Changes in any structure may only be commenced after a person has been granted tenancy at will for that structure, unless approved by the Executive Committee.

The right of tenancy at will expires at the time of the owner's death, or the termination of said tenancy by the Association commenced, or upon the transfer of such cottage and/or other structure to a person or persons who have been approved for tenancy at will in the manner set forth above. Any heir must be approved for tenancy at will in order to use or occupy the cottage and/or other structure. If an heir is not approved for tenancy at will, such heir shall sell or remove the cottage and/or other structure within one year after acquiring ownership. If such sale or removal has not occurred within one year, the Association shall be entitled to purchase the property at a price equal to the assessed value set by the Town of Alton at the time of the sale, and such owner shall transfer such cottage and/or other structure to the Association promptly upon the Association's payment of such price to such owner.

Approved: May 15, 2021

Revised: April 2009

C-5 POLICY REGARDING LOSS OF TENANCY

The Executive Committee may terminate any previously granted tenancy at will for any reason or for no reason at all. A tenancy at will may be terminated when an individual or a married couple who previously has been granted tenancy has:

1. Consistently ignored the rules of the Association and/or its Statement of Purpose, Statement of Faith, or Statement of Mission.
2. Failed to pay the Association and Land Use Fee in a timely manner and are two years behind in their payment of the same without the express written permission of the Board of Directors.
3. Not dealt with debt obligations including town taxes for up to two years.

If a decision is made to terminate tenancy, each of the following shall occur:

1. A written notice shall be sent certified mail, return receipt requested, to the tenant(s) stating that such tenancy at will is terminated.
2. The notice shall clearly indicate that the tenant(s) has a sixty (60) day period in which to apply to the Executive Committee for reinstatement of tenancy at will.
3. In the event such tenancy is not reinstated, the owner(s) shall vacate the cottage immediately; remove all contents to be retained, and sell the cottage and/or other structures within one year to a person or persons approved for tenancy at will. If such sale has not occurred within one year, the Association shall be entitled to purchase the cottage and/or structure at a price equal to the assessed value set by the Town of Alton at the time of termination of the tenancy less any indebtedness, including, but not limited to, unpaid interest, fines, or penalties assessed, or other amounts owed to the Association.

Updated: May 15, 2021

Revised: April 27, 2009

C-6 POLICY FOR TENANCY REVIEWS

- A. The tenancy for each cottage owner on the Association's grounds will be reviewed every five years. Additional reviews may be ordered when deemed appropriate by the Board of Directors or at such time as the approved tenant dies.
- B. The Executive Committee shall act as the Tenancy Review Committee.
- C. The Board of Directors shall approve the format to be followed by the Tenancy Review Committee, which may include survey information and other data relevant to the review. The Committee shall be expected to follow the same format for each cottage owner. Cottage owners who fail to complete the tenancy-at-will renewal paperwork entirely will be called for interview by the Executive Committee. Failure to comply may result in disciplinary action, including, but not limited to, suspension or revocation of tenancy-at-will and/or membership. (see C-5).
- D. The committee shall make a full report annually to the Board of Directors regarding its evaluation of each cottage owner in reference to the purposes, rules, and regulations of the Association. Any cottage owner with a questionable status will be interviewed by the Executive Committee, which will in turn recommend any specific course of action to the Board of Directors.
- E. The Administration will be responsible to inform cottage owners of tenancy-at-will revocation and to work with whatever legal help is necessary to see that the cottage ownership changes hands to someone who can have an approved tenancy-at-will as soon as possible.

Updated: May 15, 2021

Approved: March 27, 1999

Revised: February 22, 2014

**C-7 PROPERTY UPKEEP POLICY
AND
DUPLEX COTTAGE UPKEEP POLICY**

To maintain the beauty and attractiveness of the Retreat Center, all cottages, mobile homes and RV Park vehicles shall be kept in good condition by their respective owners (s). IT is the responsibility of every owner to be in compliance with the following:

1. Cottages should be attractively painted in keeping with the historic nature of the Retreat Center and immediate locality of materials and colors. Mobile homes and RV's should be painted and/or cleaned as appropriate. Please refer to the paint color charts in the ABCA Office.
2. Cottages, mobile homes and RV's should be structurally sound and in good repair so as to maintain their quality and structural integrity.
3. Area/grounds in proximity to each dwelling (depending on the closeness of adjacent cottages, mobile homes, RVs) shall be attractively maintained. This includes the completion of an area/grounds clean-up each Fall and/or Spring of all leaves and branches. Please contact the ABCA Office to arrange pick up of leaves/branches that are bagged (paper).
4. It is each owner's responsibility to remove from the area around their cottage, mobile home or RV any/all debris (ie. old construction materials, unused grills, broken hoses, old bed frames, unused lawnmowers, etc). In addition, it is the owner's responsibility to properly dispose of all debris, as the dumpsters on the Retreat Center are for household trash disposal only. Please contact the ABCA Office for assistance and information on disposal and applicable Town of Alton fees.
5. All ABCA rules/regulations, along with local, state and federal codes must be adhered to. This is applicable to building construction (new/repairs/reconstruction/demolition), electrical work, plumbing, heating, smoke alarms, fire extinguishers, carbon monoxide detectors (as appropriate), tree removal, any type of ground alterations, etc. A Building/Development Permit must be completed before any work is started. Upon review of your permit, the Building and Grounds Committee (or appropriate office staff) will advise you if a permit is not required. Please note: In most cases, a permit is required due to the on-going changes in local, state and federal codes.
6. No political or business signs shall be displayed.
7. Each owner of a cottage/RV shall obtain and maintain property and liability insurance. Evidence of such insurance coverage shall be provided upon the written request of the ABCA Director or of the Building and Grounds Committee of ABCA.
8. All duplex cottages share a common party wall (the "Party Wall"). The respective owners of each duplex cottage shall own one-half of the Party Wall. The use and maintenance of the Party Wall by the owners of the duplex cottages shall be subject to the following:
 - a. Maintenance and Use of Party Wall. The owners of the duplex cottages shall be responsible for maintaining the interior facade of the Party Wall which faces its respective property in good order and repair, reasonable wear and tear excepted. Owners of the duplex cottages shall refrain from any use of the Party Wall or the cottage connected thereto which may weaken or impair its structural integrity, or which will cause excessive noise or vibration.

- b. Repair and Reconstruction. If at any time the Party Wall shall require structural repair or reconstruction beyond normal maintenance, as may be reasonably determined by the owners of the duplex cottages or the Building and Grounds Committee of the Alton Bay Campmeeting Association, which repair or reconstruction is not necessitated by the act or omission of either party, the cost of such repair or reconstruction shall be shared equally by the owners of the duplex cottages. Provided, however, that any sums received by either owner from insurance against such injury or destruction first shall be applied to the expense of such repair or reconstruction. In the event that repair or reconstruction of the Party Wall is necessitated by the act or omission of either of the owners of the duplex cottages, such owner shall repair or reconstruct the Party Wall at such owner's sole expense. All repair or reconstruction of the Party Wall shall be conducted in a timely and workmanlike manner, utilizing labor and materials of equal or superior quality to the existing Party Wall.
 - c. Insurance. Each owner of the duplex cottages shall obtain and maintain property and liability insurance with respect to its respective interests in the Party Wall hereunder, in such amounts and with such insurance carriers as are reasonably acceptable to the other party. Evidence of such insurance coverage shall be provided upon the written request of either party or upon the written request of the Building and Grounds Committee of the Alton Bay Campmeeting Association.
9. As a tenant at will of the Alton Bay Campmeeting Association, it is your responsibility to abide by all the rules and regulations of the ABCA.

Non-compliance with any of the above may result in:

1. A letter being sent from the Building and Grounds Committee of the Alton Bay Campmeeting Association indicating deficiencies with respect to the foregoing. A response from the owner of the cottage, mobile home or RV is required within 30 days of the date of the letter.
2. Lack of response from the owner after 30 days from the date of the letter will automatically require the ABCA Board to address the specific area(s) of non-compliance with the owner of the cottage, mobile home or RV. Continued non-compliance and/or lack of response may result in a loss of tenancy at will given to occupy said premises.

Updated: January 28, 2023

Revised & Approved: March 12, 2011

C-8 OUTDOOR COOKING POLICY

Due to the close proximity of cottages and the history of fires at ABCA, gas or electric grills and must be used at least five (5) feet from buildings and not left unattended at any time. Such cooking devices should not be used on covered porches and covered decks.

Updated: May 15, 2021

Approved: March 27, 1999

C-9 WASHING MACHINE POLICY

Washing machines are permitted in cottages on the ABCA grounds upon approval of a submitted Building/Development Permit. This request will be reviewed for consideration by the Buildings and Grounds Committee in conjunction with the Maintenance/Facilities team.

Once permission to install a washing machine in a cottage, mobile home or RV has been granted, it is the responsibility of the owner to keep it in good working order and ensure it's proper use.

Should the cottage, mobile home, or RV be sold with the washing machine included in the sale, the permission to continue the use of the washing machine is transferable at the time of the sale.

Should the washing machine be excluded from the sale, then the new owner will be required to submit a Building/Development Permit request to install a washing machine.

**C10 FINANCIAL RESPONSIBILITY OF COTTAGE OWNERS –
RESULTING FROM NECESSARY UTILITY REPAIR OR REPLACEMENT**

When it becomes necessary to remove or otherwise dismantle parts of cottages, porches, decks, out buildings, etc. to access and/or facilitate the repair or replacement of utilities such as water and sewer pipes, the cost of such removal and subsequent replacement will be the responsibility of the Association, unless the repair or replacement resulted from the negligence or unintentional acts of the owner.

Except in cases of emergency, the Building and Grounds Committee and/or the Executive Director will make every effort to insure that cottage owners are informed in advance of any action that will affect their property and include an estimate of the costs to restore the structure to its original condition.

The Executive Director shall make every effort to ensure that financial arrangements, including payment schedules, are fair and equitable to both the cottage owner and ABCA.

The ABCA Board of Directors will decide any exceptions to this policy, or appeals for abatement of costs or financial responsibility.

C-11 BUILDING/DEVELOPMENT RULES AND REGULATIONS

1. ABCA Building/Development permits are required for all interior and exterior construction, structural alteration, destruction and relocation of a building, no matter what the cost. **The Town of Alton requires an approved ABCA permit before considering any permit for town approval.** Check at the ABCA office for details on the permitting process and for what work requires ABCA permit only and what work requires town approval. Examples of work that doesn't require Town of Alton approval include: painting, roofing, replacement of 1-2 windows, replacement of flooring and/or carpet.
2. Building/Development Permits are required for any ground work, such as cutting of trees, construction of fences or walls, soil alteration, drainage, landscaping, etc.
3. Building/Development Permits shall include: location of work request, name and contact information of cottage/RV owner, reason for request, detailed description of request, diagram showing layout and design, list of materials to be used, name and contact information of person/contractor performing work if other than cottage/RV owner.
4. Building/Development Permits shall be good for 24 months from date of approval.
5. If a permit is denied, a second request can be made. If the second request is denied, one appeal may be made to the Executive Committee.
6. Work to be performed shall be to the betterment of the cottage/RV and the Association. Construction and alterations shall be attractive and in keeping with the historic nature of the association and neighborhood in both materials and colors as approved by B&G and shall be to the betterment of the cottage/RV and the Association.
7. Abutters shall be informed of the project (B&G will check if there are concerns).
8. Construction and alterations shall only be according to and within the framework of the approved permit.
9. Permitted work hours are Monday through Saturday, 8:30am to 8:00pm. **ABOLUTELY NO WORK IS TO BE PERFORMED ON SUNDAY**, unless in an emergency situation or by written permission from the Maintenance Supervisor or ABCA Director. (Emergency is defined as any situation that poses imminent threat to life or property.)
10. Major construction is defined as new construction or renovations covering over 60% of the existing property. Major construction requires Board approval. Major construction shall not take place during campmeeting season unless approved by B&G.
11. New construction:
 - a. Construction of a new cottage will only be upon the approval of the Board of Director. The Board of Directors shall take into consideration that the building will be attractive and in keeping with the historic nature of the association and neighborhood in both materials and colors. Construction shall be subject to approval by the Town of Alton.
 - b. Building will be attractive and in keeping with the historic nature of the association and neighborhood in both materials and colors, as approved by B&G.
 - c. Footprint of new buildings shall not be greater than 20' by 34'. Only uncovered decks not more than 8' on the 20' side. Additions to existing buildings shall conform to these same limitations, unless approved by B&G and the Town of Alton. Dimension limitations shall also apply to attached or integrated garage.
 - d. Every new building shall be set back from the street a distance as shall conform to the line of the existing buildings on adjacent property. Otherwise, all new buildings shall be set back not less than 25 feet from the edge of the right of way (Town regulation).
 - e. Any new building or addition must be 20 feet (drip edge to drip edge) from next structure.
 - f. Buildings must be at least 10 feet from a public path.
 - g. Buildings shall not exceed 35 feet in height (Town regulation). Buildings are suggested to be no more than 1-1/2 stories, depending upon location. Views from existing cottages will be taken into consideration. Plans must be submitted and approved by B&G and the Town of Alton.
 - h. Foundations shall be constructed according to Town of Alton code.
 - i. Metal roofs are allowed, they need to have ice shield to prevent ice sliding. Buildings and Grounds will limit colors and evaluation of safety for each cottage.
 - j. Cottage repairs or restoration of an existing cottage would require the cottage owner to use "like materials and finishes" to conform with the existing cottage appearances. If existing cottages are within 20 feet of neighboring cottages (drip edge to drip edge), the 'neighbor facing side' will require cement board siding, the remaining facing sides that are a minimum of 20 feet away (drip edge to drip edge) from neighboring cottage can use materials other than cement board siding. New Construction requirements: Shall meet all town, state, and federal codes. Shall use cement board if less than "20 feet separation from other cottages" (drip edge to

drip edge). If a new or existing cottage has a 20-foot (drip edge to drip edge) separation from a neighboring cottage then any and all currently approved building materials should be allowed in accordance with town permitting & approval. This allows for the use of vinyl siding.

- k. Heating system construction and venting shall be in compliance with local, state and federal regulations. (Cottage owner is responsible for having an inspection certificate for all heating and venting, a copy of which must be on file at the office.) Chimneys shall be constructed of stone, brick, cement blocks, cinder blocks, cement, mortar, or chimney pipe approved by the National Board of Fire Underwriters (Town regulation). New wood, coal and pellet stoves are not permitted. Existing wood, coal and pellet stoves will be allowed until 9/1/2020.
- l. If new construction replaces previous construction lost due to destruction:
 - i. Footprint of new construction shall conform to previous footprint, unless approved by B&G and Town of Alton; square footage shall conform to 11c above.
 - ii. If more than one building was destroyed and there is not enough space for the same number of buildings to be constructed, the appropriate size and number of buildings to be rebuilt will be determined by the B&G Committee in conjunction with the Board of Directors and the Town of Alton. The process for this determination will be at the discretion of the Board of Directors.
 - iii. If a building must be torn down and rebuilt, pictures must be taken and elevations determined beforehand.
 - iv. For safety reasons casement windows are not permitted on 1st floor.
12. Exterior paint must comply with B&G approved colors (sample book in ABCA office) or be approved by B&G. A color sample must be submitted along with application.
13. Year round use of any building, and therefore of the sewer system, is only by permission of the Board of Directors. Requests are reviewed by the Executive Committee.
14. Washing machines are not permitted, unless by approval of B&G.
15. Smoke detectors and fire extinguishers are required in all cottages/RVs and must meet Town of Alton code. (Carbon monoxide detectors are highly recommended.)
16. To minimize septic load, cottage/RV owners are responsible for inspection and repair of any leaking toilets or faucets.
17. Addition or replacement of heating systems in any building shall be in accordance to 11k above.
18. The area around any building construction, including abutting cottages, must be returned to its original condition, or improved, unless other agreements are in place. Pictures must be taken prior to the commencement of work and be on file at the ABCA office.
19. The use of T-111 as an exterior material: Any new cottages or project restorations will conform with the concept of "like materials to the existing cottage" within one year of project implementation.-Shall not be used as an exposed siding material.
20. The construction and use of outdoor showers is not permissible on ABCA grounds.
21. Cottage/RV owners must inform contractors to notify the ABCA office at the start and finish of their work, both as a courtesy and for security purposes. It is the cottage owner's responsibility to obtain the contractor's Certificate of Insurance, a copy of which must be kept on file at the ABCA office.
22. Generators: Permission to use a generator will require a permit from ABCA and whatever permits the Town of Alton may require. For seasonal residences, approved generators must be no more than 10,000 watts, must be portable and stored indoors. Generator must be placed at least 10' from propane tanks and windows when running. Residences approved for year-round tenancy may apply to install a permanent emergency generator. An approved transfer switch must be installed and used on all generators. Existing permanent generators are grandfathered.
23. Propane Tanks: Installation of a propane tank will require an ABCA permit and whatever permits the Town of Alton may require for both the tank and associated plumbing. No more than one 125 gallon tank is permitted. The exception being those approved for year-round tenancy, and those, no more than two tanks.
24. Storage Sheds: Installation of sheds require a permit from ABCA. Only one shed per cottage is allowed. Sheds shall not exceed a 4'x4' footprint and shall be located within 10' of the owner's dwelling. Existing Sheds are grandfathered. ALL sheds will be in good shape and fit the aesthetic of their cottage area.
25. These Rules and Regulations are not deemed to be exhaustive or all-inclusive.

Updated and Approved: January 28, 2023

Updated: November 13, 2021

Revised and Adopted: May 19, 2007

F-5 COTTAGE AND LAND USE FEE POLICY

1. A Cottage and Land Use Fee is assessed to each cottage owner annually to assist with the services provided and the ongoing ministries of the ABCA.
2. Cottage and Land Use Fees are set annually by the Board of Directors.
3. Reductions in Cottage and Land Use Fees for early payment will be provided.
4. Unpaid Cottage and Land Use Fees, together with interest accrued thereon and a \$25 fee per month, shall be a lien upon the cottage to which it relates until paid in full.
5. In such circumstances as the Board of Directors may determine, the Cottage and Land Use Fee may be abated or special arrangements made with the cottage owner for payment.
6. Membership in the ABCA is required of all cottage owners.

Updated: May 15, 2021

Approved: March 27, 1999

M-2 Permitted Heating Systems

Heating systems either fuel, propane or electric. Existing wood, pellet or coal stoves/fireplaces will not be allowed as of September 1, 2020.

Updated: May 15, 2021

Approved: November 18, 2017

M-4 SMOKING AND VAPING POLICY

Purpose

Due to the risk of fire and the Surgeon Generals Warnings regarding the Health Risks associated with smoking and vaping, these activities will not be allowed on the ABCA grounds and in any Retreat Center buildings. The Board recognizes that vaping and electronic cigarette use by individuals presents a health and safety hazard that can have serious consequences for both users and nonusers and the safety and environment of the campgrounds.

Definitions

For purposes of this policy, a **Vaping Device** means any oral device that is designed or intended to provide a vapor and/or other substances(s), by turning the substance into a vapor that is inhaled by the user which simulates smoking. The term shall include any such devices, whether they are manufactured, distributed, marketed or sold as electronic cigarettes, e-cigarettes, e-cigars, e-pipes, vaping, or under any other product name or descriptor, and shall include any vaping fluid, cartridge, paraphernalia or partial device and shall hereinafter be collectively referred to as "Vaping Device(s)".

Prohibited Use and Possession of Vaping Devices

The Board prohibits the possession, use, exchange, or sale of any Cigarettes, Vaping Device or Vaping Paraphernalia by anyone, at any time on any property, buildings, and vehicles.

UPDATED: May 15, 2021

Revised: September 11, 2004