

# **Maple Forest Hot Tub Guidelines**

This set of guidelines is intended to address the approval process, initial installation, use and maintenance of a deck or patio installed hot tub. The Maple Forest Board of Directors is empowered to adopt such guidelines to govern the affairs of the Maple Forest Condominium Association pursuant to Article IV of the By Laws and Article VI of Exhibit A to the By Laws. It will be necessary for you to have your installation contractor review these guidelines before your project is quoted so the requirements are understood by all.

## **Approval Process**

- Your request to the Board of Directors, via the management company, must include:
  1. A signed (co-owner and contractor) copy of these guidelines with name, address and phone number of both.
  2. A copy of the contractors Workmen's Compensation Certificate and an insurance certificate showing they carry a minimum liability coverage of \$500,000. Contractor must also be licensed and bonded.
  3. Complete plans showing the specific location of the hot tub on the deck or patio. If on a patio it must be on a concrete slab that is within the establish distances from the unit. If on a new deck it too must conform to the established size configuration.
  4. A copy of an insurance certificate showing hot tub liability coverage for the installation, use and maintenance of the hot tub, with the association as a named insured for any damages that could result from placement or use.
- The Board of Directors will review your request once all the above data is submitted.
- The board reply, in writing, will be returned to you by the management company.
- Once an approval is received and before installation begins an electrical permit must be obtained from the City of Wixom Building Dept. and a copy provided to the association. It is possible that the city may also require a building permit to support inspection of the installed unit.
- In the event a patio slab is poured the concrete contractor must also sign this document and provide the Workmen's Comp and insurance certificates

## **Installation Requirements**

- If installed on a deck the deck should be reinforced to withstand a load of 100 lbs. per sq. ft.
- The electrical box must be no closer to the hot tub than 5 ft and must be a GFI circuit with all electrical lines contained within conduit as the permit dictates.
- No permanent plumbing is permitted.
- No enclosures of any kind will be permitted.
- The hot tub must not be installed under an eaves or gutter.
- The placement should be such that it will not interfere with building maintenance or painting.
- The deck must have a railing and lockable gate at the stairs. If installed on a patio slab the tub must be surrounded by a four-foot fence with lockable gate.
- The hot tub can only be installed in the rear of the unit.

**General Hot Tub Requirements**

- The hot tub size must not exceed a four-person capacity with a maximum size not to exceed 78" X 78" sq or 78" diameter.
- Water depth must not exceed 32"
- The hot tub must have a lockable cover that is secured when not in use or attended.
- Water drainage must be with a hose running to the nearest catch basin within the commons area or a street drain if closer.
- The hot tub must be maintained in a clean and sanitary manner at all times but without chemical smells infringing on the neighbors.
- Water changes must not exceed three times a year or a water charge will be levied.
- When the unit is sold or leased the hot tub must be removed before sale or lease.
- A respectful noise level must be maintained at all times so as not to infringe on the privacy of neighbors.

**I accept the requirements and responsibilities as stated above:**

**Co-owner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Installation**

**Contractor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**If applicable:**

**Concrete**

**Contractor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Submit completed guideline to:  
Leadership Management, P.O. Box 307, Hartland, MI 48353 or  
dawn@leadershipmanagement.us

Rules and Regulations  
Addendum Document 101.8  
Board Approved: March 2, 2020