

COTTAGES AT SYCAMORES HOA
RULES AND REGULATIONS
JUNE 2017

This set of Rules and Regulations are established in accordance with the provisions of the Declaration for the Cottages at Sycamore HOA. They have been written in accordance with ARTICLE 1, Section 1.24 Rules and Regulations. They have been established as a basis for a successful community and an enjoyable lifestyle. At the Cottages at Sycamores the residents share a common interest in the Buildings, Open Spaces, and because of this common, shared interest, community rules and regulations are not only worthwhile, they are a necessity. These Rules may be modified, added to or otherwise changed from time to time as deemed necessary by the Board of Directors.

HOMEOWNERS RESPONSIBILITIES:

1. Homeowners shall be liable when their guests, tenants, or occupants are found in violation of any rule governing the Association.
2. The liability for damage, harm to, vandalism, or trash in any common area, pedestrian walkway, or neighbor's property resulting from the negligence or carelessness of a resident, family member, friend, pet or animal; or any business contracted by a homeowner shall be the sole responsibility of the homeowner.
3. Animals, one dog or one cat shall be approved in the community. Pets shall be maintained in a clean, healthful and sanitary environment, so as not to become a nuisance to one's neighbors including excessive barking. No animals, livestock, birds, reptiles or poultry of any kind shall be raised, bred or kept in any Unit or within the community. **All animals shall be corralled, tethered, on a leash or otherwise under the continual control of the owner, while in any common area of the community.** Any stray animal found running loose will be picked up by the Country animal control services and the owner will be fined in accordance with the Association fining schedule. **Each owner is required to pick up or clean up after their animals and properly dispose of all wastes, should their animals relieve themselves anywhere within the community.** Homeowners not adhering to this requirement will be fined \$100.00 per violation. Animal owners are fully responsible for any property damage or personal injury to others caused by their animals. Minimum fine \$100.00 for any pet violation.
4. Noise. You are living in a multi-resident building structure. Quiet enjoyment of all residents will be aggressively enforced. All music, Television, radio, etc., needs to be kept to a reasonable level as to not disturb your neighbors during the day and at a substantially reduced level from 10:00 PM until 8:00 AM.
5. All trash shall be bagged and placed in proper containers. Garbage containers shall be kept inside of the garage or around the back of the home. Trash cans cannot be stored between the units and must not be seen from the street front. All trash containers must be removed from the streets by 10:00 pm on trash collection day or face a \$25.00 fine after written warning.
6. Satellite Dishes and Cable TV. See installation policy for details.
7. No recreational vehicle (boats, campers, trailers, motor homes, etc. shall be parked on any portion of the street or Common Areas designed for parking except temporary parking, not to exceed three (3) hours for loading and unloading. There is no auto repair or maintenance work allowed in the community.
8. Renting. All rentals must be made known to the Association through the management office prior to any tenant taking occupancy. Association must receive an executed copy of the lease agreement prior to

any tenant taking occupancy. Said lease shall include a clause placing tenant under the authority of the association with the ability to be fined for noncompliance. Violation of this rule will result in a \$250.00 fine.

9. Insurance. All owners are responsible to obtain personal property and liability insurance coverage with a specific insurance rider to cover the mandated \$10,000.00 association deductible in the event the owner sustains a major loss and chooses to file a claim against the master association policy.
10. Smoking: All smoking must take place at least 25 feet from any of the buildings in the community. Violation of this rule will result in a \$100.00.
11. Signs: For Sale Signs only are permitted inside the community. One "For Sale" sign may be installed on the outside of the home. Must be installed no further than 15 feet of the front of the building. There are no exterior building banners allowed to be hung on any home. No signage may be posted inside the home in any window.
12. Collection Policy. HOA fees are due on 1st day of each month. There is a 10-day grace period prior to a \$25.00 late fee being assessed. All account 60 days past due will have a lien filed. Account 120 days past due will be turned over to collection.

VIOLATION PROCEDURES:

1. Disputes over violations between neighbors should first be addressed in person between the parties involved. Other violations observed should be filed with the Association Manager in writing, **Western Management. Email: richard@westernmanagement.net**
2. Notices of violation should include the following date:
 - The nature of the violation
 - The location of the violation
 - The offending party, if known, or their address
 - The date the violation was observed
3. The Association Manager cannot respond to verbal notices of any rule violation, unless it is apparent that an emergency is occurring and an immediate response is mandated due to threatening circumstances (i.e., a water line break, etc.).
4. Unless otherwise stated in this document any infraction, or violation of any of these rules and regulations, or the CC & R's will result in the following:
 - First Offense: Written warning
 - Second Offense \$100.00 Fine
 - Third Offense \$200.00 Fine
 - Fourth Offense \$400.00 Fine
 - Fifth Offense An additional \$400.00 Fine and/or Legal action