

Country Club Towne Homes Board Regulations

September 22, 2022

Declaration and By-Laws Governing Provision:

BY-LAWS SECTION 5. RESTRICTIONS

5.4 Additional Regulations. The Board of Governors may make additional regulations and restrictions regarding use of recreational areas, lake, park and other common areas. Violations of such regulations and restrictions by any owner of a Towne Home or his guests will result in such owner's restriction from use of such common areas for a period of time to be determined by the Board of Governors.

VEHICLES

1. Operational
 - Vehicles must be licensed, inspected, insured and operational.
2. Garage parking
 - Vehicles must fit in the garage with garage door closed.
 - All owners and tenants must park their vehicles in their garage.
3. Vehicle stickers
 - Owners and tenants must affix an owner or renter sticker to the front windshield of their vehicle.
4. Visitor parking permits
 - Visitor parking permits may be issued to allow visitors to park up to 7 days in common area.
5. Vehicle washing
 - Vehicles may only be washed in the designated area next to the maintenance shop
 - Only after 4:00 pm weekdays or all-day Saturday, Sunday or holidays

PETS

1. Defecation
 - Dog owners are required to pick up after their animal when it defecates on common ground.
2. Feeding
 - No pets shall be fed in the common areas.
3. Strays
 - No strays shall be fed or cared for.
4. Aggressive Pets
 - For any pet it deems to be a danger to people or other pets, the Board may require that pet be kept muzzled or otherwise restrained at any time it is located on the general common elements.

SOLICITATION

1. Solicitation is prohibited
2. Estate sales are prohibited
3. Garage sales are prohibited

REAL ESTATE SIGNS

1. Traditional Real Estate signs and related promotional material are prohibited
2. Only "Available" signs, provided by the office, may be used to promote real estate sales or leasing

PERSONAL PROPERTY ON FRONT PORCHES

1. Personal property on front porches must be kept in a neat and orderly fashion.
 - Placement and condition of these items are subject to review by the Board of Governors.

HOLIDAY DECORATIONS

1. Holiday decorations may not be displayed for more than 60 days.

AWNINGS

1. Existing awnings must be kept in good condition or be replaced.
2. New awnings must be approved by the Architectural Committee and Board of Governors

PATIO COVERS

1. All patio covers must be kept in good condition or must be removed, repaired or replaced.
2. Changes to patio covers require submission and approval of an Architectural Request Form.

PLUMBING REPAIR RESPONSIBILITIES

1. Unit owner is responsible for plumber's initial diagnostic expenses, thereafter the following rules apply:
 - If matter is the cause of the problem, the Unit owner is responsible for the plumbing expense.
 - If tree roots are the cause of the problem (typically enter through a broken line), the Association will reimburse the owner for the plumber's initial diagnostic expense and pay a plumber to clear and/or repair the line.

LANDSCAPING CHANGES

1. Landscaping changes are prohibited unless a Landscape Request Form is submitted and approved by the Landscape Committee Changes and Board of Directors. *The only exception is bedding plant changes (annuals), providing that they were included in an originally approved Landscape Request Form.*

POWER GENERATORS

1. The installation of power generators is prohibited on Country Club Towne Home Property. These include power generators fueled by natural gas, diesel, gasoline or any other processed petroleum hydrocarbon.

FEES AND FINES – All Fees / Fines are Billed directly to Unit Owners Account

HOA Fees

1. Late Payment Charge
 - If full payment is not received by the end of the ten (10) calendar days after it is due, a late charge in the amount of ten percent (10%) of the amount of the overdue payment will be charged
2. Return Check Fee
 - A service charge of \$25.00 will be due for each check returned unpaid
3. Billing
 - All fees and fines are billed directly to Unit Owner account
4. Application of Payments
 - Payments received from Unit Owners will be applied to the charges on their account in the following order: fines, interest and late fees, returned check fees, assessments.

Regulation Violations

1. If an owner violates any Board Regulation, the owner may be assessed reasonable fines if provided notice of the violation and an opportunity to be heard by the Board of Governors.
 - The amount of the fine will be determined by the board on an individual circumstance basis.

Administrative Fees

1. Copy fee
 - Standard public documents (i.e. minutes, manager's & delinquent report) are (1) posted on the community board, (2) emailed to all homeowners and then (3) posted on the CCTH website. Requests for hard copies of these documents will be made available to homeowners at a cost of \$1/page.
2. Research fee
 - Any requests for information over and above that provided in standard public documents posted on the community board or website will be subject to a research fee of \$25/hr. This fee is intended to offset the time that staff is redirected from their daily duties to conduct impromptu tasks.