

COLD POINT MANOR COMMUNITY ASSOCIATION

RULES AND REGULATIONS

Use of Property

Units are to be used for residential purposes only. No commercial business shall be conducted out of any unit.

Maintenance

Each owner is required to maintain their unit in a safe, clean, sanitary, and attractive condition at all times. Any needed repairs or maintenance must be completed in a timely fashion.

Nuisances

No offensive activity, loud noises, noxious odor, or other action that constitutes a nuisance shall be permitted on the property.

Parking

Driveways, streets and common parking spaces are for the use of owners, residents and their guests only. Storage of non-compliant vehicles is prohibited.

Vehicles

All vehicles must be operational, currently licensed, registered and inspected. Vehicles may only be driven on paved surfaces. Recreational vehicles, mobile homes, campers, trailers, or boats may not be parked anywhere on the property. Commercial vehicles are prohibited on the property, except when providing services to an owner or the Association and may not remain overnight.

Animal Restrictions

Ordinary, domestic animals may be kept in units in reasonable quantities. Reasonable shall ordinarily mean not more than two (2) cats or dogs.

Animal Maintenance

Animals must be kept in a unit, an enclosed deck or on a leash being held by a person capable of controlling the animal. Approval of an invisible pet fence may be requested in accordance with the attached Pet Fence Specifications and Application. Each owner is liable for any damage or disturbance their animals may cause.

Pet Waste

It is the duty of each owner to immediately cleanup after their animals and dispose of any waste in their own trash container. Any homeowner failing to do so, will be subject to a \$100 initial fine and a \$100 fine for each subsequent offense.

Fences

No fences are permitted on the property except those installed by the builder.

Trash Maintenance

Recycle Containers: Trash, trashcans and recycling bins must be stored in the owner's own garage. Trash and recyclables are to be placed at curbside no earlier than the evening before the scheduled pickup. All trash must be put inside trash totes with a lid or recycling bin with lid when placed curbside for pickup. Cardboard boxes unable to fit in a receptacle must be flattened and placed between bins. Failure to comply with this rule will result in a warning for the first offense, and a \$10 fine for each subsequent offense.

Containers are to be removed from curbside by the evening of the scheduled pickup. Each owner is liable for the cleanup of any contents of their trash containers that are disturbed by wind or animals or left behind after the scheduled pickup.

Signs

No signs, posters, displays, or advertising are permitted anywhere on the property with the exception that an owner may display a single "For Sale" or "For Rent" sign in a window or planting bed not to exceed 2-feet by 3-feet in size.

Outside Installations

No tents, storage tanks, accessory buildings or structures are permitted. No personal items, toys, tools, etc. may be stored, left unattended or remain overnight on any lawn or common area. No basketball or other sports equipment shall be installed on the property. Clotheslines and the exterior drying of clothes, towels and linens are prohibited.

Leasing of Units

No transient tenants may be accommodated in any unit and no lease shall be for less than a whole unit, nor for an initial term of less than one year. All leases are subject to Section 11.13 of the Association's Declaration. A signed copy of the lease must be sent to the management company along with emergency contact information of the Tenant. All tenants are required to adhere to the Association rules and regulations. Any violations of the rules and regulations will result in violation notices and possible fines placed on the Homeowner's account. Homeowners are responsible for the actions and violations of their tenants.

Window Treatments

All draperies, curtains, Venetian blinds, or other window treatments shall be off-white or solid and neutral in appearance from the exterior side.

Target shooting

Target shooting of any kind is prohibited in the Cold Point Manor Community Association. This includes all calibers of modern breech loading cartridge style rifles, shotguns, pistols. All muzzle loading rifles, shotguns, and pistols. All forms of BB guns, pellet guns of all calibers, BB or pellet pistols and airsoft type guns. All forms of archery bow and arrow including cross bows.

Roofing Replacement

Replacement shingles are to be an architectural type of shingle produced by GAF or Certain Teed. The approved color is Weathered Wood. An architectural change request for the roof must be made to the board and approval granted before any replacement roofing is performed.

Generator Usage

1. Generators may be of a "whole-home permanent" type or a temporary portable type.
 - All generators must be used in the rear of homes.
 - Generators may only be for power outages over 4 hours in length.
 - Permanent "whole-home" generators must be installed per the manufacturers required safe distance from home but be within owner's unit property lines.
2. As per Cold Point Manor's documents, prior written approval must be obtained from the Association's Board before installation. Submittal of architectural change form with all details on proposed generator, fuel type and supply method, as well as contractor insurance certificate.
 - Large, permanent propane tanks are not permitted to be installed.
 - Natural gas is the preferred fuel for permanently installed generators.
3. Portable generators may only be of a small size.
 - For the peace and comfort of neighbors, generators must be rated to not exceed noise levels of 80 decibels while under load.
 - Exhaust from the generator must directed away from neighboring buildings.
 - Generators must be placed a safe distance from the buildings as well as any fuel to prevent any danger of fire to the buildings.
 - Generators must be of good repair and have proper and operational mufflers.
4. The use of stand-alone battery powered, or solar powered generators is permitted on a temporary basis during a power outage. Any solar panels used must not impinge on a neighbor's comfort or their unit property lines, nor may they be deployed in a common area.
 - Temporary generators of these types with their accessories must be promptly removed and stored out of sight when power is restored.
5. If a temporary generator is deemed to be a hazard in any way by the Property Manager or Board, it must be removed promptly. You will be notified and there will be no warning or grace period after such communications.

6. If any resident with medical or other special circumstances that require continuous electrical power may contact the Property Manager for consideration of special exemptions as required to meet your need.

Storm Doors

Larsen Elegant Selection Full View storm door, Model 149 FVE in cranberry color or equivalent may be installed. Glass must be non-reflective (low E) and the frame color must be as close a match to the front door and trim as possible. Architectural change form with all information on door and pictures of proposed door must be submitted to the board and approval granted before any work is performed.

Deck Awnings

An awning such as SunSetter or equivalent may be installed to provide shade over the deck. Awning color to be of Natural linen or Nutmeg Tweed. Architectural change request form must be submitted with all information on proposed awning.

Garage and Front Door Staining

Garage doors and front doors require the use of specific stains and application procedures to be used in their maintenance. Please refer to the attached specification sheets for additional information and procedures on how to maintain these doors. Please note that the front doors and garage doors use different stain colors, they cannot be intermixed.

GARAGE DOORS

The garage doors approved stain color is **Sikkens Cetol Door & Window stain, 009 Dark Oak**. It is possible that a finish coat only may needed to revive the door color. It is recommended that a professional contractor be hired to ensure the process is done properly.

FRONT DOORS

Minwax Gel Stain in the color Red Elm is approved only for the front doors. The stain must be applied with the rag method; the brush method will not be permitted as the stain is very thick and brush application creates a very dark, non-transparent look. Again, we recommend a professional contractor be obtained to perform this work.

If you have already performed the either of the above maintenance items but used a different color or product, you will need to perform this work again. The exteriors of the homes must be maintained uniformly.

Architectural Review and Approval

No exterior change, alteration or addition to the property, unit or landscaping is permitted without the **prior** written approval of the Association. Any exterior change request must be submitted in writing to the Association using the attached request form. No project may commence until written approval is received by the owner.

Compliance and Default

The Association and its members are governed by the terms, covenants, conditions and restrictions of the Declaration and By-laws and these Rules and Regulations. Any violations of same will be handled in accordance with the enforcement procedures.

NONCOMPLIANCE OF RULES AND REGULATIONS

ENFORCEMENT PROCEDURES

1. **Reporting Violations** – A reported violation must be submitted in writing to the Management Company and signed by the individual submitting the complaint. Anonymous complaints will not be accepted or addressed.
2. **Investigation** – The Management Company and/or a Board Member will investigate a reported violation, to determine if a violation of the Association's Declaration or Rules and Regulations exists. Findings will be reported to the Board of Directors, to determine required action.
3. **Violation Notices:**
 - **First Notice** – A letter will be sent to the homeowner describing the violation and will include a timeframe for correction.
 - **Second Notice** – A second notice will be sent to the homeowner if correction has not been completed within the timeframe specified in the first notice. This notice will provide a maximum of five days for correction and enumerate any fines to be charged after that date.
 - **Third Notice** – A violation letter will be sent to the homeowner if correction has not been completed within the timeframe specified in the second notice. The violation notice will include an initial \$50 fine and specify that additional fines of \$10 per day will be charged to the homeowner's account, for everyday the violation remains uncorrected.
4. **Hearing** – Each homeowner who has received a violation notice has the right to a hearing with the Board of Directors, or a committee appointed by the Board for this purpose, to review the violation and explain any actions or rationale. A request for hearing must be submitted in writing within ten days of receipt of the first violation notice. Any decision made by the Board of Directors will be submitted in writing to the homeowner within ten days of the hearing date.
5. **Legal Action for Noncompliance:**
 - If a homeowner does not comply with violation notices or does not pay assessed fines, the Association has the right to commence legal action in District Court, to ensure collection of the fines and compliance with the Cold Point Manor Community Association governing documents.
 - Any expenses associated with legal action or the collection of fines, including court costs, attorney fees, etc., which may be incurred by the Association,

shall be added to the complaint, and become the responsibility of the homeowner. Any judgment received by the court, will constitute an automatic lien on the homeowner's property and would be due and payable to the Association in the same manner as regular monthly assessments.