

PINE TRACE CONDOMINIUM ASSOCIATION, INC.

RULES AND REGULATIONS

These guidelines have been drawn up as a handy reference guide to assist Pine Trace residents in learning the general guidelines as set forth in the Pine Trace Declaration of Condominium and Bylaws.

1. No unit owner may sell or lease his/her unit without the approval of the Association Board of Directors.
2. No exterior changes or improvements may be made to any unit without the written approval of the Architectural Review Committee (ARC) and the Association Board of Directors.
3. Each unit shall be used and occupied for single-family private residential purposes only.
4. No part of the Condominium property shall be used or caused to be used for any business, commercial, manufacturing, mercantile, storing, vending or other non-residential purpose.
5. No immoral, improper, offensive or unlawful use shall be made of the Condominium property or of any part thereof and all valid laws, zoning ordinances and regulations of Governmental bodies having jurisdiction thereof shall be observed by all.
6. No nuisance shall be allowed upon the Condominium property nor shall any practice or use be allowed which is a source of annoyance to the unit owners or which interferes with the peaceful possession and proper use of the Condominium property of its residents. No unit owner shall permit or cause any use of his/her unit or of the common elements, which shall increase the rate or premium of insurance upon any portion of a Condominium property.
7. No mast, antenna or other similar structure, for the transmitting or receiving of radio or television signals shall be erected. A satellite dish can be installed but must have the approval of its location by the ARC.
8. No truck, trailer, camper, recreational vehicle, motorcycle, boat or similar equipment shall be permitted to remain upon any portion of the Condominium property unless placed and maintained within an enclosed garage within a unit, other than temporary parking. Temporary parking shall mean parking of such vehicles and other commercial vehicles being used in the furnishing of services to the Association or the unit owners and parking such vehicles belonging to or being used by unit owners for loading and unloading purposes only. Unit owners moving out and new unit owners moving in have a temporary approval to park trucks in the driveway for 24 hours. (*Refer to Article 16-7 of the Declaration of Condominium.*)
9. There shall be no lounging, parking of baby carriages or playpens, bicycles, wagons, toys, sandboxes, statuary or other objects purporting to be artistic in nature on the front yards, sidewalks, garage driveways of the units or on common elements.

Initial _____

Unit Owners & Residents Guidelines

10. No clothes, sheets, blankets, towels or other articles shall be hung from clothes lines, clothes racks or over fences or otherwise exposed on any part of a unit.
11. All signs are prohibited. "Open House" signs can be displayed when a unit is being sold and is on display.
12. For owners only, one cat or one small dog, up to 25 pounds at maturity is permitted. All pets shall be leashed and owners shall be responsible for cleaning up all deposits left by the pet. Deposits must be disposed of at the unit owner's property. Renters are not allowed to have pets.
13. It is requested of all residents to keep their garage doors in the closed position except when the garage is used for entry or egress of their vehicles or for routine cleaning of the garage or other household or personal use.
14. Unit owners who fail to make their monthly assessment payment by the 10th of each month are subject to the following. Unit owners can make arrangements with the Management Company to have their bank account debited automatically. This would eliminate the necessity to mail a check. ***First Late Notice*** – If payment is not received within the first 10 days after the due date (the first of the month), a Late Notice will be mailed giving 20 days to respond with payment. An interest rate of 18 percent per annum will be added from the date payment was due until paid and noted in this Late Notice. ***Second Late Notice*** – If payment is not received within the additional 20 days given in the First Notice, a Second Notice will be mailed giving another 30 days, noting the accumulated interest, and adding a late fee. ***Third Late Notice*** – If the total payment of the delinquent amount plus interest and late fee is not received by the end of another 30 days, a Lien will be filed. Once the Lien is filed, the owner would then also be responsible for the cost of filing a Lien and attorney's fees. At each 90-day period, a revised lien amount will be filed, which would include additional amounts owed until paid. Upon full payment, the party making payment shall be entitled to a recordable Satisfaction of Lien, to be prepared and recorded at the owner's expense. (***Adopted as an Amendment on March 15, 2014.***)
15. Annual Membership meetings are in January each year for the purpose of electing members to the Board of Directors.
16. Failure to comply with the Association documents. A procedure has been set up to fine a unit owner who does not comply with the documents. A Committee of three (3) unit owners will listen to the details of the violation from the Board; then listen to the unit owner. The Committee will either decide in favor of the Board or in favor of the unit owner.

Buyer's/Renter's acknowledgement signature:

Dated

Last revision 3/15/14