

CRESTVIEW CHATEAUX

RULES AND REGULATIONS

Within this document the Management Company refers to:

Heywood Community Management
42 S. Hamilton Place, Suite 101
Gilbert, Arizona 85233
480.820.1519 * Fax 480.820.1722

The Board of Directors in accordance with the Covenants, Conditions and Restrictions (CC&R's), for the purpose of protecting your property, its value, and making this a more pleasant place to live, has issued the following Rules and Regulations.

YOUR COOPERATION IS ESSENTIAL. Since we do not have rules for every situation, the rules of good citizenship and morality & common sense shall apply at all times.

Every Homeowner has been provided with a copy of the CC&R's of the Homeowners' Association. Please read these rules since they set forth in a complete and detailed manner the rights and responsibilities of each Homeowner. Find a copy of all governing documents at www.crestviewchateaux.com.

Individual Homeowners will be held financially responsible for misuse of or damage done by themselves, their Guests and their Tenants. **It is the individual Homeowner's responsibility to educate their Tenants on the Rules and Regulations of the Crestview Chateaux Homeowners' Association.** If each member will respect the feelings and rights of the other members, we will achieve our goal of harmonious living.

ASSOCIATION FEES

The Association Fee is due on the first day of each month. Checks should be made payable to Crestview Chateaux Homeowners' Association with an appropriate reference to the unit number. Association Fees not paid by the 30th of the month are considered delinquent and are subject to a late fee penalty. The Association may initiate legal collection procedures on delinquent Association Fees. All legal and collection costs are the responsibility of the owner.

REPORTING A VIOLATION

All violations must be reported to the management company in order for action to be taken. Pursuant to ARS 33-1242, the following information must be reported to the management company in order for action to be taken:

1. The first and last name of the person or persons who observed the violation.
2. The date of the violation or the date the violation was observed.

3. The unit number of the responsible party.
4. Description of the violation and/or photo.

The management company will not respond to anonymous complaints.

POOL

1. Posted rules take precedence and are in force.
2. Swim at your own risk — no lifeguard on duty.
3. The pool facilities are for the use of residents and guests only.
4. Unit residents are responsible for the actions of their guests.
5. Proof of residency may be required in the pool area.
6. No child under Fourteen (14) shall be in the pool area unless accompanied by a responsible adult.
7. No child under Fourteen (14) years of age is allowed in the Jacuzzi regardless of adult supervision.
8. No one is allowed in the pool equipment area at any time, except repair/maintenance personnel.
9. For the safety of small children, all users of the pool are asked to **make certain that all gates are closed to the locked position at ALL Times.** This is a Maricopa County Health Department safety regulation.
10. Absolutely no animals are permitted inside the fenced pool area. This is a Maricopa County Health Department safety regulation regarding pets in pool areas; the county will close down the pool area if any evidence of pets or pet hair is found.
11. **No running, throwing, horseplay, jumping, diving, or obscene language in the pool area.** For safety and liability reasons, no wheeled toys (i.e. bicycles, roller skates, skateboards, etc.) are allowed in the pool area.
12. No glass in the pool area.
13. No climbing on the fence, Ramada, picnic tables, chairs, lounges, etc.
14. Persons using rubber rafts or other flotation devices are requested to use discretion and not interfere when others wish to swim.
15. No loud noise or disturbance is permitted.

16. Stereos and radios are to be kept at a reasonable level (maintain sound at a level that cannot be heard beyond their immediate area). Please respect your fellow homeowners and turn down the volume if asked to do so.

17. Noise in the pool area will be reduced to an acceptable level after 10:00 p.m. Any complaint by a homeowner about the noise level means it is unacceptable.

18. Anyone damaging the pool facility and/or pool furniture will be responsible for repairing or replacing the damaged items.

19. All tables, chairs and other furniture and equipment used about the pool shall be left clean and free of debris. Pool furniture is to be kept inside the fenced area, and not in either the pool or the Jacuzzi.

20. Please use the ashtrays and trash containers provided for you to help keep the area clean.

21. Lost pool keys will be replaced at the cost of \$25.00 per key. In order to obtain a replacement key, the Homeowner must be current on association dues.

PETS

1. Violators of any pet regulations are subject to a mandatory fine of \$25.00 per complaint or occurrence. Fines will increase with each additional violation.

2. Only domestic animals are allowed.

3. Due to the Maricopa County and the City of Chandler City Ordinance, all dogs are to be on a leash when not confined inside the owner's house or patio area.

4. If any animal is found running loose, Animal Control will be called to pick up the animal at the owner's expense.

5. It is the pet owner's responsibility to **immediately** clean up after his/her pet and to keep any pet from making any unreasonable amount of noise or becoming a nuisance.

6. All residents are required to monitor the activities of their pets so they do not create a disturbance to their neighbors.

7. If a pet causes any damage, the Board of Directors will assess the owner for those damages.

AUTOMOBILES

1. Vehicles are prohibited from parking in the community under the following circumstances:

- a. No motor vehicle (classified as exceeding 3/4 ton or designed for commercial purposes), motor home, mobile home, trailer, camper, camper shell, detached camper,

boat, boat trailer, all—terrain carrier, snowmobile, jet ski, or other similar equipment or vehicle may be parked, maintained, constructed, reconstructed, or stored within the Condominium property. Contact the Management Company for special exceptions.

b. If an owner has a recreational vehicle, he/she needs to make arrangements for storage at an off—site location.

2. Parking is permitted only on posted or marked areas. Vehicles must park properly, between marked lines, using only one parking space per vehicle. Double parking, and parking behind or beside a vehicle already parked is prohibited.

3. All residents must park only in their assigned covered parking space and ask their guests to park only in the uncovered guest parking areas. All uncovered parking space is considered Open Parking.

4. Parking or driving on the grass areas is not allowed. This is not only to keep the area attractive but to avoid damage to the grass, disturbance of the surface and damage to sprinklers, etc.

5. No Parking of abandoned or inoperable vehicles.

a. This regulation applies to any vehicle which qualifies and any parking space whether assigned, open, or unmarked. Vehicles qualify for this regulation if any of the following apply: flat tire(s), webs, dirt and debris collecting under, around and on vehicle; absence of license plates; missing parts required for normal use; or too damaged to operate safely.

b. If the vehicle is not removed within 48 hours of the tagging, the Association will authorize the vehicle to be towed away at the owner's expense.

6. No parking in fire lanes.

a. The City of Chandler Fire Prevention Department has identified specific driveways as fire lanes. These fire lanes have been posted with signs and the curbs have been painted red.

b. Cars may not legally be parked in these driveways without being subject to citation, towing or both. The Association will enforce this regulation. Owners who wish to report a vehicle in a fire lane should call Heywood Community Management at 480-820-1519.

7. No major repairs are allowed. Minor tune—ups and oil changes are permitted as long as precautions are taken to ensure that oil and/or grease is not permitted to flow onto the parking surface. All used oil must be disposed of in accordance with EPA regulations; it must **NOT** be put in the trash receptacles.

8. No children are allowed to play in the parking areas. Please impress upon your children the danger of playing in these areas. Please keep your speed down to 5 MPH just in case some child does not adhere to the rules.

9. Motorized vehicles (except ADA approved) are prohibited on the sidewalks.
10. Washing of cars is prohibited.
11. Owner must request board approval to cover a car.

COMMON AREA

The common area is defined as all areas outside an owner's unit including the walk ways, grass areas, pool area, siding of the building, stairways and landings to each owner's door.

1. No objects, children's toys, bikes, etc. are to be left on sidewalks, in common grounds areas, or anywhere around pool area. For safety and liability reasons, no wheeled toys (i.e. bicycles, roller skates, skateboards, etc.) are allowed in the pool area.
2. Residents' personal property shall not be placed, or maintained upon the common areas.
3. Bicycles are not to be ridden on grassy or gravel areas.
4. No one is allowed to climb on trees, wall, roofs, fences, or any elevated surfaces. Any unsafe activity is forbidden.
5. Personal potted plants and garden ornaments are not allowed in the common areas.

ARCHITECTURAL CONTROL

Part of the financial appreciation of the Crestview Chateaux community depends upon maintaining uniform standards for the appearance of the buildings and common areas. Owners must comply with the following provisions regarding the exterior of the buildings:

1. No additions or alterations are to be made to the exterior of any building, patios, or front porch without prior written approval from the Board of Directors.
2. All security screen doors must be white.
3. Nothing shall be constructed or erected, without prior written approval of said plans and specifications by the Board. Owner must contact management to make such requests.

SATELLITE DISHES

Satellite dishes are permitted with the following conditions:

1. All dishes must be mounted on the owners back patio. If a signal cannot be acquired from the owners back patio owners must contact the management company. Dishes may not be attached to the siding of the building, nor the roof.

2. Installation may cause water damage. Any damage caused by a satellite dish is the owner's responsibility. Such damages will be repaired without notice and billed back to the unit owner regardless of who originally (previous owner / renter etc.) installed the dish.

3. Wires must be securely fastened to the building; painted the color of the building; hidden from view or buried if necessary.

WINDOWS AND WINDOW SCREENS

1. All Units must have the appropriate white lattice and correct number of panels showing to the exterior of the unit.

2. Window sunscreens are permitted however; all screens must be a light gray color and contain the appropriate white lattice matching the window on the screen.

3. No reflective materials are to be used on the glass.

4. Window tinting is prohibited.

5. Inside window-coverings must show white to the outside, and be in good repair.

PATIOS AND BALCONIES

1. Keep rubbish and debris from accumulating on patio/balcony.

2. The storage of items on patio/balconies is prohibited. This includes furniture (other than patio furniture) refrigerators, boxes, excess shelving, clutter, etc.)

3. Misters are not permitted on patios as this creates wood rot.

4. Drying clothing, etc., is prohibited on patio/balconies.

5. Hoses must be neat and orderly, and kept within patio enclosure.

6. Hoses may not be extended from the ground level to the 2nd story balcony.

7. No Objects are permitted on the ledges of the 2nd story balconies or landings.

8. No open flame grills are permitted on the 2nd story balconies.

ASSOCIATION RESPONSIBILITIES

The association is charged with the following responsibilities:

1. Maintenance of all common elements such as recreational facilities, landscaping, building exteriors, parking areas, stairwells, steps, walks, trash areas, exterior lighting and streets.

2. Financial responsibility for all common area utilities, domestic water for all units.
3. Maintain insurance coverage for all buildings and common elements.

HOMEOWNER RESPONSIBILITIES

Homeowners are charged with the following responsibilities:

1. Maintenance of the unit and the air space for the patio/balcony.
2. Maintenance of the storage room, storage room door, and hot water heater.
3. Maintenance of heating and air conditioning unit, & all appliances.
4. Maintenance of windows, window screens & sun screens.
5. Maintenance of front door and back door.
6. Units who use their fireplaces must perform periodic maintenance and keep their flues free from ash, soot and debris and provide proof of maintenance upon request.
7. Maintenance of 2nd story balcony flooring. If a leak occurs in the balcony deck as a result of negligence, misuse or carelessness; the owner will be responsible for the repair **and the resulting damage to the unit below.**
8. It is **recommended** that owners should purchase *Loss Assessment Coverage Insurance* to cover the association's deductible in the event that it is charged back to the unit owner, as well as *Sewer Back Up Coverage*. These are not standard coverage's and one must request it from one's insurance company.

DAMAGES AND PAYMENT

If any property in the common area or any common element (such as landscaping, furniture, fixtures, building, pool equipment or individual unit) is damaged or destroyed through the negligent or culpable act of a Unit Owner, his guests, tenants, or household members, the Association may make the repairs and bill the Unit Owner. Payment must be made within 10 days of the completion of the work to avoid a lien being placed on the Unit Owner's property.

GENERAL ASSOCIATION RESTRICTIONS

The following restrictions are applicable to all units and the entire membership except where noted.

1. No obnoxious or offensive activities.
2. Notice of Leasing and Occupancy — Any Homeowner who does not occupy their unit must provide the Homeowners Association with a Resident/Renter signature stating that he/she received a copy of the CC&R's and Rules and Regulations, and agrees to uphold and abide by the material covered in both.

3. No resident or guest shall permit a radio, stereo, television or other device to be played loud enough to disturb other residents, either from their unit, the pool, parking or other common areas.
4. Advertising signs, billboards, etc. are not permitted except one “For Rent” or “For Sale” sign of a standard size placed in one window of the unit.
5. Garage sales are not to be held by individuals on any location within the complex, except for community garage sales approved by the Board of Directors.

TRASH

There are trash receptacles at the pool and at the mail boxes. Please help keep our property looking its best by putting all trash in the appropriate trash receptacles.

Regarding the community dumpsters:

1. Every trash area has a **trash** dumpster and a **recycle** dumpster. Please use them appropriately.
2. Residents must NOT put large items in or around dumpsters. Owners must make their own arrangements for the removal of such items. Owners may contact the management company for suggestions on disposal.
3. All refuse must be properly placed inside regulation dumpsters, closing lid tightly or using another dumpster if necessary. The trash vendor will not pick up anything left outside the dumpsters. No item can be larger than the refuse dumpster can accommodate. Homeowner will be charged if the Association is required to pay for removal of large items. Violators will also be subject to a fine.

SPECIAL PLANTINGS

The landscaping has been carefully planned and researched to complement the natural surroundings of the community. Because of this, residents wishing to plant their own flowers, trees, or shrubs are required to obtain permission from the Board of Directors. Submit your request to the Management Company or to a Board Member. Any changes, additions, and/or alterations that are installed without prior written approval may be disapproved and the homeowner will have to remove the installation at his/her own expense.

ENFORCEMENT

Violators of these Rules & Regulations may be fined a **minimum** of \$25.00 per occurrence, plus cost of repairs, attorney’s fees, and any other costs of collections to correct the violations. Fines increase with repeated violations.

In addition to any enforcement procedures permitted under the term of the Declaration of Covenants, Conditions and Restrictions, the Articles of Incorporation; and the By—Laws and pursuant to Arizona Revised Statutes Section 33—1242(11), the Board of Directors shall have the power to assess penalties against owner(s) of a unit for violations of the Declaration of Covenants, Conditions and Restrictions, Articles of Incorporation, and By—Laws or Rules and

Regulations committed by the owner(s), and the owner(s) shall be liable for any violation committed by a tenant or other occupant of the lot of owner(s).

These penalties shall be established based on the nature of the offense, and the number of violations, and they may range from \$25.00 to \$500.00. The Owner(s) in questions shall be given an opportunity to be heard by the Board to contest any fines, by contacting the management company in writing within 10 days from the date of the first violation notice to arrange to be on the Agenda for the next Board meeting. Written notice of said meeting shall be given at least ten (10) days in advance of the Board meeting by regular mail or hand delivery to the last known address of the owner(s). Any penalties assessed against the owner(s) may be enforced in the same manner provided for delinquent assessments.

CONCLUSION

These rules and regulations have been carefully compiled with the purpose of protecting all Homeowner rights, rather than to persecute anyone's freedoms. Insurance problems, medical reasons, city ordinances, Maricopa County codes and our CC&R's have all been melded together in order to insure just that. You may think one rule seems to target your personal activities, but you will find that several others may protect you from other personal activities that may invade your own rights.

We sincerely hope all residents make an effort to follow these rules, making Crestview Chateaux a harmonious community, with a high standard of living, so we can together enjoy this great place we have all decided to call home.

If you are unsure of any of the policies or need help on any association matters, feel free to contact the management company. They have a 24—hour answering service for association emergencies.

Heywood Community Management
42 S. Hamilton Place, Suite 101
Gilbert, Arizona 85233
480.820.1519 * Fax 480.820.1722