

SUMMIT PARK ESTATES HOMEOWNERS' ASSOCIATION

RULES AND REGULATIONS

AUGUST 2017

In order to define and communicate the Board of Directors' understanding of the membership's determination of how the Association, its' Directors, Officers and members are to conduct day to day business and behavior as owners, neighbors and responsible members of an established quality neighborhood, the following are set forth outlining how your Board of Directors understand they are to manage the more common and persistent subjects in compliance with the By Laws of the association.

The subjects discussed in this material do not, of necessity, portend to be all inclusive, or to exclude the responsibility of each member to conform to other well established practices and standards of the association.

ATTENDING/ADDRESSING THE BOARD OF DIRECTORS:

Meetings of the Board of Directors are open to the membership. Other than immediately following the Annual Membership meeting, advance notice of Board meetings is impractical as they are held as needed. Members should notify an officer with their request to attend a Board meeting. They will be advised of, and welcomed to attend the meeting of their choice. Specific suggestions, questions or complaints should be addressed to the Board in writing.

Unless individual Board members have been previously authorized by the Board to act unilaterally for the Board or the Association, with reference to specific matters, formal Board action is required for decisions to be valid. Members should not ask a Board member to act beyond their authorized capacity to do so.

SPEED LIMIT:

The maximum speed on Summit Park Estates roadways is as posted. Adherence to this requirement is extremely important due to winding and narrow right of ways, presence of walkers, children, golf carts, intersections, or inclement weather.

HOUSE TRAILERS & LIVING VANS:

These may be parked for a period of three days for the purpose of cleaning, loading and provisioning for trips to and from Summit Park Estates.

PARKING

Road passage should not be blocked. In the event that a vehicle does temporarily obstruct the roadway the obstructing vehicle or object should never be left unattended. The person responsible to move the vehicle or obstruction, if the need arises, should be available in a reasonable proximity of the

obstruction. Emergency vehicles such as fire trucks and ambulances must be able to drive to each property at all times.

AESTHETICS AND MAINTENANCE:

Each member shall maintain their dwelling, landscape and real estate in a clean, neat, sanitary, safe and aesthetically attractive condition in keeping with the purposes and the objectives of the Association. Garbage and waste shall not be allowed to accumulate, but shall be promptly removed from the subdivision and disposed of in the proper manner. Unsightly commercial or other paraphernalia shall not be located or maintained in the subdivision. Fences, retaining walls, dwellings and other structures shall be maintained in a good state of repair, condition and appearance at all times.

SIGNS:

Other than real estate or owner "for sale or lease" signs of a reasonable size and quality, neatly and properly located, no signs shall be placed, erected or permitted on any member or Association property without first having obtained written approval of the Board of Directors.

CLOTHESLINES:

Clotheslines must not be visible from the street and must be screened from adjacent neighbors' view.

PETS:

With the exception of normal household pets, no animals (domestic, farm, sport, exotic or other) shall be permitted, kept, housed or maintained in or on properties within Summit Park Estates. Normal household pets are permitted provided they do not cause an unusual nuisance or disturbance of other residences.

EXTERIOR LIGHTING:

Exterior lighting should not cause a disturbance or nuisance to fellow property owners. Exterior lighting for safety and security are permitted with consideration given to the impact on neighbors.

RENTALS:

Based on the stated purpose and objective of the association, it is recommended and requested that in the interest of the members, their tenants and the community that members be selective in choosing tenants. Occupancy of any dwelling shall be for single family residential purpose only.

BUSINESS OPERATION:

No industrial, commercial, retail or other business shall be housed, stored or conducted from Summit Park Estates development properties. This does not include reasonable, professional business use which is conducted within the confines of an owners' residence and which does not result in an outside appearance other than residential.

FIREARMS/FIREWORKS:

Except as deemed necessary for the protection and defense against bodily harm to a person or persons, or for the preservation of property, display and discharge of firearms is prohibited. Because of the danger of personal injury, damage to property, noise, disturbance and or fire, discharge of fireworks of any form is prohibited.

NUISANCES:

No noxious or offensive activity shall be carried on or permitted on any property, nor shall anything be done thereon tending to cause embarrassment, discomfort, annoyance, or nuisance to the neighborhood, nor of a nature which may diminish or destroy the enjoyment of other property. The owner shall be responsible to assure employees, suppliers, and contractors maintain the premises in a clean, orderly and safe condition at all times during construction, repair or maintenance of a dwelling. Owners are responsible for damage done to roadways and other properties resulting from construction, repairs and maintenance performed for owner.

BREACH:

Failure to adhere to the Bylaws, Rules, Regulations or Restrictions of the Association, especially after notice and failure to correct the breach will result in the interruption of "good standing" membership and the consequences thereof.

COMPLIANCE PROCEDURE:

In the event an allegation of breach of the Bylaws, Rules, Regulations or Restrictions is brought to the attention of the Board of Directors **in writing**, the following steps are indicated in order to evaluate the question of a breach, and its resolution:

1. Written notice to the Board of the perceived facts of a breach.
2. Board evaluation and response to the originator of the question if the Board determines no breach, or notice to the member or person against whom the question of compliance has been raised.
3. Depending on the urgency and nature of the matter, the Board may elect to provide initial notice orally or in writing, identifying the question and a time during which a satisfactory resolution is considered reasonable.
4. An opportunity should be afforded for a timely response from the appropriate parties before the Board affirms a position that a breach appears to have occurred.
5. Should the matter not be conclusively resolved within the time period of the original notice, a second notice **IN WRITING**, should be promptly posted, acknowledging that due to the lack of cooperation it has become necessary to determine an additional period of time (provide date) during which compliance should be perfected in order to avoid corrective action by the Board.
6. Absent correction or cooperation by the offending member or persons by the date specified, a **FINAL WRITTEN** notice should identify the specific action to be taken by the Board, the

estimated costs, administrative charges, fines or fees that will be assessed and a date on which action will be taken, if necessary.

7. Board commences corrective action promptly and as identified in final notice.
8. If the magnitude of the matter warrants, legal action may be appropriate.

NOTE: Depending on the circumstances of each incident, the Board of Directors may elect to deviate from the foregoing sequence of actions, if in their judgment, the best interest of the Association and the Membership is more equitably served by doing so.

AMENDMENTS: These Rules, Regulations and Procedures may from time to time be supplemented, amended or repealed in accordance with the bylaws of the Association.