

Rules and Regulations

WILLOW RUN HOMEOWNERS ASSOCIATION

Board Approved August 22, 2020

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ATTACHED: *Exhibit A - Delinquent Payment Policy*
Exhibit B - Rental/Lease Application
Exhibit C - KEYFOB Agreement.
Exhibit D - Clubhouse Reservation Form

Exhibit E - Clubhouse Reserved Notice
Exhibit F - RV Parking Lot Request
Exhibit G - Architectural Change Application

Rules and Regulations

1. PURPOSE AND AUTHORITY

The purpose and intent of the *Rules and Regulations* is to maintain a quiet, peaceful, high quality residential community, to preserve present and future property values, and to provide a healthy, safe community for its Residents and Guests.

The *Willow Run CC&Rs (Article V 5.2) and Bylaws (Article VI 6.2.a)* authorize the elected Board to establish rules and regulations that are reasonable and appropriate to maintain the purpose stated above and are subjected to the Utah Condominium Act & the Utah Association Ownership Act.

2. DEFINITIONS

- 2.1 **Agreement** - Lease, Sublease, or Rental Agreements
- 2.2 **Articles** - *Articles of Incorporation* of the Willow Run Homeowners Association.
- 2.3 **Association** - Willow Run Homeowners Association.
- 2.4 **Board** - Board of Directors of the Willow Run Homeowners Association.
- 2.5 **Common Area** - All property including amenities but excluding units and townhomes.
- 2.6 **CC&R's** - Most recent *Amended and Restated Declaration of Covenants, Conditions and Restrictions* for Willow Run Homeowners Association.
- 2.7 **Drug Free Zone** - All Willow Run Property is designated and posted as a Drug Free Zone. Suspicious activity should be reported to the police.
- 2.8 **HOA** - Willow Run Homeowners Association.
- 2.9 **Limited Common Area** - Property consisting of driveways, parking stalls, balconies, decks, and patios.
- 2.10 **Management Company** - Current Property Management Company contracted by Willow Run Homeowners Association.
- 2.11 **Resident** - Homeowner, Renter, Lessee.
- 2.12 **Rules** - Most recent Board approved *Rules and Regulations* of the Willow Run Homeowners Association.

3. ASSOCIATION RULES

Each resident and guest is expected to comply with the Rules whether or not they are a member of the Association, and whether or not copies of the Rules have been received. Failure to comply is grounds for an action to recover sums for damages, clean up, and/or injunctive relief. Homeowners are responsible for costs of a suit and reasonable attorney's fees. The Board may in addition levy fines against Homeowners when a rule is violated by the Resident or Guest.

- 3.1 **Posted Rules** - Rules posted publicly at the Pool, Clubhouse, and entryways serve as a first notice. An immediate fine of \$50, or up to \$100, may therefore be charged without a first notice. Towing charges will also be levied.
- 3.2 **Unposted Rules** - For infractions against rules only listed in the *Rules and Regulations*, a written first notice will be sent to the responsible Homeowner (and Renter or Lessee if the infraction is by either), giving 24 hours for the Homeowner, Renter, or Lessee to take corrective action. Failure to do so within 24 hours will then result in a \$50 fine, or up to \$100.
- 3.3 **Repeat Violations** - Repeat Violations for either Posted or Unposted rules will result in an additional \$50 fine or up to \$100 for each repeat violation.
- 3.4 **Payment of Fines** - Fines must be paid within thirty (30) days of receiving the fine. If not paid within the thirty (30) days, the *Delinquent Payment Policy* collection procedures will be followed.
- 3.5 **Guest, Renter, Lessee Violations** - Homeowners are responsible for payment of all fines and costs resulting from their guest, renter, and/or lessee violations.
- 3.6 **Board Enforcement Waiver** - Failure by the Board to enforce any rule is not a waiver of the Board's right to do so.
- 3.7 **Contesting a Fine** - Either in writing or in person by visiting a Board Meeting.

Rules and Regulations

4. MONTHLY AND SPECIAL ASSESSMENT PAYMENTS

Monthly and special assessment payments are expected to be paid when due unless special payment arrangements have been made with the Management Company. The *Delinquent Payment Policy* (Exhibit A) collection procedures will be followed in collecting any past due assessments..

5. LEASE / SUBLEASE / RENTAL AGREEMENT

5.1 **30-Day Rental Rule** - Rental of any Unit or Townhome for less than 30 days is not permitted.

This is in accordance with St. George City Ordinance #10-14-22, State Vacation Rental Laws, and Willow Run Rules. Penalties and fines from St. George City, the Utah State Tax Commission, and Willow Run HOA, may be assessed for violations.

5.2 **Renter/Lessee Restrictions**- No person under eighteen (18) years of age may reside in any Unit or Townhome unless living with a parent or guardian, and no dormitory-type arrangements are permitted. Further, in agreement with City Ordinance, only two adults are allowed per bedroom except minor children of the Resident.

5.3 **Written Agreement** - Proper Agreements of 30 days or longer must be in writing and provide that the terms comply with all Willow Run governing documents. Homeowners must also provide the Management Company with a completed *Willow Run HOA Rental/Lease Information Form* (Exhibit B) within ten (10) days of the renter/lessee moving in. Failure to do so will result in a \$120 fine.

6. NO REPAIR OF VEHICLES WITHIN WILLOW RUN

There may not be any repair of vehicles, other than minor fixes such as a flat tire or dead battery, in any area including on streets, in garages, in the A & J covered parking stalls, in the RV lot, or in any open guest stall. Vehicles must not be left jacked up and unattended for longer than is necessary to affect the repair of a single flat tire. No vehicle in an extreme state of disrepair, abandoned, unlicensed, inoperable, or dripping oil or fluids is allowed in any area of Willow Run.

7. DRIVING AND PARKING

7.1 **Speed Limit** - The speed limit within the community is 10 miles per hour.

7.2 **A and J Building Parking** - Residents of the A and J buildings are expected to park in their own personal garage or covered parking space. Guest and overflow parking is available at the front of and between these buildings. No overnight sleeping in any vehicle or RV is allowed.

7.3 **Units and Townhome Parking** - Residents in the Units and Townhomes are expected to park in their own garages and driveways. No overnight sleeping in any vehicle or RV is allowed.

7.4 **Overflow Parking** - Overflow parking is available in front of and between the A and J buildings and across from Unit 30 in the Southeast corner of the property. Trailers , RV's, boats, and towing vehicles must individually fit in a single stall without blocking traffic. Parking is allowed for three (3) nights unless permission for a longer stay is granted by the Management Company. No overnight sleeping in any vehicle or RV is allowed.

7.5 **Daytime Street Parking** - Daytime parking on streets must not block the street or resident's driveways on either side of the street. It is imperative all streets be kept clear at all times for emergency vehicles, garbage trucks, and maintenance vehicles.

7.6 **Overnight Street Parking** - No overnight parking is allowed. However if overflow areas are full, three nights are allowed which must not block traffic or driveways on either side of the street.

7.7 **Red Zones** - No parking is allowed at any time in red zones.

7.8 **Parking Violations** - See Posted Rules (3.1) and Unposted Rules (3.2) above.

8. RV LOT PARKING

Stalls are rented to Homeowners only, on a first-come basis by the property manager. Terms can be annual, semi-annual, quarterly, or monthly. One stall only is allowed per Homeowner who must

Rules and Regulations

complete an *RV Lot Application* (Exhibit F) before being assigned a stall. Only current licensed Recreational Vehicles, motorhomes, boats, cars, trailers, and personal towing vehicles are allowed. No junky vehicles, RV's, boats, or trailers are allowed. It may not be used for dead storage and no commercial vehicles, trailers, equipment, or storage of any kind is allowed.

9. KEY FOB

Upon completion of a *Key FOB Agreement* (Exhibit C) each Homeowner is issued one electronic Key FOB which gives access to the Clubhouse and Pools.

9.1 **Replacement** - If the Key FOB is lost, the Management Company must be notified immediately. A replacement may be obtained from the Management Company at a cost of \$50.

9.2 **Shut Off For Violations** - The Key FOB may be disabled for rules violations, failure to pay assessments or fines, lending to unauthorized residents or non-residents, and damage to Willow Run Property.

10. CLUBHOUSE

10.1 **Exclusive Use** - The clubhouse is for the exclusive use of Willow Run Residents and Guests. Use is on a first-come basis with reservations having priority.

10.2 **No Commercial Use** - No use involving the sale or promotion of a product, and no service, church group, or business entity is allowed.

10.3 **Hours** - The Clubhouse is open from 6:00 a.m. to 11:00 p.m. daily.

10.4 **Restrictions** - State fire laws limit occupancy to 75 persons. No alcoholic beverages, smoking (in or around the Clubhouse), and no overnight stays or storage of any kind is allowed.

10.5 Reservations

10.5.1 **By Homeowner Only** - Reservations must be made by Homeowners themselves by contacting the Management Company M-F 9 a.m. to 4 p.m.

10.5.2 **Reservation Basis** - Reservations are on a first-come, first-serve basis, and must be made at least 3 days ahead of the event, but not earlier than 6 months ahead. There is no limit to the number of reservations per Unit per year, but in case of a conflict, the Unit with the least amount of reservations that year will have precedence. This includes all holidays except Thanksgiving Day and Christmas Day.

10.5.3 **Reservation Limitations** - Each day is considered a separate reservation, and each reservation can only be made for a maximum of four (4) hours unless the Management Company has approved an extended amount of time. It is permissible to stay longer than the 4 hours if no one is waiting to use the Clubhouse, however no event may go past the 11 p.m. closing time.

10.5.4 **Thanksgiving Day and Christmas Day** - Requests for Thanksgiving Day and Christmas Day may not be received before September 1st but must be received by October 1st when a drawing will be held. If no requests are received by October 1st, requests will be on a first-come basis.

10.5.5 **Fees** - A non-refundable use fee of \$25 must be submitted to the Management Company for each reservation made. The Homeowner may also be charged the cost of any damages incurred during the event, and charged a \$50 cleaning fee if left unclean.

10.5.6 **Homeowner/Resident Responsibility** - The Homeowner or Resident must be present during all events and is responsible for the care of the Clubhouse and the actions of all guests.

10.5.7 **Not-Reservable** - Pool areas cannot be reserved and are not part of any Clubhouse reservation. In addition, the Clubhouse may not be reserved during scheduled Board or Annual HOA Meeting times.

Rules and Regulations

10.5.8 **Reservation Form** - Each reservation must be made separately on a *Clubhouse Reservation Form* (Exhibit D). Once made, a *Clubhouse Reserved Notice* (Exhibit E) will be given to the Resident to post at the Clubhouse as a notice to others.

11. SWIMMING POOLS - HOT TUB

- 11.1 **Exclusive Use** - The swimming pools and hot tub are available for the exclusive use of Willow Run Residents and Guests only. They may not be reserved and Residents must not lend their key FOBs to outside persons. Groups such as church, school, civic, scouts, sports, or artistic are not allowed. In addition, if a person inside the pool area allows unknown persons to enter, the Homeowner associated with the person allowing the entry is liable for a fine and any damage caused by those allowed in.
- 11.2 **Hours** - Pool hours are from 6:00 a.m. to 11:00 p.m. daily. Adults only 6:00 a.m. to 9:00 a.m. daily. Because the lights and key FOB entries automatically turn off at 11:00 p.m., all persons must exit immediately after the 10-minute verbal warning has been given. Anyone staying after the 11:00 p.m. closing time is automatically video taped and subject to a fine.
- 11.3 **Risk** - There is no lifeguard on duty. Therefore all persons use the pools and hot tub at their own risk. Safety equipment is maintained at the pools and must only be used for emergencies.
- 11.4 **Restrictions** - State fire laws limit indoor pool occupancy to 48 persons, outdoor pool occupancy to 60 persons, and hot tub occupancy to 6 persons. In addition no child under five (5) years of age is allowed in the hot tub. No person under the influence of alcohol or drugs is allowed in any of the pool areas.
- 11.5 **Swimwear** - All children under three (3) years of age must wear swim diapers. No disposable diapers are allowed in the pools or any pool area. In addition, appropriate swimwear is required of all persons, no cutoffs, thong swimsuits, or nudity is allowed.
- 11.6 **Banned Items** -
 - 11.6.1 **Food, Alcoholic Drinks, Animals** --No food or alcoholic drinks are allowed in the pools or any pool area, and no animal including comfort animals are allowed in the pools or any pool area. Marked service dogs are allowed in the pool areas only.
 - 11.6.2 **Unsafe Items** - Unsafe items such as glass containers, sharp objects, kayaks, paddle boards, and pontoons are not allowed in any pool area. Courteous use of small inflatables is allowed in the pools but not the hot tub. Squirt guns are allowed in the outdoor pool only.
 - 11.6.3 **Damaging Items** - Items that cause damage to the pool systems such as cellophane packaging, ziplock bags, balloons, food cartons, solid food of any kind, handkerchiefs, excessive suntan lotion or baby oils, or the like are not allowed in any pool area.
- 11.7 **Health** - Persons with a fever, cough, inflamed eyes, skin disease, open sore, or with bandages, are not allowed in any of the pool areas.
- 11.8 **Pool Furniture** - Pool furniture may not be reserved or removed from the pool areas or placed in the water.
- 11.9 **Posted Rules** - All posted rules in the swimming pool areas must be followed including no diving, running, boisterous or rough play. Quiet use of a battery-operated radio or phone is permitted.
- 11.10 **Homeowner/Resident Responsibility** - Guardians are responsible to watch their children at all times. Homeowners are responsible for any rules violations or damage caused by their residents or guests. Users are responsible to turn the hot tub jets off when finished.

12. TENNIS AND BASKETBALL COURTS

- 12.1 **Hours** - The tennis and basketball courts are open from 8 a.m. to 10 p.m. at which time the lights are automatically turned off for quiet time.

Rules and Regulations

12.2 **Not Allowed** - Pets, skateboards, roller blades, roller skates, bicycles, scooters, and motorized vehicles are not allowed on the tennis court. Soft soled shoes are required.

12.3 **Time Limit** - There is a time limit of one hour if others are waiting to play. The tennis court may not be reserved.

13. BARBEQUE

The barbecue may only be operated by Residents eighteen (18) years of age or older. Users are responsible to make sure the gas is turned off when finished, and that the unit is returned to a clean condition. All garbage must be taken away and properly disposed of.

14. PETS

14.1 Rules

14.1.1 **St. George City Ordinance** - All dogs must be on a leash and under its owners control at all times, and are not to be allowed to roam at will. The St. George City animal control officer should be contacted if necessary.

14.1.2 **CC&R Rules** - CC&R's Page 18, Article V 5.1.5

14.1.2.1 **No Commercial Purpose** - (2) No animal may be kept, bred, or maintained for any commercial purpose.

14.1.2.2 **Leash/Noise/Disturbance/Waste Removal** - (2) The owner of any dog must keep such dog on a leash when outside of the Unit or keep it confined within the Unit (3) Animals shall not cause any noise or disturbance that would be deemed a nuisance to other Owners or residents.(3) Any inconvenience, damage or unpleasantness by such pets shall be the responsibility of the Owners thereof (3) Owners shall be responsible for removal of wastes of their animals from the Common Areas and Limited Common Areas.

14.1.3 **Number Allowed** - No more than two (2) pets may be kept in a Unit or Townhome.

14.1.4 **Forbidden Areas** - All pets are forbidden on the tennis court and in the children's play area. Marked service dogs are allowed in the swimming pool areas and Clubhouse.

15. GARBAGE

15.1 **A and J Buildings** - All household garbage must be bagged and placed in the A or J building dumpster. No furniture, appliances, construction materials or like items are allowed.

15.2 **Units and Townhomes**: Residents in the Units and Townhomes must have their rolling garbage and recycling containers on the street each Wednesday morning (on the inside side of the streets only) and taken off the street within twenty-four (24) hours after the pickup. Residents may also use the A or J building dumpsters when leaving Willow Run.

16. WATER ISSUES

16.1 **Sprinkler Controls** - Residents are not allowed to adjust sprinkler timers, valves, or heads. The Property Manager should be notified of any sprinkler problems.

16.2 **Pressure Regulators** - Homeowners are responsible to maintain proper water pressure within their own Unit or Townhome. Pressure regulators are recommended.

16.3 **City Restrictions** - Residents must observe conservation guidelines whenever given by local officials, which may preclude washing cars, sidewalks, driveways, patios, or other unnecessary use.

16.4 **Turn Off Water Shutoff Valve** - Homeowners are required to turn off their main water shutoff valve when vacating their Unit or Townhome.

17. HOLIDAY LIGHTING

Holiday lighting and decor must be maintained in good condition and displayed in their proper season.

Rules and Regulations

18. SPECIALTY SIGNS

A single *For Rent* or *For Sale* sign may be placed in front of a Unit or Townhome, and a corresponding sign may be placed at one of the entrances on Valley view Drive. Either must not be more than five (5) square feet. No other advertising sign (including religious and political signs), billboards, or objects of unsightly appearance, or nuisances, shall be placed or permitted anywhere within the Willow Run property.

19. COMMON AREA USAGE (OPEN AREAS AND AREAS AROUND UNITS & TOWNHOMES)

All Common areas are meant for light sports and activities that do not damage the grass, shrubbery, or trees. No tents, portable fire pits, or camping of any kind is allowed. Bicycles, roller blades, skateboards, and scooters, may be used on sidewalks and streets by children with adult supervision. When using the streets, extreme caution and proper road rules must be followed. Hoverboards and motorized vehicles are not allowed on the sidewalks, common grass areas, or tennis court. Wheelchairs (electric or manual) and strollers are allowed on sidewalks. The cost of all repairs due to abuse by Residents will be charged to the responsible Homeowner.

20. BALCONY, PATIO, COVERED PARKING USAGE

Balconies, patios, and covered parking stalls are not to be used for storage purposes, and are to be kept clean and orderly. Barbecues must have a protective cover underneath to keep debris, grease, or other drippings from damaging the floor. No portable fire pits of any kind may be used. In addition, towels, swimwear, and other personal items may not be draped over any balcony rail, fence, or wall.

21. ARCHITECTURAL ISSUES

Residents may not alter the outside of any Unit, Townhome, or structure, nor add any screen door, outside blind, or outside carpeting, tile, etc. without the prior approval of the Board. In addition painting of front doors must be one of the Board approved colors, a list of which is available from the Management Company. Requests must be made on an *Architectural Change Application* (Exhibit G).

22. STRUCTURAL OR YARD MODIFICATIONS/ADDITIONS

22.2 Board Approval - Any Homeowner modifications to balconies, patios, stairs, walkways, grass areas, gardens, shrubs, bushes, or trees must be approved by the Board, as also any additions such as fences, walls, or gates. Requests must be submitted on an *Architectural Change Application* (Exhibit G).

22.5 Homeowner Responsibility -

All common areas are the responsibility of the Association to maintain, and all limited common areas are the responsibility of the Homeowner to maintain. However, any approved modification or addition to either area become the responsibility of the Homeowner to maintain. If the Homeowner fails to maintain any modification or addition, the Association may assume maintenance of such and charge all costs to the Homeowner.

23. INSURANCE

The Association shall maintain (1) a general liability policy, (2) a fidelity bond, and (3) a master property insurance policy. (CC&Rs Article X 10.1-10.2)

23.1 Homeowner's Deductible Responsibility - Homeowners are responsible for the Association's insurance policy deductible. A separate personal policy is recommended. A deductible of **\$20,000** will take effect January 1st, 2021. (CC&R's Article X 10.2(f)(ii).

24. NOTICE OF ASSESSMENT AND NOTICE OF REINVESTMENT FEE COVENANT

Buyers or sellers of Willow Run Units and Townhomes shall be required to pay to the Willow Run HOA upon closing or settling, a Reinvestment Fee presently set by the Board as **\$300**.

Willow Run Homeowners Association

DELINQUENT PAYMENT POLICY

August 2020

AUTHORITY: *CC&Rs (Article IV 4.12 Nonpayment of Assessments)*

DELINQUENT POLICY:

- ◆ Monthly Assessments are due on the 1st day of each month and delinquent on the 20th day.
- ◆ Special Assessments are due as determined when the special assessment is approved.
- ◆ Fines are due by the sixtieth (60th) day of receiving the fine and are considered delinquent on the sixty first (61st) day.

COLLECTION PROCEDURES:

- ◆ **First Month Late:** (30 days after due date) A statement reminder including a \$25 finance charge plus *interest charges.
- ◆ **Second Month Late:** (60 days after due date) A statement with OVERDUE notice including a second \$25 finance charge plus *interest charges. The Unit or Townhome Key FOB is turned off.
- ◆ **Third Month Late:** (90 days after due date) A collection letter with PAY OR ACCOUNT WILL BE SENT TO COLLECTIONS WITH THE POSSIBILITY OF A LIEN BEING FILED including a third \$25 finance charge plus *interest charges.
- ◆ **Fourth Month Late:** (120 days after due date). A fourth \$25 finance charge and *interest charges are applied. A lien is filed and collections are turned over to an attorney.

***Interest Charges:** Charged each month on balance due at the maximum rate permitted by law.

Willow Run Homeowners Association

RENTAL /LEASE INFORMATION FORM

August 2020

- ◆ This form must be received by the Management Company at least ten (10) days prior to any renter or lessee moving in. Failure to comply will result in a \$120 fine.

HOMEOWNER(S)

Unit #: _____ Name(s) of all owner(s): _____

Billing Name: _____

Address: _____

Phone Number: _____ Email: _____

PROPERTY MANAGER (If Applicable)

Name: _____

Address: _____

Phone Number: _____ Email _____

RENTER(S) / LESSEE(S)

Name(s) of all renters, lessees, and non-renter-lessees over 18 years of age: _____

Phone Number _____ Email _____

Describe All Pets: _____

TERMS

Beginning Date of Lease: _____ Ending Date of Lease _____

HOMEOWNER ACKNOWLEDGMENT

As the owner(s) of this Unit/Townhome, I/we understand that I/we are responsible for all actions of our renters and property managers, and that it is our responsibility to inform them of all rules and regulations, and that all aspects of the Lease, Sublease, or Rental Agreement with them conforms in all ways to the requirements stated on page 4 of the Rules and Regulations

_____ / _____ / _____

Homeowner(s) Signature(s).

Dated

Exhibit B

Willow Run Homeowners Association

KEY FOB AGREEMENT

August 2020

- ◆ Each Homeowner is issued one electronic Key FOB upon completion of this Key FOB Agreement .

KEY FOB ISSUED: # _____ **UNIT #:** _____

Homeowner(s) Name(s): _____

Phone Number: _____ Email: _____

KEY FOB RULES

- ◆ Care of the Key FOB is the responsibility of the Homeowner
- ◆ Each Unit and Townhome is limited to one Key FOB
- ◆ Key FOBs must be kept attached to the yellow Willow Run paddle
- ◆ Homeowner will immediately notify the Management Company if the Key FOB is lost
- ◆ Homeowner agrees to pay a \$50 replacement fee if Key FOB is lost
- ◆ The Board may deactivate the Key FOB for Rules violations, failure to pay assessments and fines, lending to unauthorized or non-residents, or damage to Willow Run Property.
- ◆ Homeowner is responsible to pay costs of repairs for any damages caused by the improper use of the safety equipment.

HOMEOWNER ACKNOWLEDGMENT

As Homeowner I accept the conditions set forth in the Rules and Regulations for using the Clubhouse Pools, or Hot Tub, and the Key FOB Rules listed above:

_____/_____/_____
Homeowner(s) Signature(s) Dated

Willow Run Homeowners Association

CLUBHOUSE RESERVATION FORM

August 2020

- ◆ This form must be received by the Management Company at least 3 days prior to any anticipated reservation for review and approval, but not earlier than 6 months ahead of the event.

DATE RECEIVED: ____ / ____ / ____

EVENT DATE: ____ / ____ / ____

Homeowner(s) Name(s): _____

Phone Number: _____ Email: _____

FUNCTION DETAILS

Number of Attendees: (75 max) _____

Scheduled Time: From _____. To: _____

☐ Tables/chairs

☐ Back Patio

Brief Description of Event: _____

RESERVATION RULES

- ◆ Cleaning supplies will be provided by the Resident.
- ◆ No more than 75 persons will attend.
- ◆ No alcoholic beverages will be present and smoking will not be allowed.
- ◆ Those attending will not over run the pools.
- ◆ Resident will be present during the entire event.
- ◆ The hours reserved will be strictly observed.
- ◆ No selling of any product or service.
- ◆ This is not a service, church, or business entity.
- ◆ A \$50 fee may be charged if left in an unclean state.
- ◆ Homeowner will be charged for any damages incurred.

HOMEOWNER ACKNOWLEDGMENT

I agree to uphold all terms and rules noted above:

_____/_____/_____
Homeowner(s) Signature(s) Dated

Exhibit D

Willow Run Homeowners Association

August 2020

CLUBHOUSE RESERVED

DATE

FROM.

TO

RESERVED BY:

UNIT #

NAME



Exhibit E

Willow Run Homeowners Association

RV PARKING LOT REQUEST

August 2020

◆ **CURRENT DATE:** _____

◆ **RESERVATION PERIOD:** From: _____. To: _____

◆ **STALL #:** _____ **RENTAL RATE:** _____

HOMEOWNER	
UNIT / TOWNHOME #	
PHONE NUMBER	
EMAIL ADDRESS	
VEHICLE TYPE / MAKE / MODEL	
LICENSE PLATE # / MONTH / YEAR	
LENGTH	
COLOR / DESCRIPTION	

RV PARKING LOT RULES

- ◆ Only recreational vehicles including motorhomes, boats, cars, trailers, and towing vehicles are allowed.
- ◆ Units are properly licensed with a current license plate attached.
- ◆ Units are well maintained. No junky units including flat tires or major damage.
- ◆ Units fit within the stall and do not impede other user's access.
- ◆ No storage of any items in or around the units.
- ◆ Users are responsible for maintaining a clean and neat area within their stall.

I agree to uphold all terms and rules noted above:

_____/_____/_____
Homeowner(s) Signature(s). Dated

Exhibit F

Willow Run Homeowners Association

ARCHITECTURAL CHANGE APPLICATION

August 2020

THIS APPLICATION IS FOR:

- ☐ Addition or Modification to Unit or Townhome
☐ Addition or Modification to Landscaping

HOMEOWNER(S)

Unit #: _____ Names of Owners: _____

Billing Name: _____

Address: _____

Phone Number: _____ Email: _____

PROJECT DESCRIPTION

Person / Company Completing Work: _____

ATTACHMENTS REQUIRED

- ◆ A detailed diagram of the proposed project must be attached which shows the details of the project and the location in relation to the Unit or Townhome.
- ◆ Upon approval by the Board, any required building permits must be obtained and a copy attached hereto.

HOMEOWNER ACKNOWLEDGEMENT

Homeowner hereby declares that all submittals are accurate and conforms to Willow Run HOA Governing Documents. In addition Homeowner understands and agrees to the following requirements:

- ◆ No work or commitment of work will be made until approval has been received from the Board.
- ◆ All work will be done at Homeowner's expense.
- ◆ Work will be done expeditiously once commenced and will be done in a professional manner.
- ◆ Homeowner assumes all liability and will be responsible for all damage and / or injury that may occur on the job.
- ◆ Homeowner will be responsible for complying with all applicable federal, state, and local laws, codes, regulations, and requirements in connection with this work, and will obtain all government permits and approvals.
- ◆ Homeowner agrees that Willow Run HOA and its Board have no responsibility for compliance to federal, state, or local laws, codes, regulations, and requirements, and approval of this request shall not be understood as there making of any representation or warranty that the plans, specifications or work comply with any law, code, regulation, or governmental requirement.
- ◆ It is understood that the Board may within ten (10) days after issuing its initial approval, modify such decision.
- ◆ It is also understood that if work does not commence within ninety (90) days of the Boards approval, the Board may at its option extend the work period or require a re-submittal of this project.

Homeowner Signature of Agreement.

Date _____

BOARD RESPONSE

[] **APPROVED:** (Subject to the following conditions if any)_____

☐ **DISAPPROVED:** (Requirements for approval) _____

TRAFFIC RULES

10 MILES PER HOUR

(R & R 7.1)

NO PARKING IN RED ZONES ANYTIME

(R & R 7.7)

**LOADING / UNLOADING / SHORT TERM ONLY
ON STREETS**

MUST NOT BLOCK DRIVEWAYS ON EITHER SIDE

(R & R 7.5)

NO OVERNIGHT PARKING ON STREETS

(R & R 7.6)

OVERFLOW AREAS FOR OFF-STREET PARKING

IN FRONT OF A & J BUILDINGS

BETWEEN A & J BUILDINGS

STALLS ACROSS FROM UNIT #30

(R & R 7.6)

**See Willow Run “Rules & Regulations” (R & R) For Details
Board Approved August 22, 2020**