

**STONEBRIDGE GARDENS HOMEOWNERS
ASSOCIATION INFORMATION, RULES AND
REGULATIONS**

Stonebridge Gardens is a private community consisting of 183 single-family homes. The Declaration of Covenants, Conditions and Restrictions (CC&R's), Articles of incorporation and Bylaws govern the community. By purchasing a home in Stonebridge Gardens, the homeowners obligate themselves, their guests and tenants to abide by the CC&R's and Bylaws. **THE CC&R's and ARIZONA STATUTES AUTHORIZE THE BOARD TO DEVELOP RULES AND REGULATIONS.** The elected Board of Directors is responsible for enforcing the CC&R's, Bylaws and the Rules and Regulations.

The basic authority in a community association lies with the homeowners. The homeowners elect a board of directors to act on their behalf. The governing documents delegate almost all of the community's decision-making powers to a board. It is the role of the board to set policies, standards, procedures, and programs in addition to developing the budget of the community. A board may implement its own decisions or delegate implementation to a manager. A board has a fiduciary relationship to the community. Its fiduciary duty requires directors to act for the benefit of the community as a whole.

It is to everyone's advantage to use and care of his or her property in a proper manner and to respect the rights and feelings of other residents. These Rules and Regulations were compiled for numerous reasons, including the protection of the value of all of the properties in Stonebridge Gardens and for making Stonebridge Gardens a pleasant, safe place to live. **YOUR COOPERATION IS ESSENTIAL.** We do not have a rule for every situation. We must always be considerate of our neighbors and use common sense in all community dealings. The rules of good citizenship and morality shall apply at all times.

Please keep in mind as you read the following information and the Rules and Regulations, that each and every rule is designed for a specific purpose. These purposes are intended to protect the rights of resident's protection of property and property values, safety of residents, enhancement of the appearance of the property and conformity to all Federal, State and Local laws.

Sincerely,

The Board of Directors

BOARD OF DIRECTORS

The Board of Directors alone shall direct the day-to-day business of Stonebridge Gardens. The Board of Directors may be composed of 5-9 members who are members of the Association and elected at the annual meeting. Board members volunteer their time to Stonebridge Gardens and no Board member shall profit from such position. Board members must be current on their assessments to be considered on the board.

MEETINGS

The Board meets as often as necessary, as but never less than once per every 3 months. All Owners are allowed to attend all portions of the meeting except those portions designated as executive session pursuant to A.R.S 33-1804. The beginning of each meeting will allow time for homeowner comments and questions. Each homeowner shall be limited to 3-5 minutes to present their issue. Once the open forum has stopped the Board will respectfully ask attending homeowners to remain quiet so the Board may conduct the meeting and concentrate on the Association business

Please contact a Board Member or management company for date, time and location of the meetings.

VOTING

Owners shall have voting rights at the annual meeting and at any duly authorized special meetings. Voting rights shall be suspended during any period in which any assessment, fee, fine or other amount is delinquent. Such rights also may be suspended for up to 60 days (CC&R's) for any incurred CC&R's use restrictions or these rules, when applicable and upon the vote of the Board.

ASSESSMENTS AND LATE FEES

To provide funds for the maintenance of Stonebridge Gardens, all properties are subject to monthly assessments. Such assessments are due the first of each month. Failure to pay by the due date shall subject the Owner to a late charge in the amount of \$15.00. By majority vote of the Board, such late charge may be waived for good cause. Non-payment of the assessment shall subject the Owner to a reasonable lien fee and any and all costs of collection, including attorney fees. Collection shall be handled in a manner that the Board, in its sole discretion, deems appropriate. This may include, and is not limited to personal lawsuit, lien foreclosure, and garnishment.

The Association will charge homeowner accounts for all fees incurred due to the collection process. The fees include but are not limited to demand fees, lien fees, and attorney fees and costs.

RETURN CHECK CHARGES

Returned check charges shall be the obligation of the owner(s) of the Lot of which payment was tendered to the Association. If two or more of the Lot's checks are returned unpaid by the bank within any fiscal year, the Association may require that all future payments, for a period of one year, be made by certified check or money order.

COUPONS

The Association may, but shall not be required, to send coupons to each of the Owners concerning the obligation to pay assessments or other charges. An Owner's non-receipt of the coupons shall in no way relieve the Owner of the obligation to pay the amount due by the due date.

LEASING AND RENTING

Owners may lease their homes and shall be for a period of more than six months unless otherwise agreed to in writing by the Board of Directors. The Owner remains responsible for all conduct of his or her tenants. It is important that all know of, and abide by, the CC&R's and Rules and Regulations.

During the period a Lot is rented, the tenant is the area resident with expressed rights to use the facilities. All owners must notify Stonebridge Gardens whenever his or her unit is being rented. A copy of the lease agreement, along with the name, mailing address and telephone number of the tenants, as well as the owners, must be sent to the Association. **Non compliance can result in a monetary fine.**

NOTIFICATION TO OWNERS

Stonebridge Gardens has adopted these Rules and Regulations, all of which shall be effective immediately.

RULES AND REGULATIONS

GENERAL

All clotheslines, equipment, garbage cans, woodpiles etc. shall be kept screened by adequate planting or fencing so as to be concealed from view from neighboring Lots and streets. Also, clotheslines are limited to patio areas.

Holiday decorations including but not limited to lights, decorations must be taken down by January 15th.

PETS

1. Only domestic animals are allowed. Examples are dogs, cats, birds, etc. **There are only two (2) pets allowed per lot.** No other animals or live stock may be kept and no breeding of pets is permitted. All owners are responsible for the noise control of their pets at all times.
2. When outside of a resident's home, cats and dogs must be kept on a leash and under the direct control of a responsible individual.
3. Residents are expected to clean up after their pets and insure animal droppings do not litter the walks or the common areas.
4. All residents are required to monitor the activities of their pets, such as making noise, so they do not create a disturbance to their neighbors. **Dogs must not be left on the patio/balcony areas without supervision.**

POOL RULES

1. The pool facilities are for the use of residents and guests only. Homeowners will be responsible for ANYONE to whom they provide access.
2. Gates must be locked at all times. Do NOT prop open gate at anytime. **Homeowners must accompany their guests while in the pool area at all times.**
3. Children under the age of fourteen (14) MUST be accompanied and supervised by an adult (18 years or older) at all times when using the pool or common areas.
4. Persons using portable radios in the pool area are asked to maintain sound at a level that cannot be heard beyond their immediate area. Only battery operated electrical equipment is permitted.
5. Persons using rubber rafts or other floatation devices are requested to use discretion and not interfere when others wish to swim.

6. Infants or young children must wear a "swimmer" or other such diaper to hold waste.
7. No pets are allowed in the pool or pool area (prohibited by Maricopa County Health Regulations). No pets may be tied to fence adjacent to pool area.
8. No glassware of any kind is allowed in the pool area, plastic or canned only.
9. No running, throwing, horseplay, jumping, diving, or obscene language in the pool area.
10. No skateboards, bicycles, etc. or sports equipment and are not to be used in the pool area.
11. Remove oils and non-water soluble suntan lotions before entering the pool. This is necessary so as not to cause damage to the equipment.
12. SWIM AT YOUR OWN RISK-NO LIFEGUARD IS ON DUTY!
13. No food allowed in pool area except in designated table areas.
14. The pool furniture is not to be removed from pool area.
15. Climbing over the fence, ramada, etc. is prohibited. Homeowner could be subject to monetary fine.
16. Anyone damaging the pool facility and/or pool furniture will be responsible for repairing or replacing the damaged item, and could face criminal charges. Life preservers, hooks, brush, thermometers are to be left in pool area, and only used in emergency circumstances.

PARKING

1. **At no time shall any vehicle be parked in the gravel or streets. No exceptions.**
2. No inoperable or abandoned vehicles may be stored on any Lot, Private Street or on the driveway. All vehicles must have current registration and/or license plates and be in operating condition **at all times.**
3. Any commercial vehicles, boats, trailers, campers, motor vehicles, mobile homes or house trailers shall be stored in garages only. A Commercial Vehicle is as defined using City of Mesa Vehicle Code Guidelines.
4. All vehicles and parts of motor vehicles shall be stored in garages so as not to be visible from any other Lot or the common areas.
5. Parking shall be reserved to the spaces in homeowner's garage and driveway only. Guest parking shall be reserved for Owner's guests and visitors **on a short term basis, with a 12 hour limit. Longer periods must be approved by board of directors.**

6. No major vehicle work may be done. The driveway must be kept clean at all times

TRASH

1. All trash must be placed in receptacles. Garbage must be tied in plastic bags to help prevent spread of disease and undesirable odors.
2. On regular pick-up days, City of Mesa does not pick up large items that do not normally fit into the trash cans. Residents wanting to throw away large items must make their own arrangements. Please call City of Mesa for special pick-ups. These items cannot be placed out prior to sundown the night before pickup.
3. Trash containers must be maintained so as not to be visible from the common areas except for routine collection and then are to be removed from the sidewalk area by 6 a.m. the next day as per City of Mesa code.

ARCHITECTURAL GUIDELINES

1. Any and ALL exterior changes or addition including, movable or stationary not limited to fences, antennas (dish or tower style of any type) etc., must have architectural approval prior to installation.
2. Any exterior changes made prior to Architectural Committee or Board approval are not in compliance with the Association guidelines.
3. In absence of the availability of an Architectural Committee, the Association Board will make all architectural decisions.

HOMEOWNER LANDSCAPE MAINTENANCE

1. All existing landscaping is to be maintained and kept rubbish free. This will include but in not limited to
 - All areas seen from street or neighboring properties must be kept neat and clear of debris at all timesAll trees must be trimmed from the bottom up making the canopy around 6 feet from the ground.
- All dead trees, plants and shrubs must me removed within 30 days
- All shrubs must be trimmed and well groomed.
- Weeds, grass and plants not deliberately planted must be removed in a timely manner
- Gravel needs to be raked regularly or as needed to look aesthetically pleasing.
- If a lot does not have sufficient gravel to cover the front yard the gravel must be replaced within 30 days of notification by the Association.

The Association would encourage homeowners to have trees professionally trimmed and removed for safety and liability purposes.

The Association would like to strongly encourage all homeowner to take pride not only in the appearance of their home but their front yards as well. Please take all the necessary steps needed to maintain your front yards.

New Landscaping Plans!

The Board of Directors realizes the old rules and regulations were restrictive as far as front yard landscaping was concerned. In an effort to revitalize the community, the Board is encouraging homeowners to improve their front yards with updated landscaping.

If you would like to change the existing look of your front yard landscaping please approach the Board of Directors with you plans. Please fill out an Architectural Request Form including what type of plant material you would like to use, your irrigation plans, if you will be installing grass or new gravel. If you choose to install new gravel the gravel must be a desert rock color.

The Board of Directors would ask that if you do change your existing landscaping not to install any plant material that you will not be able to maintain now or in the future. For example, large trees that are inaccessible at certain heights and is too costly for homeowners to trim should not be planted.

Grass Installation Guidelines

1. Grass in front yards will need to be irrigated. And all water must be contained within the grass area as not to damage others property. All grass must be kept green year round. Homeowners must plant winter rye seed.
2. Grass will need to be bordered by brick, concrete curbing, etc. in order to keep the grass separate from your own gravel or your neighbors.

Hardscapes

1. All Hardscapes will need to be submitted to the Architectural Committee prior to installation. This includes boulders, fountains, etc.
2. If you install lighting in your front or rear yard, the lighting must be low level lighting and may not shine on your neighbor's property.

If you intend to install a 3rd driveway, addition must be submitted on an Architectural Request form (located on website www.wearevision.com) with the exact dimensions, the driveway can only be half the size of the original driveway (8') and/or cannot extend past the walkway leading to the front door.

PAINT COLORS

Original Behr brand or color matched colors that are authorized for exteriors home painting are as follows: (Use Dunn Edwards or Sherwin Williams paint as these will not change color; they are able to match colors)

- a) Travetan (body of house)
- b) Navajo White (trim, garage doors)
- c) Talisman Blue (trim)

The Board of Directors is pleased to offer the following Behr brand paint colors into the community.

<u>Base Coat</u>	<u>Trim Coat</u>
Adobe Beige x -72 #270	Sequoia X-64 4560
Manzanita P-181 #271	Glen Ivory PEC-44 #4560
Indian Cloth P-79 #271	Hunter Green #4300
Meadowbrook X-48 #270	Smokey Blue 540F-5 4670
Classic Taupe #290E-3 #270	Navajo White P-122 #4050

Homeowners may choose from the following selections including the original colors. Any deviation from the new colors will need to have prior written approval from the Board of Directors. Garage Doors are to be the same color as the house base color; any changes will require architectural approval prior to work.

Homes must be painted regularly and kept aesthetically pleasing.

SIGNS

No "For Sale" or "For Rent" signs exceeding four square feet shall be permitted on any lot. No other signs, billboards or graphics shall be permitted on any lot or common area without prior written consent from the Board. The Association Board of Architectural committee shall authorize all signs.

Garage sale signs must be removed immediately after the sale. There will be no more than four (4) sales per lot per year, per the City of Mesa rules this could result in a citation from the City of Mesa.

VIOLATIONS

As provided for in Article II, Section 1 (d), the Board may adopt reasonable rules and regulations. The first violation of any of the rules and regulations, CC&R's, Bylaws, and or Articles of Incorporation shall result in receiving a notice of violation(s) to the homeowner. When properly notified the homeowner will be given an appropriate time frame to correct the violation. The Board's Representative will issue a time frame from the date of the letter to correct the problem.

With out correction of the violation with in the specified time frame, a \$25.00 fine may be imposed.

A second offense of the same infraction may result in a \$50.00 fine.

A third offense of the same infraction may result in a \$100.00 fine.

All violations will be reviewed on a case by case basis and may not follow this fine schedule. The Board reserves the right to assessment fines for smaller and larger amount dependent upon the severity of the violation.

PROCEDURE

When a violation of the Rules and Regulations or the CC&R's noted occurs, any member of the Association's Board of Directors, any member of the Architectural Control Committee, or any homeowner in the Association shall notify the Association stating the address of the lot involved or the street location or common areas involved and the nature of the violation in writing.

The violation must be turned in to a member of the Board of Directors or the Boards Management Representative. Association Representatives will mail the violation notice/fine to the homeowner. The homeowner will have the number of days specified in the notice to correct the problem. If the problem is not corrected the homeowner may receive a second notice.

The homeowner must respond in writing as to conditions that may prevent compliance with time frame set forth in the violation notice. The Board of Directors will respond in writing to any such request.

The Association may also take action to correct the violation at the expense of the homeowner anytime a common area is involved.

DAMAGES AND PAYMENT

Due to a past and ongoing problem with vandalism the association is forced to adopt a policy of zero tolerance. If any property in the common area or common element (such as landscaping and sprinklers), is damaged or destroyed through the negligent or culpable act of a co-owner, his guest, tenants, or household member, the Association will make repairs and bill the owner. Payment must be made within (10) days to avoid a lien placed on the owner's property.

The Board of Directors takes a serious view on vandalism and has posted on the property offering a reward of \$100.00 for the arrest and conviction of any person damaging or stealing property in Stonebridge Gardens. Replacement and repairs of stolen or damaged items is costly, and unless the culprits are apprehended and made to pay for the full cost of repairs and replacements, the only recourse is to increase Association fees. Since we all pay for the cost of vandalism, it is to our benefit to reduce these problems.

If you have any questions regarding any of the Rules and Regulations you are encouraged to attend a Board of Directors meeting for clarification or you may call the management company.