



**BELLA TERRA**  
**CONDOMINIUMS ASSOCIATION**

5335 E Shea Blvd  
Scottsdale, Arizona 85254

**Rules & Regulations**

Adopted by the Bella Terra Condominium Association

Board of Directors 9/1/ 2006

and modified by the Board 5/18/2017

# **BELLA TERRA CONDOMINIUM ASSOCIATION BACKGROUND**

## **Condominium Documents**

The Bella Terra Condominium Association (the “Condominium Association”) was established on October 17, 2005, as an Arizona nonprofit corporation for the purpose of providing management, maintenance and care of the Common Elements and any other property placed under its jurisdiction. The duties and powers of the Condominium Association are defined in the Condominium Documents, which are as follows:

- Condominium Declaration for Bella Terra Condominium, as may be amended from time to time (the “Declaration”);
- Articles of Incorporation for Bella Terra Condominium Association;
- Bylaws of Bella Terra Condominium Association; and
- Bella Terra Condominium Association Rules

Each Unit Owner in Bella Terra Condominium is provided with a copy of all Condominium Documents at the time of the purchase of their unit. By taking title to a Unit within the Bella Terra Condominium Community, a Unit Owner agrees and is bound to comply with the provisions of the Condominium Documents as they pertain to the Unit Owner and/or his or her Tenants. Unit Owners and/or Tenants are encouraged to read all the Condominium Documents to gain an understanding of how the Condominium Association operates and what restrictions are placed upon their property.

## **Management**

The Board of Directors of the Condominium Association (“Board”) is responsible for the administration of the Condominium Association and is authorized to hire personnel necessary for the daily operation of the Condominium Association and its Common Elements.

The Board has contracted with a property management company (“Property Manager”) to oversee the daily operation of the Condominium Association. The Property Manager will work closely with the Board to assure that Condominium Association is being operated in a manner which will enhance and preserve the community. The current Property Manager’s name telephone number and address are:

**Vision Community Management**

**16625 S. Desert Foothills Pkwy**

**Phoenix, AZ 85048**

**480-759-4945**

# BELLA TERRA CONDOMINIUM ASSOCIATION

## RULES & REGULATIONS

As provided by the By-Laws, any of these Rules & Regulations may be added to, amended or repealed at any time by Resolutions of the Board of Directors. These Rules and regulations apply to all Unit Owners, Residents, family, guests and lessees in cases of units occupied by tenants under a valid lease.

### INTRODUCTION

1. **GENERAL:** Bella Terra Condominium Association Rules and regulations (the “Rules”) are more detailed than should be necessary. However, a degree of specificity is required sufficient to clearly delineate the duties and responsibilities of each person to the total residence. It is not felt necessary to promulgate rules, which simply state the obvious with respect to civilized responsible behavior.
2. **CONCEPT OF RESPONSIBILITY:** These Rules are subject to a basic concept of responsibility. This concept places on the Unit Owner or Resident full responsibility for the behavior of his/her guests, the standard for which shall be courtesy and consideration for his/her neighbors and respect for him/himself.
3. **HIERARCHY OF RULE ENFORCEMENT:** The operation of Bella Terra Condominium Association derives its powers through the Site Specific CC&Rs. Further powers are derived from the By-Laws of the Association and finally through the Rules. Any conflicts within the foregoing documents are controlled in the following manner: Bella Terra Condominium Association CC&Rs which overrule the Association By-Laws which overrule the Association Rules.
4. **APPLICABILITY:** These Rules shall apply to all Unit Owners, Residents and Tenants and to their families and guests.
5. **DEALING WITH EMPLOYEES:** Unit Owners, Residents and Tenants are requested not to give orders directly to employees. Complaints or suggestions regarding services in the building shall be directed to the Community Manager, who will take action on his/her own, where proper, or will refer the matter to the Board of Directors for consideration.
6. **ENFORCEMENT:** The Community Manager has been directed by the Board of Directors to enforce these Rules uniformly as to all Unit Owners, Residents, Tenants, as well as all families and guests at Bella Terra.

### INTRODUCTION

#### Specific **CC&Rs** & Board **RULES**

**The Bella Terra Condominium Board (the “Board”) has adopted the following policies to maintain an environment and lifestyle that meets the expectations of the majority of Bella Terra Unit Owners.**

CC&Rs: 4.5 **Animals**. *“....Not more than a total of two (2) dogs or two domestic cats or a combination thereof (but not to exceed a total of two (2) total) shall be kept or maintained in a Unit.....No Permitted Pet shall be allowed to run loose on any part of the Common Elements, and no Permitted Pet shall be allowed on a Patio or Balcony. All Permitted pets shall be kept on a leash when outside a Unit and all dogs shall be directly under the control of the Owner, Lessee or Occupant at all times. Any person bringing a Permitted pet onto the Common Elements shall immediately remove any feces .....deposited on the Common Elements by the Permitted Pet, and such person shall be liable to the Association for the cost of cleaning [or repairing] of the common Elements caused by the Permitted Pet.....Permitted Pets shall not be permitted to urinate on any Patio or Balcony, and no Permitted Pet shall be left unattended on any Patio or Balcony.”* All these regulations are pretty self-explanatory. Yet we continue to hear of violations. The police have actually been called out to the property by residents seeing dogs not on a leash. Unleashed dogs are a violation of a city ordinance. Maricopa County leash law prohibits you from allowing your dog to run at large (unleashed) outside your Unit at any time. **The law further states** when you take your dog outside it must be restrained on a leash that is **no longer than six feet in length**. Maricopa County also requires all dogs to be licensed and to have a proof of rabies vaccination. Violation of these laws can result in substantial fines by Maricopa County and your Board, so we encourage all owners to heed them.

1. **Pet Rules:** These Rules apply to pets of Owners, Residents, Tenants and their guests at Bella Terra.
  - No animals, livestock or poultry of any kind shall be raised, bred or kept within any Unit except as provided in these Rules and the Association Declaration. Dogs, cats, or other household pets may be kept provided that they are not kept, bred or maintained for any commercial purpose.
  - As noted in the CC&Rs, Dogs must be kept on a leash at all times, no longer than 6 feet.
  - Pets are **not** allowed in and around the pool area or in the Clubhouse.
  - Cleanup of all pet droppings anywhere on the property is mandatory. Please use the doggie stations the community has provided for this purpose.
  - Pet limit is 2 per residence.
  - All pet(s) shall remain well behaved at all times and shall **not** be allowed to disturb other Residents, Owners or guests at any time.
  - No reptiles, exotic pets, rodents, etc. are permitted.
  - Fish and birds are acceptable if contained in the appropriate tanks and/or cages.
  - No other dogs are permitted within the Community at any time. This applies to dogs owned by casual visitors, friends or acquaintances.
  - Bird feeding, other than hummingbirds, is strictly forbidden anywhere in the complex.
  - Doggie doors are not permitted.
  - No kennels, pet beds, scratching posts or other items for pet care maybe kept on patios or balconies.
  - **No pets may be left on patios or balconies unattended.**

- The Association’s Board may prohibit the prolonged stay of any animal in any Unit or Association Common Area, which in the Board’s opinion, disturbs the peace and quiet of other Residents or otherwise constitutes a nuisance to any other Owner, including frequent and continued noise.
- **No permitted pet, which has the propensity to attack persons or other animals or otherwise constitutes a threat to the safety of persons or other animals, shall be kept in a Unit or on any other portion of the Condominium.**
- As for “**dog noise**” all owners should be aware of the CC&R provision 4.5.3.....*“Any permitted pet ...which the Board of Directors, in its sole discretion...which because of incessant barking or other behavior constitutes an unreasonable annoyance or nuisance to Owners....shall be removed from the condominium by the owner of the permitted pet within five (5) days after written demand for removal of the permitted pet is given to the owner by the Board of Directors.”* Owners **must** take responsibility for keeping their pets quiet!!

If you walk your Pet on the common grounds of Bella Terra, you are totally responsible for picking up your dog’s waste and to properly dispose of it. If you send your children out with your dog when your Pet has to poop, be sure your child takes a plastic bag to pick up the feces on the property of Bella Terra (Common Elements) and dispose of it in the Poop Stations or garbage bins on the property. Violators of any of these rules may be fined. Residents who see any violators of the animal rules are encouraged to report it to the management company by filling out a violations report form and sending it to Vision Community Management at 16625 S Desert Foothills Pkwy, Phoenix, AZ 85048 or via email at bellaterra@wearevision.com. You may also call Maricopa County directly at 602 506-7387 to report any unleashed dogs. Their fines can be quite steep, so all residents are well advised to obey the law! In the past, we have seen the Maricopa County Sherriff’s department here on the property discussing unleashed dogs with owners/tenants.

## **2. Noise Rules:**

- Unit Owners/Residents shall exercise extreme care to avoid making (or permitting) loud or objectionable noises and in using or permitting the use of any radio, television, musical instrument, amplifier, or any other instrument or device in such a manner as to disturb other Unit occupants.
- Unit Owners/Residents are responsible at all times for the reasonable conduct of themselves, their occupants and guests.
- No loud or boisterous conduct that will disturb the comfort and quiet enjoyment of Bella Terra Unit Owners/Residents, is permitted.
- Stereos, radios, TV’s, musical instruments, etc. shall be held at a reasonable level at all times.
- After 10:00 p.m. the volume must be significantly reduced so as not to disturb others in the building or surrounding neighbors.

- Speakers and floor supported musical instruments must be properly isolated from direct contact to floors and walls in order to minimize vibrations.
- No radio, stereo, broadcast or loudspeaker units or amplifiers of any kind shall be placed outside, or be directed outside of the unit.
- Stereo Speakers are not to be permitted to be installed in or on common walls or 4” drop ceilings in living areas.
- Speakers are permitted on walls within a unit as long as they are installed in interior walls with “sound box surrounds” as approved by Association standards.
- All chairs that are located on all hard surfaces, indoor tile or outside on the balconies, must have soft feet attached to the chair legs to prevent your neighbor below you from hearing noise when chairs are moved.

### 3. **Disposal of Trash:**

- Regular household trash must be **tyed securely** in heavy-duty trash bags and deposited in the trash dumpsters. No trash is to be paced outside your front door, under stairwells or on your patio/balcony.
- There is to be no harmful or hazardous waste deposited in the trash dumpsters. This includes, but is not limited to, paint cans, asbestos containing material, building debris and anything that is volatile, radioactive, corrosive, combustionable, flammable, explosive, biochemical, infectious, bio-hazardous, regulated medical or hazardous waste, toxic substance or material, as defined by, characterized or listed under applicable federal, state or local regulations.
- Cardboard must be flattened.
- If you need to dispose of large items, please place the items next to the trash dumpsters and the HOA will have them hauled away.

### 4. **Signs and/or Advertisements:**

- Unit Owners/Residents, are only allowed to put “For Rent” and “For Sale” signs on any interior window that is visible from the exterior of the building.
- No other signs may be placed on the inside/outside of a window nor on the building itself nor on any common area.
- No Unit Owner/Resident shall post or permit to be posted any advertisement or posters of any kind in a window or door, or on a balcony or any of the common areas.

5. **Patios and Balconies** There are extensive regulations with respect to the balconies. We encourage ALL owners to review them. Each Unit Owner at Bella Terra has a private patio/balcony defined as a **limited common element**. This means the Owner/Resident of the residence has private access to their patio/balcony, but the HOA is involved in the overall maintenance and repairs. The deck coating of every balcony will be the same, as it will be maintained and resurfaced as needed by the Association over time. The exterior vertical surface of the entire building, other than windows and including limited common element balconies, is a stucco like material. This material, along with its specific processes for application, is critical to the integrity of the building design with regards to moisture barriers. **IT IS IMPERATIVE THAT THIS SURFACE NOT BE PENETRATED FOR ANY REASON.** All Bella Terra Owners, Residents, Guests,

employees, etc. are prohibited from penetrating this exterior surface for any reason. This means no nails, no hooks, and no accessories attached to the surface for any reason. If you discover a penetration has been made, please contact the Community Manager immediately. General maintenance of the building material is the responsibility of the HOA. If a penetration is created by a Unit Owner, Resident, or their Guest, the Unit Owner will be responsible for the cost of that specific repair per section 4.3.2 of the CC&Rs, which says any violation of section 4 or of any rules drafted by the Board becomes an individual Expense Assessment of the Unit Owner in violation per section 4.13 of the CC&Rs.

Here we will highlight some language from the CC&Rs 4.13: *“No furniture, furnishings, umbrellas, pots, plants or other items which extend above the wall or railing of a Patio or Balcony shall be kept or maintained on any Patio or Balcony unless expressly permitted by the rules or approved in writing by the Board of Directors.”* Second floor Balconies according to the rules should not have any item placed on the ledge, potted plants or otherwise. For insurance and liability reasons, your Board also endorses this stance. Please remove them and place them on a stand on your Balcony. It should also be noted that plants on a balcony ledge can damage the paint and this is prohibited.

*“No Patio or Balcony shall be used as a storage area for items or materials that are not customarily intended for use on a Patio or Balcony”* (e.g., no storing of bicycles on Patios). The Board actually had to have one owner remove a vending machine from his Patio. In addition, *“No items may be hung from any Patio or Balcony or the ceiling, wall or railing enclosing the Balcony....”* Without express Board of Directors approval. The HOA is responsible for the maintenance of the exterior walls and therefore it is imperative that these walls not be penetrated with nails or similar objects.

**Additional Patio/Balcony Rules:**

- Furniture, furnishings, umbrellas, plants equipment or other materials kept or stored on any balcony shall be of neutral color harmonious with and not in conflict with the color scheme of the exterior walls of the building and must be approved in writing by the Board of Directors unless expressly permitted by the Rules.
- No astro turf, carpet or other floor covering shall be installed on any balcony without the prior written approval of the Board.
- **Gas or charcoal BBQ Grills on Patios.** The City of Scottsdale & the City of Phoenix Fire Department Ordinances **Prohibit** the use of an open flame cooking device on combustible balconies, covered walkways, stair or roof overhangs or within 10 feet of combustible construction (like Garages). So NO gas grills or liquefied petroleum gas-fueled cooking devices are allowed on patios at Bella Terra and NO grilling outside your garage. The use of propane gas cylinders on balconies is also **strictly prohibited**. Liquefied petroleum gas (propane) cylinders or containers shall NOT be located inside a building or within 5 feet of **any building**.

- Electric grills that are UL approved are allowed to be used on patios. Those residents using an electric grill need to have an ABC type fire extinguisher in a readily accessible location.
- No linens, blankets, rugs, swimsuits, beach towels or similar articles may be hung from a balcony.
- No patio/balcony may be used as a storage area with items that are not customarily intended for use on a patio /balcony.
- No items may be hung from any patio/balcony ceiling or wall.
- Furnishings must be non-reflective and in earth tone colors and be of neutral colors harmonious with the color scheme of the exterior of the building. Acceptable colors include brown, tan, gray, cream and wrought iron.
- No furniture, furnishings (with the exception of umbrellas), pots, plants or other items shall extend above the patio/balcony wall.
- Table umbrellas MUST be secured by a stand when in use. It is imperative that umbrellas be taken down when not in use or if the Owner is out of town for any length of time as to insure the safety of the Residents and Guest of Bella Terra.
- No televisions, radios, short-wave radios, microwaves, antennas, or flagpoles shall be placed, constructed or maintained on private balconies.
- No nets, screens, fences, artificial barriers, cloth awnings, bamboo shades, wood screens or other such temporary devices may be erected, added or attached to private balconies. The Board has allowed pull down sun-screens with “prior” Board approval.
- Interior (seen from the exterior) exterior ornamental lighting associated with year-end holidays may be illuminated only from the first Saturday following Thanksgiving to January 15<sup>th</sup>. All seasonal lighting must be removed by January 15<sup>th</sup>.

6. **Window Coverings:** In an effort to keep all units aesthetically pleasing from the exterior to the majority of owners, numerous regulations were set forth in the CC&Rs, such as 4.12: *“No reflective materials, including but without limitation, aluminum foil, reflective screens or glass, mirrors or similar items, shall be installed or placed upon the outside or inside of any windows of a Unit without the prior written approval of the Board of Directors. Except for tinting which is part of the original construction of the building, window tinting is prohibited.”*

In addition the CC&Rs state: *“No enclosures, drapes, blinds, shades, screens or other items affecting the exterior appearance of a Unit shall be constructed or installed without the prior written consent of the Board of Directors,”* using the Architectural Review Committee form for such requests (you may contact Vision Community Management at (480) 759-4945 for these forms).

Additional Rules include:

- **All window coverings** (blinds, duet shades, or shutters) **must be white** in nature matching the original white wooden blinds. All dark or other colored window coverings are NOT allowed and must be replaced. Curtains showing in an arch window must have a **white backing** visible to the outside.



- Patio sliding doors must retain the white louvered sliding vertical blinds (or duet shades or shutters). However, you may also install curtains on the inside of the patio doors instead of the louvered sliding vertical blinds as long as the curtain backing facing outward is white. Any deviation from this rule, must have prior written Board approval.
- All torn, damaged or broken window treatments must be repaired, replaced or removed as soon as possible.
- Window fans, window decorations, flags, books, toys, reflective materials, posters, window film, etc. are not permitted to be visible from the exterior of the building.
- Patio sun-screens are allowed only with prior written Board approval.

7. **Flooring:**

- Waterbeds, aquariums, hot tubs and other furnishings which may cause floor overloads, shall not be placed, kept or used in any Unit without advance written approval of the Board of Directors.
- Any hard floor covering installed in a Unit must use a sound control underlayment system which must include perimeter insulative material which will insure that impact noises will not be transmitted into the Unit below the floor either directly through the floor or by going around the floor and through the surrounding walls.
- All flooring changes must have prior written Architectural approval by the Board of Directors. You can obtain a form on this community website under forms.

8. **Additions:**

- Except for paint, wallpaper, carpeting and floor covering, within a Unit, no Owner Lessee or Occupant shall make any additions, alterations or improvements within a Unit without the prior written approval form the Board of Directors.
- The Board of Directors may require that an architect or engineer, licensed in Arizona, certify that such addition, alteration or improvement meet current City/State building codes.
- Any Owner making any addition, alteration or improvements within his/her Unit shall be responsible for any damage to other Units and to the Common Elements, which result from any such addition, alteration or improvement.

9. **Storage and Parking:** The CC&Rs 4.17 states: *“No Garage shall be converted to living space or altered or used for storage of material or other purposes which would prevent the use of the Garage for the parking of the vehicles for which it was designed. The interior of all Garages shall be maintained kept in a neat, clean and sightly condition, free of debris or unsightly objects.”* Thus it is clear that Owners must NOT use their garage as a storage unit. If Owners have excess “stuff” that needs long-term storage, they should find a local storage facility. Renters should also be informed of this regulation.

- **Any owner filling their garages with items such that a vehicle can't be parked in it can be fined monthly until the situation is rectified.**

There are a limited number of parking spaces at Bella Terra and it is important, especially at night, for owners to use their respective parking spaces (carport or garage).

CC&Rs 4.17 continues with: “...*Garage doors shall be kept closed except when the opening of the door is necessary to permit ingress or egress.*”

- Unless you are actually in your garage doing work (for example, vacuuming your garage floor or your car, you keep your garage door closed. The rule to **keep garage doors closed** when not in use or when you are not there is *for your own protection*. Open unattended garages invite theft and vandalism. Our security guards have been asked to report any open and unattended garages.
- Individual garages/carports shall be used for parking of the Unit Owner's or Resident's motor vehicle.
- The garage door opener, garage door (except exterior paint), interior walls, floors and interior ceilings of the garages shall be maintained by the Unit Owner/Resident.
- Except for emergency repairs, no motor vehicle may be constructed, reconstructed, serviced or repaired on any portion of the Property.

**Storage Rules:**

- The common areas and stairwells of the building shall not be obstructed in any manner.
- No bicycles, scooters, baby carriages or similar vehicles shall be allowed to stand or be left unattended in the common area and/or stairwells.
- Flammable substances are not to be stored in the storage areas.
- No toxic or noxious matter shall be put into drains or sewer systems.
- No air pollutants or contaminants sufficient to create a nuisance shall be discharged.

10. **Closing Up Tips for Departing:** Always remove items from your Patio/Balcony that may blow away. If you will be gone for more than five (5) days, the following is recommended:

- Turn off the water valves to your sinks, dishwasher, washing machine, water heater and toilets. Upon return, turn the valves on again and let all your faucets run for about 5 minutes to flush air out of the pipes.
- Leave the circuit breaker on to your air conditioning/heating units. Set the thermostat to approximately 82 degrees to assure a certain minimal amount of circulation.
- To prevent storm water damage to your Unit or adjoining Unit, close and lock all windows and Patio/Balcony doors.
- Close window coverings to protect carpets and furnishings from the sun.
- Remove any perishable items from your refrigerator. Turn off the icemaker, leave refrigerator temperature settings where they are.
- Stop all delivery of newspapers, bottled water, etc.

**11. Leasing and Rental of Units:** This leasing/rental policy applies to Owners, Residents, Tenants and their guests at Bella Terra. A Unit Owner may lease his/her Unit for NO LESS than 1 month; there will be no sub leasing. All leases must be in writing and provide that the terms of the lease are subject to the provisions of the Site Specific CC&Rs and the Rules. At least 10 days prior to the commencement of any lease, the Unit Owner must provide the Association with the following:

- The beginning and ending date of the lease term.
- Names of each of the lessees and each person residing in the Unit during the lease term.
- Name, address, phone number of a person whom the Association can contact in case of an emergency.
- A description and the license plate numbers of the tenants' vehicles.
- The Unit owner must provide the lessee with copies of the Site Specific CC&Rs and the Rules. The Unit owner is liable for any violation of the CC&Rs by the lessees or other persons residing in the Unit. Upon demand, the Unit Owner must correct any such violations. A Unit may not be divided or conveyed on a time basis (time sharing).

**4.14 Rental of Units.** Any owner may lease their unit, but such a lease is subject to certain rules & restrictions. *“No lease shall be for a term of less than one (1) month. All leases must be in writing and must provide that the terms of the lease are subject in all respects to the provisions of this Declaration and the Rules and that any violation of this Declaration or the Rules by the lessee or the other Occupants shall be a default under the lease....At least ten (10) days before the commencement of the lease term, the Owner shall provide the Association (send to the attention of Vision Community Management, 16625 S. Desert Foothills Pkwy, Phoenix, AZ 85048) with the following information: (a) the commencement date and expiration date of the lease term; (b) the names of each of the Lessees and each other person who will reside in the Unit during the lease term; (c) the address and telephone number at which the Owner can be contacted by the Association during the lease term; and (d) the name, address and telephone number of a person whom the Association can contact in the event of an emergency involving the Unit. Any Owner who leases his Unit must provide the Lessee with copies of the Declaration and the Rules.”*

We regret that we have had to take so much of your time in addressing these issues, but we live in a Community where there are rules and regulations, to benefit all, so we can live together peacefully. Everyone that purchased in Bella Terra has had the opportunity and the obligation to read the CC&Rs. If you cannot abide by the rules, then maybe Community living is not for you. When you live in a single dwelling home, you can do pretty much what you want to do, but here it is important to be considerate of others. Owners who rent or lease their unit MUST take responsibility for their occupants. They must be sure these tenants READ and AGREE to the CC&Rs and Rules before they allow them to rent or lease at Bella Terra.

**Pool and Spa & Gym.** The pool and spa may be used daily from 7:00 A.M. to 12:00 P.M.

ALL PERSONS USING THE POOL AND SPA DO AT THEIR OWN RISK. NO LIFEGUARD IS ON DUTY. IT IS RECOMMENDED SWIMMERS USE THE "BUDDY SYSTEM" NO ONE SHOULD SWIM ALONE.

- The Association is not liable and does not assume any liability whatsoever, for injury, property damage, or any kind of loss arising from use of the pool or spa.
- Anyone who observes the misuse of any pool and/or spa equipment or any violation of the rules contained herein is urged to contact the Management Company or a Board member immediately.
- Use of the pool area is restricted to Owners, their immediate families and their tenants under a written lease and occasional guests, the later not to exceed four per unit, while accompanied by Owners or Tenant. Owners and Tenants shall be responsible for the conduct of their guests at all times. Owners are responsible for their Tenants.
- No children under the age of **16** are permitted in the spa unless accompanied by a legal guardian. It is recommended that pregnant women, persons with heart problems, high blood pressure or diabetes refrain from using the spa.
- No infant, young child or person subject to involuntary natural bodily functions is permitted to use the pool/spa without proper and effective watertight plastic or rubber pants over a diaper.
- All children younger than **16** years must be accompanied by a responsible adult 18 years or older.
- **POOL GATES MUST BE LOCKED AT ALL TIMES.** Each Owner or Tenant is responsible for closing and latching the gate upon entering and leaving the pool area. **City codes require** that this facility be fenced and all gates secured at all times. Please do not leave the gate(s) ajar even momentarily. The Board also recommends **you do NOT** open the pool gate(s) for anyone saying their pool card does not work or they forgot their card. Some pool cards have been deactivated by Bella Terra for various reasons. Tell these folks to please contact the associations management company.
- No running, pushing, rowdiness, diving, jumping, yelling, loud music or other unacceptable behavior is allowed in the pool area by anyone. Please keep noise to a minimum so as not to create a disturbance to residents living near the pool and others enjoying the pool area.
- Pets are **never allowed** within the gated pool area.
- **No GLASSWARE** of any kind is permitted in the pool area, even in the trash containers. This is **Maricopa County Law**. Our pool is inspected on a regular basis and if an inspector finds glass anywhere, they can close the pool for 2-weeks. If an Inspector finds broken glass, they will typically make the HOA drain the pool to make sure there are no pieces of broken glass on the bottom of the pool. A **VERY** expensive process for **all Owners!**
- Portable audio or visual equipment shall be permitted in the pool area only if headphones are used. Only battery operated equipment is allowed.
- Floatation devices are not permitted in the pool except when used by young children.
- No person is permitted in the pool without proper bathing attire. No cutoffs, street clothes or underwear will be allowed in the pool.
- Showers are suggested to remove oils before entering the pool.
- Intoxicated persons are not allowed in the pool or the pool area.

- Persons with infectious skin diseases; open sores; sore or inflamed eyes; nasal or ear discharges; boils or other acute or obvious skin or body infections; cuts or communicable diseases are asked to refrain from pool use due to the obvious health risk.
- If incontinent, please wear tight fitting rubber or plastic pants or a swim diaper.
- Climbing on the pool area perimeter fence, the fountain, or other fixtures or misusing furniture is prohibited.
- County Law prohibits any kind of food within 3 feet (the walkway) of the edge of the pool.

12. **Clubhouse. Reservation of Clubhouse for Special Events.** A Unit Owner may reserve the clubhouse for their own use, or they may make a reservation on behalf of their Tenants. Reservations are on a “first come, first served” basis.

1. The clubhouse may not be used for on-going meetings, commercial, governmental agency or for profit-making enterprises.
2. If a Unit Owner is delinquent on assessments, use of the clubhouse by Owner and/or his or her Tenants or Guests is strictly prohibited until such time as assessments are current.
3. Reservations must be made with the Property Manager, at least 7 days in advance of the event. To reserve the clubhouse for an event, a \$200.00 refundable deposit and a \$25.00 non-refundable use fee must be made in the form of a two separate personal checks, money orders, or cashier’s check and be received by the Property Management Company before the reservation becomes effective. Upon receipt of the Unit Owner’s deposit, arrangements will be made for Unit Owner or Tenant to obtain the master key to the clubhouse.
4. It shall be the responsibility of the Owner or Tenant to clean the clubhouse after an event. Trash must be placed in proper receptacles.
5. If the clubhouse has not been cleaned properly, the Property Management Company shall retain an amount from the deposit up to the entire amount sufficient to cover the cost of returning the clubhouse to the condition existing prior to the event. The amount retained shall be no less than \$75.00 and if an amount exceeding \$250.00 is necessary to clean or repair damages, the Owner shall pay the remainder immediately upon demand. Any unpaid cleaning or damage costs shall be assessed against an Owner’s Unit pursuant to Subsection 7.2.4 of the Declaration and future clubhouse privileges will be denied until payment is made in full.
6. All special events must be contained inside the clubhouse at all times. Reserving the clubhouse does not include access to the pool or pool area.
7. The Owner or Tenant on whose behalf the clubhouse was reserved must be present with their guests at the event at all times.
8. Noise must be kept at a reasonable level that does not disturb our residents. Doors must remain closed during the event.

9. Evening events must end by 10pm and the premises vacated by 10:15pm. Current available hours for reservations are Tuesday thru Saturday 6pm to 10pm and Sunday and Monday 10am to 10pm.
10. Smoking is prohibited in the clubhouse, gym and Pool/Spa area.
11. Live music (live instruments) in the clubhouse is prohibited at all times unless otherwise approved in advance by the Board. Any music shall be played at levels that do not disturb our residents.