

RULES AND REGULATIONS

Revision 2015

Bylaw, Article VII, grants the Board of Directors the authority to establish reasonable rules, guidelines and enforcement policies. These rules and regulations shall be binding on the Owners, Guests and Tenants within the Par Estates Association as they relate to the land and properties within the boundaries of the plat map. The unit Owner shall be responsible for their Tenants violations and subject to any fines that may be issued for non-compliance of these rules.

USE AND APPEARANCE OF THE EXTERNAL LIMITED COMMON AREA.

The limited common area must be kept in a clean, sanitary and attractive condition at all times. Only neatly stacked firewood, flower pots, lawn furniture and hanging baskets may be stored on the unit's limited common areas. Yards must be well maintained.

- 1. Noise:** The peace and tranquility of Par Estates should be maintained at all times. A special effort must be made to keep noise to a minimum between the hours of 11pm and 6am. Televisions, radios and all audio equipment should not be played so loud that they disturb neighbors during any hours. Loud car stereos are not allowed once entering Jack Pine or Ponderosa.
- 2. Window Coverings:** Standard blinds, curtains or window shades, in good condition are the permitted window coverings.
- 3. Pets:** Owners and tenants with dogs will not allow them to roam loose. Owners will clean up immediately after pets. Owners who allow their dog to disturb the peace and tranquility of Par Estates by constant barking are in violation of the Hailey Animal Code 6.04.030. Please respect city laws and your neighbors by keeping dogs, quiet, leashed and picking up after them.
- 4. Parking:**
 - a.** There is absolutely no overnight parking on the Ponderosa or Jack Pine roads. Guests may park on the street directly in front of unit for a maximum of 5 hours. Do not allow guests to park in front of others units without permission from them. Violators will be towed immediately.
 - b.** Parking is restricted to vehicles which fit within the average parking space and or a designated gravel or asphalt parking space. Boats, snow machines, trailers, campers and the like are restricted from all limited common area and parking areas. Parking of unregistered vehicles and vehicles in disrepair are not permitted. No vehicle repairs in which a vehicle will be inoperable for more than 24 hours is permitted. **Illegally parked vehicles, abandoned vehicles or vehicles not moved for snow removal will be towed at the owner's expense.**
 - c. Additional guest parking:** There are only limited spots for guests on Woodside in a designated pull out north of Jack Pine, please make note of this. The city will tow if parked there during needed snow removal or over 14 days.
- 5. Common Area Storage:** Storage of items on common area such as snow removal easement areas that are on the plat map is not permitted unless approved by the Landscaping/Architectural committee.
- 6. Trash Disposal:** All refuse must be placed in the trash receptacles. Store trash receptacles out of view or screened. There can be no storage or dumping in City right of way.
- 7. Snow Removal:** Par Estates hires an outside landscaping firm to plow the streets. Driveways and other parking areas on each lot are the responsibility of lot owners. There can be no pushing of driveway or any lot parking area snow onto the streets. If this is discovered a violation fine will be levied immediately. Each owner is responsible to stake their area for snow removal if they wish. It must be done with snow stakes with fluorescent colors so as to be very visible for the company. The snow removal company contract states: "they will not be responsible for damages to unmarked areas".
- 8. Speed limit:** The speed is 5 miles per hour on Jack Pine and Ponderosa. There can be no backing onto Woodside Blvd. as it is too dangerous.
- 9. Insurance:** All owners must get proper insurance to cover their townhouse in its entirety including any flood, casualty and personal property insurance required. The Association does not cover any buildings.

EXTERIOR OR INTERIOR ALTERATION POLICY

- 10. Alterations:** No interior or exterior alteration affecting the common area, or building exterior appearance, shall be made without the express written approval of the Architectural Committee and the Board of Directors.

11. Submission of plans: All preliminary requests for alterations will be in writing.

All structural alterations will require architectural drawing, detailing the changes to the exterior elevations, prepared by licensed and insured architects, contractors or engineers. All drawings and written requests will be submitted to the Association Manager for processing. Owners must submit proposals for any changes adjacent to or including the snow storage right of way. Owners should be aware that approval for any alteration affecting the common area may take up to 60 days for a Board decision. All costs and expenses associated with the approval process shall be the owner's responsibility.

12. Construction times: All construction work shall only be permitted from 8:00am to 6:00pm Monday thru Friday, 10:00am to 6:00pm Saturday and no work on Sunday's. Please respect your neighbor's right to peace and tranquility.

13. Changes and Duration of Approval: Upon Board and Committee approval Owners may then proceed with construction with expiration in 365 days from date of approval. If changes are made to the approved plans the owner is required to submit these changes to the Board and Committee for approval. Any construction plan changes not approved are subject to removal at owner's expense.

14. Trees, shrubs and flowers: The planting of shrubs, trees or flowers in the common area must be approved by the Landscape/Architectural Committee or the Board prior to installation. The Association is not responsible to make sure new plantings get proper watering, that is the responsibility of owner and will be their cost to change. **If yard is unkempt then the Board and Members can vote to hire a landscape company and pass the charges on to the owner.**

15. Dumpster Placement: Owners may be required to rent a garbage dumpster during construction with all costs to be incurred by owner. Placement of any dumpster will need to be approved by the Board.

COLLECTION POLICY.

There is a need to establish a policy to insure that timely collection of all Association charges are accomplished in a reasonable and diligent manner, and to fulfill the Board of Directors fiscal obligations to the Association membership as stated in the By-Laws and Conditions, Covenants and Restrictions.

16. Due Date: All accounts are due and payable and must be received by the authorized agent by the 20th of the month of the billing cycle.

17. Demand Letter: On the 30th of the month, if payment has not been received, a demand letter sent to the last known address of owner will be mailed.

18. Lien filing: If payment of Association dues and assessments has not been received by the 20th as per the demand letter a lien will be filed to protect the Associations interest and a processing fee will be applied to the owner's account. The owner will then receive an updated statement and a copy of the lien.

19. Foreclosure proceedings: If after 90 days after filing of the lien payment in full is not received all records will be given to legal counsel to initiate foreclosure of the property in which charges are in arrears. Any legal counsel charges incurred by the Association will be passed on to the owner.

20. Payment plans and Reversing charges: Only the Board of Directors can approve payment plans or reverse charges applied for delinquent accounts. Requests for payment plans must be sent in writing to the Association for Board Approval.

RULES ENFORCEMENT POLICY:

It is the intent of the Board of Directors to establish the following policy to insure compliance of Association governing documents and rules and regulations. Only the Board can reverse a violation fine.

21. Written Warning: The resident of the unit will receive a written warning requesting that any violation be remedied or removed within 7 days. Notice will be hand delivered or posted on the door. A copy of the rules violation will be sent to owner if not owner occupied.

22. Notification Letter: If after 7 days the violation remains then notification by letter will be sent to owner electronically or by mail giving notice of fine and asking if they would like a hearing regarding the violation.

23. Violation Fines: If after the two weeks there is no letter asking for a hearing and the violation remains a fine of **\$25.00 per month** will be charged to the owner until the violation is removed.

All notices shall be mailed to owners last known address as shown in records, this shall be deemed sufficient compliance of delivery.