

# Scottsdale Terrace Condominium Association

## SCOTTSDALE TERRACE CONDOMINIUMS Rules & Regulations

January 1, 2008

The Board of Directors of Scottsdale Terrace Condominiums extends a warm welcome to everyone making their home here. Our responsibility is to make and keep this a great place for all of us to live. We pledge to do that, but of course cannot do it without your support and cooperation, so we ask that of all of you. Thank you.

Condominium living, by definition, requires a number of tradeoffs and compromises. We trade the freedom of having a single family home with its many benefits of more space and freedom to do as we wish most of the time for the convenience of having many of the hassles of maintaining a home taken care of so we can just close the door and leave when we wish or not have to worry about painting the house or mowing the lawn on the weekend. The homeowner's association is responsible for maintaining all common areas for the benefit and safety of all residents. It is the responsibility of all residents to make themselves aware of the "Rules & Regulations" of our community and to observe them at all times. Owners are responsible to assure that their tenants and guests are informed of and have a copy of these "Rules & Regulations." If you have any questions or concerns regarding the CC&R's, the association's Bylaws, or these Rules & Regulations, please contact Vision Community Management at 480-759-4945 or log on to your Association's website at [www.wearevision.com](http://www.wearevision.com).

Please always conduct your activities in and around our community in a manner that considers the rights, comfort, convenience, and safety of all residents. One thing to keep in mind is that noises in our courtyards and on our walkways are amplified as if in a canyon (the "canyon echo" effect). Please keep loud communications of any kind and use of radios, music players, cell phones } etc. to the inside of your unit from 10:00 PM to 7:00 AM, when your neighbors are sleeping.

The success of our community and the comfort and safety of everyone living in it is directly related to our respect for our neighbors. Please keep this in mind at all times. Thank you for your cooperation and happy condominium living.

The Scottsdale Terrace Board of Directors



# Scottsdale Terrace Condominium Association

## Rules and Regulations

### 1.0 Common Amenities

Common amenities include the clubhouse, pool area, fitness center and BBQ grill area.

### 1.1 Clubhouse

The clubhouse may be used by Homeowners for social events as follows:

- a) Complete a reservation application. You will receive a key in the mail approximately 3 - 5 days prior to your reservation. Homeowners may fill out the reservation form for their tenants to use, however, all deposit checks must be sent in by the Owners. Checks received by renters will not be permitted. No Exceptions!
- b) Attach two (2) checks to the reservation form. If necessary, this money will be used as damage and/or a cleaning deposit. One check shall be in the amount of \$250.00 (refundable) and the second check shall be in the amount of \$50.00 (non-refundable)
- c) Clubhouse checklist and key must be sent back to the Management Company upon completion of their reservation (within 5 days). Upon inspection of the clubhouse (everything is in place and cleaned up), your refundable deposit will be returned to you via USPS mail.
- d) No smoking permitted in the clubhouse at any time. NO EXCEPTIONS!
- e) Adhere to clubhouse curfew hours - clubhouse closes as follows:
  - a. 1:00 AM on Friday and Saturday; and
  - b. 10:00 PM Sunday to Thursday

### 1.2 Pool Area

- a) The pool and recreation facilities are for the exclusive use of residents and their invited guests. It may become necessary to limit guest privileges, therefore, we request residents use discretion. Homeowners are responsible for the conduct of their invited guests
- b) Your amenities key opens the pool gate. When entering or exiting the pool, you must ensure that the gate closes and locks behind you. CITY ORDINANCE REQUIRES THAT THE POOL GATE BE LOCKED AT ALL TIMES.
- c) People sixteen (16) years and under must be supervised by an adult eighteen (18) years of age or older, whenever in the pool area.
- d) No diving, running, jumping, or pushing is permitted in the pool area.
- e) There is no provision for a lifeguard. Both residents and guests swim at their own risk.
- f) Pool hours are Monday - Sunday 7:00 AM - 11:00 PM
- g) County health regulations require no pets, glass bottles or glass containers be permitted in or around the pool at anytime.
- h) Any person, who is incontinent, including any person requiring diapers, is required to wear tight fitting rubber or plastic pants or a swim diaper when in the pool.
- i) Keep noise levels reasonable. Battery operated radios may only be used with "earphones~
- j) Any swimming devices brought and used by any person, must be removed from the pool when not in use. When leaving the pool, you must take all your swimming apparatus with you or it will be disposed of. Neither the HOA nor the Management Company will be held responsible for items left in the pool area.
- k) Cover chairs and lounges with towels.
- l) Put all refuse in the trash containers provided.
- m) Entry by climbing over the fence is not allowed. This will be considered trespassing and police will respond to the matter.
- n) Proper swim attire is required. No cut offs, shorts, t-shirts, etc. are allowed. You must wear a bathing suit when using the Pool and Jacuzzi.
- o) **Obey all pool and Jacuzzi regulations as posted on sign**

### 1.3 Fitness Center

- a) Turn off lights, television and A/C before leaving.
- b) Wipe down equipment when finished.



# Scottsdale Terrace Condominium Association

(Rules and Regulations Continued)

- c) Put all refuse in the trash containers provided.
- d) Take all personal items out of the fitness center when you leave.
- e) Lock door to workout room when finished.
- f) Fitness room door must remain closed at all times. Do not prop the door open at any time.

## **1.4 BBQ Grill Area**

- a) Clean BBQ grill after every use.
- b) Put trash in available trash cans.
- c) Use of lighter fluids, charcoal, briquettes, cooking oil, paper or any other
- d) Flammable material is strictly prohibited at all times.
- e) Turn gas off after use and make sure lid is closed.
- f) Do not leave food cooking unattended.

## **2.0 Common Areas**

Common areas are defined as any areas outside of Unit doors, including sidewalks, pool spa, fitness center, clubhouse, BBQ area, landscaped areas and parking. All common areas are not to be obstructed nor used for any purpose other than ingress or egress to and from a Unit or for the specific reason for which they are intended to be used.

## **2.1 Balconies and/or Patios**

- a) No astro-turf, carpet or other floor coverings shall be installed in any balcony or patio without the prior written approval of the Board of Directors. Only mats with rubber backing may be used by the front doorways.
- b) No furniture, furnishings, umbrellas, pots or other items which extend above the wall of the balcony and/or patio shall be kept and maintained on any balcony/patio unless expressly permitted by the Rules or approved in writing by the Board of Directors. Balconies and/or patios may not be used for storage of any nature, except bicycles in good repair (see rule 2.1J for more information regarding bicycles). Only furniture specifically designed for outdoor/patio use is permitted, and must be suited in color and style to compliment the exterior walls.
- c) Per the City of Scottsdale, ordinance Sec. 308.3.1, Sec. 308.3.1.1, and Sec. 308.3.1.2 - No BBQ's are permitted to be used on any balconies and/or patios. Since balconies and/or patios are not to be used for storage, BBQ grills are not permitted to be stored on your patio at any time.
- d) Hanging items are allowed as follows: Plants (limit one (1) hanging pot per unit), holiday lights/decorations (from Nov. 20 Jan. 15). Any exceptions must get written approval from the Board of Directors. If during installation of hanging plants or holiday lights/decorations, any damage to the exterior of the building occurs, the homeowner is responsible for all repairs. Upon selling your Unit in Scottsdale Terrace, Owner is fully responsible for all repairs to the balcony and/or patio made during installation or removal of items on balcony and/or patio.
- e) No hanging clothes, sheets, rugs, towels, or other items over walls or railings, or anywhere on the balcony and patios. No partial walls or trellises are permitted without prior written approval from the Board of Directors.
- f) No signs, advertisements or notices shall be painted or affixed upon any part of the building, outside or inside, on patios, balconies, or railings of Units except as follows: One standard '(For Sale" sign is permitted to be placed in the window of a Unit. This sign must be a professional sign, not a handwritten sign. "For Rent" signs are prohibited anywhere in the Community.
- g) NOTHING may be thrown over your balcony and/or patio, including trash, leaves, cigarette butts and ashes, or animal droppings into other patios or into the common areas.
- h) Do not obstruct porches, entrances, walks or steps with bicycles, motorbikes, or any other item. Do not chain anything, including bikes to the stairways.
- i) No planting allowed outside the balconies and/or patios. Pots must be emptied and stored out of view when leaving for the season. Unattended pots will be thrown away. Nothing is allowed to be placed on



# Scottsdale Terrace Condominium Association

(Rules and Regulations Continued)

railings or ledges at any time. Trellises are not permitted. Potted plants near front doors are limited to two (2) and must be placed on a drainage tray. Plantings on balconies and/or patios may not exceed five feet (5') above the top of the wall. Plantings on balconies and/or patios must be kept in healthy condition and removed at owner's expense if dead or dying.

- j) Storage of any nature is not allowed, except for bicycles in good repair (omit 1 bicycle per unit), until such times as bike racks are installed in the Community. Once bike racks are installed, bicycles will be prohibited from being stored on your patios at all times. Also, no mops, brooms, gardening tools, pool toys, etc. may be left on patio or balcony. No swimming attire or toys of any kind may be left anywhere on the patios balconies, or common areas, including in the proximity of your front door.
- k) No kennels may be left on patios or balconies.
- l) No pets may be left unattended on the patio or balcony.
- m) No trash, boxes or other items may be left near front door or on patios and/or balconies.
- n) All boxes must be broken down before disposing of them in the trash dumpster.
- o) All trash must be placed inside the trash dumpster. The City of Scottsdale will not dispose of any trash left outside the dumpster. If residents are caught leaving trash outside the dumpster, you will be financially responsible for the cost to hire someone to dispose of it properly.

## **2.0 Parking**

- a) All vehicles must be properly registered, displaying current license plates and tags, and must be in an operable state.
- b) Storage of unregistered or inoperable vehicles is strictly prohibited. Unregistered and inoperable vehicles will be towed at the vehicle owner's expense.
- c) Unassigned parking spaces are for the exclusive use of invited guests, on a first come, first served basis.
- d) Each unit has one (1) covered parking space assigned. No changes will be allowed. If you are not sure of your assigned parking space, please contact the Management Company.
- e) No car washing is permitted on the premises at any time.
- f) No repair or maintenance of cars is permitted on the premises, except for emergencies only!
- g) Signs are posted on the carports regarding towing. Please call the number listed to have a vehicle towed from your assigned parking space or to recover your vehicle if it was towed.
- h) No gasoline-operated vehicle or motor is allowed inside a Unit.
- i) All cars and vehicles must be kept clean and neat in appearance. Car covers must be tied securely and neatly, and tires inflated.
- j) For everyone's safety, operate your vehicle at 5 MPH when driving in and out of the parking area.
- k) No storage of commercial vehicles, boats, trailers, motor homes, campers, large trucks or any other kind of recreational vehicles. Your guest's recreational vehicles may be parked short term in visitor parking areas provided they occupy no more than one (1) designated space, upon approval from your board of Directors. You must contact the Management Company with the intended dates.
- l) Do not allow your vehicle to leak fluids.
- m) Vehicles exceeding the length and/or width of the designated spaces may not park on Scottsdale Terrace premises.
- n) No sleeping allowed in parked vehicles.
- o) Eighteen wheel vehicles are strictly prohibited.
- p) Obey all posted and written parking rules or your vehicle will be towed at vehicle owner's expense.
- q) No structural changes are to be made to your assigned parking spaces, including but not limited to, additions such as walls, storage cabinets, blinds or shades, or any other structures. Signs are also prohibited, whether freestanding, adhered to carport or fences, or painted on or affixed to asphalt.



# Scottsdale Terrace Condominium Association

(Rules and Regulations Continued)

## **2.3 Exterior Unit Restrictions**

- a) All interior window coverings, window curtains/shutters/blinds facing the outside must be white or off-white in color.
- b) No blinds, bamboo rollshades, towels, shades or awnings are permitted on the patio or outside the unit.
- c) No foil/foam substance or sheets are permitted as window coverings.
- d) No advertisement notices, etc. shall be allowed in windows or doors.
- e) Public advertisement of sale of household goods, furniture or clothes is not to contain the street address for Scottsdale Terrace. Use your phone number as the contact for making an appointment.
- f) Satellite dishes are not permitted on the roof nor can they be attached to the building in any fashion. Satellite dish placements are limited to patio or balcony and should be located as obscurely as possible by means of a tripod. All satellite dishes must be installed by a professional and cannot extend beyond patio wall. All satellite dishes must be approved in writing by the Board of Directors prior to installation.
- g) Security front doors must be kept closed.
- h) Residents should conduct their activities in and about the Community in a manner which respects the rights, comforts and convenience of other residents. Noise in the courtyard is amplified by the building walls. No musical instruments, radios, televisions, record players, CD players, tape players, or household appliances shall be operated in a manner that is disturbing or annoying to other residents. You are responsible for the actions and conduct of all your guests while in this Community.
- i) Be courteous to your neighbors with regards to noise. Quiet hours are from 10:00 PM - 7:00 AM. If there is excessive noise during these hours, please contact the Scottsdale Police Department and report it.
- j) Cellular phones - as stated above, the courtyard acts like a canyon and amplifies sound significantly. Please remain in your Unit while using your cellular phone.
- k) No artificial trees/plants are permitted on patios or balconies at any time except an artificial Christmas tree during the holiday season (Nov. 20 - Jan.15).
- l) Homeowners, tenants, or guests who do not respond to requests for quiet will be visited by the Scottsdale police who have sole discretion to issue citations for disturbing the peace, disorderly conduct and to make arrest.
- m) Be respectful of your neighbors when smoking on your patio or balcony. Use ashtrays for disposal, and do not flick your ashes over the wall. Do not leave ashtrays on patio or balcony.

## **2.4 Renting and Selling Units**

- a) An Owner may rent or lease their Unit for a term of not less than three (3) months and no longer than one (1) year. Leases must be renewed annually.
- b) An Owner who has elected to rent or lease their Unit has made a delegation of rights and is not entitled to use any of the facilities for so long as the delegation remains in effect.
- c) Ten (10) days prior to commencement of the term of any lease, all Owners who rent their Unit must submit in writing, names and contact numbers for their tenants to the Management Company. The Owner shall provide the Association with a copy of the lease agreement, which shall include the start and end date of the lease.
- d) Each Owner must furnish to each tenant, in a timely manner, a copy of the CC&R's and other governing documents, including these Rules and Regulations.
- e) For emergency purposes, please leave a key to your Unit with a responsible person and notify the Management Company of such person (name and contact information).



# Scottsdale Terrace Condominium Association

(Rules and Regulations Continued)

- f) No signs, advertisements or notices shall be painted or affixed upon any part of the building, outside or inside, patios, balconies, railings of Units except as follows: One standard "For Sale" sign is permitted to be placed in the window of a Unit. This sign must be a professional sign, not handwritten. "For Rent" signs are prohibited in the Community.
- g) Smoke alarms are mandatory.
- h) No waterbeds permitted in the Units.

## **2.5 Construction or Remodeling of Units**

- a) Prior to making any structural changes or additions to the interior of the Unit or balcony/patio enclosures, Owners must obtain the written consent of the Scottsdale Terrace Board of Directors. No alterations, decorations or additions will be permitted which alter the exterior appearance of the building.
- b) Any construction work which generates noise ... drills, saws, hammers, staple guns, etc., is expressly restricted to the hours of 8: 00 AM to 5:00 PM, Monday through Friday, and 10:00 AM to 4:00 PM on Saturday. No construction allowed on Sundays or holidays.
- c) Contractors and/ or do-it-yourselfers are responsible for removal of all construction material and trash.
- d) N a person shall discharge into the sewer system or storm drain any toxic or noxious matter in such concentrations as to be detrimental to or endanger the public health, safety, welfare, or violate any law, subject any Owner to liability under state and federal law for any cleanup, or cause injury to damage to neighboring properties or business elsewhere on the Property.
- e) No disposal of paint, grease or oil anywhere on the Property including the dumpsters or trash cans is permitted.
- f) No entrance or doorway may be cut between the Units or firewalls under any circumstances.
- g) Except for hard floor coverings as installed by the Declarant, any hard floor coverings to be installed in the Unit must use a sound control underlayment system which must include perimeter insulative material which will ensure 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. Some hard floor examples include, but at not limited to: wood, ceramic tile, marble, granite tile, etc.
- h) Windows, doors, door jams, screens, outside lights, and air conditioners are the responsibility of the individual Unit Owners.
- i) The Board of Directors must approve all screens and sunscreens. Security front doors must be black in color and must match the rest of the Community. Replacement windows and exterior doors also require the written approval of the Board of Directors prior to installation, except for emergency purposes. In case of emergency, you are permitted to replace the windows and/or doors of the same style and size only. You must still submit for these replacements immediately, to obtain written approval from the Board of Directors.
- j) Unit Owners are responsible for the painting and maintenance of screens, security doors and window guards. Metal kick plates on entry doors are prohibited.
- k) No window air conditioning units or evaporative coolers are permitted at any time.
- l) Installation or change in wiring of the telephones must conform to telephone company requirements. The public utility, Qwest, must inspect and approve the installation or change. Every unit in a slab is connected to the same telephone circuitry. There shall be no exposed wires outside the building. All wires/ conduit/hardware must be painted to match the exterior of the building.



# Scottsdale Terrace Condominium Association

(Rules and Regulations Continued)

- m) ROOFS. No access across roofs will be permitted by Owners or Residents. In the event A/C service is needed, Owners and/or Residents are to contact the Management Company with the name and date of service.
- n) No skylights are permitted in the Community.
- o) Clogged drains between two (2) Units or water leaks between two (2) Units must be settled between those Owners, unless the shared sewer line between is clogged beyond the ,Unit line (supply line).
- p) In the event of water damage to a Unit interior, drywall surfaces should be cleaned with a bleach solution to prevent mold. Where mold does occur, this damage must be reported in the disclosure statement required on the re-sale of a Unit. This is the Owners responsibility.
- q) A critical component of any plumbing fixture is the shut-off valve (also called the supply line) located outside at the rear of the Unit. All Owners are responsible for the cost of repairs to neighboring Unit(s) and the exterior of the building when a water leak originates inside their Unit, by their sale supply line. This includes patio/balcony areas. This also includes water damage to lower units caused by plumbing problems emanating from inside the Unit above. Flex lines, rather than rubber hoses for clothes washers are recommended. Everyone should know where their water shutoff valve is. Each valve controls an upper and lower unit and is located on the wall, outdoors, near the back of the lower units. It is also recommended that you turn off the water valve to your clothes washer and water heater behind the appliance, if you are planning to be gone for more than a few days. Shutting it off outside the building will also turn off your neighbor's water, so only do that in case of an emergency! You are required to notify the rest of the building if you turn off the water outside the building.
- r) If a fixture fails to drain or becomes sluggish, call a licensed plumber.
- s) If toilet stoppage occurs and flooding appears imminent, close the shutoff valve on the wall behind the toilet and call a plumber.
- t) Your commode is not for disposal of materials such as paper towels, trash, leftovers, foods or materials that should be deposited in the trash receptacles. If stoppage is in the fixture itself, the Homeowner is responsible for the repair.

## **3.0 General**

### **3.1 Pets**

- a. 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's Declaration (CC&R's). Dogs, cats or other household pets may be kept provided they are not kept, bred or maintained for commercial purposes.
- b. Dogs must be kept on a leash at all times when outside a Unit.
- c. Cleanup of all pet droppings anywhere in the Community> including patio and balcony areas, is mandatory. Please use the doggie stations the Community has provided for this purpose.
- d. Per the Association CC&R's, no more than three (3) pets, two (2) of which may be dogs, are permitted per Unit, provided however that one (1) dog weigh less than forty-five pounds (45 lbs), or two (2) dogs weigh less than twenty-five pounds C2Slbs) each.
- e. Per the Association CC&R's, only "permitted pets" are allowed. "Permitted pets" are considered to be a dog, cat, fish, or a small bird of a variety commonly kept as household pets. All pets must be appropriately contained. "Commonly restricted breeds of dogs are not allowed".
- f. No other dogs are permitted within the Community at any time. This applies to dogs owned by casual visitors, friends, or acquaintances.
- g. Bird feeding is strictly prohibited anywhere in the Community.



# Scottsdale Terrace Condominium Association

(Rules and Regulations Continued)

- h. Doggie doors are not permitted.
- i. No kennels are permitted to be kept on patios or balconies.
- j. No pets may be left unattended on patios or balconies unattended at any time.
- k. **The Association's Board of Directors 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 Owners or occupants, including frequent and continued noise.**
- l. All pets must be registered with the Management Company.

## **3.2 Mailbox Area**

- a. Mailboxes are the responsibility of the Owners. Keys shall be obtained through the US Postal service. Contact the local post office to schedule a date/time to obtain a new key. If locks are in need of repair, it is the homeowners responsibility to repair/replace the lock.
- b. No notices or flyers of any kind may be posted or distributed except at HOA bulletin boards in the mailbox area. To post such a notice, please contact the Management Company.

## **3.3 Littering**

- a. No littering of any kind including cigarette butts.

## **3.4 Vandalism**

- a. Any vandalism done by any person or damage done by pets to the common area, including but not limited to grounds, fences, pools, sprinklers, etc., is not acceptable. All costs for repairs will be immediately payable to the Association by the Owner.

**ENFORCEMENT: OWNERS SHALL BE SUBJECT TO THE IMPOSITION OF A NOTICE, HEARING, FINE AND INJUNCTIVE RELIEF FOR ANY VIOLATION IMPOSED ON THEIR UNIT.**

If a you see a violation taking place, please report it immediately to the Management Company in written format. For a copy of the complaint form, please go to the Association website or contact the Management Company at 480-759-4945.

**We thank you for your active involvement in keeping  
Scottsdale Terrace a community that we are proud to come home to!**

