

# **Circle G @ Highlands West Homeowners Association Rules and Regulations**

**Adopted March 22, 2011**

The following Community Rules and Regulations ("Rules") are a supplement to the CC&R's of the Circle G @ Highlands West Homeowners Association (the "Declaration") and are not to be considered as the sole statement of regulations.

The Community Rules have been established by the Board of Directors of Circle G @ Highlands West Homeowners Association (The "Board of Directors" and the "Association").

These Rules remain effective unless or until amended or rescinded by the Board of Directors.

It is the responsibility of each resident, whether a homeowner or tenant, to become familiar with the Rules and then abide by them. It is the homeowner's responsibility to give a copy of these Rules to their tenant(s).

Whether you are a homeowner or tenant, all persons living in Circle G @ Highlands West must observe and abide by these Rules. For those residents with children, the compliance of children is just as vital. Residents will be held responsible for children residing in or visiting their home. Guests must also abide by the Rules.

The Board of Directors is responsible for establishing Rules that promote the health and welfare of all residents. They also are responsible for the fair but firm enforcement of those Rules.

The Board of Directors solicits your cooperation in keeping Circle G @ Highlands West an attractive place to live and a community in which we all take pride.

The policies set forth or reflected in these Rules are designed as guidelines for good community relations and to protect the investment of the homeowners.

## **Animals**

- All animals must be kept contained or encaged within a fenced area, and must not be allowed to wander or fly about.
- The commercial breeding, raising, or boarding of animals is prohibited.
- The care of all animals is the responsibility of the owner. The animals must be kept in a clean, neat and orderly fashion, and the facilities may not become a nuisance to other homeowners.
- All city, county and state regulations must be adhered to.
- Swine, geese and peacocks are prohibited.
- Owners are responsible for cleaning up any messes left by their animals throughout the community, including common areas.

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### **Modifications, Additions, Renovations**

- Any modification, addition or renovation that alters the appearance of the exterior of the property must be reviewed and approved by the Architectural Committee prior to work beginning.
- This includes, but is not limited to, paint color, driveway extensions or re-paving, landscape changes, room additions, and the addition of decorative items such as benches, planters and light posts.
- If a homeowner makes any such change without the prior written approval of the Architectural Committee, that homeowner may be required to remove or undo the modification at their expense, and pay a monetary penalty to the Association.

### **Vehicles**

- Vehicles must be parked or stored in the garage or driveway only.
- Vehicles may not be parked or stored on landscaped or granite areas at any time.
- Any vehicle that is deemed to be inoperable may not be parked or stored so as to be seen from neighboring property. Inoperable vehicles include, but are not limited to, vehicles with expired tag or registration, flat or missing tires, and missing bumpers, fenders, or hoods.
- Any vehicle that is deemed by the Board or Architectural Committee to be unsightly or in poor repair may not be parked or stored so as to be seen from neighboring lots.
- Except in the case of an emergency, no vehicles may be repaired, constructed or reconstructed on any lot or common area.
- All recreational vehicles, trailers, watercraft, campers, and similar vehicles must be kept on the back of the lot, and must be attractively screened or concealed from neighboring property.

### **Seasonal Decorations**

- Seasonal decorations may be installed thirty (30) days prior to a holiday, and must be removed within thirty (30) days following the holiday.
- All decorations must be maintained in good repair and working order.

### **Trash Storage**

- Trash bins must be stored out of sight of neighboring lots.
- Bins may be placed out after 5pm the day before pickup, and must be replaced out of sight no later than 9pm the day of pickup.
- All trash must be kept in a covered container.
- At no time shall a homeowner be allowed to dump trash or debris of any kind on another lot, whether vacant or built on.

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**Landscape Maintenance**

- All installed landscape material must be regularly maintained by the homeowner.
- Grass areas must be kept weed free and trimmed neatly. Bare dirt patches in grass areas are prohibited.
- Granite areas must be kept weed and grass free. Bare dirt patches in granite areas are prohibited.
- Driveways and walkways must be kept weed free, and granite must be swept back into granite areas.
- Trees must be trimmed to allow building, walkway, and street clearance. Branches must be kept a minimum of three feet from the ground.
- Shrubs must be trimmed and maintained in a neat looking manner, and to allow walkway clearance. Shrubs may not be allowed to grow so that address numbers are not visible from the street.
- Dead and brown plants, as well as dead and brown leaves, branches, fronds and flowers must be removed.
- The front yard must be kept clear of all trash and debris, including fallen leaves and other landscape debris.
- Any water features, statuary, and lighting installed must be kept in good working order and cleaned and maintained regularly. Approval must be obtained from the Architectural Committee prior to the installation of any water features, statuary or lighting.
- All vacant lots must be kept clear of weeds and debris.
- Homeowners may not dump any landscaping debris onto another lot, or common area. Homeowners are responsible for arranging the pickup and removal of their own landscaping debris.
- Homeowners may not store landscaping materials, such as granite or landscaping dirt, in the public street for more than five (5) days. If materials are not removed from the street within five (5) days, the homeowner may be subject to a monetary penalty from the Association, and the Town of Gilbert will be notified. While materials are in the street, the homeowner is responsible for installing lighted or reflective barricades.