

# The Townes at Hidden Valley Homeowners Association

## COMMUNITY RULES AND REGULATIONS

Revised and Approved: March 2019, October 2015

Original: March 2011

These Rules and Regulations have been established by the Board of Directors of the Homeowners Association to expand upon and detail the information found in the Declaration and Bylaws under which The Townes at Hidden Valley operates. All residents, tenants, and guests are required to follow these Rules and Regulations in order that the community will be a more attractive and harmonious place to live. All terms set forth herein shall have the same meanings given to them in the Declaration.

### 1. Personal Property

All personal property, such as lawn chairs, bicycles, tables, etc. must be kept on the patio or porch area or in the garage. Personal property maintained within the patio area must be kept in an orderly fashion. The patio area may not be utilized for storage, unless it is in an appropriate storage bin that has been approved in writing by the Board of Directors.

Nothing may be hung or displayed upon the exterior walls, fences or roofs without the prior written approval of the Board of Directors (canopies, shutters, antennae, satellite dishes or similar device).

A satellite dish may be professionally installed per the following provisions:

- The dish may not exceed 36" in diameter.
- The dish may only be installed at the rear of a home, but not attached to the building.
- Only one dish may be installed per home.
- Any dish not being used must be removed.

### 2. Decorative Items

2.1 The following items are not allowed to be displayed on the front or side -- forward of the mid-point of the building side or patio (for homes with side patios):

- Garden hose hangers
- Wall plaques and décor attached to the building structure
- Garden globes (mirrored)
- Windsocks/wind chimes
- Bird feeders

- Shepherd's hooks in excess of 36" high
- Artificial flowers other than those used in a seasonal/holiday wreath
- Window (flower) boxes
- Plug-in electrical items (other than those listed in Section 2.4)

2.2 The following items are permitted on the front porch and mulch beds that adjoin the building, with limitations as listed:

- Flower pots -- may not exceed 42" in height, including any stand upon which they sit. Flower pots are to be made from ceramic, clay, concrete or plastic and are to be of a color that harmonizes with the building exterior color scheme.
- Statues – may not exceed 24" in height, including any stand upon which they sit and must be made from concrete, ceramic or clay and are to be of a color that harmonizes with the building exterior color scheme.
- Small garden-type flags
- Front porch sun shades, with the prior written approval of the Board.
- The American flag – not to exceed 4' x 6' may be flown following normal flag protocol. Free-standing flag poles are not permitted.

2.3 Retractable Awnings are permitted on existing patios/decks and must harmonize with the building exterior color scheme.

#### 2.4 Holiday/Seasonal Decorations.

Christmas lights, decorations and wreaths are permitted to be placed on building exteriors provided the decorations do not damage the building, gutters or siding. They may not be displayed before Thanksgiving Day, and must be removed (weather permitting) by no later than January 7<sup>th</sup> of the following year. Noise/music-generating décor of any type is prohibited.

Other holiday/seasonal decorations are permitted under the same guidelines listed above, and may be displayed during the normal time frame for that holiday/season.

### 3 Landscape and Plantings

#### 3.1 Flowers.

Annual or perennial plants and flowers may be planted in existing mulch beds that adjoin the building. Maintenance of these plantings are the responsibility of the resident; dead annuals must be removed at the end of the season. Plantings are not permitted around trees, mailboxes, water meter covers or any utility box.

### 3.2 Landscape Plants and Planting Beds.

Any addition of new shrubs, trees, or planting beds on any Lot must have the prior written approval of the Board of Directors. Landscape/Architectural Change Request forms are available at: [www.gibsonHOAmanagement.com](http://www.gibsonHOAmanagement.com). (Click on Homeowner Documents; select Townes at Hidden Valley.) See Attachment 1 for further details about landscape change guidelines.

- 3.2.1 Additional landscape plants which may be considered will be of a species already in use in the community.
- 3.2.2 Any new planting beds may be limited in size by the Board.
- 3.2.3 All planting beds must be mulched with shredded hardwood mulch or similar colored mulch as is common in the community.
- 3.2.4 The Association shall provide future mulching and pruning of any approved beds. However, should any of the plants die, the resident is responsible for replacement or to restore the grounds to original condition.
- 3.2.5 No changes are to be made to the stone placement along building slabs for termite control, without prior written approval by the Board.

### 3.3 Border Edging.

Edging borders are permitted without prior Board approval, provided they meet the following criteria.

- 3.3.1 All edging borders around approved mulched beds shall be consistent with the house exterior color scheme and not more than three (3) inches above the ground.
- 3.3.2 Decorative landscape stone or rock, landscape pavers, or landscape concrete products may be used. Wood or plastic edging is not permitted.
- 3.3.3 Green or brown metal edging may be used, provided it is installed to be below the height of the top of the grass but not more than three (3) inches above the ground.
- 3.3.4 Edging not in compliance must be reinstalled or removed.

### 3.4 Trees in the Common Areas.

- 3.4.1 All trees in common areas are owned by the Association. The Board periodically consults a Certified Arborist regarding the care of these trees.
- 3.4.2 Residents are strictly prohibited from trimming, cutting down or otherwise damaging trees owned by the Association for any reason.
- 3.4.3 If a resident has a problem originating from a common area tree, the resident should notify Property Management. After evaluation, the Board will determine the appropriate action to be taken.

#### 4 Other Items

##### 4.1 Prohibited Items.

The following items are prohibited on any Lot in the Community:

- Large or permanently affixed play equipment
- Mounted hose reels, laundry poles, drying racks or clothes lines
- Storage sheds
- Pergolas, arbors, or similar structures
- Laundry may not be hung over any patio fence (including, without limitation, swim suits, towels, rugs)

##### 4.2 Storage.

Exterior storage is prohibited except as detailed in Section 1 above.

#### 5 Exterior Alterations

No alterations, additions, fences, walls, patios, decks, etc. may be added to the exterior surface of the building or Lots, nor may any trees or shrubs be planted, transplanted or removed without the prior written approval of the Board.

#### 6 Windows and Window Coverings

All interior window treatments (as seen from the street) should be neutral in color and typical in style and in no way diminish the character of the Community.

#### 7. Signs

Nothing may be hung or displayed from inside the windows except professionally prepared "For Sale" and "For Rent" signs or security system decals, which shall be limited in size and number. No real estate signs are permitted on any lot except for an Open House sign that may be posted three (3) days in advance of the open house and removed at the end of the open house.

Political signs are permitted, but limited to:

- One sign per Lot, that sign is to be no larger than 8 sq. ft. (e.g. 2' x 4').
- The sign is to be placed in the mulch bed immediately adjoining the resident's building.
- Signs may not be placed on any common areas.
- The sign may be erected no more than thirty (30) days before the election date and must be removed within three (3) days after the election is held.

No other types of signs are permitted on any lots.

## 8. Animals

8.1 The Townes at Hidden Valley will conform to Ordinances and Regulations established by Roanoke County. Roanoke County Animal Control may be utilized to remove any animal that is found to be in violation of the Nuisance Rules or that endangers the healthy, safety or property of any resident.

8.2 All animals, when outdoors, shall be under a person's command and on a leash and shall always be supervised by a responsible individual. Such individual is responsible for the IMMEDIATE cleanup of all pet waste.

8.3 No pet shall be tethered in common areas nor shall any pet be tethered to any structure.

8.4 Pet owners may bear the cost and responsibility of any expenses that arise from damages caused by their pet or their guest's pet.

## 9. Parking/Vehicles

9.1 No vehicle shall be parked in any manner which blocks any street, driveway or the ingress/egress to any garage other than the owner's garage. Vehicles are not to be parked blocking the sidewalk area at the end of a driveway.

9.2 No boats, trailers, motor homes, trucks (larger than a ¾ ton pickup), travel trailers, or any vehicle with commercial advertising may be parked on any street or driveway for more than forty-eight (48) consecutive hours and in no event shall any boat, trailer or vehicle block normal ingress and egress of any resident to or from any street, driveway or garage other than the owner's garage. Commercial moving vans, when conducting contract business, and commercial trucks when in the area to perform service or repair work are an authorized exception.

9.3 All parking by residents or guests *must be*: (a) within the garage, (b) in the driveway in front of the garage door, (c) in the parking spaces at the Clubhouse area, or in conformance of laws that are applicable to public roadways. No vehicle may be parked in the Clubhouse parking area for more than forty-eight (48) consecutive hours. Vehicles parked there for more than forty-eight (48) hours are subject to being towed at the expense of the resident whether or not the towed vehicle is owned by the resident or the resident's invitee.

9.4 Inoperable vehicles (with flat tires, expired tags/inspection stickers, etc.) or vehicles that cannot be identified as belonging to a resident or a resident's invitee, which are parked in any driveway or common space for more than 48 consecutive hours may be towed off the premises at the vehicle owner's expense. No repair work is permitted on vehicles anywhere in the Community (outside of a closed garage) except for short-term emergency work (flat tire, battery charge, etc.).

9.5 No motorized vehicles, including, but without limitation, motorcycles, mopeds, ATVs, etc. may be driven or used upon the common areas (except for paved roads, parking areas and driveways) without the prior written consent of the Board of Directors.

## 10. Swimming Pool

The pool is for the exclusive use of the residents and their guests. Any person who cannot be identified as a resident, or guest of a resident, will be asked to leave the pool area. The resident will be responsible for any damages and expenses caused by their guests. The pool rules are:

10.1 All persons using the pool and pool facilities do so at their own risk and sole responsibility. **There is no lifeguard.**

10.2 All children under the age of 14 must be accompanied by an adult resident age 18 or older. Adult resident homeowner will be responsible for children ages 14 and older.

10.3 Per Health Department regulations, the maximum capacity within the fenced pool area is 25 persons (in swimwear). During busy weekend and holiday afternoons, the Association may need to limit the number of guests per household.

10.4 The following are *prohibited* in the pool area:

- Animals or pets
- Glass or other breakable items
- Running, diving, excessive noise and splashing or disruptive behavior
- Radios, etc. unless sound is limited solely to headphones
- Private pool parties
- Electrical devices

10.5 Swimming is permitted in clothing sold as swim wear. Infants must also wear swim suits; swim diapers are permitted.

10.6 Lounge chairs or tables may not be reserved and must be repositioned in the order intended (orderly fashion) after use. Umbrellas must be retracted when you are finished using the table.

10.7 The pool will be open daily during swim season from 7:00 a.m. until 10:00 p.m.

10.8 Wet swim wear is not permitted in the Clubhouse lounge area.

10.9 The gas grill is to be operated by adult residents only and cleaned after use. If you generate a large amount of trash at the pool, please take it home with you. Trash bags are available above the desk in the kitchen.

## 11. Clubhouse

The Clubhouse will be for the private use of the residents and the Association. It will be available for rental to residents only for nonprofit events or meetings. Rental forms are available at: [www.gibsonHOAmanagement.com](http://www.gibsonHOAmanagement.com). (Click on Homeowner Documents; select Townes at Hidden Valley.) The following policy will apply to rental from the Association:

11.1 A refundable deposit and a non-refundable rental fee will be required. Reservations will be granted on a first-request basis. A rental agreement is required and available from the

Clubhouse manager. The rental fee will be waived for a deceased homeowner's funeral reception or memorial service.

11.2 Children and teenage events will be allowed under the supervision of a resident adult who will remain in attendance.

11.3 The renting resident will have exclusive use of the Clubhouse only, but not exclusive use of the pool or exercise equipment. The pool may not be reserved for any function. No event items will be furnished by the Association.

11.4 The renting resident will be responsible for all cleanup and trash removal. Cleanup must be done (completely) the day of the function. Cleanup instructions are posted in the kitchen area.

11.5 Any damage to the Clubhouse or equipment or any follow-up cleaning needed, and not completed by the renting resident, will result in a deduction from the deposit. If the deposit is an insufficient amount, the renting resident will be billed for the difference.

11.6 No children under the age of 14 shall be allowed the use of any exercise equipment unless accompanied and supervised by an adult.

11.7 A Clubhouse/pool access fob is provided to each homeowner; replacement or additional fobs are available at a cost of \$10 each.

## 12. Trash Collection

Trash collection regulations require that trash containers not be set out prior to 5:00 p.m. the day preceding collection and the containers must be put away by 9:00 p.m. the day of collection. Only county-provided trash containers with lids are permitted for trash disposal.

All trash, including bulk, and recycling must be set out at the main street, next to the curb at the end of the driveway. Trash containers, when not set out for collection, must be kept inside the garage or within an enclosed patio. Residents will be responsible for cleaning up any trash spilled from their containers.

## 13. Solicitation and Garage Sales

Solicitation by commercial enterprises is not authorized within the community. In a like manner and due to restricted parking availability, garage sales and tag sales are specifically prohibited, unless approved by the Board of Directors as a planned community activity.

## 14. Utilities

Residents are responsible for maintenance and payment of separately metered gas, electric, sewer, water, cable television, telephone, and for calling to initiate service on the day of possession.

## 15. Property Sales

Any owner who sells or leases (12-month minimum per governing documents) his or her residence is responsible for:

- Notifying the Property Manager.
- Making certain all HOA dues/assessments are current.

- Making certain the purchaser or lessee receives a copy of the current Declaration, Bylaws, Rules and Regulations of the Association, and all Amendments prior to the closing of the sale or the commencement of a lease.

16. Default in Payment of Assessments

If any Lot Owner defaults in the payment of any assessments, such Lot Owner shall pay interest and/or fees as described in the governing documents of The Townes at Hidden Valley.

A Lot Owner in default of any assessment for more than thirty (30) days may not serve on the Board of Directors.

17. Amendments

The Board of Directors may amend these Rules and Regulations at any time as it carries out the management of the Association.