

Summerwind Homeowners Association

Rules and Regulations

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Note: CC&R's means Covenants, Conditions & Restrictions

## General Rules and Regulations

### Section One

- Rule 1.0 Rules and regulations promulgated by the Board of Directors shall apply to and be binding upon owners and occupants of Summerwind Homeowners' Association and on their invitees and visitors.
- Rule 1.1 Owners shall be responsible for the actions of all occupants, by lease or otherwise, of their unit and for their compliance with all provisions of the Declaration of CC&R's, By-Laws, and all Rules and Regulations and other authorized actions of the Board of Directors.
- Rule 1.2 Owners shall be responsible for informing any tenant or occupant by inclusion in the lease of the provisions of the Declaration of CC&R's, Bylaws, and the Rules and Regulations and shall take such action as may be required to secure compliance when any violation occurs.
- Rule 1.3 Occupants shall be responsible for informing any invitee or visitor of the provisions of the Declaration of CC&R's, the By-Laws, and the Rules and Regulations and shall take such action as may be required to secure compliance when any violation occurs.
- Rule 1.4 Owners and occupants shall maintain their home and all structures in compliance with the requirement of the Declaration of CC&R's that a uniform, presentable exterior appearance be preserved.
- Rule 1.5 Owners and occupants shall be responsible for compliance with all state and local laws, rules and other governmental decrees. (For example - tree removal within the Renton City limits requires prior approval by the city.)

## Homeowners and Occupants Register

### Section Two

Rule 2.0 An Owner and Occupants Register containing information required for the efficient operation and maintenance of Summerwind HOA shall be kept containing the information required by the Board of Directors by:

- a. The managing agent
- b. the Membership Committee

Rule 2.1 Owners and occupants shall provide all information requested by the Membership Committee within ten (10) days of its request.

Rule 2.2 Owners shall provide the following information on request:

- a. Division and Lot number
- b. Name of legal owner(s)
- c. Address
- d. Home and work telephone numbers
- e. Name of lessee or occupant(s), if not owner occupied
- f. A copy of the lease
- g. Name, address, account number of the mortgage company, if applicable
- h. Persons to notify in an emergency

Rule 2.3 Non-owner occupants shall provide the following information on request:

- a. Division and Lot number
- b. Name of lessee or occupant
- c. Home and work telephone numbers
- d. A copy of the lease
- e. Persons to notify in an emergency

## Homeowner Dues, Fees and Assessments

### Section Three

- Rule 3.0 One-half of owner annual assessments are due on the first day of January and one-half on the first day of July and are delinquent if not received in the office of the Managing Agent on or before the fifteenth day of the month.
- Rule 3.1 **Failing to meet the due date** an automatic late charge of up to 25% of the delinquent amount shall be added to each delinquent account and shall be included as part of the amount due.
- Rule 3.2 A delinquent notice and billing shall be mailed to each owner owing any sum of money, including late charges and interest to be paid within fifteen days of notice.
- Rule 3.2.1 **In addition, any assessment or charge which remains unpaid for at least thirty (30) days shall bear interest at the rate of twelve percent (12% per annum) from due date until paid.**
- Rule 3.3 Any delinquent account not brought current and delinquent in excess of six months may be placed for collection using the methods of collection permitted under law.
- Rule 3.4 The Board of Directors is authorized to send a Notice of Intent to Lien and, where applicable, a Notice of Intent to Intercept Rent, to any owner delinquent for any sum of money in excess of one year.
- Rule 3.5 Any non-owner occupant owing any sum of money, charge fine, or other fee to Summerwind Owners' Association shall be subject to the same collections procedures as are available to the Association in the cases of owner delinquency.

## Lawns, Garbage and Trash

### Section Four

- Rule 4.0 No garbage cans, yard waste or recycling containers shall be visible from the street except for a period of fourteen hours before and twelve hours past the designated collection time assuming an 8 a.m. pickup..
- Rule 4.1.a The Individual home owners shall make a reasonable effort to maintain their front yards, including the side yards forward of any fences enclosing the backyard (for corner properties it will include the entire side yard facing the street) to at least the same level and quality as the play grounds and entrance landscaping of Summerwind. This maintenance shall include weeding, fertilizing, watering and mowing as required to retain that quality. The watering may be curtailed during periods of officially declared water shortages.
- Rule 4.1.b The Individual home owners shall maintain their back yards and their side yards behind any fences to a minimum acceptable level which shall include keeping weeds under 4 inches in height and generally remove dead vegetation. Those properties without fencing enclosing the back yard shall improve and maintain their back and side yards to the same quality as the front yards.
- Rule 4.2 Homeowners are required to maintain their yards free of accumulated litter or other debris found objectionable by their immediate neighbors and made known by them through the grievance procedure.

## Architectural Control

### Section Five

- Rule 5.0 There is a requirement to install and finish the back yard landscaping or install a fence surrounding the same within one year of the purchase of the property. Compliance with this rule will be checked beginning 10-1-93.  
NOTE: This is a rewrite of resolution 100 passed October, 1992.
- Rule 5.1 There is also a requirement for all modifications, additions, alterations, etc. to the house, fences or rockeries to receive prior concurrence by the Architectural Control Committee.(ACC)
- Rule 5.2 Applications for such modifications are to be made in writing to the ACC for concurrence. The ACC has to rule within 30 days or the concurrence is by default. In case of a negative ruling the homeowner can ask for a review through the grievance procedure described in Rule 8.1.
- Rule 5.3 Homeowners are required to maintain the exterior of the house or fences so that no apparent damage is visible.
- Rule 5.4 Substitutes for house siding must meet the following criteria:  
QUALITY - regardless of the material of the substitute, it must maintain the same overall quality of look and construction as the old siding, including texture, color, finish, pattern and lap rate (approx. 5.5").  
FIT & FINISH - when in place the replacement siding must have type of reinforcement that will ensure a tight fit at the joints, not allow any sagging, and hold up under local weather conditions.  
APPROVAL - Prior approval for plans and material must be obtained from the A.C.C.

- Rule 5.5 The possible acceptable materials for roofing repair/replacement, the A.C.C. will consider, are:  
CEDAR SHAKES - the present roofing material  
COMPOSITE SHINGLES - appearance similar to cedar shakes roofing. Common commercial products are:
- Woodruf - a wood composite product
  - Cemwood - a concrete & wood fiber composite
  - Firefree - a concrete & cellulose fiber composite
- Materials not to be considered are Cedar shingles, Metal, Slate, Hot Tar, Torchdown, Concrete tile and Composite roofing products of poor grade.

- Rule 5.6 Satellite Dish antennas not exceeding 22" in diameter may be attached to the exterior wall or roof if the silhouette of the dish does not intrude on the roofline of the house and the attachment location is approved by the A.C.C.

Boats, Recreational Vehicles and other Vehicles

#### Section Six

- Rule 6.0 No owner or occupant shall store or allow to be stored any boats, recreational vehicles, motor homes or inoperable motor vehicles on the premises or the street for more than forty eight (48) hours unless in a enclosure previously approved of by the Architectural Control Committee
- Rule 6.1 No owner or occupant shall store or allow to be stored any operable vehicle in an area other then a driveway, street or any other approved enclosure.
- Rule 6.2 No owner or occupant shall store or allow to be stored any large commercial vehicles, such that exceed the owners garages.

## Pets and Animal Care

### Section Seven

- Rule 7.0 No pet shall be allowed to run loose within Summerwind
- Rule 7.1 All pets while outside their owner's yard shall be on a leash at all times including common areas of all divisions of Summerwind.
- Rule 7.2 Pets shall not be permitted on any barked or planted areas or on any neighbor's property.
- Rule 7.3 Pet owner is responsible for cleaning up immediately any mess left by the pet in any public area.
- Rule 7.4 Owners and occupants are responsible for the actions of their pet and shall not keep any pet that disturbs or interferes with the right of others to peaceful use of their property and the common areas of the Association.



## Penalties, Enforcement Action, Sanctions and Grievance

### Section Eight

- Rule 8.0 All owners or occupants shall state any grievance, complaint or concern by written notice to any member of the Board, except under circumstances that require immediate communication, in which case verbal communication is acceptable.
- Rule 8.1 All grievances, complaints and concerns shall be considered at the next scheduled Board meeting or at a Special meeting if indicated.
- Rule 8.2 At the discretion of the Board of Directors, further fact-finding can be accomplished by scheduling a hearing with notice sufficient to inform all interested persons of the time and date of the hearing and the subject matter to be considered. Notice shall be given no less than fourteen days prior to the hearing.
- Rule 8.3 Vehicles, boats and recreational vehicles improperly parked or improperly maintained in the Association in violation of the Rules and Regulations adopted by the Board of Directors are subject to penalty according to Rule 8.4 and enforcement action as the Board of Directors shall deem appropriate, including to tow-away without notice at owner's risk and expense.

Rule 8.4 Owners and occupants in violation of the provisions of the Declaration or amendments thereto, the Bylaws or the Rules and Regulations adopted by the Board of Directors shall be subject to the following procedures to enforce compliance:

- a. Written warning for any violation
- b. After ten days of non-compliance, such other enforcement action as the Board of Directors deems necessary. Notification shall be the same as for Rule 8.2.
- c. All violations as defined in Section 5 of these rules will incur a daily fine of \$10.00 (per day) after the date defined in the written notification
- d. All violations as defined in Section 4.0 and 4.2 of the rules will incur a daily fine of \$5.00 (per day) after the date defined in the written notification.
- e. All violation as defined in Section 6 & 8 of these rules will incur a daily fine of \$20.00 (per day) after the date defined in the written notification.
- f. Violations as defined in Section 4.1 will incur a weekly fine of \$25.- assessed to the owner commencing on the date defined in the written notification. 30 days past that date defined in the notification, the Summerwind HOA could choose to contract work to be performed and billed to the owner in addition to any fines.

Rule 8.5 Repeat violations (within two years) shall in addition to other fines, automatically include a fine of \$50 for the second violation and \$100 for the third violation.

Rule 8.6 Any fine, penalty, charge, or fee imposed shall be paid within ten days of notice and if not so paid shall be added to all other sums due or which may become due and shall be subject to collection procedures set forth in Section Three.