

Cottonwood Ridge Homeowners Association

Rules and Regulations

Revised and adopted 4/9/2013

The following rules and regulations have been enacted by the Board of Directors of the Cottonwood Ridge Homeowners Association as authorized by Article IX, Section 2(e) of the Declaration of Covenants and Restrictions and Article VI, Section 3 (a) (b) of the Association's By-Laws as a guide for all residents, guest and homeowners. All residents, guest and homeowners are to adhere to all rules and regulations of the Association. Rules and regulations are made for the benefit and consideration of all. Owners who rent their units shall be responsible for their unit(s) and for notifying their tenants of all rules and regulations. Any failure on the part of the Association to enforce any of the rules now or hereafter in effect either against an occupant and/or owner shall not constitute a waiver of the Association's right to enforce such rules and regulations at a future time against an occupant and/or owner.

WARNING AND FINES

Any residents, guest or homeowner(s) who violate any of the rules and regulations of Cottonwood Ridge will be notified of the infraction in writing. In situations where guests or non-owner residents are the violators, the Owner of the unit will be responsible for compliance. If the matter is not immediately corrected, or if it is a repeat offense, a fine will be levied against the Owner. The unit Owner shall also be responsible for any damages/repairs and/or payments of assessed fees arising from damages to the property. Continued disregard for the rules and regulations may result in action being taken to evict the offending resident as authorized by Article IX, Section 2(g) of the Declaration of Covenants and restrictions.

VEHICLES

All vehicles must be parked within the marked parking spaces. Any damage to the complex will be assessed to the Owner of the vehicle and/or unit Owner.

1. All vehicles parked within the complex area must be operable and display a current license tag.
2. Only cars, pickup trucks, mini-sized vans and motorcycles are allowed. The Board of Directors can grant a temporary waiver in writing for other types of vehicles under special short term circumstances.
3. Only two cars per unit are allowed to be parked within the complex.
4. Residents shall not place their vehicles on blocks, jacks, and/or carry out car repairs or maintenance (i.e. oil change) on vehicles parked within the complex. Exception: tire change
5. Any vehicle found to be in violation of these rules shall be tagged. If the violation is not corrected and/or the owner does not contact the Association regarding special considerations, the offending vehicle will be towed and impounded at the Owner's expense after 48 hours have passed from the time the vehicle was tagged.

SATELLITE TV

Satellite TV is allowed, but dishes are not to be placed on any of the Common Elements (i.e. roofs, fences, grounds) or sticking out of windows. Dishes are allowed on patios if not visible to the general public.

LOUD NOISES AND OTHER DISTURBANCES

1. Owners, Tenants and Guests shall exercise reasonable care to avoid making (or permitting to be made) loud, disturbing or objectionable noises (including verbal conflicts and physical fighting,) that may disturb others.
2. The playing of stereo systems where the sound is audible outside the interior of the vehicle is prohibited.
3. Activities which are illegal, threaten the safety or security of residents, create offensive odors or noxious fumes (i.e. chemicals, smoking in hallways) which may be deemed to constitute a nuisance are prohibited.
4. Residents who are being disturbed by the noise/actions of other residents or guests (who refuse to cease their disturbing behavior) should call the Norman Police and file a complaint. Submit a copy of the complaint to the Board of Directors. The Board may elect to issue a warning and/or fine to the Owner of the unit which is the cause of the complaint. Repeated incidents may constitute a public nuisance and may be grounds for eviction.

OUTDOOR BARBECUING

1. Obey the Cleveland County "dry weather" alerts which prohibit outdoor grilling on these days.
2. Fire Codes prohibit the use of grills directly outside of any buildings. (i.e. grill on steps or sidewalks.) Grills must be 10 ft. from building structures. Pavilions are available on a "first come, first served" basis.
3. Use grills only on large flat surface that cannot burn (i.e. concrete), never leave unattended and have a water source or fire extinguisher nearby.
4. Grills are never to be left or stored outside unit.

STORAGE OF MATERIALS IN COMMON ELEMENTS

1. Hallways must be kept clean and unobstructed to insure compliance with local fire and safety regulations.
2. Bicycles left outside must be kept in provided bicycle racks. Units with patio areas may store personal items there as long as any visible area is kept neat and clean. No personal items are allowed to be stored in any other locations outside of building or on the grounds. This includes, but is not limited to bicycles, firewood, grills.

BUILDING EXTERIORS

1. No work of any kind shall be done upon the exterior or General Common Elements by any Tenant or Owner.
2. Washer and/or dryer venting or changes to the Limited Common Elements (patios, etc.) must have prior approval of the Board of Directors.

YARD SALES

Individual yard sales are not permitted. Community yard sales are allowed with written approval from the Board of Directors. Each person participating is responsible for removing all their unsold objects from the area and cleaning up around the areas which they used during the sale.

PETS

1. No more than two (2) pets are allowed per unit. Tenants must have owner permission to have a pet.

2. Pets are limited to generally recognized house pets. No savage or dangerous animals are allowed.
3. Pets are to be housed within the individual unit. Unattended outside feeding of animals is prohibited.
4. City of Norman Leash Ordinance: Pets are prohibited from running loose. Dogs must be leashed and accompanied by their owner when outside the unit and in any common area and under control at all times. All pets found unleashed and loose on the grounds will be subject to HOA fine and impoundment by the City of Norman.
5. **Animal Waste: There are no "designated" areas within the complex where your pet is allowed to defecate. Owners are responsible for the disposal of all fecal wastes. Failure to do so can result in fine.**

SUPERVISION OF CHILDREN

Children must be supervised when playing in the Common Elements. Parents will be held financially responsible for damages caused by their children to the Common Elements or personal property.

COVERED PARKING

The four Covered Parking spaces are available to rent to all residents on a "first come first serve" basis. The current monthly charge is \$25 per month, due and payable on the 1st of each month. If delinquent in paying, covered parking privileges will be revoked and the space will become available to another resident.

SWIMMING POOLS

All residents and guests must observe and follow the posted rules.

1. All guests must be accompanied by their resident host who is responsible for the conduct of the guest(s)
2. Pool hours are 9:00 am to 11:00 pm. Swimming at other times is not permitted.
3. Children 15 years old or younger must be accompanied by a responsible adult at least 18 years old who acknowledges legal liability for any injury or death that may occur to a child(dren) under their supervision.
4. THERE IS NO LIFE GUARD ON DUTY. Swim at your own risk.
5. Children who are not potty trained must wear diapers designed for swimming.
6. Life rings, life hooks and other pool safety devices are not to be used as water toys. 7. No running, pushing or diving are allowed. Rough play or vulgar or obscene language is prohibited.
7. Inebriated individuals are prohibited from the pool area (and all other Common areas.)
8. Pool gates must be closed at all times.
9. No glass bottles or containers of any type are permitted inside the pool fences.
10. Continued violation of these rules may result in Health Department violations which could close the pools until compliance is assured. Residents who do not abide by these rules will be denied pool privileges and their key will be taken away. Those residents who have been denied pool privileges and any individuals who are not residents or accompanied guests of a resident shall be subject to a charge of trespassing and arrested.

WINDOWS AND EXTERIOR DOORS

1. Windows may not be covered with cardboard, foil or any other such materials. Only blinds, curtains or other conventional window treatments are acceptable and must be kept in good repair.
2. No signs of any kind are allowed in windows (i.e. "For Sale" or "For Lease.") Nothing is to be hung from windows, including but not limited to, laundry, clothing, flags, rugs, carpets or other such materials.
3. Window screens shall not be removed except for cleaning and must be replaced immediately after cleaning.
4. Damaged Screens must be repaired or replaced immediately by the Owner of the unit. If the Owner fails to do so in a timely fashion the Association shall have the repair or replacement done and bill the Owner accordingly.
5. Screens must be repaired or replaced immediately by the Owner of the unit. If the Owner fails to do so in a timely fashion the Association shall have the repair or replacement done and bill the Owner accordingly.
6. Screens in the upstairs hallways are NOT to be removed. These are the exclusive property of the Association. If a screen is missing, not in good condition or damaged please notify the office.
7. No entry door shall be left propped open by any means for any reason with the exception of a brief period for moving items into and out of the building.

OCCUPANCY LIMITS

In order that the complex shall not become overcrowded, no more than one (1) person shall occupy the efficiency units, no more than two (2) persons shall occupy the one bedroom units, no more than four (4) persons shall occupy the two bedroom units, and no more than six (6) persons shall occupy the three bedroom units on a permanent basis (occupancy in excess of thirty (30) days not separated by intervals of at least six months.) Norman "Three Related Persons" Ordinance applies to all units.

FIRE AND SMOKE DETECTORS WITHIN INDIVIDUAL UNITS

City ordinance requires that every living unit must be equipped with an operable smoke detector. Failure to have a unit equipped with an operable smoke detector subjects the Owner to a \$100 fine for each violation. The unit Owner is responsible for compliance with this regulation even if the Owner rents the unit to another party. Any liability and/or fine assessed against the Homeowners Association for violation of this ordinance shall be paid by the Owner of the unit that is not in compliance.