

COBBLESTONE HOMES ASSOCIATION, INC.

RESPONSIBILITY OF ASSOCIATION AND GENERAL RULES

STATEMENT OF PURPOSE

The Cobblestone Homes Association will maintain the Common Areas and provide security, certain exterior home maintenance and lawn maintenance services. To pay for these costs, each lot owner will pay a monthly assessment fee, due annually on the first (1st) of January and payable on the first (1st) of every month, the amount of which is established each year. A late fee of thirty five dollars (\$35.00) will be charged to accounts with a balance after the tenth (10th) day of the month. An additional thirty five dollars (\$35.00) per month will be charged for every month past due and continuing to be charged until paid.

The streets and the Common Area in the neighborhood are owned by Cobblestone Homes Association, Inc., a non-profit corporation, of which each lot owner is a member.

Association Operation

Our office is located inside the clubhouse. Office hours are 8:30 AM - 4:30 PM, Monday - Friday.

To provide better service and maintain a more accurate record of maintenance requests, we ask that you request service(s) on our "Request for Service" cards, available at the CHA office. These may be mailed or dropped off at the clubhouse during business hours, or by using the drop slot located to the left of the entrance doors after hours.

Please use these cards so that a written record of your request may be made, and a work order issued to maintenance accordingly. These cards are for exterior maintenance as described under the section entitled "Exterior Maintenance". You may also request service(s) through our website at www.cobblestoneneighbors.com.

All personal checks returned for Non-Sufficient Funds (NSF) or for any returned Auto Draft (ACH) that is insufficient will be charged a twenty five dollar (\$25.00) fee. In that instance any future payments from the homeowner will then have to be in the form of Certified Funds. The only exception will be in the case of bank error, which will require a written explanation from the financial institution.

Water/Sewer:

Each home has a water shut off valve for emergencies. Homeowners should locate their valve and make sure it is operational at all times. Maintenance of the shut off valve is the responsibility of the Home Owner.

Garbage /Trash:

Each home has a “trash bin” area in which ALL garbage/trash is to be stored in a trash can.* Collection day is Monday and trash cans should NOT be set out before 5:00 PM on Sunday. Large items or stacks of boxes should not be placed at the street. Boxes need to be broken down and placed in your recycle bin. If your trash is overlooked, call DOWAS-Solid Waste Collection @ 673-6300. This is also the number to call if you need to schedule them to dispose of large items such as appliances (washer, dryer, etc.) The City of Shreveport will not pick up construction material such as bathroom fixtures, carpeting, flooring, etc. so do not put those types of items out with your trash. Trash cans MUST be returned to your “trash bin” area before 8:00 AM on Tuesday.

*Trash areas must be kept clean and all trash must be placed in a can. Since Cobblestone Homes Association is located in a semi-rural area, wild animals and rodents can become a problem.

Owners who rent/lease their property are responsible for insuring tenant compliance. They will be responsible for the actions of their tenants and will be fined if their tenant does not comply to the rules.

Failure to follow the Garbage/Trash rules will result in the following fines: First Offense – one hundred dollars (\$100.00); Second Offense – two hundred and fifty dollars (\$250.00); Third and each Continuing Offense – three hundred and fifty dollars (\$350.00).

Mail:

*****FOR ALL QUESTIONS OR CONCERNS REGARDING MAIL BOXES AND MAIL BOX KEYS OR LOCKS, CONTACT THE POST OFFICE ON E. 70TH STREET IN SHREVEPORT. They may be reached by phone at 318-524-1827*****

Architectural Control:

No additions changes or alterations may be made to the exterior of any unit without the prior approval of the Cobblestone Homes Association Board of Directors. Additions, changes or alterations made without Board approval may be required to be removed at the owner’s expense. All additions or alterations, i.e. patio covers, must be properly maintained by the homeowner. Failure to maintain the exterior of your home may negate the responsibility of the Cobblestone Homes Association to repair damage to affected exterior areas that are covered by the Association.

Each homeowner is responsible for periodically having their home inspected for termites. Regular inspection not only preserves the individual home, but protects homeowners from a liability issue concerning damage to an adjacent property.

Exterior Maintenance of Homes

Exterior Maintenance on Homes is at the discretion of the Board of Directors:

- **Wood Replacement/Painting except on Masonite homes which are only painted**
- **House washing (power washing) except on Masonite homes.**
- **Fence/gate repair**
- **Front door and Garage light bulb replacement (only those controlled by electric eye)***
- **Gutter Cleaning**

***Homeowners should report front/security lights that are out to the office. If you don't tell us, we won't know.**

Exterior maintenance as provided by the Association shall be: paint and repair of wood surfaces on home with the exception of the Masonite homes which shall only be painted. Such maintenance shall not include windows, window frames, glass surfaces, screens, locks, doors, door frames, garage doors, siding, weather-stripping, electrical wiring, light fixtures or any exterior additions/changes. Each owner shall be responsible for the water cut-off valve to their unit and also the hose connections to their unit.

The Association shall be responsible only for the repair and maintenance of covered items damaged by ordinary wear and tear and shall, in no case, be responsible for damage caused by owner neglect, nor shall they be responsible for repair and maintenance of items which are covered by members hazard insurance policy, with any deductible being the responsibility of the individual member.

In the event that the homeowner has made additions, changes or alterations to the home such as patio covers, security bars, storm doors, etc. and this interferes with our maintenance responsibilities, the homeowner will be responsible for removal of same when requested so that we may perform our maintenance accordingly.

Firewood or other items are not permitted to be stacked on the outside of the lot.

Personal Property Maintenance

Homeowners shall be responsible for the condition of their property, including but not limited to general cleanliness, trash, doors, windows and backyards. This applies to the property regardless of occupancy – owner occupant, rental or otherwise. Owners who rent/lease their property are responsible for the condition of their property and for insuring tenant compliance. They will be responsible for the actions of their tenants and will be fined if their tenant does not comply to the rules.

Homeowners whose property is deemed to be in need of attention by the Cobblestone Homes Association Board of Directors will receive a warning letter by registered mail. This letter will allow ten (10) days from the date of the warning letter to correct the stated offense. If not corrected, a fine of one hundred dollars (\$100.00) will be assessed and charged to the homeowners' account. An additional fee of ten dollars (\$10.00) per day will be added until the correction is made.

Lawn Maintenance

Lawn Maintenance of Common Areas (excluding inside fenced area):

- **Mowing yards**
- **Edging**
- **Weeding beds (excluding personal beds)**
- **Shrub trimming**
- **Shrub replacement (excluding personal beds)**
- **Fertilization**
- **Ant bed treatment**
- **Litter pick up in Common Areas**
- **Tree Maintenance on Common Areas**

No changes, planting or landscaping may be done on the Common Area or exterior of any lot except as directed by or with the approval of the Association. Owner's may freely do landscaping and planting within their individual fenced patio area. Such landscaping or planting should not interfere with the maintenance of the exterior surface of the unit or contribute to exterior decay. The Association does not water, mow or otherwise perform any landscape maintenance within the fenced patio area or weed and maintain beds that the homeowner has assumed responsibility.

Parking

Parking of automobiles and other motor vehicles on the Common Area shall be prohibited except to the extent authorized and permitted by the Association as follows:

- 1. There will be both assigned parking spaces and open parking spaces. ASSIGNED PARKING SPACES, one per home, will bear the number of the lot to which it is assigned and will be for the exclusive use of the lot owner. OPEN PARKING SPACES will not bear any number and each lot owner or their tenant will be allowed to park one car in the OPEN PARKING SPACES. Any other vehicles owned by the lot owner or their tenant must be parked off property. Parking on or at the street is prohibited. Failure to comply will result in the following fines: First Offense-Letter of warning; Second Offense-one hundred dollars (\$100.00); Third and each Continuing Offense-Vehicle will be removed at owner's expense.**
- 2. Trucks exceeding three-quarter (3/4) tons shall not be permitted to park on the Common Area or any of the lots overnight. Failure to comply will result in vehicle being removed at owner's expense.**
- 3. No trailer, boat, camper, motor home or the like, shall be kept upon the Common Area or any of the lots and no junk vehicle or other vehicle on which current registration plates and safety inspection sticker are not displayed shall be kept upon the Common Area or any of the lots. Failure to comply will result in vehicle being removed at owner's expense.**
- 4. Vehicles will not be stored on Common Area. Any vehicle not moved for a period of one (1) week is considered a stored vehicle and is prohibited and subject to removal**

at the owner's expense. Failure to comply will result in vehicle being removed at owner's expense.

5. No major or lengthy vehicle repairs are permitted. Failure to comply will result in vehicle being removed at owner's expense.
6. The Association assumes no responsibility for damage done to automobiles parked on the Common Area.
7. Parking in front of the Cobblestone Homes Association clubhouse is prohibited unless attending an event at the clubhouse. Failure to comply will result in the following fines: First Offense – Letter of warning; Second Offense – one hundred dollars (\$100.00); Third and each Continuing Offense – Vehicle will be removed at owner's expense.

Tenant Registration

Homeowners who rent/lease their property shall be responsible for registering their tenant information with the Cobblestone Homes Association office within thirty (30) days after the tenant moves in. Failure to do so will result in the following fines: First Offense – Letter of warning; Second Offense – one hundred dollars (\$100.00); Third and each Continuing Offense – two hundred and fifty dollars (\$250.00).

Cobblestone Homes Association

The Cobblestone Homes Association clubhouse is to be used only for Association functions and for the private functions hosted by a homeowner at Cobblestone Homes Association. The resident hosting a private function will be responsible for the cleaning of the clubhouse and any damages which occur as a result of their usage. Reservations for private usage can be made by contacting the office @ 798-2010. Reservations will be on a first-come basis.

The Cobblestone Homes Association clubhouse is available for private use after 6:00 PM on Monday-Friday and all day on Saturday & Sunday. All parties must be over no later than 10:00 PM Sunday-Thursday and no later than 11:59 PM Friday-Saturday.

Due to insurance requirements, no clubhouse parties may extend beyond the clubhouse glass doors. All guests must remain at the party inside the clubhouse. No swimming is allowed.

A refundable deposit of two hundred and fifty dollars (\$250.00) will be required against damages to the clubhouse or any Association property. In addition, you must sign an agreement to reimburse the Association any costs in excess of the deposit for damages or clean up following your party. Upon satisfactory inspection the Deposit will be refunded if there is no damage and the clubhouse has been cleaned satisfactorily.

The usage fee is forty dollars (\$40.00) per hour for twenty five (25) people or less and sixty dollars (\$60) per hour for more than twenty five (25) people with a two (2) hour minimum charge required by the Association to help offset the cost of clubroom maintenance and utilities. People will be allowed thirty (30) minutes prior to the event to decorate and thirty

(30) minutes after the event to clean up. Any overage of time will be deducted from the deposit.

Swimming Pool

The pool is opened and closed according to seasonal conditions. It will open on or about the first weekend of May and close on or about the last weekend of September. During the swimming season the pool is open seven (7) days a week from 10:00 AM - 10:00 PM.

You must have a key card to enter the pool area. If someone does not have a key card DO NOT LET THEM IN!! Each homeowner will receive their first (1st) card free and additional cards will be twenty five dollars (\$25.00) each. Each homeowner will only be allowed to have two (2) key cards at any given time. If you lose your key card you must contact the office so your key card can be deactivated. In the event that you fail to notify the office that you have lost your key card, you will be responsible for any damage that may happen by any person using your card. Landlords must give written permission to the office in order for tenants to receive a key card. Landlords are responsible for any damage done by their tenant.

No more than two (2) guests per household are permitted in the pool area at one time. All guests must be accompanied by the inviting resident while at the pool area.

Children twelve (12) years of age or under must be accompanied by a parent, guardian or homeowner. There is no life guard on duty and therefore you swim at your own risk.

Food consumption is not allowed at any time within the pool area. The area reserved for eating is at the rear of the clubhouse under the extension. Members and guests are responsible for cleaning up after themselves. Trash receptacles are provided for your convenience.

NO GLASS OR ALCOHOLIC BEVERAGES OF ANY KIND ARE PERMITTED AT ANY TIME WITHIN THE POOL OR SURROUNDING FENCED AREA.

ANY INAPPROPRIATE LANGUAGE OR BEHAVIOR BY ADULTS OR CHILDREN WILL RESULT IN LOSS OF POOL PRIVILEGES FOR THE REMAINDER OF THE SEASON.

Smoking in designated areas only.

Non potty trained children are NOT allowed in the pool.

Children who cannot swim the width of the pool must wear a life jacket (floaties are not an approved flotation device).

No fence climbing, running, pushing, or other horseplay is permitted.

NO PETS are allowed anywhere inside the fenced pool area.

Bathing suits only. No cutoffs, t-shirts or normal street attire while swimming.

Music should be played at a level that only you can hear and should not be heard from a distance further than 3 feet from the source.

Parties will NOT be permitted at any time, except those organized by Cobblestone Homes Association for the members.

Failure to follow the Pool Rules will result in the loss of pool privileges for the remainder of the season.

Owners who rent/lease their property are responsible for insuring tenant compliance. They will be responsible for the actions of their tenants if they do not follow the rules and regulations.

Pets and Animal Control

There is a leash law in effect at Cobblestone Homes Association. ALL pets must be on a leash when outside of your home or outside of your fenced patio area. Pets should be walked in the Common Areas, away from houses to do their business and owners are responsible for removal of their pet's waste.

Animals may not be leashed to any stationary object on the Common Area. Animals are not permitted in the recreational facilities. No pets may be kept on your patio for longer than an hour at a time.

All applicable city laws governing pets shall be effective within the subdivision, especially as applies to loose or barking dogs. Complaints of this nature should be reported to the Caddo Parish Animal Control Department @ 226-6624.

Since Cobblestone Homes Association is located adjacent to a somewhat wooded, rural area, it is imperative that everyone store garbage and trash in containers. Without a source of food, rats, feral cats, raccoons, skunks, etc. can be controlled. If you have a problem with wild animals around your home, contact Caddo Parish Animal Control @ 226-6624.

Owners who rent/lease their property are responsible for insuring tenant compliance. They will be responsible for the actions of their tenants and will be fined if their tenant does not comply to the rules.

Failure to follow these rules will result in the following fines: First Offense – Letter of warning; Second Offense – one hundred dollars (\$100.00); Third and each Continuing Offense – two hundred and fifty dollars (\$250.00).

Nuisance Issues

All fireworks are banned from Cobblestone Homes Association property and homeowners are responsible for notifying family members or guests. Owners who rent/lease their

property are responsible for insuring tenant compliance. They will be responsible for the actions of their tenants and will be fined if their tenant does not comply to the rules. Failure to follow this rule will result in the following fines: First Offense – one hundred dollars (\$100.00); Second and each Continuing Offense – two hundred and fifty dollars (\$250.00).

Water Usage

All car washing is prohibited in Cobblestone. Water sprinkling of yards must be kept to no more than three (3) days a week for no more than twenty (20) minutes of each section.

Owners who rent/lease their property are responsible for insuring tenant compliance. They will be responsible for the actions of their tenants and will be fined if their tenant does not comply to the rules.

Failure to follow these rules will result in the following fines: First Offense – Letter of warning; Second Offense – one hundred dollars (\$100.00); Third and each Continuing Offense – two hundred and fifty dollars (\$250.00).

Fines

Owners who rent/lease their property are responsible for insuring tenant compliance to all Rules and Regulations of the Cobblestone Homes Association. They will be responsible for the actions of their tenants and will be fined if their tenant does not comply to the rules.

Unless otherwise stated in this document, all fines are to be paid within thirty (30) days of the date issued. After thirty (30) days an additional fee of ten (\$10.00) dollars per day will be added and will accumulate until the fine is paid in full.