

# **Highland View Estates Homeowners Association Rules and Regulations**

## **Purpose**

These rules and regulations will serve to remind us of our individual and mutual responsibility to abide by the governing documents of this Association.

This document is a supplement to the CCR's (Covenants, Conditions, Restrictions and Reservations) and Bylaws. It defines portions of the CCR's and By-laws in order to enhance a particular rule or define one that is not clear. This document is supported by the CCR's as stated in Article 5 Section 5.4.12 *"When and to the extent deemed advisable by the board, to adopt reasonable rules and regulations governing the maintenance and use of highland View Estates and other matters of mutual concern to lot owners, which rules and regulations are not inconsistent with this declaration and the bylaws and which treat all owners fairly and on a nondiscriminatory basis"*

Special meetings may be called within if requested by members totaling 14 votes. Special meeting will be scheduled not less than 10 and not more than 50 days after receipt of a request as outline in section 3.2 of the bylaws

The decision of a majority of members of the Board shall be deemed the decision of the Board.

It is further to our advantage that by following these regulations, interpersonal conflicts will be reduced and our property values will be enhanced. These homeowner rules also apply to tenants of leased rented units. Homeowners are ultimately responsible for the actions of their tenants.

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# Vehicles

## Parking on the Property:

- Parking is restricted to the parking of operative and street legal vehicles (reference **Arlington Municipal Code Title 10 Vehicles and Traffic**). The vehicle must not be damaged or modified in a manner that violates any **RCW (Revised code of Washington)** or **AMC (Arlington Municipal Code)** that would make the vehicle illegal to operate on a public road. A vehicle which is not street legal must be parked in the Unit's garage or kept off site.
- All vehicles must be parked legally in a space reserved for motor vehicles (driveways and parallel curb street parking in front of Unit.) Street parking must be parallel to the curb not into neighboring driveways, blocking your personal drive way is allowed. Vehicles may not be parked on any part of sidewalks, grass, or on any yard.
- Moving vans and moving trucks may be parked in the homeowner's driveway for up to 72 hours in order to move items in or out of the Home.
- Vehicles may not be parked within 15 feet before or after mailboxes at any time, in order to ensure delivery of mail (per USPS).
- No recreational vehicles, commercial vehicles, construction or like equipment, boats, or trailers (utility, boat, camping, horse, or otherwise) shall be allowed to be parked or stored on any Lot, or street for no longer than a period of 14 days.

## Unauthorized Vehicles:

- The following vehicles are not permitted in limited common areas and/or common areas unless garaged or parked out of sight from the sidewalk. They may be towed at the Owner's expense in accordance with **AMC 10.54.080** and **10.54.090** and the homeowner may be fined in accordance with the CCRs and fine schedule.

## Unauthorized vehicle list (but not limited to):

- ATV's and other off road motorized vehicles not licensed for public road use
- Vehicles with expired license tabs
- Inoperable vehicles
- Vehicles with a flat tire(s) or on jack stands
- Vehicles parked for more than 72 hours on the street without movement (**AMC 10.54.030**).
- Vehicles parked in violation of **AMC Title 10**.

## Vehicle Towing Procedure:

- Non-complying vehicles will be subject to possible towing and/or fines in accordance with the City of Arlington ordinances and State of Washington law. Any vehicles illegally parked on streets in the neighborhood will be referred to the Arlington Police Department for parking enforcement. If your vehicle is towed within the neighborhood all cost associated with this process will be at the Owners expense. HVE 7.15

## Exterior Appearances

### Patios and Decks:

- Patio furniture, barbecues, and other items consistent with patios shall be allowed. Healthy deck plants and shrubs are allowed. Residents may not allow any litter or waste to remain in the common and/or limited common areas visible from the public street or other lot.

### Exterior Appearance:

- In order to preserve a uniform exterior appearance to the neighborhood and the common and limited common elements visible to the public, the Board shall require the painting and finishing of any home. They may prohibit, require, or regulate any modifications or decorations of the building, lanais, patio/yard areas, fences or other common and limited common elements undertaken or proposed by any Owner. Garden hoses may be left out in a neat fashion (rolled-up) by the spigot.
- Any exterior modifications require approval from the Architectural Control Committee (ACC) as outlined in the **HVE CCRs Article 6**. Requests should be sent to the property management company.

### Fences:

- No fences shall be constructed without the written approval of design and materials by the Architectural Control Committee. Failure to receive Architectural Control Committee approval prior to installation may result in the removal of the structure at the homeowner's expense.

## Maintenance of Common Areas and Landscaping

*(Common Areas are including property strip before street, sidewalk area and driveway area.)*

### Garbage and Containers:

- All homes must have a contract for garbage and recycle pickup in accordance with **AMC 6.05.015**.
- All garbage (including trashcans, recycle cans, and compost cans) and items to be discarded shall immediately be removed by the homeowner/tenant from all common areas or limited common areas. They may not be placed there even temporarily. Trash cans and recycle containers may only be placed in public view on the day of pickup and must be secured out of site to the public the same day of service at all other times as outlined in **HVE 7.22**.

### Landscaping and Yard Maintenance:

- Each Lot Owner shall promptly and continuously maintain, repair and restore the Owners lot. Lots must be in good, clean, attractive, safe and sanitary condition and in full compliance with all applicable governmental laws, rules and regulations, including the rules and regulations of the Association. **HVE 7.1**
- Front and Back yard Landscaping and planting beds must be kept in accordance with applicable local and state laws. Yards must be maintained in such a way that is clean, free of debris, materials, blackberry bushes, other obnoxious weeds. Grass must be kept no higher than 7 inches. Trees and Shrubs must be maintained in order not to impede on neighboring lots, sidewalks, traffic signs or other common areas. Failure to keep yards described above shall be in violation of HVE HOA rules and regulations.

## Pets

### Liability:

- The homeowner is financially responsible for any damage a pet or a renters pet causes to common and/or limited common areas. The homeowner and/or renter/pet owner is liable for any injuries a renters pet may cause others while on Highland View Estates property, be in common or limited common area. The homeowner and/or renter/pet owner is responsible for any attorney fees incurred by the HOA in regards to the Owners personal pets and the pets of their renters/tenants. All pets must be registered in accordance to AMC.
- All pet waste must be picked up immediately, by the pet owner. Failure to clean up after pets will result in fines in accordance to fees/fines schedule.
- Loose pets that cause a nuisance may be subject to fees/fines.

## Renters/Tenants

### The owners renting out their units must also:

- Follow all governing documents, rules, and regulations.
- Must not rent less than the entire lot in accordance with **HVE CCRs Article 7 section 7.4.1.**
- Homeowners are requested to have their residents professionally screened.
- Advise the Property Management Company, in writing-mail, when a home is rented and provide them with the names, mailing addresses, phone numbers of the renters/tenants, and a copy of the lease. This must be done within 30 days of rental occupancy.
- Homeowners shall provide the Property Management Company any new contact information to include owner's new physical address, mailing address, phone number, and email address. This must be done within 30 days of any change.
- The owner has 5 business days from the date of demand from the Board or the Property Management Company to produce the lease and contact information. Failure to comply will result in a \$300 fine each month the requested information is withheld from the Property Management Company.
- Renters/tenants/guests/house-sitters/non-owners with owner permission to use an owner's unit may not attend HOA meetings. Only homeowners may attend HOA meetings.

### Storage of documents:

- The Property Management Company will be the main storage location for these documents for the Board's inspection and use. The Board may also store these documents.

### Disruptive tenants:

- If a tenant is the source of disruption and destroys the peace and quiet of neighbors or damages the common or limited common areas, the Board may fine the homeowner or require the homeowner to evict the tenant.

## **Property Management**

### **Request for Administrative assistance:**

- Inquires and/or requests for assistance pertaining to homeowner dues, payments, records, resale certificates, request for copies of CCR's, Bylaws, Rules and Regulations, and all other community related documents shall be directed to the Property Management Company.

### **Concerns:**

- All concerns regarding property, community/rule violations, disputes with the HOA, and homeowner and/or tenants of homeowners shall be directed to the Property Management Company.

### **Property Management Company Information:**

Schneider Investments / Terry Asher-Simon / Email Address: Terry@Schneiderproperties.net  
Mailing Address: PO Box 625 Lake Stevens, WA 98258 425-626-0575 (office) -Physical Address:  
9249 N Davies RD Lake Stevens WA 98258

This document was updated and received a unanimous vote by the Board of Directors on February 24th, 2023.