



The Association thanks everyone for their continued commitment and support in maintaining one of the premier neighborhoods around Flagstaff! Your consideration of the following reminders is appreciated!

### Updated Community Enforcement Procedures

The Association has updated the community's Enforcement Procedures to be effective January 1, 2023. The primary change was modifying the third violation infraction notice from a Hearing Notice to a Fine Notice. The updated Enforcement Procedures are being mailed to the Membership as well as being available for viewing and download on the Association's website.

### Routine Community Inspections

The Association performs routine inspections of the community to help ensure all Owners adhere to uniform, compliant guidelines created for the benefit of the entire Membership. Please take a moment to review the CC&R's and Governing Document Requirements and make sure that your property is in compliance. Common infractions include:

- **RV / Trailer Storage.** Per the Association's CC&Rs, boats, recreational vehicles, trailers (other than horse trailers), shall be parked only in enclosures or in rear yards screened from view or as approved by the Association. ***If a recreational trailer/vehicle will be parked at a property within the Association for a short period of time (less than 10 days) for any reason, please email the Association's community manager notification with the dates of the short-term parking/storage.*** The Association acknowledges that short-term parking/storage of recreational trailers and vehicles is needed periodically during the seasons, but if the Association is not notified of the short-term storage, an Owner may receive non-compliance notices and monetary penalties.
- **Equipment / Material Storage.** Per the Association's CC&Rs, unsightly articles, equipment, and storage piles, shall not be placed on a property so that they are visible from neighboring tracts.
- **Exterior Changes Without Prior DRC Approval.** The Association's governing documents requires that any physical, exterior changes proposed for a property must have a Plan Review Submittal Application submitted and approved by the Association's Design Review Committee (DRC) prior to performing the actual changes on the property. The Association may assess monetary penalties to an Owner for failure to obtain the required Association approval prior to making changes to a property.

### Pet Owners – Please Pick Up Your Trash and Control Your Pets!

- Lockett Ranches Owners and occupants are blessed with living in an Association located in a natural, forested environment...but pet waste still needs to be picked up. **Pet waste is trash and responsible pet owners must treat it as such.** Private property owners don't appreciate someone dropping and leaving a soda can on their property; why is it okay to leave pet waste? Please pick up your pet's waste and dispose of it in your trash receptacle; and be considerate and don't dispose of your pet's waste in another property owner's waste container.

- Please remember that dogs need to be in the control of the owners at all times, anywhere in the Association. If your pet is not in your immediate control, you are in violation of county regulations and your pet can be impounded.

### Forest Access from Lockett Ranches

Owners and occupants, please remember that forest access out of Lockett Ranches is allowed at the Quintana cul-de-sac access and the Lockett Trail access next to Bouteloua Road. Any access to the National Forest across a lot owner's private property is considered trespassing unless the person has permission from the lot owner to cross their land.

### Exterior Lighting and Dark Sky Compliance

The Association recognizes and promotes the policies and standards established by Coconino County, the City of Flagstaff and the Flagstaff Dark Skies Coalition. All exterior lighting should be installed and used in a manner that minimizes outdoor lighting in order to maintain dark skies and prevent light pollution and light trespass. Lighting shall not be offensive to the Owner or resident of any other Tract. Please take a moment to make sure that:

- All exterior lighting on your property that remains on for extended time periods is shielded and directed downward. Some examples of extended use lighting include, but are not limited to: address lighting, front entry lighting, landscape lighting, house accent lighting, etc.
- No spotlights, flood lights, or other high intensity lights shall be placed or utilized on any lot which in any manner will allow light to be directed or reflected on the adjoining lots, upward, or any part thereof.
- If you think your exterior lighting is out of compliance or wish to discuss a neighboring property's dark sky compliant outdoor lighting, please contact Coconino County Code Enforcement Division and/or the Association's community manager.

### The Association's website: [www.locketttrancheshoa.com](http://www.locketttrancheshoa.com)

All the Association's current governing documents as well as other Association information is available for download and/or viewing on the Association's website.

### Owner Online Portal Available

The Association's software has an Owner Online Portal available for all owners. Owners can view their account balance, make payments and modify their contact information. More information will be available in the coming months. Please contact the community manager for access.



#### Owner Contact Update

Owners, please take a moment to ensure your contact information (email address, mailing address, contact phone number) is current and updated with the Association.

#### Questions about the Owners Association?

For any community assistance needed, please contact:

*Sterling Real Estate Management*  
*Adam Whitman, Community Manager*

*Email: [Adam@sterlingrem.com](mailto:Adam@sterlingrem.com)*

*Phone: (928) 773-0690*