



## **RULES and REGULATIONS**

### **COLLECTION POLICY FOR UNPAID DUES**

- Each year dues are due on March 1 for the entire year.
- If your account becomes past due you will receive a payment reminder notice within 30 days. You will be requested to pay the past due balance before it becomes 30 calendar days past due.
- Per the bylaws, at 30 days past due interest will be applied at 12% annually. Per the Declaration, a LATE CHARGE of \$25 will also be applied. Collection may be turned over to an attorney at any point during this process.
- After 60 days past due a lien filing fee of \$50 will be applied. If payment in full is received before the lien is filed, the \$50 will be credited or refunded. Liens must be filed after 90 days and within one year of the account becoming past due, unless the Board of Directors determines it should be filed sooner.
- A lien will be filed within one year of an account becoming past due in the Office of the James City - Williamsburg Circuit Court Clerk. All costs to process the lien will be charged to the delinquent association member. (approximately \$44, plus attorney's fee).
- *A certified letter will be sent after the number of days required by law warning that in 10 days a lien will be filed, to begin foreclosure on the property for non-payment of dues. A copy of the certified letter legal fees, liens and any foreclosure costs if the account is not made current within the 10 days before the lien is filed. Foreclosure will begin after legal advertising, as required by law. Other legal action may be initiated instead of, or in addition to foreclosure.*

A collection schedule, which takes into account our collection policy, bylaws, and state law follows:

- Before the 10th of January, bills are to be delivered or mailed with a March 1<sup>st</sup> due date.
- After the 15th and before the 25th of March, reminder letters are to be delivered to those past due, and discrepancies are to be resolved before the end of the 30-day grace period.
- For delinquent accounts (those accounts where the dues balance is not \$0 on the due date of March 1<sup>st</sup>) interest will be applied as follows:

On the last day of March, and each subsequent month of delinquency, that month's 1 percent interest is to be added along with any collection costs, and a bill is to be delivered.

The Board must act on every delinquent account at every Board of Directors meeting to decide what action is to be taken.

- Upon homeowner's request for hardship consideration, the Board of Directors may waive/delay late fee and lien filing fee if half (\$80) is received before 3/30.



## RULES and REGULATIONS

### **ENFORCEMENT of RULES AND REGULATIONS** – effective February 1, 2026

1. Homeowner will be notified of violations in writing, at the address required for notices of meetings.
2. An opportunity to correct the alleged violation within a reasonable time before a fine is imposed will be offered.
3. If the violation remains uncorrected, the member shall be given an opportunity to be heard by the board of directors, and to be represented by counsel. Request for a hearing must be made within two (2) weeks of violation notification.
4. Notice of a hearing, including the actions that may be taken by the association in accordance with this section, shall be hand delivered or mailed by registered or certified mail, return receipt requested, to the member at the address of record with the association at least 14 days prior to the hearing. Within seven days of the hearing, the result shall be hand delivered or mailed by registered or certified mail, return receipt requested, to the member at the address of record.
5. Owners will be fined according to state law: \$50 fine per one-time violation, or \$10 per day (up to 90 days) for ongoing violations.

FR Policy Resolution # 20251214-6

### **RESALE CERTIFICATE FEES – RELATED TO SALE OF PROPERTY** - effective February 1, 2026

- \$211.96 for preparation and delivery of certificate in paper form OR \$176.64 total in electronic form. Only one fee shall be charged for preparation and delivery of the resale certificate.
- \$35.33 for an additional hard copy of the resale certificate (optional at request of seller/agent)
- \$70.66 for pre-settlement **updates** to the resale certificate (optional at request of seller/agent).
- \$70.66 post-closing fee **charged to the purchaser** to update ownership records of the lot owners' association.
- \$70.66 additional fee to **expedite** preparation, and delivery of the resale certificate (if completed within five business days of the request)—but only if the preparer agrees to do so (*optional* at request of seller/agent).
- Actual cost for third party commercial delivery service to hand deliver or overnight the resale certificate (optional at request of seller/agent).

FR Policy Resolution # 20251214-2



## **TRASH/ RECYCLING CONTAINERS** - effective February 1, 2026

1. Trash, recycling, and yard waste containers may be placed at the curb for collection after 12:00pm the day prior to scheduled pickup.
2. Trash, recycling and yard waste containers must be removed from the curb within 24 hours of collection.
3. Bins must remain covered at all times. Each owner/resident shall ensure proper storage, placement, and timely removal of containers, and pick up and discard loose trash on and around their property.
4. When not placed at the curb for collection, containers must be stored in front of or beside the garage or in another area on the lot as designated by the owner. Containers may remain visible from the street, provided they are kept neat, upright, and orderly in appearance and do not obstruct sidewalks, driveways, or neighboring properties.
5. Containers left curbside outside the permitted time frame will be subject to notice of violation and fines under the Association's Enforcement Policy. Member will receive no more than 3 notifications of violation before a fine is issued as defined in the Enforcement Policy (FR policy resolution #20251214-6).

FR Policy Resolution # 20251214-7

## **DISPLAY OF AMERICAN FLAG** - effective February 1, 2026

1. Fox Ridge requires that American flags, no larger than 3' x 5' be hung either from a pole affixed to the house, or a freestanding flagpole no taller than 20' displaying a flag no larger than 4' x 6'.
2. Flags may not be displayed on easements, common elements or common area within the real estate development served by the association.
3. To display a flag at night, it must be properly illuminated with a light source so it's clearly visible and honored, according to the U.S. Flag Code. Alternatively, the flag should be lowered from its flagpole at sunset and raised again at sunrise as a sign of respect.
4. Flag poles must be set *at least 10% of its height plus an extra 2 ft. into the ground.*

Example: 20ft. flagpole - 20ft x 10%. = 2 ft, add 2 ft. = total depth 4 ft. deep (minimum)

FR Policy Resolution # 20251214-3

## **TREE REMOVAL**

Permission is granted, in accordance with the eleventh deed restriction, for all homeowners to cut trees with diameters greater than six inches in accordance with James City County Code.

FR 20020302



## **RULES and REGULATIONS**

### **ARCHITECTURAL CONTROL**

Effective March 2, 2002, the Board of Directors is the Architectural Control Committee, and any Director may approve or deny applications. Architectural Control policy is to approve all applications submitted that conform to the Declaration of Deed Restrictions, filed June 30, 1989 with the Clerk of the Circuit Court of the City of Williamsburg and County of James City.

FR 20020302

### **ELECTRIC VEHICLE CHARGING STATIONS - effective February 1, 2026**

1. Any lot owner installing an electric vehicle charging station shall indemnify and hold the association harmless from all liability, including reasonable attorney fees incurred by the association resulting from a claim, arising out of the installation, maintenance, operation, or use of such electric charging station.
2. **The association requires the lot owner to obtain and maintain insurance covering claims and defenses of claims related to the installation, maintenance, operation, or use of the electric vehicle charging station and require the association to be included as a named insured on such policy. Proof of insurance may be requested by the board at any time.**
3. The association prohibits and restricts the installation of charging stations on easements, common elements or common area within the real estate development served by the association.
4. Charging stations must be placed within close proximity to the lot owner's garage or driveway.
5. No property shall have more than one (1) charging station.
6. The owner is responsible with compliance of local, state, and federal laws, as well as safety standards.
7. An architectural review **is** required prior to installation.

**The Board strongly recommends professional installation of electric vehicle chargers.**

FR Policy Resolution # 20251214-5

### **REPEAL OR AMEND RULES**

At a special meeting of the association convened in accordance with the provisions of the association's bylaws, a majority of votes, whether in person or by proxy, cast at such meeting may repeal or amend any rule or regulation adopted by the board of directors.

*Virginia code 55.1-1819.*



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Example: 20ft. flagpole - 20ft x 10%. = 2 ft, add 2 ft. = total depth 4 ft. deep (minimum)

FR Policy Resolution # 20251214-3

### **SOLAR COLLECTION DEVICES** - effective February 1, 2026

1. Fox Ridge Homeowners Association prohibits the installation of solar energy collection devices on easements, common elements or common area within the real estate development served by the association.
2. Other than rooftop collection devices, solar collection devise must not be visible from the street.

FR Policy Resolution # 20251214-4



## RULES and REGULATIONS

### Fox Cove Recreation Area

1. Fox Cove is for the use and enjoyment of Fox Ridge residents and their guests only.
2. Children under the age of eight (8) must be accompanied by a responsible adult.
3. With the exception of Fox Ridge Homeowners Association functions, Fox Cove closes at sunset.
4. No more than one child on each swing or slide at a time.
5. No throwing of sticks, gravel, or rocks.
6. Respect other children's right to use the equipment.
7. Members will be responsible for damages caused by their children or guests.
8. Help keep Fox Cove clean by discarding trash in the receptacle or taking it with you when you leave.