



**RULES AND REGULATIONS
APPROVED APRIL 30th, 2020**

White Pines Estates Owners,

The White Pine Estates (WPE) Homeowners Association (HOA) Rules and Regulations (R&Rs) are adopted for the benefit of WPE HOA homeowners.

The R&Rs are intended to protect and enhance the value and use of the owner's property and are not designed to unduly interfere, restrict or burden the use of the property. Simply stated they govern the way we live together and interact in the confined space of the WPEHOA property.

Homeowners are responsible for actions of family members, guests, tenants, contractors and agents. Warnings, fines and adjudication for violations of these Rules and Regulations will be mailed and assessed directly to the homeowner. Complaints about violations should be made to the WPEHOA management company in writing, providing specific facts and photos when possible, to support the complaint. If a complaint cannot be resolved by the management company, the complaint will be forwarded to the Board for consideration and further action. It is in the owner's best interest to ensure all tenants and guests are aware of the Rules and Regulations and conform to them during their stay at White Pine Estates.

Washoe County authorities may be called to assist in enforcement of any of the R&Rs. The Washoe County Sheriff's Office Incline Village Substation non-emergency dispatch can be contacted at (775) 785-9276. In the event of an emergency call 9-1-1. For emergency maintenance services call Swiss Time Management at (775) 831-5345.

For most up-to-date forms, announcements, and rules please visit the White Pines Estates HOA website at www.wpe-hoa.com.

Thank you,

Grant Stubblefield, President

A. Building Exteriors and Construction:

1. Any changes to any part to the exterior appearance of the buildings is prohibited except with written consent of WPEBOD through the management company. See (Construction Addendum/Maintenance Responsibilities).

2. NRS116 and Federal Law permit installation of a satellite dish or antenna. The location of the dish must be approved by WPEBOD, through the management company. See (Construction Addendum/Maintenance Responsibilities).

Nevada Revised Statutes 116.3107 - Upkeep of common-interest community

Except to the extent provided by the Declaration, the association is responsible for maintenance, repair and replacement of the common elements, and each unit's owner shall afford to the association and the other units' owners, and to their agents or employees, access through the unit reasonably necessary for those purposes.

Improvements, maintenance repair, and landscaping of the common areas shall be done only under the direction of the Association's Board of Directors and shall be treated as a common expense item, except that repair of damage caused by unreasonable or unauthorized use of the common area shall be assessed, wherever possible, to the owner or person responsible for such abuse or damage. No individual structure shall be painted, repainted, remodeled, decorated on the exterior or any construction done to alter or repair the exterior structure without prior written approval of the Association's Board of Directors.

Owner Maintenance Responsibilities

Exterior deck flooring, all doors, windows, skylights, fireplaces, chimneys and flues are part of the unit.

1. Homeowners are responsible for routine interior/exterior cleaning and replacement of windows, sliding glass doors, all accompanying screens, latch mechanisms, damaged weather stripping, glazing, and associated flashing to be returned to original condition. Homeowners are also responsible for immediate replacement of broken windows and damaged or missing screens.
2. Skylight replacement and repair are at unit owner's expense. Due to manner of attachment, association shall be responsible for labor and cost of any associated roof repairs.
3. Homeowners are responsible for replacement including door panels and replacement trim, hardware, locks, hinges, and weather-stripping of entry and garage doors. Entry door and garage doors must comply with current HOABOD approved specifications.
4. Exterior deck flooring and railing caps are unit owner responsibility. Stains must comply with HOABOD specifications.

Application for Modifications:

Application for any **exterior** modification submitted by an owner must include the following:

1. A minimum of one detailed elevation showing existing structures and proposed modifications. 1/4" x 1' scale on a minimum of 8 1/2" x 11" paper, and expected duration of the project.

2. A written proposal from a licensed contractor, repair person, or other properly qualified person, with a certificate of Workman's Compensation Insurance and Certificate of Liability Insurance with a minimum limit of \$500,000 (Five hundred thousand dollars) must be submitted to the BOD.
3. Written approval from the BOD may require a copy of the Washoe County Building Permit.
4. Any consent or waiver of any Rule or Regulation of the Association must be approved by the BOD through Management and may be revoked at any time.
5. Obtain and post signage, acknowledging receipt and posting the "Construction Addendum" and agreement to adhere to the Rules and Regulations of the WPEHOA.
6. Upon completion, the BOD reserves the right to inspect the modification(s). If not in compliance with the submitted, approved directives, WPEHOA may require the owner to correct the deficiencies within thirty (30) days and/or be subject to subsequent fines.

Antenna and Satellite Dishes

Management must be consulted prior to the installation of satellite reception devices

1. Exterior satellite dishes shall not exceed thirty-six inches in diameter nor be placed on roof surfaces.
2. Preferable locations are within the unit's deck or patio perimeter or above the patio or deck, mounted on the siding or roof fascia. If no satisfactory location can be found, consider cable TV as an acceptable option.
3. Wiring for the installation must be routed as inconspicuously as possible, fastened securely and otherwise completed in a professional and workmanlike manner.
4. The Association reserves the right to remove and impound any dish improperly installed and apply the cost of said removal to the owners account.

B. Business Use:

1. No condominium shall be used at any time for a business or commercial activity that increases traffic, creates a noise or nuisance or uses the common area.
2. See WPEHOA CC&Rs, Article X, Section 10.1 for an explanation, definition and conditions of a home business.

C. Common Areas:

1. Improvements, maintenance, repairs and landscaping of the common area will be done under the direction of the BOD and shall be treated as a common expense.
2. The common areas shall not be used for personal activities such as construction, automobile repairs or oil changes.
3. Expenditures incurred by the WPEHOA for repair of damage caused by unreasonable or unauthorized use of the common area shall be assessed to the owner responsible.

D. Decks:

1. Units with emergency staircases must maintain access to the stairwell for connected units.
2. Items stored on decks shall conform to reasonably acceptable standard items: deck furniture, grills, tables, umbrellas, and flower pots. Flower pots on decks that overhang roadways must be secured.

3. Decks must be maintained in an orderly and clean appearance.
4. Drying of items from the railings is prohibited.

E. Garages:

1. Garages are to be used primarily for parking operable, registered vehicles.
2. Garage doors must remain closed when not entering, exiting or working therein except in emergency situations.
3. Garages should be kept clear of any noxious or combustible substances. Small quantities of household, potentially hazardous or automotive, petroleum products are permitted.

F. Noise:

1. Quiet hours are from 10:00 pm to 7:00 am daily.
2. Construction noise, see (Construction Addendum/Maintenance Responsibilities).
3. Serious disturbances occurring during quiet hours should be brought to the attention of Incline Village Sheriff's Department at (775) 785-9276. Do **not** hesitate to call.

G. Parking:

1. All vehicles must be parked in garages: for exceptions see below.
2. Vehicles parked in the common area must have current registrations, be operable and regularly used. Otherwise they may be towed from the property at the owner's expense.
3. Common area parking spaces are reserved for guests of unit occupants and temporary commercial use.
4. Commercial vehicles are not permitted to remain on the property overnight.
5. To maintain clearance for emergency vehicles, no parking is allowed in front of garage doors or in a manner that otherwise impedes the flow of traffic except for brief loading and unloading.
6. Campers, boats, trailers and recreational vehicles are not allowed to park in common areas without **prior** Board approval, through management. See Below.

Homeowners must obtain BOD authorization, through Management, **prior to** parking one or more vehicles in common area designated spaces.

Renter parking:

- One (1) vehicle is allowed per single adult tenant, for a maximum of two (2) vehicles per unit, two (2) of which must fit in the garage. If this condition cannot be met, permission to park a second vehicle on the property must be obtained from the BOD through Management. When applicable, a third vehicle must be parked off property.
- All renters must fill out the **Tenant Information Sheet** and provide current license plate and registration information.

Recreational Vehicle Parking:

- **Homeowners** must obtain BOD pre-approval, through Management, to park any recreational vehicles on WPE property.
- **Owners** must obtain and complete a WPEHOA application for a Boat Parking Permit from Management 14 days in advance of parking dates being requested.

- **Renters** and guests are not allowed to park recreational vehicles in common area spaces.

H. Pets:

1. Pets must not make excessive noise or cause unreasonable annoyance.
2. Dogs must be leashed when in the Common Area and in compliance with County Ordinances at all times.
3. Pets must not be left unsupervised and/or allowed to urinate or defecate on decks.
4. Pet owners are responsible for cleaning up after their pets and disposing of waste in appropriate containers.
5. Violations may result in fines and/or be reported to Washoe County Animal Control.
6. Tenants or renters may not have pets under any circumstances.

I. Rentals:

1. Short term rentals (under 30 days) are prohibited.
2. Rentals in excess of 30 days, see below.
3. All rentals must be in accordance with Washoe County Building codes and NRS116.

In accordance with the Governing Documents of WPEHOA, no short term rentals (less than 30 days), Air BNB, VRBO or transient use of condominiums are allowed.

Rentals for 30 days or more are permitted under the following guidelines:

1. In compliance with Dept. of Housing and Urban Development, Washoe County Code and NRS116, the number of persons per bedroom is restricted to 2 individuals. (8/4BR, 6/3BR etc.)

2. A **Tenant Information Sheet** must be completed and signed by all parties to the rental agreement. Failure to provide the information contained on this form will result in fines to the owner.

3. Renter parking: see Parking

4. Homeowners who intend to rent their property should understand the limitations to parking on WPE property and ensure there are adequate accommodations for their renter's vehicles(s). Ignorance may result in fines and possible breach of contract.

Any and all misconduct and/or damages caused by the renter(s) are the responsibility of the homeowner. Any resulting financial consequences and/or fines will be assessed to the owner.

J. Storage:

1. All personal items such as bicycles, tools, sporting or other equipment must be stored inside the unit and not restrict the use of the garage for parking of vehicles.
2. Firewood must be stored inside the units.

K. Traffic:

1. The speed limit for all vehicles within the WPEHOA property is 5 mph.
2. Glass Stone Circle is the WPEHOA property's one-way, single lane roadway.
3. For safety reasons, no skateboarding or playing on the roadway is permitted.

L. Waste Receptacles:

1. The dumpsters are for the exclusive use of WPEHOA residents.
2. WPEHOA has recycle and landfill dumpsters plus an ash receptacle. Occupants are to discard items in the appropriate receptacle.
3. Only clean cans, glass bottles, plastic containers (clearly marked recyclable) and broken-down boxes should be deposited in the recycle bin. Christmas trees should be taken to Preston Field, Incline Village.
4. All hazardous materials and electronics must be taken to the IVGID Recycling and Hazardous Waste Center on 1220 Sweetwater Road Incline Village, NV 89451.
5. No construction materials, furniture, appliances, or large household items may be placed in the dumpsters. These also must be taken to the Waste Management Facility located at 1076 Tahoe Blvd., Incline Village, (775) 329-8822.
6. Any IVGID or Waste Management fines incurred by the Association will be passed through to violator(s).

M. Winter Conditions:

1. From October 15 to April 15, thermostats must be set at a minimum of 58 degrees, especially if a unit is unoccupied.
2. When possible, units unoccupied for 30+ days should drain water lines to avoid freezing pipes in case of a furnace failure.
3. Failure by a homeowner to prevent pipes from freezing may result in the homeowner being responsible for repair costs and costs related to water damage.
4. In the event of snow accumulation of more than 12 inches, decks and stairs must be cleared of snow within 24 hours of the storm. If snow is not removed, the property management company may arrange for snow removal and bill the homeowner accordingly.
5. Decks overhanging the roadway should be cleared as early as possible so as not to obstruct efficient snow removal.
7. Vehicles parked in the common area must be moved in a timely manner after a snowstorm to allow for proper snow removal.