

**RULES AND REGULATIONS
FOR
STONEBRIDGE HOMEOWNER'S ASSOCIATION**

There are 60 homeowners in the Stonebridge Homeowners association, each with different opinions and lifestyles living near each other. To preserve harmony, there must be a blend between the individual's right and the needs of the community.

The Board's goal is to maintain the property as a first-class homeowner's association and to provide the residents with specific information that will be reviewed on an on-going basis by the Board.

Rules and Regulations in the homeowner's association are needed for the protection and benefit of the owners and residents. The rules listed are not intended to restrict the owners or to prevent their enjoyment of the common area. Rather the rules have been established to increase everyone's use and enjoyment of the community.

Definitions

Common areas are defined as: including the HOA maintained parks and property, walkways, communal lawns, and common landscaping.

Home Exteriors are defined as: All portions of the property located outside of the homes including the roof, gutters, downspouts, foundation or slab, sidewalks, steps, decks, driveway, lawn, patios, walkways, and outer surface of exterior walls of a home.

Architectural:

Owners must submit requests for alterations or additions to Home Exteriors in writing via email to management. The Board will then provide approval/disapproval.

If most of the Board agree that an owner's alteration or addition to Home Exteriors is not in keeping with the general look and appeal of the neighborhood, the Board reserves the right to require that owner to remove or modify the plan.

The Owner shall submit a sketch of the proposed alterations or additions showing the location and dimensions of the final project relative to existing structures. The Board shall have 30 days to review the application and respond to the Owner. If the Board of Managers does not reply within 30 days, the project is approved. The Owner shall be responsible for compliance with all state, county and local ordinances and regulations, including, without limitation, obtaining any necessary permits regarding the alterations or additions. The Owner shall be responsible for all damage caused to association owned and/or maintained property, by the installation of the alterations or additions.

Home Exterior standards:

1. Each home shall always be maintained and kept in good order and repair.
2. Unit owners shall keep Home Exteriors and yards orderly and free from clutter.

3. Adding a Paver Brick/Block/Poured Patio, Walkway or Deck: Any Owner may install any of the Home Exteriors adjacent to the Owners dwelling unit, provided that the Owner receives prior written approval from the Board in conjunction with the permitting process for the Village of Hawthorn Woods.
4. Lawn Decorations: Owners shall keep all front, back and side lawn areas orderly/functional, and uncluttered and to a minimum. If the Board of Managers unanimously agrees that an owner's lawn is not in keeping with the general look and appeal of the neighborhood, the Board reserves the right to request that the owner remove or modify the items or incumbrancer.
5. Seasonal/Holiday/Temporary Decorations: To maintain the appearance of our community, owners who have not received village approval to keep lights attached to their home year-round shall remove Seasonal / Holiday / Temporary decorations within a reasonable time, no later than 45 days after the holiday or season for which they are displayed. If an owner has received village approval to keep lights attached to their home year-round, the owner must provide the Board with a copy of the approval from Hawthorn Woods.
6. Exterior of Home Changes: Improvements shall be harmonious with the original architectural character of the neighborhood. Before beginning any exterior architectural or paint color changes or improvements to their property, homeowners must present their plans to the Board. The Board is responsible for approving exterior architectural or paint color changes.
7. Trash Containers: Homeowners must remove all trash containers from the sidewalks / driveway promptly after garbage pickup. If a homeowner is out of town and will not be able to remove the trash container within 48 hours of garbage pickup, the homeowner must ask a neighbor or make other arrangements to have the trash container removed while the homeowner is away.
8. Outdoor drying lines: No laundry or clothing shall be aired or dried in any area exposed to the view of the neighbors.
9. Snow removal: Each household is responsible for removing snow from the garage apron / driveway, stairs, and sidewalks in front of their own home. Owners are not responsible for village streets.
10. Personal Property in Common Areas: All personal property must not be left unattended on the Common Areas.

Pet Restrictions:

1. All pets must be on a leash while in any common area at all times.
2. No animals for commercial purposes of any kind including domestic or household pets in compliance with the Village of Hawthorn Woods, shall be raised, bred, or kept in any dwelling unit. The Board of Managers reserves the right to compel Owners to remove any animal or pet that poses a public safety or danger concern.
3. No pet shall be allowed to create a nuisance or unreasonable disturbance, such as excessive noise, property damage etc.
4. The owner or handler of every animal shall be responsible for the immediate removal and sanitary disposal of any solid excreta deposit by a pet anywhere outside of Owners private property within the Stonebridge community regardless of location.

Signage:

1. Advertising signs for business or commercial activities are prohibited anywhere on any part of the Common Area or Home Exterior. This does not include garage or yard sale signs, which will be permitted only during those active activities and with the express written consent of the Board of Managers for signs in common areas.
2. Small security signs/stickers are permitted.
3. Personal signs, such as but not limited to, birthday, retirement, graduation, and sports participation are allowed on Home Exteriors and can be displayed for a maximum of 180 days if less than 4 feet by 4 feet in size or 10 days if larger than 4 feet by 4 feet in size.

Assessments:

1. Assessments will be sent to individual homeowners in January of each new year, after the budget has been approved in the Q4 homeowners meeting.
2. Assessments should be paid in the time allotted or will be subject to a 10% late fee per month after a 30-day grace period. Assessments shall be paid within 60 days of being sent to individual homeowners, after which late fees will be assessed on the timeline detailed in article 7.03 of the HOA Declarations.

Procedures for Violations, Fines and Dispute Resolution:

Since one of the goals of the Board is to promote harmony among homeowners, the Board has instituted the following procedure for handling violations of the rules.

A homeowner who has a complaint, pertaining to these rules or otherwise, should direct the complaint in writing to the Board.

1. The Board will contact the homeowner who made the complaint.
2. The Board will determine the validity of the complaint and address any action to be taken after the response is received. All notifications from the Board shall be in written form.
3. Once the complaint has been deemed valid by the Board, the homeowner who allegedly violated the rule will be given a copy of the complaint and will be asked to appear before the Board to respond to the complaint.
4. If a fine is assessed against a homeowner, the amount of the fine will be due 30 days from the date of the Board's determination.
5. Subsequent violations will result in a progressive increase in fines, per the Board's discretion. Unpaid fines will be subject to the late fee policy for assessments. In addition, homeowners will be responsible for costs and repairs of associated damages resulting from violations of these rules and regulations.
6. Fines shall be at the discretion of the board.
7. A homeowner against whom a fine has been levied by the Board (e.g., for violation of the Pet Rules above) may request a hearing before the Board, in writing, within ten (10) days of being notified of the fine. The request shall be granted. At the hearing, the homeowner may present arguments supporting the elimination or reduction of the fine. The Board's decision after the hearing shall be final.
8. In the event a dispute shall arise between the parties to this, it is hereby agreed that the dispute shall be referred to American Arbitration Association (AAA) for arbitration in accordance with Federal Arbitration Act and AAA Rules of Arbitration.

9. Any costs or fees associated with the hiring and retention of legal counsel related to a rules violation shall be recoverable by the winning party.