

BRIARCLIFF TOWNHOME ASSOCIATION

HOUSE RULES

The following House Rules have been developed to ensure harmonious living within Briarcliff Townhome Association. All present and future owners, tenants and occupants of any home within Briarcliff Townhome Association are subject to these rules. Any person who purchases, leases, rents or occupies any unit thereby agrees to abide by the covenants, conditions and restrictions as set forth in the Declaration, Bylaws and these House Rules.

Article XIX. Persons and Units Subject to Documents, Section 19.2 Adoption of Rules. The Executive Board may adopt Rules regarding the use and occupancy of Unit, Common Elements, and Limited Common Elements and the activities of occupants, subject to Notice and Comment.

Residence and Use Restrictions

All residences shall be used exclusively for single family residential purposes except for home professional pursuits not requiring regular visits from the public or unreasonable levels of mail, shipping, trash or storage provided that there exists no external evidence thereof. **Article X Restrictions on Use, Alienation and Occupancy, Section 10.1 Use Restrictions**

All unit owners shall maintain their units in a clean and well-maintained condition. **Article X, Restrictions on Use, Alienation and Occupancy, Section 10.2 Occupancy Restrictions (a)**

A unit owner may lease their unit, but such lease arrangement must be in writing, may not be leased or rented for a term of less than thirty (30) days, must comply with the terms of the Association's governing documents, must not be for transient or hotel purposes, must provide that the failure to comply in all respects with the Association governing documents shall be a default under the terms of the lease. A copy of all leases or rental agreements must be given to the Association. **Article X Restrictions on Use, Alienation and Occupancy, Section 10.3 Restrictions on Alienation**

The Association will hold community-wide garage sales. Any other garage sales are prohibited without prior written approval from the Board of Directors. Obtain approval by submitting written request through the management office. **Article XXIII Executive Board, Section 23.2 Powers and Duties (a)**

Residential and Guest Parking

All resident vehicles shall be kept, placed, stored and maintained within the unit garage or **original asphalt** driveway. There is absolutely no on-street parking – towing strictly enforced. **Article X Restrictions on Use, Alienation and Occupancy, Section 10.2 Occupancy Restrictions (c) and Article XXIII Executive Board, Section 23.2 Powers and Duties**

Guest parking is to be utilized by guests only. Residents may not utilize guest parking – towing strictly enforced. No vehicle shall remain for more than 24 hours in a guest parking space. Owners of vehicles utilizing guest parking in excess of five consecutive days and/or 20 days within a 30-day period without notifying management office are considered residents – not guests. Special arrangements can be made via the management office. Please note – guest parking is used as snow storage in the winter months, watch for closure signs (if applicable). **Article X Restrictions on Use, Alienation and Occupancy, Section 10.2 Occupancy Restrictions (c) and Article XXIII Executive Board, Section 23.2 Powers and Duties**

No trailers, mobile homes, truck campers, detached camper units, boats, snow machines, and the like shall be kept, placed, stored or maintained anywhere within the community except within a unit garage. A 24-hour loading/unloading period is acceptable within individual driveways.

Article X Restrictions on Use, Alienation and Occupancy, Section 10.2 Occupancy Restrictions (c)

No wrecked, inoperative, vandalized or otherwise derelict appearing automobiles shall be kept, placed, stored or maintained anywhere within the community except within a unit garage. Violators will be towed at the owner's expense. **Article XXIII Executive Board, Section 23.2 Powers and Duties**

At no time will vehicles be parked on lawns, private or common. Residents and their visitors will take care when driving through the neighborhood to avoid cutting corners or backing into grass areas. **Article XXIII Executive Board, Section 23.2 Powers and Duties**

Nuisances

No noxious or offensive activities shall be carried on anywhere within the community, nor shall anything be done therein which might be, or may become, an annoyance or nuisance to the community. The Board of Directors may further define the definition of "nuisance". **Article X Restrictions on Use, Alienation and Occupancy, Section 10.2 Occupancy Restrictions (b)**

The Association shall have the right to prohibit maintenance of any animal which constitutes, in the opinion of the Board of Directors, a nuisance to any other owner. **Article X Restrictions on Use, Alienation and Occupancy, Section 10.2 Occupancy Restrictions (d)**

Motorcycles, loud vehicles, car stereos should be maintained to a minimum while entering or exiting the community. **Article XXIII Executive Board, Section 23.2 Powers and Duties**

Pets

No animals, livestock or poultry of any kind shall be raised, bred, or kept in any unit, except domestic dogs, cats or other normal household pets, provided that they are not kept, bred or maintained for commercial purposes or in unreasonable quantities. **Article X Restrictions on Use, Alienation and Occupancy, Section 10.2 Occupancy Restrictions (d)**

Dogs and cats shall be restrained at all times to prevent them from becoming a nuisance. Restrained shall be defined as on a leash, held by a person capable of controlling the animal. At no time shall pets be allowed on or in common areas unsupervised, unleashed, or tethered to buildings or landscaping. The Association will strictly enforce the Municipal Leash Law in regards to pet maintenance. **Article X Restrictions on Use, Alienation and Occupancy, Section 10.2 Occupancy Restrictions (d)**

Except as otherwise provided in writing by the Board of Directors; nor more than two dogs, or one dog and one cat, or two cats may be kept within any unit. **Article X Restrictions on Use, Alienation and Occupancy, Section 10.2 Occupancy Restrictions (d)**

Pets shall be cleaned up after immediately. **Article XXIII Executive Board, Section 23.2 Powers and Duties**

Exterior

No exterior modifications, changes, additions, etc may be completed without prior review by the board of directors. This process takes a minimum of ten (10) days. Homeowners will be

responsible for costs incurred to correct any unapproved modification, change, addition, etc. Requests for modifications need to be on the approved form available from the management company. Included with the approved form needs to be attached a copy of the plat for your Unit (which can be found in the POS) indicating the plans of such modifications and obtain utility locations. In accordance with **Article XII. Additions, Alterations, and Improvements, Section 12.1 Additions, Alterations, and Improvement by Unit Owners (a) and Article XXIII Executive Board, Section 23.2 Powers and Duties**

NO basketball standards or other athletic fixtures shall be attached to any residences, or maintained *in sight* within the community. This includes skateboard and/or bicycle ramps. **Article XXIII Executive Board, Section 23.2 Powers and Duties**

NO signs, posters, displays or other advertising devices of any character shall be erected or maintained on, or shown or displayed from, the residences without prior written approval having been obtained from the Board of Directors; provided, however, that the restrictions of this rule shall not apply to any sign or notice of customary and reasonable dimension which states that the premises are for rent or sale. The Board of Directors may summarily cause all unauthorized signs to be removed and destroyed. Small security signs (i.e., APX) are permissible. **Article XXIII Executive Board, Section 23.2 Powers and Duties**

There shall be no exterior storage of any items, including trash and/or trash cans. July 2, 2019 (email ballot) the Board passed a resolution to allow trash cans to be stored outside, so long as the can is stored on the side of the house, out of sight, maintained in a neat and clean condition, not overflowing. **Article X. Restrictions on Use, Alienation, and Occupancy, Section 10.2 Occupancy Restrictions (a)**

Trash, garbage, refuse or other waste shall be disposed of through a designated container. No owner shall permit or cause any trash, garbage, refuse or other waste to be disposed of on any portion of the Property. Trash should be set out no sooner than the evening before pick-up day and trash containers shall be put away, out of sight, no later than the evening of pick-up day. **Article XXIII Executive Board, Section 23.2 Powers and Duties**

Note: Alaska Waste Management recommends during the summer months that trash not be put out for pick-up until the morning of pick-up service to avoid possible fines for "bear baiting".

Decks shall be maintained in a clean and orderly fashion. No storage of any kind is allowed on decks. Deck tables and chairs are acceptable. **Article X. Restrictions on Use, Alienation, and Occupancy, Section 10.2 Occupancy Restrictions (a)**

Proper window coverings must be used in the windows visible from the street (no blankets, sheets, flags, foil, etc.). **Article XXIII Executive Board, Section 23.2 Powers and Duties**

Only one (1) flag may be flown at a time. The flag must be either the United States (Stars and Stripes) OR the Alaska State flag. The maximum size of the flag will be four feet by six feet (4'x6'). No other flags will be allowed.

Christmas decorations may be placed for display no sooner than November 1 (lights only may be strung prior to November 1, but not operating prior to November 1). Christmas decorations must be removed no later than January 31 (lights only may remain strung until weather permits removal, however may not be operating after January 31). "City of Light" (white) lights, may remain operating until after the last musher of the Iditarod crosses the finish line. All holiday decorations shall be displayed using "good taste" and shall not be a nuisance. Other holiday decorations (Easter, Halloween, etc) shall be removed promptly at holiday end. **Article XXIII Executive Board, Section 23.2 Powers and Duties**

At no time shall residents push snow from individual driveways onto the common access drive.
Article XXIII Executive Board, Section 23.2 Powers and Duties

Storage sheds are permissible so long as: (1) the yard is fenced, (2) is prefab or professionally constructed, (3) is muted, earth tone shades, (4) is no bigger than 6x6. It is the homeowner's responsibility to insure that their exterior modification complies with Municipal codes. **Article XXIII Executive Board, Section 23.2 Powers and Duties**

Most exterior modifications will require that yard is fenced, i.e., side yard gardens, etc. Owners should take caution that any backyard modifications do not alter, interfere, or otherwise impede existing drainage paths. **Article XXIII Executive Board, Section 23.2 Powers and Duties**

Artificial flowers, shrubs, plants, trees are not permitted, and shall not be displayed from a unit.
Article XXIII Executive Board, Section 23.2 Powers and Duties

The Association has established lawn standards – for a copy, contact the Association's management office.. **Article XXIII Executive Board, Section 23.2 Powers and Duties**

The Association has established paint standards – for a copy, contact the Association's management office. **Article XXIII Executive Board, Section 23.2 Powers and Duties**

Driveway borders cannot be wider than 24-inches, no rock is allowed (pavers, etc only), and all borders must be maintained (repaired when necessary) and kept weed/grass free at all times. Borders cannot be used for parking, entirely or partially (no portion of a vehicle shall park on the border). **Article XXIII Executive Board, Section 23.2 Powers and Duties**

Preventative & Emergency

Any person authorized by the Board of Directors shall have the right of access to all portions of the Property for the purpose of correcting any condition threatening a unit or common areas. In cases of emergencies, no request or notice is required for entry and such right of entry shall be immediate, whether or not the unit owner is present at the time. **Article VII Maintenance, Repair and Replacement, Section 7.3 Access.**

Violations

The Board of Directors reserves the authority to establish, make and enforce compliance with such additional rules and regulations as may be necessary, with the right to amend the same from time to time and to impose reasonable fines for infractions of all rules and regulations.
Article XXIII Executive Board, Section 23.2 Powers and Duties

On October 20, 2010, the Board of Directors adopted the following schedule of fines for violations: First violation \$75.00; Second violation \$150.00; Third violation \$300. If the violation continues, the Board of Directors may seek injunctive relief by legal action, the cost of which will be billed back to the unit owner involved.

The application of terms in the above shall be interpreted by the Board of Directors as that which a reasonable person, under reasonable circumstances, would normally interpret the application of terms to be.

BRIARCLIFF TOWNHOME ASSOCIATION

LANDSCAPE MAINTENANCE STANDARDS

An attractive lawn maintains property values and is an asset to the community. As homeowners you are responsible for maintaining all of your lot, including areas within the right-of-ways (road edges), drainage easements, and any other easement areas on your property. When you make the effort to keep your yard looking good, it pays off for everyone in the community with increased appeal and home values.

Remember, pursuant to the Declaration for your homeowners' association, exterior maintenance is subject to reasonable requirements that are established by your Board of Directors.

The Association has established the following standard for lawn care within our community:

1. Lawns must be kept healthy, green and reasonably free of noxious weeds (including, both not limited to dandelions, broad leaf, clover) through adequate irrigation, manual lawn care, and/or chemical treatments at all times.
2. Bare patches in lawns must be repaired with the same or similar seed or sod in a prompt manner.
3. Lawns must be kept mowed and edged on a regular basis with grass not to exceed four inches in height.
4. Grass clippings and other yard waste must be removed from roadway and driveway areas immediately after mowing or other yard work.
5. Flowers, planters, and/or garden beds must be maintained and kept reasonably free of noxious weeds, dead blooms, dead plantings, non-ornamental grasses, dandelions, etc.
6. Water as needed to maintain a green, healthy appearance. Do not over-water (pooling, water running down the street are signs of over watering).
7. Feed your lawn (lime, fertilizer) to maintain a green, healthy appearance.
8. Trees and shrubs shall be properly pruned and shaped.
9. Portable toys, bikes, sporting equipment, etc must be picked up nightly and stored out of sight.

Your landscape is part of your home investment – protect it wisely!

Unacceptable



Acceptable

