

THE RESERVE AT BELL CREEK HOMEOWNERS ASSOCIATION

RULES AND REGULATIONS

Effective _____

As a purchaser of a townhouse in The Reserve at Bell Creek, you are automatically a member of the Reserve at Bell Creek Homeowners Association and are required to comply with the Association's governing documents and Rules & Regulations. The Board of Directors has adopted the following Rules & Regulations to establish a standard code of conduct throughout the community for the enjoyment of all of the residents. These Rules and Regulations supplement other governing documents, including the The Reserve at Bell Creek Bylaws and Declaration of Covenants, Conditions and Restrictions, and do not supersede or override the other governing documents. For additional information, please refer to the Bylaws and Declaration.

VIOLATIONS OF THE RULES & REGULATIONS

If you believe that someone is in violation of any of these Rules & Regulations and you would like the Association to take action, please submit a written complaint to the Board of Directors. The Board will not take action on anonymous or unwritten reports. The complaint will be investigated, and if there is sufficient evidence to support the assertion of a violation, the alleged violator will be contacted and informed of the reported violation. If the violation continues, the Board of Directors may conduct a hearing with the alleged violator and then take action to correct or remedy the violation. Owners found to be in violation of the rules may be charged up to fifty dollars (\$50.00) for a single infraction or ten dollars (\$10.00) per day for violations of a continuing nature.

GENERAL REGULATIONS

1. MOTORIZED VEHICLES

No motor vehicle shall be parked within the community without a valid state license plate, a current state inspection sticker and a current county sticker (if applicable). Inoperable vehicles (flat tires, no battery, no engine, etc.) are prohibited. No commercial vehicle such as, but not limited to, a school bus, delivery truck, hauling trailer or large vehicle or equipment, shall be parked in the community.

No motorized vehicle shall be permitted off the streets and parking areas except for vehicles performing authorized lawn and utilities maintenance. No major vehicle repairs are permitted. Major vehicle repairs are defined as disassembling or any noisy repair. No repairs may extend beyond the daylight hours. Any damage or clean-up resulting from repairs or unauthorized use of any motor vehicle shall be the responsibility of the homeowner. If the homeowner refuses to perform such repairs or clean-up, the Association may repair and clean up as necessary and charge the homeowner for the actual costs incurred.

2. PARKING

Courtesy and consideration of neighbors are encouraged. Guest parking by non-residents is limited to 48 hours. Parking is only permitted between the lines. Violations of these rules may result in towing at the owner's expense, a hearing before the Board of Directors, and/or the imposition of charges.

3. PETS

Only household pets are allowed. All pets must be kept on the owner's property or under his or her immediate control and must comply not only with the Hanover County Animal Ordinance, but with this regulation. No animal shall be allowed to roam loose and owners shall maintain all licenses and shots in current status.

No animal shall be tied, staked, or chained in the front or side yards or common areas. No pet shall be kept outdoors unless the back yard is entirely fenced. Every effort should be made to minimize pet noises. Continuous barking will not be tolerated. Household pets on a Lot in reasonable numbers as pets for the sole pleasure and use of the occupants, but not for any breeding, commercial use or purposes. No vicious breed of dogs or attack-trained dogs may be kept on any Lot at any time.

Owners are responsible for clean-up and removal of their pets' waste in all areas. Electric pet fences, or any such device that is not a wooden fence, are not permitted.

4. NOISE

Each resident is entitled to the quiet enjoyment of his or her home. The sound level of radios, stereos, and TVs should be governed by common courtesy and consideration for one's neighbors. Please bear in mind that outside

noises may be objectionable to your neighbor (i.e., car radio, stereos and car alarms). Homeowners are encouraged to call Henrico County Police Department at 501-5000 and report any concerns.

5. TRASH CANS

Trash must be kept in the container provided by the trash disposal contractor. If the back yard is fenced in, all trashcans must be kept inside the fence except on trash collection days.

6. UNATTACHED ARTICLES

Unattended bicycles, toys and personal property should not be left in FRONT yards, side yards or common areas.

7. REAL ESTATE SIGNS

All real estate signs must meet the following criteria:

- A. All real estate signs must be the standard 3 square feet. All supports and frames must be lightweight metal; no wooden supports or frames are allowed.
- B. No real estate sign and its supporting structure can be greater than 30" in height.
- C. Real estate signs may not be affixed to the house OR PLACED IN THE COMMON AREA.
- D. These rules apply to For Sale by Owner (FSBO) transactions as well as those conducted through a licensed realtor.
- E. Security company signs are allowed provided they are 1 square foot or less.

8. SATELLITE DISHES

Satellite dishes in excess of 1 meter (approximately 39") in diameter are prohibited. Although satellite dishes 1 meter or less in diameter are permitted and do not require an Architectural Modification Request, every reasonable attempt should be made to locate the satellite dish in the least obtrusive location that will still provide quality reception (preferably on a pole in the back yard, not attached to the trim, roof or siding). Any homeowner installing a satellite dish will be responsible for any damage caused by the modification and will also be responsible for any maintenance and repair necessitated by the modification.

9. STORAGE CONTAINERS

Portable temporary storage units, such as PODs, Smart Boxes, or other similar containers for the storage of personal property will be permitted under the following conditions:

- A. The temporary storage unit will be allowed within the community for seven (7) days.
- B. Temporary storage units may only be placed in a parking space close to the resident's home. However, the storage unit will count as an occupied parking space for that home and during the time the unit is in use, only one other vehicle related to that home may be parked in close proximity. Only 1 storage unit per home will be permitted.
- C. Homeowner is responsible for the cost and repair of any damage caused by the placement, storage and/or removal of such a unit to any common property and areas, which includes parking lots and/or homeowner property, including limited common elements and landscaping.
- D. Homeowner is responsible for providing prior written notice to the Board of Directors via the management company by supplying the dates of the use of the storage unit. The Board reserves the right to grant additional time as determined on a case-by-case basis. Any storage unit on the common area after 7 days may be removed immediately at the direction of the Board by phone call to the owner or the storage unit company by any Board member or the management company.

10. LAWN MAINTENANCE

Grass cutting is provided by the Association as a part of the grounds contract. Lawn care cannot be provided if a fence gate is locked or a dog is in the back yard. In that event, it is the homeowner's responsibility to maintain the lawn. The Association reserves the right to request a homeowner to maintain the back yard in an acceptable fashion if the grounds maintenance personnel cannot cut the grass due to conditions described herein. Neither the Association nor its ground maintenance contractor is responsible for any damage to any item left on the lawns.

There will be no reduction of Townhouse Association fees or any rebate of Townhouse Association fees if the homeowner chooses to maintain his or her yard.

The use of basketball backboards and hoops, baseball netting, skateboard ramps, etc. are not permitted on any common areas.

11. PLAY EQUIPMENT, HOT TUBS, SWIMMING POOLS, MOTOR BIKES AND ALL TERRAIN VEHICLES

The installation of play equipment, i.e. swings, swingsets, slides, trampolines, etc., is not permitted without prior written consent of the Architectural Control Committee.

No swimming pool or hot tub, whether in ground or above ground, whether permanent or temporary, shall be installed upon any lot without the prior written consent of the Architectural Control Committee. The ARC shall require all swimming pools and hot tubs to be adequately screened.

12. MOTOR BIKES, ALL TERRAIN VEHICLES AND VEHICLE STORAGE

No motorbikes, motorcycles, or all terrain vehicles shall be driven upon the Common area, lots, or pathways with exception of licensed vehicles and mopeds which shall be operated solely upon streets for direct ingress or egress purposes only.

No mobile home, trailer, tent, boat, camper, recreational vehicle or utility trailer may be placed on any Lot or in the parking lot at any time, either temporarily or permanently.

THE RESERVE AT BELL CREEK HOMEOWNERS ASSOCIATION

EXTERIOR MODIFICATIONS GUIDELINES

THESE INSTRUCTIONS ARE FOR ALL EXTERIOR MODIFICATION REQUESTS. PLEASE READ CAREFULLY AND COMPLETE ALL STEPS WHEN REQUESTING ANY AND ALL EXTERIOR MODIFICATIONS.

- I. **No exterior modification may be made until the homeowner receives prior written approval from the Architectural Review Committee (ARC).** Failure to obtain prior written approval from the ARC could result in the homeowner being subject to charges and costs pursuant to the Virginia Property Owners' Association Act, an injunction, and/or costs including attorneys' fees.
 - II. Each request must be submitted in writing on a Reserve at Bell Creek Architectural Modification Request Form, which can be obtained from the ARC or managing agent, and must include:
 1. A description of the proposed modifications; and
 2. A diagram and plot plan showing location, size and shape, on a copy of the homeowner's property survey.
 - III. All requested modifications are subject to:
 1. Any and all conditions that may be contained in these Rules and Regulations;
 2. Any and all applicable county ordinances and/or regulations; and
 3. Any and all applicable Rules and Regulations of the Reserve at Bell Creek.
 - IV. Any violations of these rules, regulations and/or procedures for exterior modifications may result in the owner having to repair, replace or remove the violation at the owner's expense.
 - V. The Architectural Review Committee will not unreasonably deny any properly submitted request. Requests are considered in keeping with aesthetic consistency, architectural integrity and safety concerns within the neighborhood and/or the Reserve at Bell Creek community.
 - VI. All exterior modifications are to be maintained at the expense of the homeowner and are subject to inspection by the Board of Directors or managing agent.
1. **ROOFS**

Roof ventilators and skylights may be installed only on the backside of the roof. All requests for skylights must be made to the Board of Directors, which may issue instructions and may request copies of building permits and licenses of the proposed contractor. Any needed repairs to the unit as a result of a roof ventilator or skylight will be done at the expense of the homeowner. The Architectural Review Committee will address requests for attic fans on an individual basis.
 2. **STORM DOORS**

Storm doors must be white and approved by the Association. Front doors: only WHITE full view doors will be approved. Back doors: only full view, self-storing or crossbuck doors are approved. A picture of the proposed door may be sent in lieu of a description.
 3. **PATIOS OR DECKS**

Requests to the Architectural Review Committee must include a description of the material being used in the patio construction. Decks constructed of wood must be unstained or a natural brown color. If a waterproofing or weatherproofing material is used on the wooden deck at any time, it must be clear or a natural brown color.
 4. **FENCING**

Wooden fences only are permitted and must be unstained or a natural brown color. If a waterproofing or weatherproofing material is used on the fence at any time, it must be clear or a natural brown color. *Fences are not permitted in the front of any house.* These criteria pertain to both new and replacement fences.

All fences installed must meet the following criteria:

 - A. Be of the same design as fences already approved, i.e., dog-eared, 1" x 6" x 6'.
 - B. Be 6 feet in height and placed on the property line.
 - C. Be placed on the back property line.
 - D. Be installed following the existing scheme in the back yard. All fences erected on all property lines shall be installed with finished side out, with all supports on the inside.

- E. Posts must be buried no less than two feet deep and sunk in concrete.
- F. Adjacent homeowners must be notified before a new fence will be attached to an existing fence or structure.

5. **BORDERS**

Borders and lattices are permitted and will be considered on an individual basis. No tables, chairs, benches, or umbrellas, etc. are authorized for front foundation beds. Approval for borders and lattices must be obtained as stated herein.

6. **MULCH**

Natural brown wood mulch only.

7. **PLANTINGS**

Trees, shrubs, hedges, bushes and plants are permitted on an owner's lot so long as they do not interfere with simple access to lawn maintenance or adjoining property. Approval for trees, shrubs, hedges, bushes and plants must be obtained as stated herein. Annuals, perennials and bulbs less than four feet in height at any time are approved for existing front flowerbeds and back yards. No prior approval is necessary. It is understood that the homeowner is responsible for the maintenance of all additional plantings.

8. **SEASONAL DECORATIONS**

All seasonal decorations must be confined to an individual's property and are not to be displayed for an unreasonable length of time. Christmas, Hanukkah and Kwanzaa decorations may not be put up before Thanksgiving weekend and must be removed no later than the following January 31st. Other holidays: one month prior to one week post holiday.

No exterior sculpture, fountains, bird houses, bird baths or other decorative embellishments shall be permitted unless approved by the Architectural Control Committee.

9. **FLAGS**

One flag per unit, on the front or back of the townhouse only, is permitted at any given time. The flag is not to exceed 25 square feet in size. The flagpole must be attached to the 1st floor of the townhouse only. Only one small garden flag placed in a mulched area per townhouse is permitted.

10. **DECORATIVE LIGHTS**

Decorative white lawn lights require ARC approval and can only be placed in the front foundation beds and are limited to 5 lights. Any and all decorative lights must either be properly maintained or removed.

11. **EXTERIOR LIGHTING**

Any replacement or enhancement of builder installed exterior lighting must be similar in kind and style to original installation. No external lighting (ie. floodlights) shall be installed or utilized on any Lot which is of such character, intensity or location so as to interfere with the use, enjoyment and privacy of any lot or owner in the near vicinity. All external lighting shall be approved by the ARC, as appropriate, as to size, location, color and intensity.