

# **GLENEAGLES VILLAGE HOMEOWNERS HANDBOOK**

## **A Summary Of Rules, Regulations & Responsibilities**

Supersedes Gleneagles Village Architectural Guidelines & Notes Published on March 31, 1990, Site Restrictions & Maintenance Guidelines published February 15, 1993, Site Restrictions & Maintenance Guidelines Published February 1995, and the Gleneagles Village Homeowners Handbook originally published June 26, 1998. Subsequently revised May 1999, July 2003, November 2003, February 2008, August 2008, August 2009, August 2011, and October 2012, June 2014.

**ADOPTED BY THE BOARD OF DIRECTORS  
NEWEST REVISIONS APRIL 2016**

## **INTRODUCTION**

This handbook is intended to **summarize** several provisions of the Gleneagles Village Declarations as originally adopted, and accepted by the homeowners at the time of their purchase. Revisions and additions have been adopted throughout the years and have been incorporated. If a question or dispute arises, the Board of Directors will interpret and adhere to the Declarations and amendments for resolution of the matter. Their decision is binding.

The following acronyms are used throughout this document:

ARC	Architectural Committee
BOD	Board of Directors
GEV	Gleneagles Village
HOA	Homeowners Association
LSC	Landscape Committee

### **A. IMPROVEMENTS TO PROPERTY**

This is defined as the construction or installation of a fence, screen, patio, deck, roof over the patio, patio enclosure, room addition, hot tub, satellite dish, solar energy device, or any other change to the exterior appearance of the dwelling. Any change to the exterior of a dwelling must have approval from GEV ARC and, in many cases, the Highlands Ranch Community Association (HRCA) ARC, before work begins, except as noted below. Landscape changes or modifications require approval by the GEV LSC.

If you are planning an improvement to your property, you should obtain a copy of the Gleneagles Village Architectural Review Committee Guidelines for Residential Modifications and Supplement. For most modifications, you will need to fill out the Residential Improvement Application. These documents provide comprehensive project requirements and expectations.

If you are planning any modification to the landscaping of your home, you should obtain a Resident Landscape Modification application. Information concerning LSC approved trees and bushes is available at the clubhouse.

Applications and guidelines for changing the exterior of your home (Architectural or Landscape) are available at the GEV clubhouse or online at <http://gevhoa.net>. When completed, they are to be left at the GEV clubhouse.

It is the goal of the guidelines to maintain and preserve the aesthetic and architectural quality of Gleneagles Village. We want to ensure improvements to the property are made in harmony with, not detrimental to, the rest of the community. If a particular subject is not addressed within the GEV Declarations, the current Highlands Ranch Residential Improvement Guidelines and Site Restrictions will prevail.

1. **ACCESSORY BUILDINGS:** Will not be approved. However, temporary storage buildings, sometimes known as “PODS” are allowed during construction projects for storage of construction materials and household items. They must be kept on one side of the driveway and are only allowed during duration of construction, not to exceed 60 days. Any damage caused by such container will be homeowner’s responsibility.
2. **ADDITIONS:** A room addition or home expansion requires the submission of a detailed plan and specifications. If a licensed architect did not prepare a plan, the GEV/ARC will disapprove the plan until the homeowner takes that step. Materials and appearance must match the existing exterior of the residence.
3. **ADDRESS NUMBERS:** Must be located on both the front and rear of the home. The house numbers style may be changed without approval.
4. **AIR CONDITIONING EQUIPMENT:** The unit and pad should be located between the houses. The selected location should not create an unreasonable noise level for adjacent property owners. For attached units, an exception will be given to place the air conditioner at the rear of the house without prior approval.
5. **ANTENNAE:** Exterior television, radio and other antennae are not permitted on the yard, roof or exterior walls of a dwelling. Antennae may be installed in the attic space or garage. If poor reception necessitates an exterior mount, please contact the ARC for assistance in determining the appropriate placement.

One small (39 inch or less) **satellite dish** may be installed and maintained by the homeowner for their private use. The ARC must be consulted on where to locate the dish to preserve the aesthetic appearance of the dwelling.

6. **DECKS & PATIOS:** Must be wood or non-maintenance material. They should be stained, painted or built of a material with color throughout. The deck must be of a suitable size to fit in the back yard. The construction should not extend more than sixteen (16) feet from the foundation or extend beyond the side foundation of the unit. Skirting, of solid material, is required to keep out debris and animals. Consult the *ARC Guidelines for Residential Modifications* for requirements.
7. **Awnings & Overhangs:** The canvas must be removable or retractable and the color must be compatible with the house paint. Maintenance is the homeowner’s responsibility. ARC approval is required. Consult the *ARC Guidelines for Residential Modifications* if adding a sunshade or solid roof.
8. **Hot Tubs:** They should be an integral part of the deck or patio at the rear of the unit. They should be screened from view. ARC approval is required.
9. **DRIVEWAY EXPANSION:** A narrow expansion to accommodate a walkway or steps to the street is allowed. The homeowner is responsible for moving the water line and sprinklers. Paving part of the yard for more off-street parking is prohibited. Imprinting or resurfacing of the driveway requires ARC approval.
10. **GREENHOUSE WINDOWS:** The ARC approval will be based on the general aesthetics. It must be located on the side or rear of the unit and not obstruct the view from another unit.

**11. LIGHTS AND LIGHTING:** The ARC must approve any change or addition to the exterior lighting. Lights must be directed toward the ground or house so the light remains within the property boundary and does not cause a glare for other homeowners.

**12. LANDSCAPING:** The builder provided the original landscape. Any addition or change must be submitted to the LSC for their approval, and the homeowner is responsible for the cost of installation and maintenance. A list of approved trees and Resident Landscape Modification forms are available at the GEV clubhouse.

Homeowners are not authorized to modify anything in the common areas, including planting or modification of grade without obtaining prior approval of the LSC and the BOD. The normal application process must be followed.

**13. SKYLIGHT:** No approval is required if it is less than 3 feet by 5 feet. Leaks and resulting damage from this installation are the homeowner's responsibility.

**14. SOLAR ENERGY DEVICE:** The addition of a solar energy device on the roof requires GEV and HRCA ARC approvals. Homeowner responsibilities regarding roof damage and maintenance are spelled out in the *ARC Guidelines for Residential Modifications*. The normal application process must be followed.

**15. WINDOWS:**

**Tinting film** used to tint windows must not have a mirror (reflective) quality. Approval is not required.

**Security bars** are not permitted.

**Replacement windows** must be fitted into the same space as the previous windows. Use of grid separators or light control between panels is optional and does not require approval. The ARC must be notified when windows are replaced.

**Adding new windows** requires ARC approval.

**16. VENTS:** ARC approval is required for additional roof vents and any Radon mitigating systems. Any leaks and resulting damage from this installation are the homeowner's responsibility.

B. **MAINTENANCE GUIDELINES:** (A quick reference grid describing homeowner and HOA maintenance responsibilities is on pages 12, 13, & 14.)

Pursuant to the GEV HOA Declarations and subsequent amendments, the following criteria have been established for homeowners and the HOA.

1. Maintenance areas are defined in the Declarations and Amendments. The HOA is responsible for maintaining specified items as set out in the builder's basic home specifications. These include driveways, 4 feet width of walkway to the front door, turf, shrubs, trees and rock beds.

2. The homeowner is responsible for the repair and maintenance of any addition, including options installed/erected by the builder. This includes, but is not limited to cement rear porches, patios, patio roof extension, and iron railings.
3. Privacy fences on Mission Viejo units will be repaired, repainted or removed at HOA expense during the next scheduled painting cycle for that residence. All other railings and privacy screens must be maintained at the homeowner's expense. New railings and fences are to be made of vinyl or other low maintenance material. Perimeter fences along property lines are not permitted.
4. Replacement garage doors require ARC approval. In the event of an emergency need for replacement, the homeowner should contact any member of the ARC to obtain approval on an urgent basis. It is not necessary to paint replacement doors if approval is obtained from the ARC. However if the homeowner wishes to leave a replacement door unpainted, the only other color choice is white, to match the trim. Alternatively, the homeowner may paint door anytime at their expense. If painted, garage doors will be the same color as the siding. If the homeowner so desires, they may have the door painted by the contractor during the regular re-painting cycle. Where there are attached units, the homeowners must agree on a color choice so all garage doors are the same color.
5. The HOA is responsible for the care and maintenance of the exterior surfaces of the unit as originally designed (not including changes to the basic unit whether constructed by the developer or other contractor). GEV HOA does not provide total exterior maintenance. Care and maintenance is defined as replacement of roof shingles and painting. Damage to the roof or shingles caused by the installation of skylights, solar devices, etc. is the responsibility of the homeowner.

The GEV HOA paints the surface of siding, trim boards, gutters, downspouts, flashing, garage door, front door, window and door frames, air vents, skylight frames, chimney siding and trim, stacks and originally installed Mission Viejo privacy fences only.

The HOA will schedule painting for various sections of GEV as determined by the BOD. The homeowners in the applicable section will be notified of the scheduled painting. The homeowner will be provided information about the available paint colors and repairs they will be required to make at their own expense. The homeowner must make arrangements and will be responsible for the cost associated with painting any addition to the original unit. Comprehensive painting guidelines are spelled out in the *Architectural Guidelines for Home Improvements*, pages 13 and 14, which are available at the clubhouse.

6. Common sewer and water lines are the responsibility of the HOA. Care and maintenance is defined as repair as necessary to interface with the private lines serving the individual units.
7. The HOA is responsible for the maintenance, repair or replacement of concrete within the Village, except for patios, walks, and porches at the rear of the unit. This includes the street sidewalks, 4 feet width of entry walkways to the front door, driveways and areas subject to pedestrian traffic. This is determined by an ARC inspection.

Openings at the expansion joint between the driveway and garage floor are not subject to typical pedestrian traffic. Furthermore, contractors may pour the driveway lower than the garage floor to drain water. Repair and/or maintenance will not occur unless the vertical difference is approximately 2" or at ARC discretion. Spalling of concrete surfaces (flaking) will only be repaired if the exposed surface is soft, at least 1/2" in depth, damage exceeds 25% of the surface area of any one panel and that ARC considers a potential hazard.

**C. GATES:** The front gate of GEV is equipped with an automated entry system. Please read these instructions carefully.

**1. VISITORS:** (guests, repairmen, maid service, deliveries, etc.)

Instructions appears on the screen at our front gate advising the visitor to search for your name by pressing the # key. The visitor must enter the three-digit code that appears by your name to ring your home phone.

If you have identified the visitor and want to permit them entry, press "9" on your telephone and the gate will automatically open.

If you are on the phone, a visitor will receive a busy signal. This delay will block the front gate until you complete that call. If you are expecting a visitor please keep other telephone conversations brief so your telephone line will be available to receive your visitor's call from the front gate.

If you have call waiting, you can switch over to the visitor, let him/her in, and then return to the original call.

**NOTE:** The electronic system that controls gate access operates on 4 impulses. If the visitor knows your 4 digit code they should not use the # key – that would be 5 impulses and the system will not allow entry. If your visitor already knows your 3 digit number that activates the phone call from the system they must use the # key so there will be 4 impulses. It would also be helpful for you to let visitors know that if they make a mistake the system takes about 30 seconds to reset before new input will be accepted.

**2. PERSONAL CODES:** Do not use the # key. Enter only the four digit personal code. If you provide this code to anyone else, please stress that they should not follow the screen's instructions – they should **not** use the # key.

**3. BACK GATE:** The back gate entrance can only be opened with the remote control.

**4. EXIT:** You may exit the front or back gate automatically. There are sensors in the pavement to trigger the gate as a vehicle approaches.

**5. CODE CHANGES:**

If you suspect your four-digit code has become known by anyone who should not have free access to GEV, please inform The GEV Management Company immediately so the code can be changed.

## **D. GENERAL**

### **1. ANIMALS:**

**Household Pets:** A reasonable number of dogs, cats or other household pets may be kept on a residential site. (A “reasonable number” as used in this section shall mean no more than 2 fur bearing pets per site.) They may not be kept, bred or maintained for commercial purpose. Additionally, pet ownership comes with responsibilities and expectations.

Premise: Within our community:

1. Pets are welcome. Dogs and cats are wonderful companions that provide unconditional love and are a source of great joy for many residents. Pets can also provide *therapeutic* benefits, such as encourage exercise and social interaction, ease loneliness, and reduce stress.
2. All Gleneagles Village Homeowners do have the right to feel safe in the community.
3. All Gleneagles Village Homeowners do have the right to expect privacy within their property boundaries.

With this in mind, pet owners should be considerate of others by...

- picking up after your animal and disposing the waste in your own trash. This is a Douglas County law.
- attending to incessantly barking dogs so this does not become a nuisance to others. This is disturbing to the peace and quiet of a neighborhood. In addition, it violates Douglas County law.
- not leaving pets unattended on lawns or porches.
- not allowing pets to run loose in yards or open space areas.
- keeping dogs on a leash, held by a person who is capable of controlling the animal. This is a Douglas County leash law.
- using dog leashes no longer than 8 feet to assist with control.
- keeping pets off the front lawns and areas around others’ homes. This is not common space. It is the homeowner’s property.
- yielding to pedestrians and restraining your pet from approaching others. Many are uncomfortable around animals, or may have allergy issues.
- keeping pets out of the clubhouse and pool area.

Violations should be reported to the property manager and a violation letter will be sent to address the complaint. Continued violations result in fines.

All residents should treat each other with understanding, consideration and courtesy. If you do not feel comfortable speaking directly with each other, please contact the property manager. Additionally, you always have the right to contact Douglas County Animal Control to file a complaint.

Additionally, if confronted in a hostile or threatening manner, call the Douglas County Sheriff’s Office.

**Dog Runs:** These are only permitted if incorporated into an extension of the deck railing or the privacy fences. Freestanding kennels are not permitted. Pets may be fed inside the run if the food dish/tray is promptly removed when the pet is finished.

**Electronic Fences:** Residents may install an electronic pet fence within their property boundaries, not to extend into common areas. ARC approval is needed.

**Birdhouses and Feeders:** Approval is not required for one feeder in the rear yard. The size is limited to two feet in length. Bird food should not contain millet or anything else that attracts pigeons. It is recommended that cracked sunflower or sterilized thistle seed be used.

**Wildlife:** Except for a bird feeder, feeding of wildlife in any manner is not permitted. This includes ducks, rabbits, deer, etc.

2. **CLOTHESLINES:** No permanent exterior clotheslines or devices for hanging clothing or household fabrics are permitted. Retractable clotheslines or collapsible units are permitted, but must be retracted or stored when not in use.
3. **FLAGS:** The American flag can be flown in accordance with flag etiquette. State, seasonal and holiday flags may also be flown for a reasonable length of time. Displaying a flag for up to two weeks is considered reasonable.
4. **INSURANCE:** Insurance is a shared responsibility between the homeowner and the HOA. As the policy provisions and/or insurance agent may change from year to year, the most current information is available at the GEV clubhouse. There may be variations from a standard HO6 policy and you should read the provisions carefully to assure adequate coverage.
5. **GARAGE SALES, ESTATE SALES, OPEN HOUSES:**

**Garage Sales** are not permitted.

**Estate Sales:** This is defined as a sale that occurs when a homeowner dies or moves to an assisted-living facility. A professional estate sale company must conduct estate sales and you must obtain approval beforehand. An application is available at the Clubhouse and a \$200 refundable deposit is required to guarantee that the agreement below is followed.

- 1) Directional signs shall be limited to:
  - a) The entrance to GEV at Gleneagles Parkway
  - b) The street corner where the sale will be held
  - c) The lawn of the home involved
  - d) It is the responsibility of the agent handling the sale to provide a guard at the front entrance.
- 2) When a vehicle comes to the gate, the guard should ask the occupants for their destination. If they are coming to visit a resident, they will open the gate without the guard's assistance. If the occupants indicate that they are going to the estate sale, the guard will open the gate, allowing entry for that vehicle ONLY, and should record their license plate number. It is recommended that



the guard provide directions to the site and advise the occupants to adhere to the 25 MPH speed limit.

- 3) The hours of the sale should be between 9:00 AM and 4:00 PM. The number of days for the sale to take place will be determined in conference with the operator and the HOA.
- 4) Items offered for sale are ONLY those that are currently in the home. NO items can be brought in to the home to be sold.
- 5) NO items shall be brought out of the house and put in the front lawn to attract buyers.
- 6) NO items shall be sold out of the garage. Garage sales are prohibited in the Village.
- 7) At the conclusion of the estate sale, the agent is expected to remove the three directional signs.

**Open Houses:** Agent will inform Clubhouse of Open House date.

- 1) Directional signs shall be limited to:
  - a) The entrance to GEV at Gleneagles Parkway
  - b) The street corner where the sale will be held
  - c) The lawn of the home involved
- 2) NO entry codes shall be placed at the gate.
- 3) On a sign, you may include a phone number to call or the 3-digit number for your home. When the prospective buyer dials the 3-digit number, you can then open the front gate by pressing #9 on your telephone. Please make sure it is a prospective buyer who is calling.
- 4) The hours of the sale should be between 9:00 AM and 4:00 PM.
- 5) At the conclusion of the open house, the agent is expected to remove the three directional signs.

**6. OUTDOOR DECORATIONS:** Holiday lighting and decorations do not require approval. It is recommended that they not be installed more than 30 days prior to the holiday. Holiday lighting and decorations must be removed within 30 days following the holiday.

**7. SIGNS/SOLICITATION: REAL ESTATE, POLITICAL, OTHER**

**Real Estate:** Approval is not required for real estate signs that satisfy the following: One sign per residence, not to exceed 33 inches wide and 48 inches high, no more than 2 sides, and placed at the front of the property facing the street at least 15 feet from the sidewalk, or at the edge of the rock bed if less.

If a realtor wishes to have an open house, he may place one free standing (A frame type) "open house" sign at the entrance to the village, one each at turns onto side streets, and one at the house itself, for a maximum of 4 signs. The signs must be

removed as soon as the open house closes. The realtor must obtain a temporary gate code at the clubhouse, which will be cancelled when the open house is complete.

**Political:** A recommendation was made and voted on at an annual homeowner's meeting, suggesting that any political signage be confined to a window within the home and not displayed on lawns. This is out of respect and in consideration for others within the community.

**Other:** No other types of signs are permitted on lawns, with the exception of temporary signage that is part of a holiday display, an open house, or an estate sale.

**Solicitation:** Solicitation is prohibited within Gleneagles Village. This includes the distribution of literature and/or promotional items.

- 8. TRASH:** All trash/garbage containers must be stored inside the dwelling/garage except for pick-up day. Containers with locking lids may be put out after 6:00 PM the day before pick up. All other containers, plastic bags, boxes, etc., must be put out on the sidewalk after 5:00 AM the day of pick up. Containers must be put back in the dwelling/garage by 8:00 PM the day of pick up.

## **9. VEHICLES AND PARKING:**

No camper, boat, motor home, trailer or other type of oversized vehicle (other than a pick up, which must be stored on the driveway or in the garage) may be stored or parked in a manner visible from any other property for longer than 48 hours, except as may be approved by the BOD. Periodic movement of the vehicle for the purpose of circumventing this provision does not qualify for an exemption.

- Parking such vehicles (described above) on the streets should be for loading and unloading only. This should take no more than 48 hours and should be limited to no more than twice a month. This also applies to the clubhouse parking lot.
- Such vehicles should never block sidewalks or driveways or affect the safety of pedestrians or traffic.
- Homeowners should not park such vehicles in GEV in order to do maintenance or repair work.
- Homeowners who have visitors with such vehicles must get a parking pass from the clubhouse.
- Vehicles that appear to be inoperable will be considered abandoned and removed at the homeowner's expense.

There is no overnight parking in the GEV clubhouse parking lot without approval from a club staff or a member of the BOD(after clubhouse hours.) With approval, vehicles may be parked in the clubhouse parking lot for up to 48 hours. A dated document must be obtained from a club staff member or a board member and must be visibly displayed in a window of the vehicle.

There is no overnight parking on the street during the winter months. Please refer the fall edition of your Golden Eagle newsletter for applicable dates.

Commercial vehicles are defined as, but are not limited to, a vehicle that has a business

name or logo on it, has equipment attached to it or is used for the purpose of providing services to an individual or corporation. They must be parked in the garage unless the homeowner obtains approval from a member of the BOD. With approval, it must be parked in the driveway or on the street in a manner that does not affect safety, street traffic or pedestrians.

An oversized vehicle is defined as a vehicle that cannot be parked in the garage. The homeowner must obtain approval from a member of the BOD to park an oversized vehicle in the street. It must be parked in a manner that does not affect safety, street traffic or pedestrians.

**10: VISITORS AND OVERNIGHT GUESTS:** It is the responsibility of the resident to make sure that visitors and overnight guests adhere to the rules and regulations that govern this community. **Note:** Children under the age of 16 cannot stay more than 2 weeks at a time without Board permission.

## **E. HOMEOWNER'S RESPONSIBILITIES**

Article X. of the Association's Declarations set forth the responsibility of the Homeowner to maintain the site and the dwelling unit. It is recommended that the unit owner read this article since it is quite comprehensive. In essence, excluding roofing paper and shingles, the unit owner is responsible for the repair and replacement of windows, glass, siding, trim boards, brick or stone wall and columns, doors, garage door, gutters downspouts and any other repairs to the unit considered to be a part of the original structure and any additions. Section 10.2 has been amended to make the Associations responsible for driveways and walks as set forth in this section. Decks, patios, porches and improvements installed at the rear of the unit are the responsibility of the unit owner to repair and maintain in a clean, attractive and slightly condition except for privacy fences installed on Mission units. The unit owner is also responsible to maintain the site so as to not impede the Associations' ability to care for the "Maintenance Area."

## **F. FINES**

On June 25, 1998, the Board of Directors passed a resolution establishing the following fine schedule:

- First notice: Please correct the above violation immediately.
- Second notice: Pay \$50 with your Assessment Fee.
- Third notice: Pay \$100 with your Assessment Fee.
- Fourth and subsequent notice: Pay \$250 with your Assessment Fee.

Failure to comply with the provisions contained herein may subject the Homeowner to a fine as set forth above. Written notice will be mailed to the Homeowner on any reported noncompliance. The Homeowner shall have ten (10) days to correct the noncompliance. If corrective action is not taken within this ten (10) day period, a second notice will be mailed and the fine assessed. If action to comply is not taken after the second notice, subsequent notices and fines will be done as set forth in the Notice Letter sent by the Management Agent.

GEV Homeowners Association  
Maintenance Responsibilities

DESCRIPTION	HOMEOWNER	ASSOCIATION
<b>EXTERIOR</b>		
Address Numbers (front and back of home)	X	
Building Surfaces (as defined in the Rules and Regulations)		X
Exterior painting		X
Doorbells and Chimes	X	
Doors - includes molding, frames, threshold, locks	X	
Dryer Vents	X	
Electric Supply Boxes (attached to home)	X	
Faucets Outside (hydrants, silcocks, spigots, etc.)	X	
Foundations	X	
Gas Lines from Meter to House	X	
Gutter/Downspout (including extension under the sidewalk)	X	
Light bulb Replacement, including porch and patio	X	
Owner Installed/Altered/Improved Item	X	
Pest Control in areas maintained by HOA (e.g. moles and voles)		X
Porch (cement as installed without options)		X
Porch, patio and deck additions	X	
Ramps - owner installed	X	
Retaining Walls		X
Roof		X
Sidewalk, entry walk and driveway		X

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GEV Homeowners Association  
Maintenance Responsibilities

DESCRIPTION	HOMEOWNER	ASSOCIATION
Television/Radio reception devices	X	
Vents (roof)		X
Water Seepage - underground source	X	
Window Cleaning or Replacement, including skylights	X	
Window Well Covers	X	
Windows - including molding, frames, screens	X	
<b>UTILITIES</b>		
Air Conditioning - including compressor	X	
Furnaces	X	
Hot Water Heaters (including water lines)	X	
Lines from exterior walls into home (phone, gas, electricity)	X	
Sewer Systems	X	
<b>INTERIOR</b>		
Attic Vents and Screens	X	
Firebox/Flue Cleaning	X	
Fireplace Flue Repair/Replacement	X	
Furniture, Fixtures, Equipment Floor, Ceiling, etc.	X	
Normal Settling/Cracks	X	
Roof Leak (assuming no modifications)		X
Vents	X	
Walls - non-supporting	X	

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GEV Homeowners Association  
Maintenance Responsibilities

DESCRIPTION	HOMEOWNER	ASSOCIATION
<b>GROUNDS</b>		
Fence/Gates(original design & builder installed - not an option)		X
Fences/Gates (installed by homeowner)	X	
Fences - Common Area (perimeter)		X
Landscape (front and back as originally installed)		X
Landscape (back area fenced by homeowner)	X	
Lighting - Common Area		X
Mailbox		X
Parking Lot Maintenance		X
Snow Removal - Common Area		X
Streets/Sidewalks - Common Area		X
Trees/Shrubs - planted and paid for by homeowner	X	
<b>GARAGES</b>		
Doors/Openers	X	
Exterior Surfaces (as defined in the Rules & Regulations)		X
Interior Surfaces/Floors	X	
<b>MISCELLANEOUS</b>		
Common Area Utilities, Maintenance, Amenities		X
Trash Collection		X
Automated Gates and Guardhouse		X

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