

Country Club Terrace

RULES AND REGULATIONS

(Revised and Adopted by the Board of Governors October 18, 2023)

The Country Club Terrace (CCT) Rules and Regulations are adopted to maintain an atmosphere of pleasant, congenial living conditions for all residents and their visitors. Resident cooperation ensures the success of that intent. Certain rules are necessary in order to comply with the requirements of our insurance coverage.

All owners and residents are subject to these Rules and Regulations. Owners are required to supply renters with a copy of these Rules and Regulations and are responsible for their renters' adherence to the CCT Rules and Regulations.

1. **Exterior Maintenance** – Owners/residents are responsible for the maintenance of the ground area within the three-foot zone surrounding their building. Maintenance includes watering, weeding, and keeping free of debris and clutter.
 - a. The three-foot zone extends from the walls of each unit and includes any covered area such as patio, as well as any approved improvements used exclusively by the homeowner.
 - b. The gardeners are hired by the Board of Governors to maintain the common areas. The Board is responsible for prioritizing maintenance projects and may designate a committee to assist with oversight of the gardeners.
 - c. Arrangements may be made for the gardeners to assist with the care of shrubs and/or trees within the three-foot zone around a unit.
 - d. Owners/residents shall not water the lawns or common areas unless such action is specifically approved by the Board of Governors.
 - e. The exterior of each unit, including patios, must be kept clean, tidy and free of clutter.
 - f. Except during periods approved for construction projects, materials such as lumber, pipes, tools, trash, etc. may not be stored outside or in patios.

2. **Carport Maintenance** – Carport and adjacent breezeway upkeep, painting, roof repair/replacement are the responsibility of the homeowners of the three units to which that carport is assigned.

3. **Vehicles, Parking** – The occupants of each unit are entitled to one assigned carport space for one automobile and/or golf cart.
 - a. No other vehicle of any kind shall be parked in the carport.
 - b. One additional vehicle may be parked on the grounds if a parking space is designated adjacent to the driveway or carport.
 - c. All other vehicles of owners or visitors must be parked on the street.
 - d. RV parking or storage is not permitted on CCT property.
 - e. Parking that interferes with other residents' path of travel is prohibited.
 - f. No disabled or non-operative vehicles are permitted on the CCT property.
 - g. No oil changes or vehicle repairs may be done on CCT property.
 - h. A vacant carport space may be used for automobiles and/or golf carts only with written permission from the designated owner of record for that space.

- i. **Electric Vehicles.** When a homeowner or resident owns, leases or rents an electric vehicle or otherwise requires the use of a charging station at Country Club Terrace to provide power to the vehicle, it is the responsibility of the owner of that unit to install a dedicated charging station for that purpose. The plan for installation of the charging station must be approved in advance by the Board of Governors, done by a licensed electrician, and must be linked only to the electrical meter for that owner's unit.
4. **Walkways** – Walkways (cement paths) leading to and from carports, residential units, pool or cabana areas may not be obstructed.
5. **Trash Containers** – Owners are permitted to obtain their own covered trash receptacles, which are to be kept in a location agreeable to their immediate neighbors and must be hidden from view behind a Board-approved partition or enclosure. Lids must be kept on receptacles at all times.
6. **Large Trash Removal** – The removal of large and/or heavy materials including construction material is the responsibility of the owner and is not to be placed in the CCT dumpsters. It is the responsibility of the owner to order individual dumpsters for large trash items during approved construction periods. Lids on trash bins are to be closed at all times as required by local ordinance.
7. **Exterior Paint and Roofs** – Owners are responsible for the exterior painting of their unit. Exterior colors are limited to Board-approved color options listed in the CCT bylaws. Owners are also responsible for the maintenance, repair and replacement of the roof on their unit.
8. **Noise Considerations** – Owners and residents are required to be considerate of their neighbors with regard to noise (i.e., television, music, barking dog, yelling, etc.) originating from their unit or vehicles.
9. **Board Approval Required for Alterations/Improvements** – Requests for the following must be submitted in writing in the approved format to the Board of Governors. Improvements must comply with local permitting ordinances. The Board shall convey approval or rejection in writing.
 - a. Structural alterations and construction projects.
 - b. Installation or removal of any fence or structure.
 - c. Exterior modifications to individual units.
 - d. Installation, alteration or removal of electrical systems, or gas and water lines.
 - e. Installation or removal of potted plants, shrubs, trees, bushes or other vegetation on common area.
 - f. Installation or removal of stepping stones, pavers or other like material.
10. **Animals/Pets** – Domestic animals are permitted and are subject to the following:
 - a. Animals must be on a leash at all times when outside or in common areas. This applies to visitor's animals as well.
 - b. Owners/residents and visitors are required to immediately pick up after their animals while on the premises.
 - c. Owners are responsible at all times for seeing that their animal(s) are not a nuisance, i.e., barking or howling dogs, threatening behavior, destruction of common area features (grass, plants, shrubs, etc.)
 - d. Residents shall not leave pets unattended on patios or other outdoor areas.

11. **Children's Play** – Outdoor play is limited to the yard area immediately adjacent to the resident's unit.
 - a. Tree climbing and other play in common area landscaping is prohibited.
 - b. The use of skateboards, roller skates, bicycles, and other wheeled toys are not permitted anywhere on the CCT grounds including walkways, the cabana, and the pool area.

12. **Holiday Decorations** – Homeowners are permitted to display appropriate exterior holiday decorations on or immediately adjacent to their unit. Holiday decorations may not be permanently installed and must be removed within 14 days following the holiday.

13. **Use of the Pool** – The pool and cabana are for the private use of residents and accompanied guests. At the discretion of the Board of Governors, the pool will be heated from approximately May 1st to October 1st.
 - a. Guests must be accompanied by the hosting homeowner/resident while using the pool and/or cabana.
 - b. Children under 18 years old must be accompanied by an adult while using the pool.
 - c. Pets are not allowed inside the fenced pool area.
 - d. Noise is not permitted between the hours of 9:00 PM and 9:00 AM in the pool/cabana area.
 - e. No glass objects, such as bottles, drinking glasses or other containers, are allowed in the pool area.
 - f. Hair clips, bobby pins, or other metal objects are not to be left around or near the pool.
 - g. No running in the area of the pool and cabana.
 - h. Jumping or diving in the pool is prohibited.
 - i. Residents are required to dispose of trash and take all personal items with them after using the pool and/or cabana.
 - j. Floating devices, water toys other items are not to be left in the pool or cabana area. Leave the cabana restrooms clean and free of debris and belongings.

14. **Reserving the Cabana** – Residents may reserve the cabana (but not the pool) for private parties by reserving the desired date (if available) on the calendar posted near the bulletin board at the cabana.
 - a. The cabana barbeque is for use by residents. Residents are required to clean and turn off the barbeque after use.
 - b. The pool/cabana area may not be used for storage of personal items.

Violation of the CCT Rules and Regulations are subject to corrective action by the Board of Governors, which may include a notice to correct the problem or, if the problem persists, the issuance of a fine to the homeowner. Repeated or ongoing violations could result in increased fines and/or legal remedies. Homeowners may request a meeting with the Board of Governors to appeal any corrective action taken.