Victoria Square Rules Summary

This summary is intended to provide an overview of the Association Rules as per the Victoria Square Declaration of Covenants. It is not intended to replace the Covenants or to be a complete listing of all regulations. Please consult Section 6, Use Rules and Restrictions, of your Covenants for the complete list.

1. **Residential Use.** Homes are to be used for single family residential use only.

2. **Leases.** No portion of a home (other than the entire home) may be rented. Owners are responsible for the behavior of their tenants. The Association has the right of eviction.

3. **Nuisances.** No obnoxious or offensive activity, loud noises, or noxious odors shall not be permitted. No use or practice shall be allowed which interferes with the peaceful possession or proper use of the homes or surrounding areas.

4. **Outside Storage.** The personal property of any Owner shall be kept inside the Owner’s Home or fenced-in yard, except for patio furniture and accessories, and other personal property commonly kept outside, which must be kept in the rear of the Lot and must be neat appearing and in good condition.

5. **Parking.** No parking shall be permitted on the street at any time. No recreational vehicles, campers, trailers, boats, aircraft or motorcycles may be parked on the property for more than two (2) days, except within a garage or storage area. No parking is permitted on grass areas, common or private, at any time. All cars must be parked in a parallel line with the home’s driveway (no diagonal parking at any time). Any vehicle parked within the Property must be in good condition and repair, and must have valid plates. No ATV’s or similar vehicles are permitted to be operated on pathways or unpaved common property or parked outside of a garage overnight.

6. **Garages.** No garages shall be permanently enclosed so as to make the garage unusable by an automobile. No portion of the garage originally intended for parking shall be converted into a living or storage space. All garage doors shall remain closed when vehicles are not entering or leaving the garage. Carports shall not be permitted.

7. **Owner’s Responsibility.** All maintenance of Lots and all structures, parking areas, landscaping, and other improvements on each lot shall be the sole responsibility of the Owner who shall maintain such Lot in a manner consistent with the Victoria Square Standards and this Declaration. In the event the Board determines that any Owner has failed or refused to properly maintain, repair, or replace items for which such Owner is responsible, the Association may perform such maintenance, repair or replacement for the Owner at the expense of the Owner. Except in an emergency situation, the Association shall give the Owner prior written notice of the Association’s intent to provide such necessary maintenance, repair, or replacement. The notice shall set forth with reasonable particularity the maintenance, repairs, or replacement deemed necessary.

8. **Refuse.** Each Owner shall regularly pick up all garbage on his lot. Trash receptacles cannot be left at the street for pickup. Arrangements should be made to have them picked up from under the porch or service yard. The containers must be stored out of view at all times.

9. **Temporary Buildings.** No tents, trailers, shacks or other temporary buildings or structures shall be placed on the property without the prior written approval of the Architectural Review Committee.

10. **Animals and Pets.** Only commonly domesticated household pets may be kept on any Lot or in a Home, but in no event for the purpose of breeding or for any commercial purposes whatsoever. No animal may be kept that causes distress or is a nuisance to another property owner, resident or guest. All pets must be leashed when on common property, and all pets must be cleaned up after.
11. **Additions and Alterations.** No exterior alterations, including tree removal, to the Home or Lot will be permitted without prior written approval from the Architectural Review Committee. Work that is done without approval is subject to the fining policy.

12. **A/C Units.** Only central air conditioning units are permitted. No window, wall or portable units are permitted. No air conditioning equipment shall be installed on the ground in front of or attached to any front wall of any Home.

13. **Clotheslines.** No clotheslines or clothes poles shall be erected, and no outside clothes-drying is permitted.

14. **Antennas and Satellite Dishes.** No owner may erect or maintain a television or radio antenna, satellite dish or similar apparatus unless it is dark in color and less than 18 inches in diameter. It must be screened from public view and located behind the Home either in the rear yard or affixed to the rear roof, when these locations will provide for adequate signals. All antennas and satellite dish installation requires written approval from the Architectural Review Committee.

15. **Signs.** No signs shall be placed at any home with the exception of one “For Sale” sign or one “Open House” sign limited to six square feet in size.

16. **Window Treatments.** Window treatments shall consist of draperies, blinds, decorative panels or other tasteful window coverings. No temporary window treatments are permitted except for periods not exceeding one week after an Owner or tenant first moves into a Home.

17. **Lakes.** There shall be no swimming, use of personal flotation devises, or boating of any type on the lakes. No owner shall construct or install any piers or docks on any portion of a lake or adjacent open space.

18. **Swimming Pools.** No swimming pools, spas, hot tubs or similar equipment or facilities shall be installed without the prior written consent of the Architectural Review Committee and only if screened from view. No above-ground swimming pools except for small children’s wading pools shall be permitted.

19. **Fences and Walls.** A fence design must be submitted to and approved by the Architectural Review Committee prior to construction of the fence. Fencing is to be constructed for backyards only and may extend no more than 5 feet along the side yards as measured from the rear corner. Only white picket fences 3-4 feet high shall be allowed. Fencing can be no more than 70% opaque. Fencing material shall only be wood, painted white or white vinyl. All other fence materials are prohibited. No fences of any type may be built behind homes backing on the lake or on corner lots. Any existing fences on homes that do not meet these specifications will be "grandfathered" for the existing owner. In the event these "grandfathered" homes are sold, the owner must remove the fence or replace it with an approved fence prior to closing on the sale of the home.

20. **Mailboxes.** No mailboxes are permitted except for mailboxes which are identical to mailboxes originally provided for the homes by the developer.

21. **Rules.** The Board of Directors has the authority to enforce these and any other rules that they feel are necessary to the well being of the property.

22. **Swimming Pool Rules.** The swimming pool rules are posted at the pool. The pool rules are as follows:

- The pool is open from April 1st to October 1st from 9 a.m. to 9 p.m.
- There should be no solo swimming.
- Running and boisterous or rough play are not allowed at the pool.
- No person under the influence of alcohol or drugs should use the pool.
- There should be no spitting, blowing a nose or urinating in the pool.
• Persons with diarrhea illness or nausea should not enter the pool.
• Persons with skin, eye, ear or respiratory infections should not enter the pool.
• Persons with open lesions or wounds should not enter the pool.
• No animals or pets are allowed in the pool or in the fenced in pool area.
• Glass is not allowed in the pool or pool area.
• Children under the age of 13 are not allowed in the pool without supervision.
• All pool users should shower before entering the pool.
• A first aid kit is located in the hallway next to the telephone.
• An emergency telephone is located in the hall to the left.
• Diving is not allowed in the pool.
• All infants and toddlers, who are not potty trained, must wear leak-proof pants, “swimmies” or similar protection.

23. **Community Parking Lot.** The Community Parking lot is open to all homeowners and guest vehicles for temporary parking on a first come, first served basis. Parking in the community lot is a privilege. All fees must be paid current or on a payment plan to park in the community lot. All vehicles parked in the lot must have a current VS Decal or VS Guest Pass visible through the front windshield at all times. Five (5) spaces plus one (1) handicap marked space will be designated as Guest Parking and will be reserved at all times for use by homeowner’s guests with a VS Guest Pass. Visitors with a Guest Pass may park in any open space in the parking lot when Reserved Guest spaces are full. Homeowners may park in one of the Reserve Guest spaces while using the pool during designated pool hours during the pool season only if no other spaces are available.

NO commercial vehicles can be parked in the community parking lot. Any vehicle parked in the lot without a VS Decal or VS Guest Pass will be cited for violating this policy and fined. All unpaid parking fines will be handled in accordance with Section 4 of the Declaration of Victoria Square Covenants and Fining Policy.

If a homeowner has more vehicles than parking spaces on his/her lot including one space in the garage, the homeowner may park the extra vehicle in an open parking lot space daily with Board approval and subject to the policy set forth above.

24. **Construction Hours.** Contractor work is permitted Monday thru Saturday, from 7 am until 7 pm. No Sunday contractor work is permitted. Owners are responsible to ensure their contractors are abiding by all community rules.

25. **Storage Yard.** Storage yard space is available on a first come first serve basis at an annual rate to be determined by the Board of Directors. Space is available and accessible to Victoria Square property owners only. All items stored must be fully operational and functional, and registration and insurance must be on record with the HOA. Owners must be current on their HOA fees through the year to retain this privilege.
Victoria Square Fining System

In order to help enforce these regulations, the Board of Directors has developed a fining system as follows:

1. Owner is notified of the infraction and given seven days to make correction.
2. A fine of $25.00 is levied after seven days if no correction is made.
3. An additional fine of $50.00 is levied after fourteen days if no correction is made.
4. An additional fine of $100.00 is levied after twenty-one days if no correction is made.
5. Additional fines of $10.00 per day are levied after thirty days if no correction is made.

All fines will be placed directly on the owner’s account and will be treated as any other balance due. (i.e. could incur late fees, legal fees or even cause a lien upon the property if unpaid). Fines incurred by the tenant are the responsibility of the owner and will be billed to the owner’s account.

Any exterior work that is completed without prior approval of the Architectural Review Committee is subject to fines at the discretion of the Board of Directors.

Our purpose is not to impose a hardship on any owner, but to have a standardized procedure for rules enforcement. Should an owner have a question or problem with a notification or fine, they should contact Atlantic States Management, who will bring their appeal to the attention of the Board of Directors.