

Village Green Rules and Regulations

Dear Village Green Residents,

To assure a continuing high standard of how we treat each other and protect and maintain the lifestyle and marketability of our community, a set of rules and regulations, adopted by your Board of Directors, have been established.

The Rules and Regulations exist for the benefit of all living within the Village Green HOA. The Rules and Regulations are meant to supplement and expand on the Declarations and By-Laws Governing Documents that each Owner received during the closing process for their home. Together these documents are intended to assist in preserving a clean, safe and attractive environment, assuring the peaceful enjoyment of the entire complex while protecting and enhancing the value and marketability of each Owner's property. It is the owners' responsibility to have read both the Declaration and By- laws of the Village Green Homeowners Association.

All Owners at Village Green and their families, tenants, guests, invitees and licensees are expected to abide by these rules and regulations.

Please take the time to read them and then make a personal commitment to adhere to them. The rules apply equally to all of us. Thank you for abiding by them. They are for our benefit and the overall benefit of continuing to make Village Green the unique community that it is and we all want it to be.

Thank you,

Your Board of Directors

1. As stipulated in Section 4.21 of the Declaration, upon adoption, amendment, modification or revocation of these Rules and Regulations, a new copy of this document must be delivered promptly to the Association and shall be binding upon all owners. These rules are supplementary to policies included in General Declaration of Covenants and Restrictions except where they may contradict one another in which case the policies contained therein will be considered the policy in effect.
2. **Pet Policy:** Owners are responsible for the actions and behavior of their pets. Dogs kept by Owners or their guests must not interfere with the comfort, safety, convenience or enjoyment of other Unit Owners. It is the dog Owner's responsibility to pick up and dispose of their dog's droppings immediately. The maintenance, keeping or boarding of animals is prohibited within the common elements. Pets are not allowed outside of their owners' lot boundary except on a leash attended by a responsible person and in accordance with Cumberland Ordinance's. The Board of Directors or its agent may cause the removal from the premises of any animal that threatens the safety, comfort, convenience, or enjoyment of another Unit Owner. (Section 4.19)
3. **Please Drive Slowly:** For everyone's safety our speed limit is 15 MPH within the development at all times. Watch for walkers, joggers and children.
4. **Home Occupations:** Any home occupation or profession which involves generation of traffic conducted in a homeowner's dwelling must be approved by the association. (Section 4.9)
5. **Temporary Structures:** No boats, trailers, snowmobiles, campers, motorcycles, motor bikes, mini-bikes, or the like are to be operated, stored or utilized on common areas or visible outside of a owners garage. This means that if you own a boat, trailer, ATV, etc. and it can fit in the garage then it may be stored there. The Declaration does not allow these vehicles

to be parked on the driveway or at Village Green unless they can fit in your garage. (Section 4.7(a) and 4.10)

6. **Private Recreational Facilities:** No recreational amenities, including but not limited to swimming pools, tennis courts, hot tubs, whirlpools, sand boxes, trampolines, swing sets or jungle gyms shall be erected, constructed or placed on any residential lot within the properties, except where such amenities are incorporated into the approved design of the lot by the Design Review Committee. (Section 4.2)
7. **Homeowner Property:** Residences should be kept clean, safe and in attractive condition and good repair. No unsightly structures, facilities, tools, objects or conditions are permitted on the property. (This includes leaving towels or other laundry outside to dry on railings or the like.) No signs or advertising are permitted on the dwelling or in the windows. Garage doors should not remain open for extended periods of time. No annoying light (unreasonably bright or glaring) should be emitted and except for security systems or fire alarms. (Section 4.18 & 4.20)
8. **Hazardous Activities:** No hazardous activities shall be conducted on the properties and no improvements constructed on the properties which are or might be unsafe or hazardous to any person or property. No open fires except within a contained barbecue unit or discharging firearms. (Section 4.17)
9. **Decorations:** Seasonal decorations should be removed within 4 weeks once the holiday has passed. In particular, outside Christmas decorations should be taken down and disposed of properly by January 15th, of each year. All holiday lights must be turned off no later than 11PM.
10. **Trees:** Unless located within 20 ft of a dwelling or accessory building or within 20 ft of the approved site for such building measuring 4in or more in diameter at breast height may be removed without permission from the Design Review Board. No trees planted by the Declarant may be removed without the express written approval of the Board. A fine of \$2000 per tree

removed may be levied by the Association against the responsible owner and said owner shall plant a new tree or trees of the same or different species in the same location as the tree that was wrongfully removed (Declaration Section 4.13)

11. **Noise:** Excessive noise that disturbs other owners is not allowed. All owners, guests, tenants and occupants shall reduce noise levels between the hours of 10:00 P.M. and 7:00 A.M.
12. **Satellite structures:** Federal law states that the installation of satellite dishes cannot be prohibited. However, the rules for their installation are as follows:
 - a. All installations require the prior written approval of the DRB.
 - b. The dish must be blocked from view as much as possible. Owner may be required to plant additional shrubbery to block view from passersby.
13. **Yard Sales:** Individual garage/yard sales will not be permitted.
14. **Design Review Requests:** Any alterations and or improvements to the exterior appearance of your home must be submitted to the Design Review Board for consideration and approval. Normal and routine maintenance shall not require such approvals.
15. **Behavior:** No noxious or offensive activity shall be carried out upon the properties. No activity that is likely to curtail the reasonable and pleasurable use of the property by owners and guests is permitted. The owner shall be held responsible for the actions of his/her/their children, guests and tenants. (Section 4.16)

16. **Common Elements:** Common areas may not be obstructed, damaged or unreasonably interfered with by any member. These areas, which include walkways, common area mulch beds, the pond, are the responsibility of the Association and care should be taken whenever using the Common Areas.
17. **Landscaping:** The Association shall have the right to enter on any lot and install, remove, or maintain any landscaping on that lot, if the owner shall not have installed the approved landscaping within the time allotted for completion, or shall fail to adequately maintain the landscaping in accordance with the applicable guidelines. (Declaration Section 4.28)
18. **Feeding Wildlife:** No activities shall be conducted on the properties for the subjective purpose, or with the objective effect, of feeding or attracting non-domestic animals, such as deer and turkeys. This rule shall not be interpreted in such a way as to prohibit the placement of bird feeders or bird baths that are elevated a reasonable distance from the ground and that, in the judgment of the Design Review Board, are not likely to attract nuisance causing non-domestic animals.
19. **Administration:** Any complaints regarding the actions of owners, their guests or lessees, shall be made in writing only by an owner and should be sent to the Board of Directors through its agent, Phoenix Management. Email: mtierney@phoenixmanagementcompany.com Ph# 207-571-3061. After an appropriate hearing if no action is taken by a home owner found to be in violation, or if a problem is not rectified, the Board of Directors (BOD), at its discretion may impose financial sanctions or take other actions to remedy the situation. The BOD will only deal with the legally registered owner(s) or designated agent of the owner(s) of the unit.

20. Violations, Fines and Enforcement of the Rules and Regulations: The rules and regulations and the covenants and restrictions of Village Green HOA were created to ensure the orderly operation of VGHOA and to create an environment that provides for a peaceful community. Anyone found in violation of any of these policies is subject to a fine and/or other penalties to be determined by the BOD. In most situations and in the spirit of respect for fellow Owners, direct communications between the concerned parties should be sufficient to address a specific concern.

It is however important to have specific criterion in place to ensure that that a mechanism exists to enforce the policies spelled out by the Declarations, By Laws as well as the Rules and Regulations.

Violations of any of the Rules & Regulations adopted by the Board of Directors, or breach of any of the Declaration or By-Laws Policies are subject to previously defined potential actions by the Board of Directors and or fines to the Owner.

First Offense: Written warning or \$100 fine

Second Offense: \$250 fine

Each Additional Offense: \$500

21. In addition to any sanctions, the Board will pass on any real costs associated with the violation, such as repairs to a facility or the cost of removal of debris. If a tenant, guest or lessee is found in violation, the owner will be assessed the fine and may pursue action against the offending party if they so desire. If the violation is serious enough, local authorities may also become involved in the matter.

22. **Appeals:** An owner who disputes a fine has the right to appeal to the BOD. An appeal must be submitted in writing to the BOD through its agent,

Phoenix Management, by letter, fax or e-mail, within 45 days of the mailing of the violation letter. After this period, the right to appeal expires. Violations are due within 10 days of the date on which the violation letter was mailed, unless the owner intends to appeal. If the appeal is rejected payment is due immediately of that decision.

23. **Waivers:** Any waivers to the Rules and Regulations or special permissions granted must be given in writing. Such waivers/permissions will have an expiration date, which will not exceed 30 days after expiration an application for renewal can be made to the BOD.

24. **CHANGES/MODIFICATIONS/ADDITIONS AND REVOCATIONS OF RULES AND REGULATIONS:** These Rules and Regulations may be amended, modified or revoked at any time by affirmative vote of the Board of Directors.