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MOUNTAIN PROPERTY MGMT

**GOLF CREEK RANCH
HOMEOWNER'S ASSOCIATION**

RULES & REGULATIONS

RESPONSIBILITY:

It shall be the responsibility of every owner, tenant and occupant to respect the privacy, property and personal rights of every other owner, tenant or occupant. No owner shall permit or make any noise that will disturb or annoy the occupants of other units. Repairs or construction work that would cause noise should be limited to 9AM to 5PM and discussed with immediate neighbors before starting.

ACCESS:

Each owner is responsible for providing the Manager with a key to their unit. The agents of management, and any contractor or workman authorized by the owner or management, may enter any unit or garage at any reasonable hour of the day for the purpose permitted under the terms of the Declaration of Covenants, Conditions and Restriction, By Laws, these Rules & Regulations, or Management Agreement. Except in cases of emergency or regular inspections, access will be pre-arranged with the owner or tenant.

DAMAGE:

Any damage to any common areas, structures, etc. caused directly by an owner, guest or tenant, shall be the responsibility of the owner to arrange repair and payment for repair with the Manager. Except for water damage caused by roof leaks, all interior repairs are the responsibility of the owner.

EXTERIOR CHANGES:

No exterior changes, such as exposed aerials, satellite dishes, fans, sun control devices, air conditioners, fencing, or physical modifications of any kind shall be made to any unit, garage or other structure without prior approval of the Board of Directors. All exterior maintenance, except glass replacement, but including painting and staining, shall be performed only under the direction of the Board or with arrangement by the Board. Glass replacement is the owner's responsibility but must be coordinated with the Manager in case other repairs to the window unit are also required (sills, etc.).

FIRE ALARMS:

Fire alarms are monitored by Alarm Central. It is the responsibility of each owner to post in an obvious place the telephone number of Alarm Central and instruct each person staying in the unit (including renters) of the proper procedure in case of a false alarm. Call: Alarm Central at 1-800-452-3555 and the Fire Department at 733-2331. The Alarm Central will call the unit to confirm a problem before calling the Fire Department.

New owners should advise Electronic Services, PO Box 3861, Jackson, Attention: Tony, of their new phone number when they take possession of the unit. Our accounting services will also provide Electronic Services with a new Homeowner's List each year.

FIREWORKS:

Fireworks are prohibited in Teton County.

LANDSCAPING:

All owners are responsible for the planting and landscaping of the annual flower beds around the perimeter of and connected to the individual unit or areas planted by them. Plans for landscaping or the display of ornamental art or bird baths in common areas must be approved by the Board of Directors. (Some changes to landscaping can cause interference with snow removal and/or mowing.) Owners and/or renters are responsible for keeping their landscaping and flower beds weed-ed and neat in appearance and in good condition.

MAIL:

Mail boxes are available in Golf Creek Ranch on a limited basis. Mail is the responsibility of each owner. The manager is not responsible for picking up or forwarding mail.

PETS:

No owner shall keep or maintain more than two household pets. Dogs must be kept on a leash or in close control at all times. Owner's of dogs are required to clean up, in a timely manner, any messes made by their pets. Owners will be billed by the Association for any clean-up costs incurred.

Renters are not allowed pets of any kind.

POND & CREEK:

Wading or swimming in ponds or creeks in or adjacent to Golf Creek Ranch is prohibited.

RENTALS:

Owners and/or their agents are responsible for advising their tenants of the rules and regulations of Golf Creek Ranch and are responsible for compliance by their tenants. The rental agent or owner is responsible for furnishing keys for and assuring compliance of all rules and regulations by the tenants.

Any damage to the units will be referred to the owner or the rental agent. Owners and rental agents are responsible for lost keys, maintenance of the unit, cleaning, or any other situation involving tenants that may arise. Owners and rental agents are required to notify the Manager whenever the unit is under lease, or will be vacant for an extended period. The Manager will advise one of the Associations officers of any problems with the tenants.

SIGNS:

No signs, notices, or advertisements shall be placed in any window, on the exterior of any unit, or in the common area, by any owner or occupant.

TRASH:

All trash shall be compacted and/or bagged in a waterproof container and placed in the trash sheds. No loose trash is to be placed in the sheds or anywhere on the premises.

UNIT OCCUPANCY:

All owners, including those with rental units, have the responsibility to notify the Manager when their unit is to be vacant for an extended period of time (more than two weeks) so the water can be turned off. (Leaks, burst pipes and water

heaters are not uncommon, and can cause damage to their own and to other attached units).

VEHICLES & PARKING:

All vehicles shall be parked in the garage assigned to their unit, or in the space adjacent to their unit. All campers, motorhomes, and other recreational vehicles such as boats and trailers shall be parked only within garages or away from the Golf Creek complex. Automobiles and any other motorized vehicles such as snowmobiles, motorcycles, motor bikes, etc. shall be confined to graveled or paved roads and parking areas designed for that purpose. Contractors' vehicles are allowed only during normal working hours.

MANAGER'S WORK FOR HOMEOWNERS:

Any homeowners requesting personal work by the Manager should notify him well in advance so it can be done during non-working hours. Tools are the property of the Manager or the Homeowners Association and should not be borrowed without permission.

The Association Manager is responsible for the following during the winter months:

- 1.) Sidewalk and parking snow removal. Priority will be given to those units known to be occupied if a heavy storm prevents the Manager from doing all of them early in the morning.
- 2.) Weekly inspections to insure the heat is on, if called for by the Homeowner, and that there is no damage, leaks etc. to the unit.

The Owner/Rental Agent is responsible for the following when units are rented or used by friends.

- 1.) Two-Three day advance notice of occupancy.
- 2.) Heat and light control (Turn on - Turn off, thermostat setting).
- 3.) Key availability to friends and renters.

- 4.) Interior maintenance repairs, housekeeping, renter damage, etc.
(Manager would notify the agent/owner if any damage is observed during the inspections).

Homeowners vs Association responsibilities for various maintenance items:

| <u>Per covenants</u> | <u>Association</u> | <u>Homeowners</u> |
|-------------------------------------------------------------------------------|--------------------|-------------------|
| Painting-Exterior building surface | X | |
| Roofs, gutters, downspouts (Maintenance, not installation) | X | |
| Trees, shrubs, grass, walks, sprinkler system (Except foundation planting) | X | |
| Glass Surfaces | | X |
| Foundations | | X |
| Garage doors & openers | X | |
| Decks & Porches (Maintenance) | X | |

Adopted by Prior Meeting Minutes & Practice

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|----------------------------------------------------|--|---|
| Foundation planting and owner installed flower bed | | X |
| Interior painting/Repair/Maintenance | | X |
| Insulation/Weather striping/Doors | | X |
| Chimney Cleaning | | X |
| Screen Doors | | X |
| Winterizing (Drain, antifreeze etc.) | | X |
| Basement | | X |

Note: The Association Board should approve any exterior changes or plantings prior to installation.

ADDITIONS AND MODIFICATIONS:

These rules may be added to, repealed or modified at any time by the action of the Board of Directors. It is the responsibility of the Board to notify each owner in writing of any changes in the rules and regulations.

Approved by Homeowners

6/28/97