

## **Oakwood Townhomes Homeowners Association Rules and Regulations**

The Owner's Association has adopted the following rules to assure maximum living enjoyment, aesthetic beauty and property values at Oakwood Townhomes. The Rules and Regulations are automatically a part of each lease, and each owner is responsible for making sure his/her tenants have a copy of the Rules and Regulations and abide by them. You are encouraged to ask your neighbors to follow the Rules and Regulations.

These rules and regulations are enforceable by the Board of Directors of the Oakwood Townhomes Homeowners Association, Inc. pursuant to the Declaration of Covenants, Conditions and Restrictions for Oakwood Townhomes Planned Unit Development, and the By-Laws of Oakwood Townhomes Homeowners Association, Inc. By virtue of section 202.004, Texas Property Code, the Board of Directors may initiate, defend, or intervene in litigation to enforce these rules and regulations.

### **PET POLICY**

No animals, livestock, or poultry of any kind shall be raised, bred, kept, maintained or harbored within this Townhome complex, with the exception of dogs, cats, or other household pets, provided that they are not raised, bred, kept, or maintained for any commercial purposes. However, if such dogs, cats, or other household pets are found to be a nuisance to other residents, the owner of such dogs, cats, or other household pets shall remove same and the property owner fined upon written notice issued by the Board of Directors as stated in the steps for enforcement.

#### **The basic points of the pet policy are as follows:**

- No more than two (2) pets per unit are allowed.
- A pet is not allowed to run loose (off leash) at any time.
- It is the responsibility of the pet owner to see that all dog feces are picked up and not left anywhere on Oakwood Townhomes' property.
- Pets should be confined to their owner's yard and the owner is responsible for the cleanliness of that area. Pet defecation in owner's yard must be removed daily.  
<https://library.municode.com/index.aspx?clientId=14054>
- Pets may not be left on a line at any time unattended.

The City of Bryan code applies to Oakwood Townhomes occupants: "Generally, it shall be unlawful for any person owning or having possession of any dog to allow such dog to be at large without the owner or person in charge thereof having direct physical control over such dog." It is also against the city ordinance for a pet to be allowed to roam at will under any circumstances. Those pet owners who allow their pets to run free at any time are in violation of this ordinance.

[https://library.municode.com/HTML/14054/level3/PTIICOOR\\_CH10AN\\_ARTIIDOCA.html#PTIICOOR\\_CH10AN\\_ARTIIDOCA\\_S10-53NU](https://library.municode.com/HTML/14054/level3/PTIICOOR_CH10AN_ARTIIDOCA.html#PTIICOOR_CH10AN_ARTIIDOCA_S10-53NU)

*(Code 1988, § 4-47; Ord. No. 909, § 1, 5-10-1994)*

If you have any complaints about stray dogs or cats, you may call Animal Control. In the event that calling the Animal Control fails and the problem persists, we recommend you contact the Board of Directors requesting enforcement of the Pet Policy.

#### **The steps for enforcement follow:**

1. Make a formal written complaint to the Board of Directors, through the BVPM website ([https://brazoscentury21.appfolio.com/connect/users/sign\\_in](https://brazoscentury21.appfolio.com/connect/users/sign_in)) using maintenance request form. Every complaint will be considered but must contain the following information:

- **Date and time of the incident**
- **Location of the incident**

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- **Description of the animal**
- **Name and/or unit number of the owner**

**The first formal written complaint that is received by the Board of Directors will prompt a warning to the pet owner and the property owner where the pet is kept advising that a written complaint is on file.**

2. If the problem is not resolved after such written warning from the Board of Directors and upon receipt of a second complaint, the Board of Directors will convene and discuss the situation. The Board's consideration of the matter may result in the animal being found a nuisance under the Pet Policy. Upon such a finding, the property owner will be fined \$50.00 per incident and the pet owner may be required to remove the animal from the premises.

### **PARKING POLICY**

All homeowners are responsible for the instruction of their children, tenant(s) and/or guests as to the provisions of all the rules, regulations and policies of Oakwood Townhomes Association for parking and towing, to which the following are a part of the Association's By-Laws and Declaration of Covenants, Conditions and Restrictions.

- Each unit has one assigned reserved parking space which is numbered. Please check the chart to identify your reserved space.
- Visitors may park in any space not numbered. Please refer your guests to the visitor spaces in the front of the complex. The visitor spaces throughout the complex are for residents with an additional car or an overnight guest.
- All vehicle(s) shall be "street legal and roadworthy" having current inspection and registration, as appropriate. No vehicle(s) shall be allowed which has been abandoned or may be deemed a nuisance as provided in the Articles of Declaration.
- Vehicle(s) left upon a block(s), jack stand(s), or any maintenance type support for more than 48 hours will be removed at the cost of the owner. The tires of vehicles(s) must be inflated and not allowed to rest flat.
- No commercial vehicle(s) may be parked upon the property. No boats, tandem axle trailers, watercrafts, jet skis and open-bed trailers may be parked on the premises at any time.
- No vehicles(s) including campers, recreational vehicles, travel trailers, etc. shall be occupied by person(s) for overnight periods. Nor may they be parked for more than 48 hrs. These vehicles must be parked in a visitor space at the front of the complex. Additionally, such vehicles may not use extension cords which may cross over common area sidewalks, courtyards, or driveways, etc. No vehicle may use a built-in gas powered generator, air-conditioner or other energy-consuming/noise-producing type of equipment while parked upon the property.
- All dual wheeled vehicles must be parked in visitor parking at the front of the complex next to the dumpster.
- No vehicle(s) shall be allowed to remain on the property which is deemed a nuisance, is deemed obnoxious, or obstructs any part of the common areas, unless approved by the Board of Directors.
- Vehicles in violation of this policy shall be noted by regular inspection and shall be subject to being towed at the owner's expense.
- No car washing is permitted on the premises.

### **TOWING**

Towing of any vehicle, boat, trailer, camper, motorcycle, recreational vehicle, motor home, jet ski, etc. will be at the owner's expense. Towing will result if any of the above mentioned is parked or stored in violation of any provisions of the parking policy.

### **LEGAL DOCUMENTS**

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Legal documents are available from the Management Company. The legal documents include the Covenants, Conditions & Restrictions (Declarations), By-Laws and Articles of Incorporation.

### **PATIOS**

**Cooking on patios:** No person shall operate a stove, oven or barbeque pit upon any lot or premise within ten (10) feet from any structure, tree or shrub. Fire Safety rules mandates that fire extinguishers or a water hose must be available when BBQ grills, stoves, etc. are in use. Absolutely no open pit cooking. \*Take care and use caution with disposal of hot ashes, grease, and other flammables. Ashes **must be** bagged before placing in the dumpster.

**Propane:** Storing any propane container indoors is not advisable. It is recommended that a propane bottle be stored outside on a firm surface and away from any source of ignition. Care and consideration of surrounding buildings, driveways, awnings, houses or building openings, property lines must be taken into account when placing a propane tank in a legal and safe location.

<http://www.propane101.com/propanecylinderstorage.htm>, [www.propanesafetyfirst.com/pdf/amerigas-propane-safety-brochure.pdf](http://www.propanesafetyfirst.com/pdf/amerigas-propane-safety-brochure.pdf)

### **Personal Property:**

All personal property must be kept inside the unit including but not limited to towels, clothing, mops, brooms, wood, tools, carpeting, boxes, plastic bags, beverages, furniture, toys, automobile equipment, etc. Violators will receive written notice to remove items.

If not removed within 48 hours, they will be removed at the owner's expense.

The Association has the right to require the removal of objects which are visible from the common areas and which detract from the property's appearance.

Trash bags and trash containers are not permitted at the front or back door areas. Owners and residents are responsible for the upkeep and tidiness of their own back yards and deck. Residents must keep property in accordance to City Health and Safety ordinances. \*\*Lot lines are edge to edge of concrete foundations.

Basketball hoops, satellite dishes or other objects may not be attached to the building or fence.

### **Outside Antennas:**

Outside antennas such as TV, FM, Satellite dishes, and/or Wireless One are permitted to be on the property as long as they cannot be seen from the common area and are not attached to the building in any way.

### **WATERBEDS**

Waterbeds are not permitted. The second floor was not designed to safely support the weight of a waterbed. Any damage that may be caused by a waterbed will be charged to the property owner. The Association's insurance does not cover waterbed damage.

### **WINDOW COVERINGS**

Window coverings (curtains, blinds, window screens) must be in good condition and appearance. No foil or sheets are permitted. Repeated violations may result in fines by the Board of Directors.

### **COMMON AREAS**

Absolutely no property (ornaments, banners, lights, bicycles, toys) may be stored temporarily or permanently on sidewalks, walkways, parking lot or other common areas. Violators will receive written notice to remove items. If not removed within 48hrs, they will be removed at the owner's expense. \*\*Lot lines are edge to edge of concrete foundation.

**Entry areas and sidewalks:** Entry areas and walkways shall be kept clean and neat by the owners or tenants using the same. Littering in common areas is not allowed. Residents are responsible for litter clean up in the front of their units if they or their guests are responsible. Fines of \$50 per incident will be imposed on repeat offenders after one notice. Owners may have small potted plants/shrubs in entryway.

**Landscaping:** Landscaping in common areas is the responsibility of the Board of Directors. No permanent or large tree(s) or invasive vegetation is permitted within 10 feet of any building/unit without PRIOR APPROVAL FROM the Board. All violations will be subject to fines and removal.

### **MAILBOXES**

Owners are responsible for replacing locks. See US Postmaster Regulations. The Board of Directors may have the exclusive right to designate the type, size, location, and signage on mailboxes.

### **WATER**

**Leaks: All WATER LEAKS MUST BE REPORTED TO CENTURY 21, by the unit Owner** ([https://brazoscentury21.appfolio.com/connect/users/sign\\_in](https://brazoscentury21.appfolio.com/connect/users/sign_in)) or **Tenant** (<https://www.c21bcshoa.com/>) immediately to prevent possible damage.

**Conservation:** All homeowners are encouraged to promptly repair any leaking toilets or faucets in their homes to help reduce the utility bill and more importantly to help conserve water. If you need to shut off your water, notify your affected neighbor. Every two units shares a shut off valve.

### **PEST CONTROL**

The Association only sprays the exterior of the buildings. If you have an internal pest issue, you must call your own pest control company within 48 hours to prevent the infestation from spreading to other units or areas. Residents who do not allow access to treatment areas will be responsible for any resulting damage. All charges for remediation will be assessed to the owner.

### **NUMBER OF RESIDENTS**

There shall not be more than four (4) people living in a two bedroom unit at any time, two people per bedroom. Violations will be fined to the property owner at \$50 per month until remediated.

### **NUISANCES**

No activity shall be conducted on the property, which in the judgment of The Board of Directors or Management Company might reasonably be considered as giving annoyance to neighbors, of ordinary sensibilities or might be reasonably calculated to reduce the desirability of the property as a residential neighborhood.

### **CHILDREN**

Each Owner is responsible for the conduct of children who are residents, tenants, or guests in his or her unit. For everyone's safety, children may not be left unattended in the common areas. Children may not play in the parking lot.

### **ROOFS**

No unauthorized person(s) may enter upon the roofs of the buildings. Any such action (s) will be deemed as destruction to property and subject to prosecution/assessment for damages and other associated expenses.

### **INSURANCE COVERAGE**

Insurance coverage is provided by the Association for the exterior of the buildings and other common areas. Residents should purchase renters insurance (for tenants) or condo insurance (for property owners) to cover property that is not covered by the HOA purchased insurance.

### **TRASH AND GARBAGE PICK UP**

Trash and garbage pickup is scheduled three times a week. Currently, the schedule is Monday, Wednesday, Friday. Schedule is subject to change by the city.

The City of Bryan requires all waste to be bagged prior to placement in the dumpster to prevent wind blown litter and maintain the dumpster area in a clean and sanitary manner.

Large fiber-board boxes should be flattened before putting in the dumpster.

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The following items **CANNOT** be placed in the dumpster:

- Construction debris, remodeling and demolition materials
- Dirt, sod, brush or rock
- Hot ashes or flammable materials such as oil, gas or paint
- Furniture and appliances, carpets, mattresses or bed frames
- Materials prohibited at the Landfill
- Concrete, steel

The City of Bryan charges for these items to be removed from the premises. If this does occur, the charge will be relayed back to the property owner. HOA DOES NOT PROVIDE ON SITE CLEAN UP.

[http://www.bryantx.gov/departments/?name=commercial\\_collection](http://www.bryantx.gov/departments/?name=commercial_collection)

### **BRUSH/BULKY PICK UP**

Brush and bulky items are picked up on Friday. Please place these items on the grassy area next to the street as indicated by the sign. If at all possible, please wait until Thursday evening to put them at the curb. This helps our property continue to look clean and appealing.

No household chemicals will be collected at the curb. In fact, the homeowner is subject to a citation if a chemical is left curbside.

Appliances containing refrigerant must be tagged to certify that a qualified technician has removed the refrigerant, or else a \$20 environmental impact fee will be assessed to the property owner.

To protect small children and infants, we ask residents disposing of refrigerators to properly secure doors with duct tape or rope.

Set bulky waste and green waste (limbs, branches, etc.) in separate piles for collection.

**The following items will not be collected for disposal through Brush & Bulky Service:** Unused construction and demolition materials from projects like landscaping, remodeling, sidewalk and driveways improvements, and large-scale fence construction and repair. Concrete, brick or rock, household garbage.

[http://www.bryantx.gov/departments/?name=bulky\\_collection](http://www.bryantx.gov/departments/?name=bulky_collection))

### **MONTHLY HOA DUES**

Monthly maintenance fees are due at the first of each month to the Management Company

<http://brazoscentury21.appfolio.com/connect/users/sign-in>)

**Late HOA dues:** A late fee of \$35 per occurrence for any payment of Oakwood monthly HOA dues received after the 15th of the month in which they are due will be charged. As required in the Condominium Declaration, any late Dues and Fees will also be charged interest of 10% per annum until paid. Continued non-payment of fees will result in additional late fees, attorney fees and a lien on the property after three months of non-payment. Additional non-payment may result in foreclosure.

**PLEASE NOTE:** These fees are used for the purpose of maintaining the common areas and service. Non-payment of fees results in neglecting the upkeep of the complex.

### **ABSENTEE HOMEOWNERS**

Absentee homeowners are responsible for damages caused to the common elements by their tenants or their guests.

### **NOISE**

NO LOUD NOISE AFTER 10 PM. Oakwood Townhomes has a reputation for being a quiet, peaceful place to live and it is the main goal of the owners, residents, and management to maintain this environment. Sound can travel easily through the walls of the units. Please always be considerate of your neighbors in regard to the

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sound levels in your unit. This is especially important after 10 PM. If your neighbors are disturbing the peace, please follow these steps:

1. Politely ask them to stop. If no result, then....
2. Call the Bryan Police Department at 979-361-3888. If the problem repeats...
3. Call the Bryan Police Department and follow up with a letter/email of complaint and/or a phone call to the Management Company.

### **BURGLARIES AND VANDALISM**

All acts of burglary and vandalism should be reported immediately to the Bryan Police Department and the Management Company.

### **LIGHT BULB REPLACEMENT**

The replacement of light bulbs in the common areas is the responsibility of the Association. Please contact the Management Company for replacing these light bulbs.

### **ARCHITECTURAL CONTROL**

Any changes which are visible from the common areas, such as the addition of burglar bars, storm doors, and exterior lighting must have the approval of the Board of Directors prior to installation. No fences, gates, structures, buildings, or changes to buildings or grounds can be made without submission and approval of plans by the Board of Directors. All decks and fences must be of sound construction as defined by city code. All lumber must be new and treated. Maintenance is the responsibility of the owner. All new additions and construction must be approved by the Board of Directors **PRIOR TO INSTALLATION**.

*(Ord. No. 1911, § 1, 5-24-2011)*

### **GARAGE SALES**

Garage sales are prohibited from being held in the community. This is necessary in order to limit the "drive-through" traffic in our complex and to prevent the aesthetic compromise from the display of garage sale items.

*(Code 1975, § 16-70; Code 1988, § 15-91)*

### **COMMERCIAL USE**

No commercial use of any kind shall be permitted on the premises.

### **SIGN POLICY**

No sign of any kind shall be displayed in public view, on any lot or building except one sign of not more than five (5) square feet in area listing the agent's name and phone number who is showing the property for sale or lease. This sign may be displayed only behind the glass of one of the windows of the unit. For units without a window facing the parking lot area, a sign may be erected in the common area in front of the unit.

### **DECKS & FENCES**

Decks and fences belong to each individual Owner and are the Owner's responsibility to maintain. The attached guidelines are part of the Rules and Regulations for Oakwood Townhomes. All changes or additions must be submitted to the Board for final Approval.



Beal Properties  
903 S Texas Avenue, College Station, TX 77840  
Business (979)764-2500 Fax (979)764-0508

## **Deck Fence Guidelines**

Effective July 2, 2019

Before building/replacing decks and fences, Owners must get approval from the Board. Requests must be in writing and include drawings of proposed structure, and description of materials. All wood used must be new and pressure treated. ***Below are general, but not definitive guidelines to consider. Board approval must be obtained before any construction.***

### **On Creekside:**

- Decks cannot be attached to the unit or over the concrete slab/foundation in any way.
- Width side wall to middle of bathroom windows of each unit
- Must include a gate for access
- If no fence, steps down the side
- Cannot encroach on 10 ft easement from our perimeter fence
- If your unit is an "in" unit, maximum length is edge of shared wall with "out" unit
- Fence slats standard width
- 6 ft high fence maximum
- Cross slats on the inside of fence

### **On neighborhood side:**

- Same as rules as the Creekside

### **Old Oaks side**

- Cannot go past established fence line.
- Must include a gate for access

### Oakwood Townhome Parking Spaces

Address	Space	Address	Space
4517-1	1	4509-1	38
4517-2	2	4509-2	37
4517-3	3	4509-3	36
4517-4	4	4509-4	35
4517-5	5	4509-5	34
4517-6	6	4509-6	33
4517-7	7	4509-7	32
4517-8	8	4509-8	31
4517-9	9	4509-9	30
4517-10	10	4509-10	29
4515-1	11	4507-1	61
4515-2	12	4507-2	60
4515-3	13	4507-3	59
4515-4	14	4507-4	58
4515-5	15	4507-5	57
4515-6	16	4507-6	56
4515-7	17	4507-7	55
4515-8	18	4507-8	54
		4507-9	53
4513-1	19	4507-10	52
4513-2	20		
4513-3	21	4505-1	51
4513-4	22	4505-2	50
4513-5	23	4505-3	49
4513-6	24	4505-4	48
4513-7	25	4505-5	47
4513-8	26	4505-6	46
4513-9	27	4505-7	45
4513-10	28	4505-8	44
		4505-9	43
4511-1	41	4505-10	42
4511-2	40		
4511-3	39		