

TWIN SPRINGS GARDEN VILLA UNIT OWNERS ASSOCIATION, INC.
RULES AND REGULATIONS FOR MULTI-FAMILY LIVING
AT TWIN SPRINGS AND DEER RUN
(Updated August 20, 2008)

Welcome to the Twin Springs/Deer Run neighborhood. It is the Twin Springs Garden Villa Unit Owners Association's (TSGVUOA) desire to make this an enjoyable place to live by everyone respecting and being considerate of others and following these basic rules that have been adopted by the Board. Please find below a listing of some basic rules and guidelines that will help to make your stay at Lake Vista a pleasant one. This update is for all residents and guests.

1. Please park in your designated parking space in front of your building. Park additional vehicles across the parking lot. Request that your guests park away from the buildings as well since illegally parked vehicles may be towed at the owner's expense.
2. Drive slowly and carefully on Lake Vista streets and especially in parking lots. Do not drive on lawns or landscaped areas because underground pipes could be broken.
3. Only ELECTRIC grills are allowed on decks and patios. Charcoal and gas grills are prohibited by law. Grills may be used ten feet away from a building, when grass is not dry, and must be removed from the lawn after use.
4. Gas logs may be installed in fireplaces ONLY upon approval by the Board of Directors and in accordance with the current fire codes. Please send all requests to the Management Office.
5. All garbage must be bagged and tied. Place bagged garbage ONLY in the containers provided in your trash enclosure area and replace the lids. Anything too large to fit in a trash can with the lid on should be taken to the County Dump.
6. No littering on the grounds. DO NOT throw cigarette butts in the yard off of your decks, balconies or on the grounds.
7. Trailers, RVs, boats or commercial vehicles are not allowed in parking lots. No unlicensed or inoperable vehicles are allowed in parking lots.
8. No auto repairs are to be made in parking areas. Oil leaks from vehicles should be repaired promptly in order to limit damage to the parking areas. Unit owners are liable for any damage.
9. The Lake Vista Property Owners Association (LVPOA) does not allow bikes, skateboards, and other wheeled vehicles, with the exception of strollers and handicap transportation, on the walking trail around Hutter Lake nor the pathways down to the lake.
10. According to LVPOA rules, dogs and cats must be leashed or under owners' direct supervision at all times when a pet is allowed outside. Walk dogs along Lake Vista Drive or Hutter Lake Trail - otherwise please clean up after them! Do not leave dog(s) out on decks or balconies to bark and disturb the neighborhood.
11. No more than one pet is allowed per unit without written permission from the Board. Dogs must be licensed.
12. Play TVs, stereos, etc. at a volume not audible to neighbors. Outdoor noise should be kept at a moderate level.
13. Quiet time is from 10:00 pm to 7:00 am and voices should be kept low, especially if outside, so as not to disturb others.
14. Sufficient carpeting, rugs and padding shall be maintained on the floor surfaces (excluding kitchens, laundry rooms, closets and bathrooms) in Units located over other Units to adequately reduce transmission of sound

between Units.

15. All exterior changes must be approved by the Architectural Review Committee. Submit your written request with all details involving changes to the Management Office.

16. All decks, uncovered balconies, carpets and steps that are not in common areas (used by everyone) need to be swept regularly. Snow, ice and leaves should be removed by the unit owner. Decks and patios in **limited common areas** need to be kept clean by the unit owners using that area. Firewood may be stored on decks or patios during winter months only.

17. No unsightly objects or decorations are to be hung or stored on decks or patios or on the inside of a unit if visible from the outside. Only decorative flags in good condition are permitted and must be bracketed to the posts and not the siding of the building. Wind chimes are permitted, providing they do not disturb any neighbors. Porch/deck railings are not to be used for hanging objects (beach towels, rugs, clothing, etc.)

18. Satellite dishes are allowed, but should be mounted inside the owner's deck or patio and not on the building. On certain ground units, it may be less obtrusive in a corner behind shrubbery. Requests for mounting in common areas must be approved by the Covenants Committee and should be checked out before the installer comes. Approval will only be granted should the satellite dish be less obtrusive. Since satellite dishes allow up to four connections, it is requested that if space is available on a neighboring satellite dish, the cable be wired to that dish in order to cut down on the number of dishes. Requests should be submitted to the Management Office.

19. No objects are permitted on lawns or planting beds since they are "common areas". The unofficial policy of allowing owners to plant flowers off patios and decks, providing they be neatly maintained by owner, will continue for now. Eventually, the landscaping committee may request that all flowers be removed by the owner if a landscaping plan is adopted to replace the existing flowers.

20. Please remember to remove all outdoor water hoses after use, especially in winter months.

21. Leaking water facilities (dripping faucets, running toilets, etc.) are the responsibility of the unit owner and must be repaired promptly.

22. Steel reinforced water hoses should be attached to all washing machines and dryer vents installed according to code and kept clean. It is recommended that water hoses be turned off when not in use to prevent hoses from bursting. This is YOUR responsibility and liability.

23. It is recommended that all new water heaters should include a drip pan as a safety precaution when installed. Water heaters should be inspected regularly and replaced. The average life span for a water heater is 10-15 years. Leaking water heaters have caused considerable damage lately to a number of units. This is YOUR responsibility and liability.

24. The Association has a pest control contract for a minimum maintenance program. Each Unit is serviced on a quarterly basis.

25. Association fees are due the first day of each month and begin at the time of transfer of property. Please send checks as directed by the Twin Springs/Deer Run Management Office. Late fees of \$25/per month will be imposed after the 15th day of each month.

26. Please notify the Management Office of the sale of your unit.

27. Unit owners renting their units must inform the tenant of rules and regulations, inform the Management Office of the current tenant's names, and provide a copy of the written lease. Additional copies of the Rules and Regulations may be obtained upon request from the Management Office for a fee. Landlords will be responsible for any damages incurred by tenants. Leases shall require the lessee to comply with the Rules and Regulations. The Bylaws provides the Board of Directors with power to terminate the lease for failure to comply with the Rules

and Regulations. No portion of any Unit (other than the entire Unit) shall be leased for any period.

28. All damages which may be covered by insurance should be reported immediately to the Management Office. The Association has a master casualty insurance policy for damages to the buildings and components which carries a \$5000.00 deductible. Any insurance deductible under the master casualty policy shall be paid by the unit owners' association as a common expense if the cause of the damage to or destruction of any portion of the condominium originated in or through the common elements or an apparatus located within the common elements. However, a unit owner shall pay such deductible if the cause of any damage to or destruction of any portion of the condominium originated in or through a unit or any component thereof without regard to whether the unit owner was negligent. Any upgrades must be covered by your own private HO-6 (Condominium Homeowners Policy) as well as individual components, furnishings, and personal property. Unit owners are also responsible for the deductible and damage to other units if due to neglect, misuse, or fault by you or your tenants, as determined by the Board of Directors. Your private policy should cover this \$5000 deductible, subject to the deductible on your own personal policy. It is therefore recommended that everyone carry private insurance.

VIOLATIONS

In accordance with the Virginia Condominium Act and the Bylaws of your Association, this Board may impose fees or fines for violations of the rules contained in its Bylaws. Attorney fees will be charged when incurred as well as for any other matter requiring an attorney.

Please make every effort to take an active part in supporting your Property Owners Association. Monthly TSGVUOA Board meetings are held the third Wednesday of each month at 6 P.M. at 1149-D Vista Park Drive, Forest. Agendas will be available at the meeting, or may be sent to you prior to the meeting upon request. We urge you to volunteer to serve on a committee. Current committees are: Building and Maintenance, Covenants, and Landscaping and Grounds.

The Covenants Committee is composed of five members, appointed for one year by the Board of Directors, in order to assure that the Condominium shall always be maintained in a manner: (1) providing for visual harmony and soundness of repair; (2) avoiding activities deleterious to the esthetic or property values of the Condominium; (3) furthering the comfort of the Unit Owners, their guests and tenants; and (4) promoting the general welfare and safety of the Condominium community (Bylaws section 3:19(a)).

Complaints will be promptly investigated. Contact HRW, Inc., Property Manager: 455-0977