

PINE HURST GREEN
RULES, REGULATIONS, GENERAL POLICIES, & FINES
UPDATED APRIL 2022
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Introduction

Congratulations on being a part of Pinehurst Green! It is our wish that you will find, as many others have, patio home living the most convenient form of home ownership today.

To promote your enjoyment of patio home living, this booklet has been prepared for you to provide helpful information and instructions as to the policies and procedures from your Board of Directors and your management company will be following to best serve each homeowner/resident of Pinehurst Green.

The primary purpose of this booklet and of establishing rules and regulations are for safety, for understanding the Board, and for understanding your responsibilities in this community, for community well-being.

It is the purpose of your Board of Directors to maintain, protect, and enhance the value of your house and your lifestyle at Pinehurst Green. In addition, it is the purpose and promise of your management company to assist the Board of Directors in upholding these responsibilities, while maintaining an atmosphere of welcome and comfort to all homeowners/residents and their guests.

This is your home, and we want you to enjoy it!

Sincerely,

Your Pinehurst Green Board of Directors

Deferral to Documents, Definitions, and Disclaimer

Pinehurst Green is a condominium community and is governed by the Master Deed and By-Laws and by these Rules and Regulations established by the Board of Directors. You are encouraged to read these documents.

In case of any conflict between these Rules and Regulations, the Declaration, Articles of Incorporation, the By-Laws, and the Master Deed is the controlling document.

The Board of Directors may amend this information packet and/or these Rules, Regulations, General Policies, and/or Fines at any time.

RULES AND REGULATIONS

General

1. Nothing shall be kept or done to any unit or in or to the common areas or facilities, which increase the rate of insurance on the building
2. No noxious or offensive activity shall be carried on in any unit or in the common areas and facilities, nor shall anything be done therein, either willfully or negligently, which may be or become an annoyance or nuisance to the other homeowners/residents
3. There shall be no obstruction of the common areas or facilities, nor shall anything be stored in the common areas or facilities
4. Residents must allow access to garages and private interior patios during annual termite inspections and for any repairs or other inspections needed to the common and/or limited common elements
5. Residents who feel they have a claim that involves the Association's master insurance policy should contact the management company

Trash Pick-Up

1. Until time for trash pick-up service, all trash, garbage, or other rubbish shall be deposited by the homeowner/resident inside their garages in containers
2. Garbage cans and recycling bins should be placed at the curb. Currently, garbage and recycling pick-ups is on Wednesday
3. Residents can use their own garbage cans rather than the ones provided, but all cans must have lids
4. Generally speaking, for trash pick-up service, all trash should be placed in containers; however, due to wildlife and sanitation rules, plastic bags containing food waste must be placed in a garbage can

Signs

1. No signs or posters may be displayed in the common area or in unit windows with the exception of one "For Sale" sign that may be placed in the window. The sign cannot exceed 3 feet by 2 feet
2. No other signs, which are visible from the outside of units, may be placed on any part of the condominium property or in patio home windows, except as expressly permitted by the Board of Directors

Snow Removal

1. Snow removal will be done when there is 3" or more of snow or when there are unusual circumstances

Pets

1. Pets must be always kept on leashes and accompanied by a responsible person when outside the unit
2. Do not allow pets to relieve themselves on bushes, shrubs, or plants
3. Pet waste must be picked up immediately

Alterations Strictures

1. Nothing shall be kept in or done to any unit or in/to the common areas or facilities which would impair the structural integrity of any building, or which would structurally change any building.
2. Skylights are not allowed, nor are any other changes, alterations, or additions to the outside of the building.
3. No storm door can be installed without prior written approval from the Board of Directors. For possible approval, such doors must be a full view, glass storm door, trimmed in white or the existing front door color. The glass must be void of any decorative etching design. A written request that includes a picture of the proposed storm door and color chip must be submitted to the Board.
4. Outside porch lights may not be replaced without prior written approval from the Board of Directors. All porch lights must be polished brass with a solid brass top, no more 15" tall and no more than 9" wide and must have 4 or 5 glass panels. A picture of the light, or the light itself, must be brought to the Board for written approval before installation.
(Added 6/06)
5. If such exists, residents may fill in the garden area of their interior patios with concrete, but residents must first obtain written approval from the Board of Directors. Codes established by the Department of Public Works, Division of Engineering, must be met and proper permits, if any, must be obtained.
6. Residents may convert screen porches to a Florida room (i.e., sunrooms), but such remodeling must be in strict conformance with the exterior appearance of other Florida rooms in the community (windows, door styles, exterior finishes, general appearance, etc.). Board written approval must be obtained first.
7. Satellite dishes may be installed in the attics or on the interior of patios, low enough so that they are not visible to the surrounding units. They may not be mounted anywhere on the building or roof.
8. No awnings, canopies, signs, or radio or television antenna may be affixed to or placed upon the exterior walls or roof or any part of the building thereof (including the building siding).
9. Unit owners may not hang shades on their patios or porches.
10. Any alterations made by a resident to the structure of a building (e.g., garden hose holders or plant hooks) or to the patio fence (e.g., satellite dish or flower container) must first be approved in writing by the Board, and any such alteration will mean that any repair needed to that area will be at the owner's expense.

Parking

1. Parking is only allowed on the sidewalk side of Eagle Pine Lane, on Eagle Pine Court, or parking slots at the end of the driveways between the buildings. This is necessary so that emergency vehicles will be able to get through in case of emergency and residents will not be blocked in or out.
2. The following areas are reserved for guest parking: clubhouse parking lot, all striped parking areas, and the parking slots at the end of the driveways between the units.
3. Residents should park in, or directly in front of, their garages.

4. No truck, pickup truck, van, motor home, recreational vehicle, bus, trailer, boat, or inoperable automobile can be parked on a regular basis outside the garage or in the guest area parking locations.
5. In addition, no more than one operable automobile can be parked outside the garage on a regular basis.
6. There is to be no regular or long-term (over 7 days) parking in designated guest parking areas.

Exercise Room

1. The exercise room is available 24 hours a day.
2. The exercise room is a non-smoking facility.
3. No one under the age of 16 is permitted to use the exercise equipment without adult supervision.
4. Food and drinks, other than water, are not allowed in the exercise room.
5. Exercisers must supply and use a towel to wipe perspiration from the equipment when finished exercising.
6. While there is no time limit on use of the equipment, exercisers are asked to please be considerate if there are others waiting to use the equipment.
7. Upon leaving, the thermostat should be reset to its original setting, all fans and lights turned off, and the door locked.

Clubhouse

1. Hours: 8am to 11pm Mon thru Sun.

Private Parties: Same as above

2. The clubhouse is a non-smoking facility. Smoking is allowed outside the clubhouse building. Smokers must dispose of their cigarettes in an ashtray or garbage can
3. Residents may use the clubhouse for resident activities at no charge, subject to availability
4. When not in use, the thermostat in the clubhouse is kept at 60 degrees in the winter and 80 degrees in the summer
5. Pets are not allowed in the clubhouse
6. The restrooms are accessible to and for use by both clubhouse and pool
7. No sweaty or wet clothing is allowed in the clubhouse
8. If you would like to enter after swimming or exercising, please completely dry off or change into appropriate clothing
9. Residents and owners who are current with their maintenance fees and other financial obligations may rent the clubhouse for private parties subject to availability
10. There is a non-refundable rental fee of \$75. In addition, a security deposit of \$75 is required. (Fee and deposit shall increase to \$100 in 2023.) These fees must accompany the Clubhouse Rental Agreement and be in the form of two separate checks both made payable to Council of Co-Owners of Pinehurst Green. (Cash cannot be accepted)
11. The security deposit check will be returned, assuming the clubhouse and surrounding common areas have been cleaned, there is no damage, and the renter has abided by the terms of the Clubhouse Rental Rules and Regulations

12. Clubhouse renters are responsible for their guests at all times. The resident must accept responsibility for any damage, etc. and must remove all trash from the premises as part of the clean-up, which is expected
13. Rental of the clubhouse does not include use of the exercise room or pool. These areas must be always available to residents. Guests may use the pool area for smoking but may not monopolize the pool furniture
14. Parking must be limited to the designated parking spaces in the clubhouse parking lot, along Morat Ave., or along the sidewalk side of Eagle Pine Lane. All 4 wheels of the vehicle must be on the pavement. **No parking is allowed on the grass area.** Due to fire insurance regulations and emergency use, parking is not allowed on Eagle Pines Lane in front of the clubhouse except to load or unload (10-minute limit)
15. Currently, reservations can be made by calling Marge Torrance 253-0943. A telephone call will hold your desired date for 7 days. However, it will not be considered confirmed until the signed application and checks are received

Pool

Hours: 10am to 11pm

The following rules will be posted at the pool as directed by the Louisville Metro Health Department.

- a) Admission to the facility is refused to all persons having a contagious disease or those with conditions that appear contagious. Persons with excessive sunburn, abrasions that have not healed, corn plasters, bunion pads, adhesive tape, rubber bandages, or other bandages of any kind are not permitted in the facility
- b) Persons under the influence of alcohol or exhibiting erratic behavior shall not be permitted in the facility
- c) Children not potty-trained are not permitted in the pool
- d) Glass, soap, or other materials that might create hazardous conditions or interfere with efficient operations of the facility are not permitted
- e) All persons and their apparel must be clean to enter the pool
- f) No food, drink, or tobacco is allowed in the pool
- g) No running or rough play is permitted in the facility
- h) No street shoes are allowed except for those carrying out official duties
- i) No pets allowed
- j) **NO DIVING**

The following rules are also rules, and a separate warning sign will be posted to incorporate them.

- a) No lifeguard on duty
- b) No one may be in the pool while alone
- c) Persons under 16 must be accompanied by an adult
- d) All guests must be accompanied by a resident
- e) If last to leave, make sure door and gate are closed and locked
- f) Owners found in violation shall be subject to a fine up to \$100, and shall also be responsible for their guests violation(s).

The following rules instituted by Pinehurst Green for maintaining our pool facility and are included here for your information:

- a) The Board of Health makes unannounced inspections, and violators of the rules are subject to fines. For the purpose of paying any fines, any violators will be considered the person(s) involved and not Pinehurst Green
- b) A person may use the pool deck for sunbathing while alone but cannot dangle feet or hands in the water while alone
- c) The pool is available to residents and unit owners. Residents are those considered those who are living at Pinehurst Green permanently, or temporarily. The unit owner shall be jointly and severally responsible for any fine issued to a resident of the unit.
- d) A resident or unit owner must accompany all guests when using the pool and is responsible for the actions of his/her guests. Please use discretion in the number of guests invited since the pool is so small
- e) Lounge chairs should be covered with towels to protect them from suntan oils
- f) Persons should dry off completely before entering the clubhouse from the pool
- g) Rental of the clubhouse does not include the use of the pool

Landscaping

Individual unit owners do not own any of the landscaping or lawn surround their units. All plantings, grass, etc., are considered common areas. As such, residents may not do anything to these areas or plantings without first obtaining the Board's written approval with the exception of the below-stated policies.

1. Plantings in beds in front of and along the side units:

Unit owners are allowed to plant flowers between shrubs in the beds in front of and along the side of their units. Such plantings shall be no taller than the surrounding shrubs, except for flowing stalks, such as hostas, daylilies, etc.

In no case can the plantings be taller than 36" or be allowed to grow into adjacent shrubs. The unit owner must maintain any plantings in the beds in front of and along the side of the unit including cutting back perennials in the fall. If ivy or any other ground cover is planted, it must be kept trimmed, weeded, and cut back at least 6" from the building. No rose bushes, "garden" plants (tomato, squash, herbs, etc.), or trellises are not permitted in these beds. The Association will be responsible for weeding the mulched areas in front of the palladium windows, the front bedrooms, the porches, and sunroom sides of the units.

2. Garage beds:

Unit owners may plant shrubs and flowers in the bed along the entrances to the garage that was originally sod. The plantings in this area may not be taller than 36" or be allowed to grow into the adjacent shrubs. Rose bushes are permitted in this area but cannot exceed 36". No "garden" plants (tomato, squash, herbs, etc.) or trellises are permitted in this area. The garage bed may be extended straight out to the driveway. The unit owner must maintain the entire garage bed area and keep it trimmed and mulched with the same type and grade of mulch the association uses throughout the community. Weeding the area is considered part of the owner's responsibility.

3. Interior patio landscaping beds:

Unit owners are allowed to have plantings in their interior patio areas. These plants may not exceed the height of fence, grow under or through the fences into their neighbor's

patio area, or grow into the siding or mortar of the building, The unit owner must maintain all plantings in this area.

4. Extended sidewalk beds:

Unit owners may extend their sidewalk beds but first must submit a sketch to the Board of Directors and receive written approval from the Board. The sketch should show the length and width of the extended beds and what will be planted in them. Plantings cannot exceed 18 inches. The unit owner must maintain these extended beds. Weeding the area is considered part of the owner's responsibility.

5. Other items:

1. Unit owners are allowed to replace the shrubs surrounding the unit at their own expense for shrubs only according to the 2005 unit landscapes plan approved by the Board. Contact the Board or Landscape Committee if interested.
2. Hanging plants and flowers are allowed on the front porches.
3. No plantings are allowed around the base of the trees or address signs.
4. At the present time, the Board will not approve the planting of any additional shrubs or trees in any other common areas.
5. At least once a week during the spring, summer, and fall months, the unit owners are strongly urged to water the shrubs that grow next to their units. The sprinkling system does not water these shrubs. The landscape committee will be glad to show you how to set up (or will set up one for you) an inexpensive soaker hose system for such watering.
6. No bird baths or any other ornamental yard art will be allowed in grassy areas that have to be mowed. (January 2009)
7. No items may be hung in or nailed to trees in common areas. (January 2009)

Estate Sales

Estate Sales must be pre-approved by the Board of Directors. Please see request form for rules and submission details on following page.

ESTATE SALE REQUEST

- 1) Sale shall be held on 1 day during the week between 9:00 AM and 5:00PM. No weekend sales.
- 2) Parking on one side of Morat, sidewalk side of Eagle Pines Lane, or marked guest spaces. “No Parking” signs to be used and are available in Clubhouse.
- 3) Unit owner/family shall be responsible for any damages to Common Areas.
- 4) Driveways and garages must be accessible to residents at all times.

NAME _____

ADDRESS OF SALE _____

DATE & TIME OF SALE _____

Please return to:

Mulloy Properties
PO Box 436989
Louisville, KY 40253

or

lthieneman@mulloyproperties.com

Fines for Infraction

On July 16, 2007, the Pinehurst Green Board of Directors considered and approved a Schedule of Fines for violations of policies noted in the Master Deed, By-Laws, Amendments, and Rules and Regulations.

Schedule of Fines

1. Pet violations will be subject to an initial fine of \$50 and recurring violations will be subject to a Fine of \$100 per occurrence.
2. Parking violations will be subject to an initial fine of \$50, plus \$100 per day for continuing violations.
3. Architectural violations will be subject to a fine of \$300 and the homeowner will be required to correct the violation within 30 days, or the Board of Directors will restore the area in question and charge the homeowner the cost of the repair along with the original fine.
4. Landscaping violations will be subject to a fine of \$200, and if the violation is not corrected within 30 days, the Board of Directors will have the violation(s) corrected and charge the homeowner the cost of the correction along with the original fine.
5. All other violations as specified in the Master Deed, By-Laws, Amendments, and Rules and Regulations will be subject to a fine of \$50, plus \$100 per repeat occurrence.

Written notice of the violation will be sent to the homeowner by regular mail, postage prepaid. Homeowners will be granted a 30-day period to correct/repair the initial violation in question. If the correction/repair is completed within the 30-day period. Payment of the fine will be waived. In the case of a repeat violation of the initial violation, written notice of the violation will be sent to the homeowner by regular mail, postage prepaid, and there will be no waiving of any fines.

All unpaid Fines are subject to the Collection Policy as stated in the Master Deed and By-Laws and will result in a lien being placed against the homeowner's policy.

Opportunity to Be Heard and Appeal Process

A homeowner receiving written notice of a violation and the violation and the associated fine may appeal the notice by submitting a written explanation and supporting documentation to the management agent and the Board of Director (via the President) outlining the reasons for disagreement with the fine. This written explanation must be submitted within seven (7) working days of the date of the notice of violation and fine. The homeowner will then be given an opportunity for a hearing before the Board of Directors within 30 days and no fine will be imposed or corrective action taken until the hearing.

Useful Contact Information

Management Company:

Mulloy Properties, LLC

9000 Wessex Place

Louisville, KY 40222

(502) 618-5900

Fax (502) 426-1544

P.O. Box 436989

Louisville, KY 49253-6989

Managing Agent: Lisa Thieneman lthieneman@mulloyproperties.com

Board of Directors:

President Shirley Wheeler

Vice President Vicki Warren

Secretary Barbara Welch

Treasurer Carole Volz

Member at Large Bud Bruner

Landscaping

Currently, landscaping inquiries can be made by calling Peter or Shirley Wheeler

Clubhouse

Currently, reservation can be made by calling Sharon Bruner – 245-0045

Pool

Currently, inquiries can be made by calling Mulloy Properties

Pool testing schedule – Pam Gregory

Local government and Service Provider

Emergency Police/Fire/EMS	911
Louisville Metro Police- 8 th Division	574-2258
Lyndon City Hall, 515 Wood Rd.	423-0932
Louisville Water Company	583-6610
Louisville Gas & Electric	589-3500
Rumpke Waste Removal & Recycling	1-800-828-8171

