

# Quail Crossing Townhomes Community Association

## Rules & Regulations

The Rules & Regulations were presented by the  
Architectural Control Committee  
and approved and ratified by the Board of Directors  
March 15, 2017

## Board of Directors Architectural Control Committee

All requests and complaints shall be in writing and forwarded to the Board of

Directors in care of:

Flagstaff Management Inc.

900 Coffman St., Ste. D

Longmont Colorado 80501

Email: [fmc900@flagstaffmanagement.com](mailto:fmc900@flagstaffmanagement.com)

Phone 303-682-0089

Fax 303-682-1111

Landlords are responsible for all tenants' receipt of rules & regulations,  
together with any amendments

# Specific Rules and Regulations

## Fences & Gates:

- The Association will maintain the owners' patio fence. There are two approved types of gates; one is blue wrought iron, the other is wooden. Specifications for the two types of gates were provided to each homeowner at the time of purchase of the townhome.

## Patio Garden Area:

- The patio area lies between the Living Unit and the Associations common Area. Planting of annual or perennial flowers, vegetables or shrubs in the owner's garden area do not need ACC approval. Plants may be up to 6 feet high (above the fence line by 2 feet) and must be well maintained.
- No flowers or planters are allowed on the top of the fence of the patio area. Damage to the top of the fence can occur. Hanging plants are allowed, and shall be maintained through the appropriate season.
- Flower boxes can be fixed inside the patio but not outside the fence area. Potted plants are allowed at the front door area of the unit.
- An umbrella in the patio area is permitted, and should be closed when not in use.
- No modifications to the front yard or lawn area will be permitted.
- All Patios and front door areas are the responsibility of the homeowner. All common sidewalks, driveways, passageways shall be kept free of any item that would restrict access of other residents.

## Buildings/Air Conditioners:

- No architectural modification or improvement to alter the exterior appearance of any living unit is permitted.
- No exterior window air conditioning units or "swamp cooler" units are allowed. Fans may be placed in windows, provided the fan does not protrude from the window frame.

## Doors:

- All Vinyl clad white storm doors are permitted. Aluminum and wooden storm doors are not permitted.
- Original front doors shall not be altered in any way (i.e. painted another color, kick plates installed, etc...).

## Holiday Decorations:

- Homeowners may decorate the exterior of the unit with holiday decorations inside the patio area, and/or around the front door area. Any other decorations that may impede Association maintenance of the exterior of the unit or common areas are prohibited.
- Holiday decorations shall be removed within one month after the holiday. Decorations should not be attached to the exterior of the unit with any device that defaces, damages, or changes the appearance of the exterior surface. Attachment devices shall be removed with the decorations.

## Satellite Dishes:

- Satellites are permitted and shall be neutral in color. All dishes shall be thirty inches or less in diameter, and may not be mounted to the roof. All plans for attaching a satellite dish shall require ACC approval to minimize the visual impact of any device.
- No other exterior antennas are allowed, including TV, radio, CB radio, or other electronic devices.

## Window Coverings:

- Any Blinds installed shall be white, whether they are replacements or original.

## Pets:

- Owners of pets shall pick up waste from the cat or dog from any common areas. Owners of pets consistently leaving waste in the common areas will be fined. The ACC and/or the Board will contact Animal Control if animals are left unattended in patio areas without proper water and shade.
- Dogs over 100 lbs. are **Not Permitted**. Owners are responsible for choosing a pet within this limitation and were advised of this requirement at time of purchase or lease. No more than two pets are permitted per unit (for example: 2 dogs, 2 cats or 1 dog/1cat).

## Nuisances:

- All residents shall exercise reasonable care to avoid making or permitting loud or objectionable noises, including the use of musical instruments, TV sets, stereos, or any other devices that may be disruptive to other residents.
- Garbage shall be contained to the areas designated in the common trash and garbage facilities, and shall not be visible to any individual unit.
- Any work on vehicles shall be restricted to the interior garage unit. Work on cars or other vehicles is not permitted in the parking areas for residents or guests.

## Parking:

- Residents of each unit are entitled to ONE assigned parking space within the parking lot area, and one garage space. Any resident using more than one designated space shall be subject to towing of excess vehicles. Any additional vehicles must be parked on Deerwood Dr.
- Parking in front of garages is not allowed, and any vehicles blocking such access will be towed. The exception of this is for the two separate garage buildings, on each end that are not in the circle drives of the HOA.
- Boats, campers, and utility trailers are not allowed unless they are inside a garage.
- Parking is allowed only in designated parking spaces. Any vehicle parked in any other space will be towed at owner's expense.
- The six spaces near the gazebo in the center of the complex are designated as **VISITOR** parking spaces. The ACC and the Board of Directors appreciate your cooperation in keeping these spaces open for visitors only. Any vehicle parking in those spots for an extended period of time will be towed.
- Parking is **Not Allowed** in the turnaround area of each parking lot, and any vehicle parked there for any length of time will be subject to towing.
- Owners are not entitled to any warning of towing.

## Fines and Penalties:

- The Board of Directors has established, a Resolution Regarding Policies and Procedures for Covenant and Rule Enforcement. This includes a fine schedule and appeal process. A copy of this Resolution can be found on the website <http://flagstaffmanagement.com/wp-content/uploads/2014/05/Covenant-and-Rule-Enforcement-Policy-signed-12-31-1205895210.pdf>
- **A fine of 25.00 per day** for noncompliance after refusal to correct an item, may be assessed after an opportunity for a hearing with the board.
- Any violator of these provisions will reimburse the Association for any costs incurred in enforcement of the Rules & Regulations.

## Complaints:

- All complaints from any resident shall be **IN WRITING** and submitted to the Board of Directors, c/o Flagstaff Management LLC. by email or standard mail.

## Committee Procedures:

- The Committee does not hold regularly scheduled meetings, and will schedule meetings to consider requests within 30 days of receipt of the written request.
- The Secretary of the Committee shall retain a file of every request received, information submitted and the Committee's decision with regard to each request. All response to denied requests shall contain justification for the denial of the request and any alternatives that may be acceptable to the ACC. A decision to approve or disapprove any request shall require a quorum of three members of the ACC.

The forgoing Rules and regulations are subject to amendment and to the notification of further regulations at the discretion of the ACC and members of the Board of Directors.

## General Information

The Rules and Regulations are intended to be "easy to read and understand" and not a repetition of legalese and terminology of the Declaration. Throughout these rules and Regulations the term Homeowner is used in lieu of the term "Tenant" or "Living Unit Owner". A homeowner is defined as a person owning a lot within the Quail Crossing Community or the person designated by multiple owners of such lot and acts on behalf of the owner or owners.

The association shall have the power to enforce the provisions of the Association Declaration and its Rules and Regulations and shall take such action as the Board of Directors of the Association deem necessary or desirable to cause such compliance by each homeowner of the Association and each related user,

No exterior addition, improvement or modification to a unit or its adjacent land be initiated or made without approval of the Architectural Control Committee. Any homeowner intending to start or make such an addition, improvement or modification must submit a completed request in writing to the ACC, and receive approval from the ACC in writing, prior to the start of any work. The ACC may order rework of the project if the completed project does not meet the requirements made by the ACC. If the homeowner does not ask for approval on a project, the home will be fined until such a time the committee approve or disapproves the project in writing, appropriate permits from the city must be obtained to ensure the safety of all involved and to ensure that there are no violations of the city code would affect resale of the unit.

The ACC has developed and printed these Rules & Regulations to advise and guide homeowners. The rules & Regulations are intended to be reasonable and within the scope of the Declaration, and will be applied uniformly, impartially, without rancor, favoritism, or personal animosity.

Any request for improvements will be considered by the ACC and the original request returned to the homeowner indicating approval, disapproval, completion schedule and any applicable restrictions. The homeowner has the right to appeal any ACC decision to the Board of Directors providing the written appeal is filed with the Secretary of the board within 21 days of receipt of the ACC decision.

Approval or disapproval of any request or restrictions imposed through the application process is intended to.. protect and enhance the quality, desirability, safety and attractiveness to the property, which is subject to the Declaration of covenants, Conditions and Restrictions of Quail Crossing Townhome.