

Rev. November 2023

ASSOCIATION OF UNIT OWNERS OF THE BLUFFS

RULES, REGULATIONS, REMINDERS, and NOTICES

ADOPTED BY THE BOARD OF DIRECTORS OF THE BLUFFS CONDOMINIUMS

RULES AND REGULATIONS:

1. In accordance with Salishan Hills Owners Association (SHOA) Declaration [Section 3.4(b)] and Rules and Regulations, Units may be rented **ONLY** for periods of not less than 90 consecutive days. No short-term rentals are permitted; no sub-letting is permitted. For rental/lease arrangements a Bluffs Association Rental Notification Form must be filed with the Property Manager. Board approval may also be required. Failure to submit a Rental Notification Form prior to rental/lease effective date will subject the unit owner to fine, as specified in the Fines and Fees schedule.

Additionally, owners permitting non-owners (guests or family members) to occupy a unit for more than 5 consecutive days, absent the unit owner, must submit a Guest Notice to the Property Manager specifying the number of such guests, length of stay, along with the make and color of vehicle(s) that will be used by such guests in accessing the property. Notice must be submitted to the Property Manager prior to arrival of subject guests, or access to the property may be denied after 5 days for security reasons. Failure to submit a Guest Notice will subject the unit owner to fine, as specified in the Fines and Fees schedule.

2. There is no trash pickup at the individual units. Community trash disposal receptacles are available at two locations - one at the beginning of Bluffs Ct. and one at the beginning of Bluffs Dr. There should be no discarding of household items such as furniture; cleaning chemicals; paint; construction debris, etc. ALL trash should fit inside of the designated containers. A marked container is available for *glass* recycling only. Items not meeting these requirements should be taken by the homeowner to North Lincoln Sanitary Service.

3. The grounds outside the units are common areas. If owners wish to alter any landscaping or set new plants or trees, they need to obtain Landscape Committee and Board of Directors approval before proceeding. In the case of previously unapproved plants or trees, the Board may assess for location safety, aesthetics and/or invasiveness and will consider all options with homeowners, up to and including removal of plants or trees at the homeowner's expense. Tree removal, topping, limbing or windowing are prohibited by other than Association-retained gardeners or arborists.

4. No pots or planter boxes or items that may allow moisture to collect may be placed on decks, balconies, or in common areas at any time. Additionally, items which may impede ingress or egress of emergency personnel may not be placed on decks or in common areas.

Planter boxes or pots placed on decks or balconies must be on casters and rendered easily movable by one person. Plants on decks are limited in height and width to that of an adjacent door opening, so that they may be easily moved for purposes of deck maintenance.

There shall be no plantings or potted plants permitted by owners on common area grounds without prior approval of the Landscape Committee and the Board of Directors.

5. BBQ's of all types may only be used on the asphalt road in front of the units and clear from any structures, trees, decks, railings, wood, etc. When completely cold, they must be stored inside the carport closet and NOT on any balconies or decks. Never leave them unattended while in use. Fire pits or open burning are not allowed at any time. Fireworks are prohibited.

6. A unit owner shall not, without first obtaining written consent of the Board of Directors, make or permit to be made, any structural alteration, improvement, or addition to the exterior of the buildings or any other general or limited common elements. A unit owner shall not paint or decorate any portion of the exterior of the buildings without written consent of the Board of Directors. Approval may also be required by the Salishan Hills Design Committee. Use the Bluffs "Unit Structural Alteration Request Form" to obtain approval.

Structural alterations to the interior of a unit are also prohibited without Design Committee approval. Structural alterations can undermine the integrity of the building structure, and will typically require assessment by a qualified professional.

In the event of violation, unit owner will be responsible to correct alteration by restoring the building or common element to its previous state within 30 days. At the sole discretion of the Board of Directors, a waiver to such correction may be granted through after-the-fact approval of a “Unit Structural Alteration Request Form,” subject to a unit owner VARIANCE FEE of \$500.00.

7. Pets must be on leashes at all times or kept inside - please don't leave pets “home alone” if they bark or howl while unattended. Owners MUST pick up after their pets.

8. Feeding of wildlife, to include seed bird feeders, is prohibited, as it attracts rodents. A properly suspended liquid hummingbird feeder, so as to prevent access by rodents, will be permitted. Pet feeding dishes are not to be placed outdoors, as they too will attract undesirable pests.

9. No loud noises, such as loud music, loud parties, wind chimes, are permitted.

10. Vehicle entrance through the entry gate must be accomplished ONE car at a time per opening; no “tailgating”. Any damages to the entry gate will be charged to the homeowner, including those made by their tenants or guests.

11. In order to maintain security within the community, gate access codes may not be shared with outsiders other than tenants. Outsiders may gain access by contacting unit owners through use of the gate kiosk, or trades people may be issued a temporary security code by the Property Manager for the duration of an extended work assignment.

12. The outdoor accumulation of materials other than neatly-arranged firewood in designated carport areas, is not permitted.

13. Dues and Assessments not paid within 30 days of their due date will be subject to fines as determined and published by the Board of Directors from

time-to-time. Interest on late payments, as specified in The Bluffs bylaws, Article V, section 5, may also be applicable.

REMINDERS:

- Owners are responsible to familiarize themselves and comply with SHOA Rules and Regulations, as well as informing their visitors, guests, lessees and trades people as to any rules (both Bluffs and SHOA) applicable to them. Owners will be held to account for the actions of their visitors, guests, lessees and trades people.
- The posted speed limit in The Bluffs is 15 mph. Be mindful of pedestrians and animals.
- It is advised that for periods of extended absence owners turn off the water supply to their unit at the meter (as well as turning off hot water heater). A broken toilet or washer feed line can cause significant damage to a unit and adjoining unit(s) if left unattended. If you need help in identifying the location of your unit's water meter, the Property Manager, Teresa Baron [805-660-3066] will assist you in that regard.

VIOLATION NOTICES:

When a violation of The Bluffs Bylaws; Declaration, or Rules and Regulations is noted, the Property Manager or Board President will send a written notice to the owner of record. The owner of record is responsible for all violations by their tenants or guests. Violation Notices are sent at the discretion of the Board of Directors. Evidence of willful and knowing violation of Rules and Regulations may result in the imposition of fines without prior notice.

1. Violation Notice #1

This is a courtesy warning. Notice of violation is sent to the owner and occupant with 10 days' notice to comply. Owner is responsible for all violations. Owner has a right to appeal all violations to the Board of Directors.

2. Violation Notice #2

Notice of violation is sent by CERTIFIED MAIL to owner and occupant with a 14 days' notice to comply. In the event mailing receipt is refused, or

undeliverable, the notice shall be mailed Postal Service First Class to address of record. Owner is responsible for all violations.

3. Violation Notice #3

Notice of violation is sent by CERTIFIED MAIL to owner and occupant with a 14 days' notice to comply. In the event mailing receipt is refused, or undeliverable, the notice shall be mailed Postal Service First Class to address of record. Owner is responsible for all violations. This letter includes notification that a fine has been levied in accordance with Bluffs Fines and Fees Schedule.

4. Lien of Property

Ninety (90) days from the certified receipt date of Violation Notice #3, (or subsequent First Class mailing date) subject property may be attached through a lien for all fines and additional costs incurred. In addition, the Board of Directors will make a determination as to what further action should be pursued.

5. Right of Appeal

Upon receipt of a violation notice, the owner of record may appeal the violation to the Board of Directors. Any such appeal may be requested through the Property Manager, who will then notify the owner of the appeal process. If an appeal is granted, all fines and time lines will be suspended until the appeal is heard.

Appeals will be heard at the next regularly scheduled Board of Directors Meeting in an Executive Session. The merits of an appeal shall be evaluated and determined by the Board of Directors, with their decision being rendered within 14 days of the hearing. The Board's decision thereon will be final. Appeals hearings are not open to other than the violating owner and their representatives.