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ASSOCIATION POLICIES AND PROCEDURES FOR USE AND  
ENJOYMENT OF THE RIDGE AT EAGLE CREST BY ITS OWNERS



THE RIDGE AT EAGLE CREST OWNERS ASSOCIATION

**(MASTER ASSOCIATION)**

Effective June 2015

TABLE OF CONTENTS

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**DEFINITIONS ..... 1**  
**GENERAL INFORMATION ..... 1**  
    MEMBERSHIP IN THE MASTER ASSOCIATION ..... 1  
    ASSOCIATION “NEIGHBORHOODS” OR COMMUNITIES ..... 1  
    ARCHITECTURAL REVIEW COMMITTEE ..... 2  
**FEATURES OF YOUR PLANNED COMMUNITY ..... 3**  
    ROADWAY SYSTEM ..... 3  
    GOLF COURSE ..... 3  
    RECREATIONAL PATHWAYS ..... 3  
    SPORTS CENTER ..... 3  
**MISCELLANEOUS POLICIES AND PROCEDURES ..... 4**  
    RESTRICTED USE AREAS ..... 4  
    RESTRICTED ACTIVITIES ..... 4  
    FIRE DANGER ..... 4  
    PETS ..... 4  
    PARKING AND SAFE SPEEDS ..... 4  
    VEHICLE RESTRICTIONS ..... 5  
    RECREATIONAL PATHWAYS ..... 5  
    SOLICITING ..... 6  
    GARAGE SALES ..... 6  
    FIREARMS ..... 6  
    POWER TOOLS ..... 6  
    DEBRIS AND OUTSIDE STORAGE ..... 6  
    ANTENNA AND EXTERIOR APPLIANCES ..... 6  
    ROUNDBOUT ..... 7  
    LANDSCAPING AND GENERAL MAINTENANCE ..... 6  
    TEMPORARY STRUCTURES ..... 7  
    MAILBOXES, NEWSPAPER RECEPTACLES ..... 7  
    EXTERIOR LIGHTING ..... 7  
    SIGNS ..... 7  
    PRESERVATION OF PROPERTY ..... 7  
    ENFORCEMENT OF THE POLICIES AND PROCEDURES ..... 8  
**ATTACHMENTS: ..... 9**  
    EXHIBIT A – OPEN HOUSE SIGN WAIVER ..... 9  
    EXHIBIT B – FINE PROCEDURE AND SCHEDULE ..... 9  
    EXHIBIT C – VIEW PRESERVATION POLICY ..... 9

## **POLICIES AND PROCEDURES FOR THE USE OF THE RIDGE AT EAGLE CREST**

To maximize the use and enjoyment of your community, the following Policies and Procedures have been established for all Ridge at Eagle Crest Owners and their guests. This statement of Master Association Policies and Procedures is intended to familiarize you with the concept of the Planned Community, to summarize some of the important aspects of the Master Association, and to inform you of certain additional rules and regulations adopted by the Board of Directors when they approved this statement for issuance. These policies supplement the Declaration of Protective Covenants, Conditions, Restrictions and Easements for The Ridge at Eagle Crest ("Master Declaration") but do not change your obligations as an Owner under either the Master Declaration or the other Governing Instruments. Please keep in mind these policies were approved at the time of printing and that they may be amended from time to time by the Board of Directors for The Ridge at Eagle Crest Owners Association.

### ***Definitions***

To assist you in reading the Policies, the legal terms used in the Master Declaration have been dispensed with here in favor of plainer language. The context should make the meaning clear. To the extent there is any conflict between any provision of these Policies and any provision of the Master Declaration, the provisions of the Master Declaration shall control.

### ***General Information***

The Ridge at Eagle Crest Planned Community is operated under the jurisdiction of The Ridge at Eagle Crest Owners Association.

### ***Membership in the Master Association***

As an owner of any property interest within The Ridge at Eagle Crest Planned Community, you are automatically a member of The Ridge at Eagle Crest Owners Association, also referred to as the "Master Association". As an owner of property within a specified "neighborhood", you will also receive a statement of the policies and procedures for that neighborhood which are in addition to the Master Association Policies and Procedures stated in this document.

### ***Association "Neighborhoods" or Communities***

At this time, The Ridge Planned Community includes a number of "Neighborhoods" or communities, specifically EagleCreek (chalet-style homes), Eagle Ridge Homesites and Highland Ridge Homesites (single-family residential homesites), Forest Greens (a townhome community on Golden Pheasant Drive and Court), Forest Ridge (a townhome community on Cinnamon Teal Drive and Forest Ridge Loop), Eagle Springs (a private residential community of 21 homes), Scenic Ridge (a private residential community of 8 homes), Creekside (a townhome community on William Lyche Drive), Highland Parks (a residential community planned for 41 homes on Eagle Crest Boulevard), DesertSky (a residential community on William Lyche Drive), Vista Rim (a residential community located between Highland Parks and DesertSky, and The Falls (a "55 or Over" active adult community). The Falls is managed by The Falls Owners Association as a sub-association to The Ridge at Eagle Crest Owners Association. All other communities are managed by The Ridge at Eagle Crest Owners Association Board of Directors.

### ***Your Board of Directors***

The Board of Directors has 7 elected members. The Board composition is designed to have directors representing the various Neighborhoods at The Ridge through “Voting Groups.” The purpose of Voting Groups is to ensure that groups of owners with dissimilar interests are represented on the Board and to avoid allowing owners within similar Neighborhoods to elect the entire Board of Directors. Two directors are elected by each of the following Voting Groups, and one director is elected by all members of the Association to serve in an “at-large” director position.

**Voting Group 1:** Single-family residential homesites with custom or semi-custom homes specifically: Eagle Ridge Homesites, Highland Ridge Homesites, The Falls, Scenic Ridge, and Eagle Springs.

**Voting Group 2:** Attached dwelling neighborhoods, specifically: Forest Greens, Forest Ridge and Creekside.

**Voting Group 3:** Master planned unit neighborhoods with common neighborhood maintenance responsibilities (even though detached homes) specifically: EagleCreek, Highland Parks, Homesteads of DesertSky, and Vista Rim.

While directors elected by Voting Groups may bring special interest issues and information to the Board for consideration, and offer special expertise as to the management of each Neighborhood, each director is obligated to consider the entire membership in all decision-making activities.

### ***Architectural Review Committee***

The Master Declaration establishes the Architectural Review Committee (“Committee”) to assure quality of workmanship and materials, harmony of external design with existing improvements and as to location, topography and finished grade elevations. The Committee has jurisdiction over all new construction, rehabilitation, remodeling or major repairs to any improvement built on a lot within The Ridge at Eagle Crest, except for that work done by the Developer as initial construction. If you contemplate constructing, repairing, remodeling, or rehabilitating any improvements located in The Ridge at Eagle Crest, including any landscaping improvements or changes, you are required to submit to the Committee:

- (i) written description of the proposed work;
- (ii) plans and specifications;
- (iii) schematics;
- (iv) elevations;
- (v) landscaping and tree preservation plans; and
- (vi) a plot plan showing the location of the proposed improvements on the building site; along with the application forms and fees as may be required from the Committee from time to time.

The Committee may also require that the exterior finish and color and the architectural style or character shall be such as in their discretion may be deemed suitable. In the case of any lots adjoining the Golf Course, the Committee will submit the plans to the Golf Course owner for review and approval. If rejected by the Golf Course Owner, the Committee will similarly reject the plans.

## *Features of Your Planned Community*

### ***Roadway System***

The road network at The Ridge at Eagle Crest is designed to provide easy traffic flow throughout the community. For this reason, all members of the Master Association have free access to all roads within The Ridge at Eagle Crest, with the exception of Residence Club Court and Scenic Ridge Court. Except for those two restricted access cul-de-sacs, roads entering the separate living communities are not restricted-access roads.

Roads at The Ridge at Eagle Crest will be conveyed to the Master Association as common area and will be maintained and repaired as needed by The Ridge at Eagle Crest Owners Association. Funds for this work will be generated by the annual assessments on all lots annexed to the Master Association, with the exception of the restricted roads for which maintenance will be funded by Neighborhood Assessments on specific lots. Access will be controlled through the use of appropriate signage and a gate at Nutcracker Drive and Cline Falls Road that directs public access to the main entrance on Coopers Hawk Drive.

### ***Golf Course***

Eagle Crest Resort Development, LLC, the developer, is the owner of the two 18-hole golf courses and adjacent driving range and putting course at The Ridge at Eagle Crest. The developer may, but is not obligated to, offer favorable consideration for golf starting times and rates less than the public posted rates to owners at Eagle Crest Resort and at The Ridge at Eagle Crest. In addition, the operator of the Eagle Crest Resort Golf Course may, but is not obligated to, offer similar privileges at its course to members of The Ridge at Eagle Crest Owners Association. Please contact the golf course pro shops for full details on current rates and policies for reservation of starting times. ***Privately owned golf cars are not allowed at anytime on or around the golf courses.***

### ***Recreational Pathways***

A network of recreational pathways owned by The Ridge at Eagle Crest Owners Association travel throughout The Ridge planned community. Please be aware that the pathways may be used by all members of the Master Association. As an owner and member of the Master Association, you have access to all recreational pathways. Parking of vehicles is strictly prohibited on all recreational pathways.

### ***Sports Center***

Eagle Crest Resort Development, LLC owns and operates an indoor sports center and swimming pool at The Ridge at Eagle Crest known as the Ridge Sports Center. In addition, Eagle Crest Resort Development, LLC owns and operates a second sports center with outdoor swimming pool and an indoor fitness room known as the Lakeside Sports Center. Both facilities are available for use by members of The Ridge at Eagle Crest Owners Association and Eagle Crest Master Association pursuant to a joint use easement agreement that may be renewed by the parties. Access to the Ridge and Lakeside Sports Centers is through the front door entrance only upon presenting your ownership identification card. Certain guest fees and use policies apply. Complete use policies are posted at the sports centers and may be changed from time to time by the Resort Manager to promote operational efficiency.

As provided in the joint use easement agreement referenced above, members of The Ridge at Eagle Crest Owners Association may also use the Eagle Crest Resort Sports Center facility including swimming pools and tennis courts. Outdoor swimming pools have locked gates for safety purposes and to restrict access to owners and their guests only. You and your guests are asked to carry your Eagle Crest owner identification when using all sports center, pool and tennis facilities. Hours of operation and policies for use are posted at the pools and courts and must be adhered to. Use rights are subject to change based on continued renewal of the joint use easement agreement with The Ridge at Eagle Crest Owners Association.

### ***Miscellaneous Policies and Procedures***

#### ***Restricted Use Areas***

The Ridge Planned Community contains several areas owned by the Master Association, the developer, or utility companies which are not generally available to Owners. These include a power substation, water wells and reservoir, waste water treatment plant, golf course maintenance area, and a maintenance/laundry service facility. From time to time, additional areas may be added to this category. For safety reasons, these areas are not available for your use.

#### ***Restricted Activities***

Dangerous or unlawful substances may not be stored, introduced or used within The Ridge Planned Community. All obnoxious or offensive activities are prohibited. In addition, you are required to control noise in all of your activities and to monitor your children so that you do not disturb other residents of the Community.

#### ***Fire Danger***

Fire danger is a constant concern in this dry climate. Cigarette butts or any other burning materials must be completely extinguished and carefully discarded in an appropriate trash facility. Owners who rent their properties are required to place an approved "cigarette butt chimney" on their decks. No fireworks are allowed anywhere within The Ridge Planned Community. For the safety of owners, guests and our wildlife as well as preservation of the community's natural beauty, please abide by this policy.

#### ***Pets***

Only dogs, cats, or such other household pets as may be approved by The Ridge at Eagle Crest Owners Association may be kept in The Ridge Planned Community. "*While on the owner's property*, household pets shall be kept indoors, leashed, or under complete control of the owner at all times. *While off the owner's property*, such approved pets can be exercised only when accompanied by their owners and then only on a leash no longer than six (6) feet for a fixed length leash or up to a maximum of fifteen (15) feet (when extended) if a retractable leash, one end of which is held in the owner's hand. Pet owners are responsible for the prompt removal of their pet's waste anywhere within The Ridge at Eagle Crest, including their own homesite. Compliance with these rules shall be determined by the Master Association on its sole discretion. Pets are not allowed anywhere within the neighboring Eagle Crest Resort community.

#### ***Safe Speeds and other Vehicle Control Restrictions***

For safety reasons, the Master Association may post from time to time speed limits and other vehicle control restrictions, such as stop signs and parking restrictions, in the various areas of the Community. The speed limit within The Ridge at Eagle Crest Community is 20 miles per hour,

unless otherwise posted. Owners and guests are responsible for observing and abiding by all posted vehicle control restrictions at all times. Posted vehicle control restrictions will be enforced by the Association using a variety of methods including, but not limited to, issuing citations for which fines will be assessed. The issuing of citations and assessment of fines for vehicle control restrictions violations has been pre-approved by the Board of Directors as provided in the Fine Procedure attached as “Exhibit B”. Please abide by the posted vehicle control restrictions at all times to encourage maintaining a safe community. Under the Master Declaration, Owners are responsible for their lessees, invitees, contractors, family members and other persons entering the property under rights derived from the Owner. Accordingly, citations issued to such persons will result in fines assessed against the Owner to the extent not paid by the violator. Any unpaid citation may result in suspension of entry and facility usage by the cited guest or tenant.

Declarant, managing agents, and owners and operators of the sports centers and Golf Course shall be responsible for payment of any unpaid citations issued to their employees or contractors. The owners and operators of the sports centers and Golf Course will not be responsible for payment of unpaid citations issued to users of those facilities, but shall deny use of those facilities to users who have unpaid citations if the names of such users are furnished to them by the Master Association.

### ***Parking and Vehicle Restrictions***

No mobile home, recreational vehicle (including campers) exceeding 1,500 pounds in gross weight, trailer of any kind, trucks with a rated load capacity greater than 3/4 of a ton, or boat shall be kept, placed, maintained or parked for more than 48 hours on any portion of the community, except in enclosed garages, or in areas designated by the Board and screened from view in a manner approved by the Architectural Review Committee. Parking on the streets for more than 6 hours at a time is prohibited, and no vehicles shall be parked on streets between the hours of 2:00 A.M. and 7:00 A.M. At no time will vehicles be allowed to park on bike paths or on turf or other landscaped areas bordering streets.

To preserve the natural setting and environmental values of The Ridge at Eagle Crest, the use of non-street licensed motorized scooters, snowmobiles, off-road vehicles, over-sized vehicles or trucks, or any noisy operated vehicles or devices is not permitted anywhere within The Ridge at Eagle Crest. Further, to promote safety of all Owners and guests, golf cars are not allowed on paths (other than golf cars specifically allowed on golf course paths by the golf course owner) or on roads anywhere within The Ridge at Eagle Crest.

### ***Recreational Pathways***

The network of recreational pathways within The Ridge is designed for recreational purposes and enjoyment, and therefore, pathways are not necessarily available for pedestrians and bicyclists within and around all neighborhoods. Pedestrians and bicyclists must use extreme caution when sharing a roadway with vehicles, and for safety reasons, are strongly encouraged to enjoy the recreational paths, where available.

Bicycles are an enjoyable way to enjoy your community. Bicycles must, however, be kept on the paved pathways or connecting paved roads at all times. Bicycles are expressly prohibited anywhere on the golf course, driving range or other grassy areas. Skateboards and in-line skating activities are allowed on the paved bike paths only, and prohibited for use on paved walkways

fronting and connecting residential units, in parking lots, on roadways, and at the entrances to buildings. These limitations are directed at separating cars from skaters and skateboarders, and keeping the activity restricted to appropriate surfaces. Golf cars are not allowed on recreational paths or roadways (other than golf cars specifically allowed on golf course paths by the golf course owner).

### ***Soliciting***

No soliciting is permitted at any time by an owner, guest, or member of the general public within the boundaries of The Ridge at Eagle Crest.

### ***Garage Sales***

No garage sales, yard sales, estate sales and similar types of sales are permitted within the boundaries of The Ridge at Eagle Crest. Non-compliance will result in an immediate fine of \$500.

### ***Firearms***

The discharge of firearms, which includes bows and arrows, within The Ridge at Eagle Crest community is expressly forbidden. Any firearms brought into the community must be unloaded.

### ***Power Tools***

No power tools which cause interference with television reception shall be used within The Ridge at Eagle Crest Community unless the prior written consent of the Architectural Review Committee has been obtained.

### ***Debris and Outside Storage***

All refuse containers, wood piles, and other storage areas must be obscured from view of neighboring property, and trash cans and containers shall be allowed to be set out only during the days on which rubbish is collected and after sundown of the preceding evening. Tarps used for covering firewood or other uses which are visible from streets, the golf course or neighboring property are not permitted. No rubbish, trash or garbage shall be allowed to accumulate on any portion of the property within The Ridge at Eagle Crest Community.

### ***Antenna and Exterior Equipment***

No towers, antenna, aerials or other facilities for the reception or transmission of radio or television broadcasts shall be erected or maintained on any portion of the property within The Ridge at Eagle Crest, unless approved by the Master Association Board of Directors. The Board of Directors has approved the installation of exterior satellite dishes not exceeding 18" in diameter, subject to Architectural Review Committee approval regarding location. All outdoor play equipment requires the approval of the Architectural Review Committee including, but not limited to, swing sets and basketball backboards and may be required to be screened from view. Specific requirements are referenced in the ARC Policies and Guidelines. Portable basketball hoops are not permitted in view of streets or any neighboring property.

### ***Landscaping and General Maintenance***

Landscaping conforming with approved landscaping plans shall be installed on each residential property within one year after the issuance of a certificate of occupancy for the property



and shall be in compliance with all sod and planting limitations and tree preservation guidelines as established by the Architectural Review Committee. You must maintain the attractive appearance of your property according to standards applicable to The Ridge at Eagle Crest Planned Community as a whole.

### ***Roundabouts***

If a group of owners wants to make changes in their common area roundabouts they must adhere to the following policy: No irrigation systems, No electrical systems, No artificial structures. Plans must be submitted and approved by management, and any changes will be made at the owner's expense.

### ***Temporary Structures***

No structure of a temporary character, trailer, tent, shack, garage, barn or other outbuilding shall be used as living quarters, either on a temporary or permanent basis.

### ***Mailboxes, Newspaper Receptacles***

Mail delivery by the U.S. Postal Service is made to a central substation post office box within The Ridge Planned Community. Neither mailboxes nor newspaper receptacles are allowed to be placed on lots or units within The Ridge. If a newspaper carrier delivers to residences, delivery must be made directly to the home front entrance, walkway or driveway.

### ***Exterior Lighting***

Exterior lighting is subject to prior approval of the Architectural Review Committee, and is restricted in any event to low-voltage decorative systems which are in compliance with Deschutes County regulations.

### ***Signs***

As provided in the Master Declaration, no signs **of any kind** including, but not limited to, flyers, are allowed in any location on a lot or unit (including, but not limited to, signs displayed in windows) with the exception of designated street number signs approved by the Architectural Review Committee and, during the construction period, one construction job site sign approved by the ARC. The ARC has approved a blanket waiver of the sign restriction with respect to the temporary placement of "open house" signs as provided in the attached "Exhibit A".

### ***Preservation of Property***

Owners must take reasonable care to not destroy, damage or unnecessarily disturb the natural vegetation or wildlife on the property.

### ***Enforcement of the Policies and Procedures***

The Ridge at Eagle Crest Owners Association requires all Owners and their guests to adhere to the requirements set forth in the Master Declaration, the Master Association Bylaws, and these Master Association Policies and Procedures. To assist the Board of Directors in the enforcement of the provisions of these documents, the Board has delegated enforcement authority to the Resort Manager. Any Owner or guest who has been advised by the Resort Manager that they are in violation of the Master Association Policies and Procedures or the Master Declaration or Master Association Bylaws shall immediately cease-and-desist that activity.

If any owner or his guest, after being notified by the Resort Manager that they are in violation of these governing documents, fails to comply with the Resort Manager's direction, the matter will be referred to the Master Association Board for consideration of enforcement action. The assessment of penalties for certain violations or noncompliance matters has been pre-approved by the Board as provided in the attached "Exhibit B." If fines or penalties are assessed for noncompliance, the owner against whom such action is proposed to be taken has the right to appear before the Master Association Board to contest such action, all as provided in The Ridge at Eagle Crest Owners Association Bylaws.

***ATTACHMENTS:***

***Exhibit A – Open House Sign Waiver***

***Exhibit B – Fine Procedure and Schedule***

***Exhibit C – View Preservation Policy***

THE RIDGE AT EAGLE CREST  
ARCHITECTURAL REVIEW COMMITTEE

Blanket Waiver for Open House Signs  
Revised and Effective on August 6, 2002.

The Declaration of Protective Covenants, Conditions, Restrictions and Easements for The Ridge at Eagle Crest (the “Declaration”) prohibits the placement of any type of signs whatsoever on lots or units with the sole exception of the following:

- a) Designated street number sign
- b) Temporary construction job site sign

The design and placement of these above-described signs are specified by the Architectural Review Committee (ARC) for The Ridge at Eagle Crest. No other signs, including but not limited to signs posted inside the home and displayed through windows, are allowed in any location upon a lot or unit.

Pursuant to Section 7.8 of the Declaration, the ARC has the authority to waive the restriction on “for sale” or “for rent” signs in certain cases. The ARC has determined the temporary placement of signs advising of a staffed “open house” will be allowed to be posted to provide indication of a staffed “open house” for all lots and/or units at The Ridge at Eagle Crest. It is not the intent of this waiver to allow the placement of signs for general solicitation, but to specifically allow temporary notification of a real estate “open house” event. The temporary placement of these allowed signs is subject to the following rules and regulations:

1. “Open house” is defined as the hours during which a home or unit is occupied by a representative of the sale of the home or unit, and the home or unit is open to the public to viewing. If the home or unit is listed for sale with a licensed real estate broker, the person staffing the “open house” must be an employee or licensed agent with an active license under the listing broker or the deeded owner of record. If the home or unit is not listed for sale with a licensed real estate broker, the person staffing the “open house” must be a deeded owner of record. The hours of operation of an “open house” shall be limited to a maximum of ten (10) hours daily held only between the hours of 8:00 AM and 6:00 PM. The home or unit must be continuously staffed by the hosting representative within the approved time period to be considered an “open house”.
2. The allowed signs advertising an “open house” are limited to professionally-made signage conforming to specifications provided in Exhibit A that specifies either “open house” specific language or “model open” specific language, and does not include by way of example only “for sale”, “for sale by owner”, “available”, and other alternative directional signs. In addition, “directional open house” signs with limited text and design as provided in Exhibit A – sign “B” may be placed at certain intersections as provided in Section 3 below. Absolutely no balloons, flags, streamers or other decorative materials or tools may be attached to the sign or be placed anywhere on the lot or unit at any time.
3. During the hours of operation of the “open house” and only during such hours, one “open house” or “model open” sign may be posted on a lot or unit, and only on the side of the home or unit facing the street. No signs whatsoever may be posted on a lot or unit which are visible from the golf course. “Directional open house” signs (text “open house” and an arrow as shown in Exhibit A—sign “B”) may be placed at intersections within The Ridge at Eagle Crest as needed to direct traffic to turn. Multiple “directional open house” signs serving the same purpose (directing traffic in the same direction) will not be allowed. All allowed signs under this blanket waiver must be removed from the intersections and from the lot or stored indoors in such a manner as to not be visible from the street or

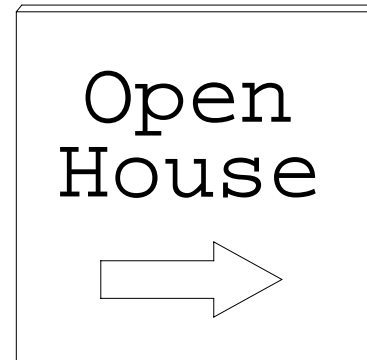
neighboring properties after the “open house” has concluded (see Item 1 above). In compliance with the Deschutes County Destination Resort Ordinance, no “open house”, “model open”, “directional open house” or other related signage will be allowed at the entrances of The Ridge at Eagle Crest on Cline Falls Road.

The restrictions in the Declaration and in the ARC Policies will be enforced by the ARC during the construction period. Following completion and final release by the ARC, the Association will enforce the restrictions, including the above-stated policy regarding “open house” and “directional open house” signs. The Association has empowered and directed the management company to enforce the Declaration and all Association Policies and Procedures. Enforcement action will include removal, without notice, of any signs not in compliance with the restrictions in the Declaration and this policy on signs notifying of and directing traffic to an “open house”. In addition, the Association has approved a schedule of fines regarding certain enforcement issues, a copy of which is attached describing the fining procedure specific to the Declaration’s sign restrictions. Fines would be assessed in accordance with the Declaration to the lot or unit owner of record for the offending signs.

Exhibit A to  
Open House Sign Waiver  
Sign Specifications



Sign (A)



Sign (B)

Signs utilized for the purpose of posting or directing traffic to an “Open House” shall be constructed to meet the following specifications and may only be posted as allowed by the Open House Sign Waiver approved by the Ridge at Eagle Crest Architectural Review Committee on August 6, 2002.

1. Text (font) style used on the sign shall be “Hawthorne.”
2. Information permitted on the “open house” sign (A) is strictly limited to: the words “Open House” or “Model Open”, the real estate company name (if applicable), and the phone number of the contact person. No agent names are permitted. Information permitted on the “directional open house” sign (B) is strictly limited to: the words “Open House” and a directional arrow as shown. No other text is permitted on the “directional open house” sign (B).
3. Sign colors shall consist of white background with Hunter Green text.
4. Text height shall be 4” for the words “Open House” or “Model Open”, and 2” for the remaining text information allowed on the signs. The directional arrow may be 4” in height.
5. The “open house” sign (A) shall be 24” wide by 30” high, and shall be a “sandwich board” style as shown above. The “directional open house” sign (B) shall be 24” wide by 24” high.

Exhibit B  
To Association Policies and Procedures

THE RIDGE AT EAGLE CREST OWNERS ASSOCIATION

FINE PROCEDURE

(Adopted by the Board of Directors on November 14, 2003)

(Revised May 15, 2015)

1. Fines and penalties shall be imposed for violations of the governing documents, including but not limited to the Declaration of Protective Covenants, Conditions, Restrictions and Easements for The Ridge at Eagle Crest (the "Declaration"), the Bylaws, and the Policies and Procedures according to the schedule of monetary penalties as set forth by The Ridge at Eagle Crest Owners Association Board of Directors from time to time.
2. The Board of Directors directs and authorizes the management company to initiate and manage this Fine Procedure as described herein for each violation. If the management company fails to act for any reason, a majority vote of the Board of Directors shall initiate the procedure.
3. Prior to imposing a fine or penalty (other than for speed limit and other vehicle control restrictions violations), the management company or Board of Directors, as applicable, shall give the Owner notice that the fine or penalty will be imposed. If requested by the Owner within ten (10) days of being given notice of such fine or penalty, the Board will convene a meeting at which time the Owner may have an opportunity to speak or present the Owner's position on the matter in writing. If such a meeting is requested, the Board shall make every effort to meet within fifteen (15) days of the Owner's request. The Association Board is not required to provide notice and opportunity to be heard for recurring or continuing violations, unless at least twelve (12) months have passed from the time of the previous violation. See Section 6 below for procedures regarding speed limit and other vehicle control enforcement and related fines or penalties.
4. In the case of a continuing or persistent violation (other than a vehicle control restriction violation), each day the violation continues after written notice shall be deemed a separate and distinct violation and shall be subject to separate daily fines up to a maximum of thirty (30) daily fines per violation. The Board may also require the Owner to post a bond or other form of security in order to ensure future compliance. For any violation that cannot be cured immediately, no further fines shall be levied after such time as the Owner begins a good faith cure of said violation.
5. If a Board hearing is not requested by the Owner, the fine or penalty shall be imposed no sooner than ten (10) days after the notice of such fine or penalty was provided to the Owner according to paragraph 3 above. If the Board of Directors held a meeting at which time the Owner's position was presented, the Board of Directors shall vote on the matter of imposing the fine or penalty, a majority vote of the Board of Directors will determine the matter and the Owner shall be immediately notified of the decision. In such event, the fine or penalty shall be imposed three (3) days after the date of the Board meeting referenced herein.
6. Speed limit and other vehicle control violations may result in a citation issued by a private patrol service officer contracted by the Association to enforce the speed limit and other vehicle control restrictions on roadways within The Ridge at Eagle Crest. Fines will be assessed with issued citations as shown in the following "Schedule of Monetary Penalties or Fines". By delivering of this Fine Procedure to Owners, Owners have received advance notice from the Association of its intent to assess fines for violation of speed limits and other vehicle control restrictions. The fine shall be imposed immediately upon issuance of the citation by the contracted private patrol service officer. Owners may appeal the assessment of the fine to the Board of Directors, or to a committee designated by the Board to hear such appeals. The appeal process will be provided with the written citation when issued.

Exhibit B  
To Association Policies and Procedures

7. All fines or penalties shall be considered an “Individual Assessment” as provided in the governing documents, and shall be collected as provided in those governing documents (including the addition of late fees for nonpayment, as applicable). As such, if the fine or penalty is not paid by the offending Owner, the Association may take all allowable steps to collect the amount due, including but not limited to, filing a lien on the Owner’s property and filing a claim in small claims court if appropriate. The Association shall apply all partial payments by the Owner to the outstanding balance owed in the following order:
  - Attorney fees and costs
  - Late fees and interest
  - Assessed fine
8. This fine procedure and the related fine schedule do not specifically address enforcement of Architectural Review Guidelines implemented by the Architectural Review Committee. See the Architectural Review Guidelines and the Declaration for enforcement information.
9. An election by the Association Board of Directors to pursue any particular remedy, such as a monetary penalty or fine, shall not prevent concurrent or subsequent exercise of another remedy permitted under the Declaration and applicable law.
10. The violating Owner shall be liable for all attorney fees, costs and expenses of any nature incurred by the Association incident to the levy or collection of the fine, including appellate proceedings.

*[Schedule of Monetary Penalties or Fines on next page]*



Exhibit B  
To Association Policies and Procedures

**THE RIDGE AT EAGLE CREST OWNERS ASSOCIATION**  
Schedule of Monetary Penalties or Fines  
Effective Date: June 1, 2015

Amended: September 8, 2000, November 14, 2003, June 8, 2007, April 25, 2008, May 21, 2015

<b>General Rules</b>	<b>First Offense</b>	<b>Second Offense (Note 1)</b>	<b>Third Offense (Note 1)</b>
PETS OFF LEASH	Verbal or written notification with copy of policies	Written notification, advise of fine procedure.	Levy financial penalty \$100.00 - \$250.00
FAILURE TO CLEAN UP AFTER PETS	Verbal or written notification with copy of policies	Written notification, advise of fine procedure.	Levy financial penalty \$100.00 - \$250.00
PETS CAUSING DISTURBANCE	Verbal or written notification with copy of policies, advise of fine procedure	Written notification, Levy financial penalty \$100.00-\$150.00	Written notification Levy financial penalty \$150.00 - \$250.00
NOISE OR OFFENSIVE ACTIVITIES	Verbal or written notification with copy of policies, advise of fine procedure	Written notification, levy financial penalty \$100.00-\$150.00.	Written notification Levy financial penalty \$150.00 - \$250.00
VIOLATION OF SIGN RESTRICTIONS	Verbal or written notice advising offending signs must be removed, and provide copy of Declaration Section 7.8 and ARC policies	Give written notification of the violation advising to remove offending signs within five (5) calendar days. Remove signs if needed after five (5) days.	Levy financial penalty of \$250.00 (each offense). Remove offending signs.
VIOLATION OF PARKING, VEHICLE, RIGHT-OF-WAY, AND SIMILAR ARTICLE 7 RESTRICTIONS; OTHER VIOLATIONS	Verbal or written notification with copy of policies, advise of fine procedure	Written notification, Levy financial penalty \$100.00-\$150.00	Written notificatin Levy financial penalty \$150.00 - \$250.00
VIOLATION OF POSTED SPEED LIMIT AND VEHICLE CONTROL RESTRICTIONS	Citation and fine may be assessed in the amount of \$50.00 for all vehicle control violations.		

**Note 1:** Fine amounts shall be within the range shown on this schedule. The amount of the fine shall be determined by the Management Company or Board of Directors within such range and may be acted upon in accordance with this Fine Procedure. Fine amounts may be determined based upon the type and nature of the violation, the length of time or repeat nature of the violation, the responsiveness of the Owner to the requests to cure the violation, and any other factors deemed appropriate. The Board of Directors, in its sole discretion, may increase or decrease such fine or penalty within the stated range upon notice to the Owner.

Exhibit C  
To Association Policies and Procedures

THE RIDGE AT EAGLE CREST OWNERS ASSOCIATION

VIEW PRESERVATION AND VEGETATION REMOVAL IN RECOA COMMON AREAS  
(Adopted by the Board of Directors on July 17<sup>th</sup>, 2014)

The RECOA Board agrees that there shall be no topping of native juniper trees in any common area belonging to RECOA. The removal of native juniper trees shall only be allowed by the RECOA Board under the following conditions and only by application through the management company with final approval by the RECOA Board of Directors.

Conditions of tree removal shall include the following at the cost of RECOA:

- fire safety
- disease
- safety or danger
- potential damage to common property such as asphalt paths, water features

View preservation requests shall be paid entirely by the resident making the request with the following conditions:

- trees and vegetation will be identified and mapped on a topographical map with the application submitted to the management company
- residents within view line of the requested trees or vegetation will be consulted by the requestor and signify approval on the form provided by the management company
- all debris including stumps shall be removed at the expense of the requestor and will not be allowed to use fall or spring Free Yard Debris Recycling Program
- replacement of other native vegetation may be required to replace the removed tree and or damage to the common areas
- view preservation applications shall be processed by the management company and presented to the RECOA Board of Directors for final approval

Any violations for topping or removal of native junipers without RECOA Board approval shall result in a fine of no less than \$1,000.00 per tree and replacement costs.

*(Application on next page)*



### Permit for Removal of Trees or Shrubs Within the RECOA Commons

To establish and preserve the natural landscape, owners are required to complete this permit for any requested changes. The permit must be approved by the RECOA Board of Directors.

Property Owner \_\_\_\_\_

Property Address \_\_\_\_\_ Lot \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Number of trees to be removed \_\_\_\_\_ Number of shrubs to be removed \_\_\_\_\_

\_\_\_\_\_  
Owner's Signature Printed Name

**Requester must:**

- ❖ Provide a Google map image identifying the site and all vegetation to be removed with clearly drawn sight lines to all adjacent residents who may be affected.
- ❖ Flag (with colored tape) all trees or shrubs to be removed. **No Paint.**
- ❖ Secure the written approval of all adjacent owners who will be affected by the removal of trees and shrubs. Written approval must include owner's name, signature, address and lot number.

**NOTE:** Approval must be obtained from all adjacent owners affected BEFORE the permit application will be forwarded to the RECOA Board by the Management Company.

#### ADJACENT OWNER'S APPROVAL

\_\_\_\_\_  
Owner's Signature Owner's Address

Phone \_\_\_\_\_ Email \_\_\_\_\_ **Approve**  Yes  No

\_\_\_\_\_  
Owner's Signature Owner's Address

Phone \_\_\_\_\_ Email \_\_\_\_\_ **Approve**  Yes  No

\_\_\_\_\_  
Owner's Signature Owner's Address

Phone \_\_\_\_\_ Email \_\_\_\_\_ **Approve**  Yes  No

**RECOA Board Conditions for Approval**

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**RECOA and MANAGEMENT APPROVAL**

\_\_\_\_\_  
RECOA President's Signature

\_\_\_\_\_  
RECOA President's Name

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Management Representative's Signature

\_\_\_\_\_  
Management Representative's Name

\_\_\_\_\_  
Date Signed