

Addendum to Policies/Rules for First Edition

- Indicates new rule since incorporation
- * * indicates a rule prior to addendum

(This is not an all-inclusive list of bylaws and rules. It is an addendum with some previous rules included for convenience.)

Parking

- Parking stickers are required on all vehicles.
Unit owners must request stickers from C.I.F. Real Estate Services and provide vehicle information such as make, model, color, and license plate within 14 days of vehicle residing on the property.

**Residents are allowed two vehicles. Vehicles must belong to the residents and cannot be stored for someone not living on the property.

**Vehicles must have current registration.

**Residents need to utilize their garage space.

Rental of Units

- If a unit is leased, the first page of the lease agreement with contact information for all residents living in the unit must be on file with C.I.f. Real Estate Services within 14 days of execution of the lease.
- Units that have not previously been leased by an owner must get approval to lease from the HOA. Per FHA and mortgage company guidelines ownership must be at least 60% for loan approval. The HOA strictly abides by this to ensure owners have no impediments to resale.
- Unit owners must provide a copy of the bylaws/rules and addendum to their tenants. Tenants must sign a statement on the lease saying they have received a copy of the policies/rules and addendum. This should be indicated on the first page of the lease.

**No more than two people can reside in a 1-bedroom unit and no more than 4 people can reside in a 2-bedroom unit.

- A background check must be completed on anyone 18 years of age or older living in the unit. No one with a felony conviction is permitted to live on the property.

Building Exterior and Common Areas

- No Satellite Dishes
- No vehicle maintenance/repair allowed on the property.
- The maintenance, repair and replacement of exterior doors, windows, screens, patios (including concrete floors, fencing, ceilings, walls and rails) are the owner's expense. All must be kept in good repair. All repairs or replacements must adhere to guidelines set forth by the HOA. These guidelines can be obtained from the management company.

** No signs in windows, on property, or displays in windows.**

- Ground floor patio fences need to be at least two inches from the ground to permit proper drainage.
- Patios must be kept free of debris such as leaves. Any damage to the patio area due to a buildup of leaves, etc., will be the expense of the owner.
- No power washing on any exterior wall surface.

****Nothing can be attached to the exterior of the building including the patio areas. Any repairs that must be done as a result of ignoring this will be at the expense of the owner.**

- Curtains on patios must be white.

****The garage is a limited use common area intended for the use of individual owners for parking only. It is not considered a permanent storage area.**

- No grills including gas, wood, charcoal or pellet.

Building Interior

- Any work done inside a unit other than painting or flooring must be done by a licensed professional such as a plumber or electrician. Owners are responsible for all electrical repair related to their unit.

****Any remodeling that involves removal of walls, moving location of plumbing or electrical must be approved by the HOA and the contractor must have proper city permits.**

****The interior hallway is not a storage area. Any items that are left there for decorative purposes such as plants, tables, chairs, etc., may be requested to be removed if they are a nuisance to other residents. This also applies to “yard art” or decorative items outside of patio areas.**

****Window coverings (blinds, curtains, etc.) seen from exterior must be neutral in color. No blankets, foil, or items not intended for window coverings are allowed. If unsure, ask before purchasing.**

****Dogs must be kept on leashes.**

****Dog poop must be picked up.**

****Per the city of Waco, no item can be left by the dumpster, i.e. trash, mattresses. No electronic items such as TVs, computers can be placed in dumpsters. No construction debris is allowed in dumpsters.**

Violations of the rules are subject to fines.

Parking violations: \$50

Monthly late fee for any balance owed after the 10th of the month: \$25

Lease violations: \$100 per month for someone living in a unit and not on the lease.

\$100 per month for not providing a lease on a rented unit.

\$200 per month for not getting unit previously owner/occupied approved to lease by HOA.

\$500 per month for short term rental such as vacation rentals.

Any items left anywhere on property including around dumpsters or in front of property will be charged cost of removal.

Any miscellaneous violations such as altering landscaping, noise violations, etc.: \$50.