

**Sterling Ridge Homeowners Association
Community Rules and Regulations
Adopted and Revised January 1, 2007**

The rules and regulations contained herein have been adopted and will be periodically revised by your Board of Directors to ensure fair, equal and reasonable access and use of Sterling Ridge facilities to all of our residents and their guests.

TABLE OF CONTENTS

TABLE OF CONTENTS	1
I. OBJECTIVES	2
II. INTRODUCTION	2
III. COMPLAINT PROCEDURE – FINE SYSTEM.....	2
IV. GENERAL RULES AND REGULATIONS	4
V. SIGNAGE WITHIN STERLING RIDGE.....	7
VI. EFFECTIVE DATE:	7

I. OBJECTIVES

This booklet is designed to inform the members of the Sterling Ridge Homeowners Association ("Association") about the working rules and regulations prepared by the Board of Directors of the Association ("Board").

The specific objectives are:

- To explain the structure of the Rules and Regulations and to encourage participation of Association members.
- To describe the procedure used to register complaints.
- To set forth uniform guidelines to be followed by the Rules Committee when handling complaints.
- To outline the rules and regulations which each resident has the responsibility to follow.
- To increase residents' awareness and understanding of the Covenants, Conditions, Restrictions, Easements, and Reservations for Sterling Ridge ("CC&Rs").
- To describe the relationship between the CC&Rs and the Rules Committee.
- To maintain and improve the quality of the living environment of Sterling Ridge.

II. INTRODUCTION

These Community Rules and Regulations have been approved by the Sterling Ridge Homeowners Association Board of Directors. All residents, their tenants (if applicable), and guests are required to adhere to them at all times.

Unless otherwise established by the Board at a future meeting, the Rules Committee will henceforth consist of the three members of the Board, which will be responsible for ensuring compliance with the CC&Rs and Rules and Regulations of Sterling Ridge not specifically covered by the Architectural Controls.

III. COMPLAINT PROCEDURE – FINE SYSTEM

The following procedure has been established by the Rules Committee to handle Association member's complaints regarding alleged violations of the Sterling Ridge governing documents (including the CC&Rs and the Rules and Regulations) in a timely, efficient and fair manner.

Complaints regarding alleged violations of the Sterling Ridge governing documents must be registered in writing with the Association in one of the following forms:

- Via email to the Association Board (hoaboard@sterlingridgewa.com)
- Via filling out the Report a Violation form located on the www.sterlingridgewa.com site.
- Via regular U.S. mail in the form of a letter
- Via regular U.S. mail using the form provided by the Association.

Complaints will be handled in a strictly confidential manner.

Homeowners are strongly encouraged to first attempt to solve problems among themselves whenever possible. In some instances, the Rules Committee and/or the Board will assist homeowners in attempting to solve problems among themselves. However, this shall not be construed as an obligation on the part of the Rules Committee or the Board to provide mediation services in connection with disputes amongst homeowners.

When a complaint is received, it is logged and filed. A Rules Committee member shall then investigate the alleged violation and, if the Rules Committee member concludes that a violation of the governing documents exists (or has occurred), the homeowner is contacted, and compliance with the governing documents is required. As to any violation which has already occurred, ongoing compliance with the governing documents is expected.

If the violation continues (or if a violation re-occurs), notification will be made to the homeowner advising of the continued violation (or the re-occurrence of the violation), and further requesting immediate and ongoing compliance with the Sterling Ridge governing documents. Such notification may include any applicable fines due as a result of the violation.

Upon receipt of a violation letter, the resident and/or homeowner have a right to a hearing before the Board and/or Rules Committee. At the hearing, the homeowner and the Rules Committee shall be afforded the right and opportunity to present evidence and argument regarding the alleged violation. Each side shall be allowed to ask questions of each other and any witnesses.

If a purpose of the hearing is to determine whether a violation of the governing documents has occurred, then, immediately following the hearing (or as soon thereafter as is reasonably practical), the Board shall decide whether a violation of the governing documents has occurred. If the Board concludes that a violation of the governing documents has occurred, the Board may then determine that the assessed fine(s) on the homeowner as a result of any violation or violations which have occurred through the date of the hearing are legitimate and remain in place (or not). Fines may be assessed in an amount based on the following schedule:

- First violation: Letter to homeowner and Request for Compliance
- Second violation: \$125.00 fine
- Third violation \$250.00 fine
- Fourth violation \$500.00 fine + attorney, collection and/or legal fees

In addition, the Board may impose a fine to be levied as follows:

- A. With regard to recurring violations of the Sterling Ridge governing documents, at the rates specified above, provided the violation is the same or substantially similar to that violation which was the subject of previously assessed fines.
- B. With regard to ongoing violations of the Sterling Ridge governing documents which continue to occur following the hearing, a fine in the amount of \$500.00 every 7 calendar days may be assessed until the violation is corrected and until the homeowner has otherwise achieved compliance with the Sterling Ridge governing documents as may be directed by the Board. Should there be a dispute and hearing

scheduled, fines will continue to accrue if the requested compliance is not adhered to. If the result of the dispute and/or hearing are that there was no violation the Board will remove any assessed fines regarding the issue.

The Board may at any time, arrange for the commencement of legal proceedings to, among other things, enjoin further violation of the governing documents and to collect any unpaid fines. Fines may continue to be assessed during the pendency of such legal proceedings. If the total amount of any unpaid fines by a homeowner exceeds \$500.00 for more than a 30-day period, a lien may immediately be placed on the homeowner's property.

The procedures set forth above shall in no way preclude the Board from pursuing any other remedies available under the Sterling Ridge government documents or under applicable law with regard to the enforcement of the Sterling Ridge governing documents.

IV. GENERAL RULES AND REGULATIONS

The following are Rules and Regulations which have been adopted by the Board pursuant to **CC&Rs Section 6.1**, "Adoption of Rules and Regulations". These Rules and Regulations have the same force and effect as the use restrictions contained in the CC&Rs, and each homeowner and/or resident should carefully review both documents.

1 BURNING

No burning or incineration of trash, refuse or scrap of any kind is permitted within Sterling Ridge. Pierce County authorities will be notified of all violations.

2 COMMUNITY PARK

The Sterling Ridge community parks are for the use and enjoyment of Sterling Ridge homeowners, residents, and their guests only. The park may be used only during the hours of 8AM to dusk daily. Children under twelve (12) years of age must be supervised by an adult at all times while using the park(s) or play equipment therein. Play equipment must be used properly. All homeowners, residents, and guests use the community park(s) and play equipment therein at their own risk. Glass containers are not permitted in the park at any time. No skateboarding, bike riding, skating, rollerblading, and/or the like activity are allowed on landscaped areas and/or Community Parks within Sterling Ridge.

3 DUMPING

No dumping of any debris (including but not limited to grass clippings and tree limbs) is permitted within Sterling Ridge. This shall include all permanent green space, trail systems including those of Silver Creek, environmentally protected areas and the Sterling Ridge Retention Pond.

4 FIREARMS

No firearm use (including but not limited to rifles, handguns, bows and slingshots) or hunting is permitted within Sterling Ridge. Pierce County authorities will be notified of all violations.

5 HOLIDAY DECORATIONS

All seasonal decorations, including outdoor holiday lights, shall be removed no later than thirty (30) days after the holiday or celebration for which they are displayed. Consideration of neighbors should be exercised when decorating for any occasion. All holiday lighting should be

considered temporary and may not be installed prior to thirty (30) days of the holiday and must be removed within thirty (30) days after the holiday or celebration. Holiday or celebratory decorations may not include any audio that can be heard beyond the limits of the lot.

6 HOME BUSINESSES

A home business may be allowed, following Sterling Ridge Board approval. The general rules by the board include that there are no employees, The Board may permit a homeowner or resident to conduct an in-home business at Sterling Ridge provided the business is allowed by law and if such business will not, in the reasonable judgment of the Board, cause traffic congestion or other disruption of the Sterling Ridge community and not otherwise violate any of the terms and conditions of the Sterling Ridge Declaration and the Sterling Ridge Homeowners Association Community Rules and Regulations.

All homeowners or residents operating or desiring to operate an in-home business at Sterling Ridge must provide the Board with a copy of the current applicable business license(s) required by the State of Washington or County of Pierce (as appropriate); the copy of the current business license shall be provided prior to the commencement of the operation of the in-home business at Sterling Ridge and annually thereafter, and may not employ any on-site staff.

Association approval for the continued operation of an in-home business at Sterling Ridge may be terminated, suspended or revoked by the Board as a consequence of:

1. The failure by the homeowner to provide the Board with the required copy of the applicable current business license;
2. Ongoing complaints received from neighbors pertaining to noise or other disturbances and/or parking problems;
3. Falsification of any information provided by the homeowner to the Board in connection with the operation or proposed operation of the in-home business;
4. Any other violation of the Sterling Ridge Declaration and the Sterling Ridge Homeowners Association Community Rules and Regulations.

7 LANDSCAPING

Landscaping, for the purposes of this section, includes all front and side yards on any lot. Homeowners shall maintain the landscaped areas in front of and around the home in a neat, orderly manner and a healthy condition in the style of the landscaped Common Areas of the neighborhood and as is appropriate for the season of the year. Landscaped areas include but are not limited to lawn, river rock, bark, gravel, shrubbery, trees and all planted areas.

7.1 LAWNS

Lawns shall be maintained in a neat, orderly and healthy condition including but not limited to the following:

- regularly mowed during the growing season
- edged and trimmed so grass is contained in the lawn area and does not encroach onto paved areas (such as sidewalks, driveways and walkways), river rock, gravel or barked areas, or planting beds
- fertilized as needed to maintain the health and vitality of the lawn
- unsightly and/or large weeds must be removed on a regular basis, year round

7.2 WEEDS

Weeds shall be removed from landscaped areas including planting beds and gravel, river rock and barked areas. This includes barked areas that divide properties and gravel areas between houses.

7.3 PLANTS/VEGETATION

Plants shall be maintained in a neat, orderly and healthy growing condition as is appropriate for the season of the year, including pruning, and appropriate watering and fertilizing as necessary.

Dead plants shall be replaced or removed. Plants and vegetation including but not limited to trees, shrubs, and bushes shall be maintained so as to prevent encroachment on, projection across or obstruction of any sidewalk, driveway, walkway or street.

7.4 PLANTING CONTAINERS

The style of planting containers shall fit in with the style of the neighborhood. Leaves shall be removed from landscaped and paved areas (except where used as mulch) following the last fall of leaves in autumn. Other plant and yard debris shall be removed from all landscaped and paved areas on a regular basis.

7.5 IRRIGATION SYSTEMS

Hoses, sprinklers and other irrigation equipment shall be stowed away when not in use. Pipes for irrigation systems must be installed underground.

8 PETS

In order to maintain a harmonious environment for ALL Sterling Ridge residents, pet owners must and shall be responsible for any and all offensive actions of their pets, including barking, running loose and waste deposits. Domestic pets must be attended by a responsible person whenever they are off the owner's property within Sterling Ridge. Pets must be leashed whenever off the owner's property within Sterling Ridge. Please do not walk your pet on your neighbor's property. THE OWNER IS RESPONSIBLE FOR CLEANING UP WASTE.

Pets which are considered a nuisance (whether by barking, running loose or any other objectionable activity) may not be kept in Sterling Ridge, and are subject to removal.

9 QUIET TIME

In order to maintain a harmonious environment for all Sterling Ridge residents, all homeowners and residents must observe the established Pierce County noise ordinance, quiet time during the hours of 10PM to 7:00AM daily. During the 10PM to 7:00AM quiet time hours, no noxious activity, including but not limited to the creation of excess levels of noise, shall be carried on any Lot or in any street or area within Sterling Ridge, nor shall anything be done therein which may be or become an annoyance or nuisance to other homeowners or residents.

No motorized device used for yard or home maintenance, including but not limited to lawn mowers, saws, drills, or similar devices, shall be operated during the quiet time hours. Volume settings on car stereos shall be set such that no stereo sound can be heard outside of the vehicle during quiet time hours.

10 RENTAL PROPERTIES

Owners who rent their home must have renters sign a form acknowledging they have received, reviewed and agree to abide by the CC&Rs, Community Rules and Regulations, and Architectural Guidelines of the Sterling Ridge Homeowners Association.

Owners are responsible for notifying the Board that their home is being rented according to the CC&Rs rules, and shall provide a copy of the rent/lease contract and provide the board 7 days to review said contract prior to Board approval/when a rental waiting list exists, as stated in the CC&Rs, the homeowner is required to wait until the Board informs them they are again able to rent/lease their property. The homeowner is also required to follow and all other rules laid out in the CC&Rs regarding rental/lease properties. Additionally, the homeowner shall provide the Board with an offsite address and telephone number where the homeowner can be contacted when necessary.

11 PARKING

Parking is to be done in the resident's garage and/or driveway. Parking on the sidewalks, streets, lawns, front yards or any other area within Sterling Ridge is not permitted. Storage or parking of

items such as RV's, trailers, boats, non-functioning automotive vehicles, or any other motor vehicles not being used for normal daily transport are prohibited in Sterling Ridge. Parking violations shall be enforced using the same fine schedule listed previously. A warning will be issued and a (one time per unit) 48 hour grace period will be given. Any violation occurrence after this warning period has expired will result in the tow of said vehicle and the applicable fine shall be assessed to the unit.

12 STORMWATER STORAGE POND

No persons are permitted inside the perimeter of the Storm water Storage Pond fence at any time (except for Pierce County maintenance personnel), as designated by Pierce County.

13 TRASH

All trash and other debris shall be removed from all landscaped and paved areas. All trash, garbage and yard waste shall be kept in suitable covered containers, and shall be stored out of sight except on trash collection days.

V. SIGNAGE WITHIN STERLING RIDGE

1 SIGNAGE

No sign of any kind shall be displayed to the public view on or from any Lot without the prior written consent of the Board, except for professional Real Estate "For Sale" signs. A maximum of one (1) professional real estate "For Sale" sign is permitted to be displayed on any Lot at any given time. Signs from individual real estate companies and/or "For Sale By Owner" are permitted. Signs which are substantially hand-written or which do not look professional are not permitted.

2 GARAGE SALE

A reasonable number of garage sale signs or directional signs within the community are allowed with prior Board approval. Residents are required to remove the signs by 6:00 p.m. on the last day of a garage sale.

VI. EFFECTIVE DATE:

Rules and Regulations and any amendments shall become effective 30 days after publication to all homeowners.