



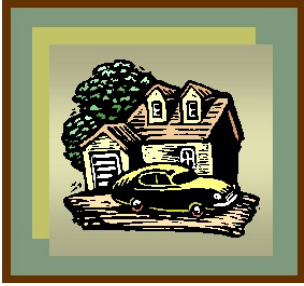
Bruton Glen Homeowner's Association

Association Rules & Regs

Association Rules & Regulations



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Association Rules & Regulations ***Bruton Glen Homeowner's Association***



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Association Rules & Regulations

(Addendum to Declaration of Covenants, Conditions & Restrictions)

Revision By Resolution: February 2011

Purpose: This document serves to amplify and clarify requirements and restrictions set forth in the Bruton Glen Homeowner’s Association *Declaration of Covenants, Conditions & Restrictions*, and the *Association By-Laws*. It also serves as a guideline for the Board of Director’s to appropriately manage and regulate the provisions set forth in this policy.

The primary purpose of these "**Rules and Regulations**" are to serve as directives and guidelines for the Board of Director’s to utilize in the means of expanding the clarification and enforcement of the Association’s *Declaration of Covenants, Conditions & Restrictions, By-Laws*, and/or *Association Policies & Procedures* of Bruton Glen Homeowner’s Association. Through the development and adoption of these "**Rules and Regulations**" through resolution, allows the BOD’s an avenue of preserving the value and esthetics of our community.

Policy: In accordance to *Virginia State Statutes, Property Owners’ Association Act; Section 55-513* it’s the right and responsibility of the Board of Director’s to establish, adopt, and enforce such "**Rules and Regulations**" within the Association. It shall be the responsibility of the Homeowner’s to adhere to such governing documents and adopted "**Rules and Regulations**" as prescribed by the resolutions adopted by the Association and its Board of Director's.

These "**Rules and Regulations**" are solely intended to acclimate the already established governing documents associated with the governing and management of our community; Bruton Glen. Under no circumstances are these "**Rules & Regulations**" intended to undermine or supersede the Association’s *Declaration of Covenants, Conditions & Restrictions*, or *Association By-Laws*.

Procedures: The Board of Director’s or its designated agents shall be responsible for publishing the adopted "**Rules and Regulations**" to be easily accessible to all Homeowner’s within Bruton Glen Homeowner’s Association. Such publication may be rendered upon the Association’s web site, enclosed in the *Disclosure Packet*, and/or provided through the mailing of said documents to the homeowner’s.

It shall also be the responsibility of the Board of Director’s and/or its designated agent to provide proper notification to any Homeowner pertaining to the lot and/or property owner’s of any violation associated with the governing documents established and adopted within the Association.



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Procedures (continued):

Upon the notification of any violation set forth in the Association’s governing documents, Homeowner’s; lot and/or property owner’s shall be requested and required to comply with the governing documents of said violation(s) and be provided a reasonable amount of time in order to correct the violation(s).

Homeowner’s failing to comply with the established governing documents and/or "**Rules and Regulations**" may be subject to fines being administered towards their account, and/or legal actions being rendered in order to rectify the violation(s).

Enforcement: In accordance with the Association’s governing documents and the adopted "**Rules and Regulations**", the Board of Director’s, on behalf of the Association reserves the right to impose violation fees or assessments towards any lot and/or property owner(s) in relation to the stated violation, and in which said Homeowner fails to comply with the Association’s governing documents and/or "**Rules & Regulations**", as set forth through the resolutions adopted by the Association and its BOD’s.

The Board of Director’s and/or its designated agent shall have the right to enter upon said lot and/or property to correct any violation of the Association’s governing documents at the owner’s expense. All expenditures accrued and/or paid by the Association for such corrections, pertaining to the violation(s) identified in the notification, shall be an assessment upon the lot and/or property owner(s). Such expenditures will be the sole responsibility of the lot and/or property owner(s), and expected to be reimbursed to the Association in full.

All homeowner’s will be subject to proper notification of any violation(s) through the means of a "**Notification of Violation**" document being mailed to the lot and/or property owner(s). All Homeowner’s shall be allotted a reasonable amount of time in order to correct any such violation(s), prior to further actions being rendered.

An established reasonable time period will be acknowledged in the violation notification, and will be dependent upon the violation(s) being addressed. The allotted time period provided may vary from one violation to another, but will range between a minimum of fifteen (15) to thirty (30) days.

If the violation and/or violations are not corrected within the allotted time period, as prescribed in the "**Notification of Violation**", then the Board of Director’s may elect to rectify the problem and submit a bill for any expenditures associated with the correction of said violation(s), as stated in the violation notification submitted to the lot and/or property owner(s).



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Notification of Violation(s):

Enforcement of the Association’s governing documents and these “**Rules & Regulations**” will be in accordance with the following procedures;

1. **1st Written Warning; “Notification of Violation”** – the lot and/or property owner(s) will be requested and expected to comply with the Association’s governing documents. Failure to comply within the allotted time period will render further actions to commence in order to resolve and/or correct the violation(s).
2. **2nd Written Warning; “Notification of Violation”** – the lot and/or property owner(s) will be requested and expected to comply with the Association’s governing documents. This will also warrant the initial submission of a fine, pertaining to the continuing violation(s) in the amount of fifty dollars (\$50.00), which will immediately be imposed upon the lot and/or property owner(s) account. Failure to comply within the allotted time period will render further actions to commence in order to resolve and/or correct the violation(s).
3. **3rd (Final) Written Warning; “Notification of Violation”** – the lot and/or property owner(s) will be requested and expected to comply with the Association’s governing documents. This will also warrant the additional submission of fines, pertaining to the continuing violation(s) in the amount of ten dollars (\$10.00) per day, not to exceed ninety (90) days, starting on the date of this notification of the said violation pending resolution. These fines and/or assessments will immediately be imposed upon the lot and/or property owner(s) account. After final notification has been submitted to the homeowner(s) and failure to comply within the allotted time period will render further actions to commence in order to resolve and/or correct the violation(s). These actions may result in legal provisions and/or the hiring of an outside agency and/or contractor to resolve and/or correct the violation(s). Any expenditure’s accrued and/or paid by the Association for such corrections, pertaining to the violation(s) identified in the notification, shall be an assessment upon the lot and/or property owner(s).

Rental Properties:

Homeowner’s renting or leasing their property and/or properties shall be solely responsible for providing the tenants (Renters) with notification of such guidelines and restrictions set forth in the Association’s governing documents. Homeowner’s may provide such information to the tenant’s through the use of various means, such as;

1. Providing a hard copy of the Association’s *Declaration of Covenants, Conditions & Restrictions, Association By-Laws, Association Rules & Regulations, Etc.* Additional copies may be obtained through request from the Board of Director’s at an additional fee for producing these documents.
2. Verbally advise the tenant's (Renters) of the Association’s governing documents referenced above.



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(Addendum to Declaration of Covenants, Conditions & Restrictions)

Revision By Resolution: February 2011

Reference: Declaration of Covenants, Conditions & Restrictions,
Article VI – Property Restrictions

Article VI, Sections 1-16 - Association Rules & Regulations:

Article VI, Section 6 – Fences

- **Privacy Fences** – Under no circumstances will privacy fences be permitted to be erected and/or constructed within the front yard of any lot and/or property. Any privacy fence being erected and/or constructed will be subject to the provisions established in the "*Architectural Policy & Regulations*" and will require an ARC Application to be submitted prior to construction. Any privacy fence erected, post construction and/or post ARC application being approved, will be required to be properly maintained, including the necessity of repairs, staining, etc. in order to properly maintain such privacy fences with the esthetics of the community.

Article VI, Section 9 – Signs

- **Signage** – At no time will Homeowner’s be permitted to display signs of a permanent nature of any kind in the windows, doors, or exterior of any structure, or anywhere on their lot and/or property without the written permission of the Board of Director’s. This includes the common areas of Bruton Glen (Bruton Glen Park). This doesn’t exclude any sign(s) used by a licensed realtor in efforts of selling and/or renting said lot and/or property, nor by any Homeowner advertising said property for sale and/or rent. However, once the lot and/or property has been sold, all real estate signs must be removed within seven (7) days of the closing date and/or signing of a lease on a rental property.

Article VI, Section 10 – Trash/Recyclable Receptacles

- **Trash & Debris** – All homeowner’s are required to maintain and utilize trash and recyclable containers as provided by their waste management contractor. Trash and recyclable’s are to be stored in the appropriate containers, in order to mitigate any problems of attracting pest, rodents, etc. Under no circumstance will common household trash be permitted to be stored outside of the properties structure, unless in an approved container, such as a trash receptacle. This doesn’t include large boxes, etc. being placed outside the structure for collection within the week of the scheduled collection date. Recyclable materials are to be stored in their appropriate containers until collected by their waste management contractor on the scheduled collection date.
- **Trash/Recyclable Collection** – All Homeowner’s will be responsible for the disposal, and/or collection of their own; trash, garbage, and/or debris. Trash/Recyclable receptacles must be removed from the street side, once such trash/recyclable collection has been rendered. Trash/Recyclable receptacles may not be left on the street side more than one day after the designated scheduled trash/recyclable collection date. All trash /recyclable receptacles must be removed and returned to their appropriate storage area.



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Article VI, Section 10 – Trash/Recyclable Receptacles (continued)

- **Trash/Recyclable Receptacle Storage** – All trash/recyclable receptacles must be stored in a location behind the front property setback line ie: corner of structure/house or either behind the homeowner’s house and/or privacy fence. All trash receptacles must have a secured appropriate cover (tops) and kept within the designated storage area except on regularly scheduled trash/recyclable collection dates.
- **Trash/Recyclable Receptacle Screening** – Homeowner’s electing to locate their trash/recyclable receptacles on the side of their homes, must comply with providing a trash/recyclable receptacle screening reducing the public view of said trash/recyclable receptacles. Trash/Recyclable receptacle screening may be constructed of wood or purchased as prefabrication, but must be submitted for review and approval by the Architectural Review Committee (ARC). Trash/Recyclable receptacle screening includes, but is not limited to storing of trash/recyclable receptacles within the confines of a privacy fence.
- **Debris** – All homeowner’s disposing of yard debris, such as tree limbs, grass clippings, etc. shall be required to comply with the regulations set forth by the Waste Management contractor and/or York County Waste Management. No homeowner will be permitted to dump any trash and/or yard debris within the common areas, unless directed by the Board of Director’s. This includes, but is not limited to any kind of yard debris, such as grass clippings, shrubbery clipping, tree limbs and branches, construction materials, bricks, stones, etc.

Article VI, Section 11.1 – Fuel Storage Tanks (Propane, LP Gas, Etc.)

- **Fuel Storage Tanks (Stationary/Portable)** – Any homeowner utilizing a liquid propane tank, etc. will be required to submit an application for use to the Architectural Review Committee (ARC) for review and approval as determined in accordance with the Association’s governing documents and York County Code & Compliance Regulations.
- **Fuel Storage Tank Screening** – All fuel storage tanks shall be out of site from public view from the street, utilizing approved screening. Fuel tank screening may be constructed or purchased as prefabrication, but must be submitted for review and approval by the Architectural Review Committee (ARC).

Article VI, Section 11.2 – Satellite Dishes & Antenna’s

- **Cable Wiring Installation** – All cable wiring will be required to be out of public view as prescribed in the governing documents set forth for this Association. All homeowner’s must comply with this regulation providing cable wiring to be installed beneath the exterior siding of the property owner’s home. This includes, but is not limited to any kind of wiring such as telephone, cable television, satellite dishes, etc. This regulation is in compliance with the Association’s Declaration of Covenants, Conditions & Restrictions, Article VI, Section 4.
- **Dish Antenna Installation** – All dish antennas are required to be approved by the Architectural Review Committee (ARC) prior to installation. Any homeowner or contractor providing installation of a satellite dish antenna must have taken the necessary precautions to place the said dish antenna out of public view from the street and/or behind the front exterior of the structure (house). Under no circumstance will dish antenna’s be permitted to be erected anywhere on the front of the structure (house). The ARC and/or Board of Director’s may require additional screening to be utilized depending upon the installation location of said dish antenna. Any dish antenna being installed must comply with the Association’s governing documents and York County Code & Compliance Regulations.



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Article VI, Section 11.3 – Heating/Air Conditioning Equipment

- **Heating/Air Conditioning Equipment** – No heating and/or air conditioning equipment shall be placed in front of any structure. This doesn’t include the use of temporary window air conditioning units, utilized during the appropriate season. Such A/C units must be removed during the non-utilization months, such as; November, December, January, February.

Article VI, Section 12 – Public & Common Area Restrictions

- **Sidewalks** – All sidewalks are to be utilized for pedestrian traffic only, as its intended use. All sidewalks are to be kept free of any and all personal property. No motorized vehicles of any kind will be permitted to be driven or parked on the sidewalks at any time and are also subject to comply with all Virginia State Laws and York County Code & Compliance Regulations.
- **Common Areas (Bruton Glen Park, Etc.)** – At no time will Homeowner’s be permitted to leave and/or discard any personal property, furniture, appliances, etc. anywhere in the common areas of Bruton Glen. Such items belonging to Homeowner’s must be discarded appropriately.
- **Pets** – Homeowner’s acquiring pets shall be responsible for securing their pets from freely roaming the community and/or common areas. Pets must be controlled and managed through the use of a leash or verbal command in the presence of the pet’s owner or care provider. It shall be the responsibility of the pet’s owner and/or care provider to supervise the pet at all times, while outside of their property provisions. Homeowner’s shall also be required to adhere to all licensing provisions set forth by the York County Code & Compliance Regulations.
- **Pet Provisions** – Under no circumstances will a property owner’s pet be permitted to become a nuisance to other Homeowner’s or disturb the community through their abrupt behavior. Actions, which constitutes a nuisance include, but are not limited to the persistent or loud crying, barking, and/or scratching of said pet. Other actions may include unhygienic offensiveness, disturbance of other residents’ personal property, such as the digging of holes in their property or any area outside of the owner’s own property, including the Association’s common areas.
- **Pet Excretions** – It shall be the responsibility of the pet owner and/or care provider to pick-up and dispose of any pet excretions discharged anywhere in the common areas or public domain.

Article VI, Section 13 – Vehicle Parking

- **Vehicle Parking** – Homeowner’s are subject to park their vehicles within their driveways when permissible. No homeowner will be permitted to park any vehicle(s) on the lawns of their property located in the front or side yard of their house, unless located behind a privacy fence. All vehicles must be parked within a driveway or within the premises of the roadway as permitted by Virginia State Law and York County Code & Compliance Regulations. All vehicles parked within the resident’s home are subject to comply with all Virginia State Laws and York County Code & Compliance Regulations, eliminating junk vehicles from collecting on a homeowner’s property.
- **Vehicle Licensing** – All homeowner’s are required to assure that operating vehicles parked within their property limits are licensed as in accordance with Virginia State Law and York County Code & Compliance Regulations.



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Article VI, Section 13 – Vehicle Parking (continued)

- **Vehicle Restrictions** – Any vehicle parked on a sidewalk or so as to block the flow of traffic, or restrict the movement of another vehicle, in any way, will be subject to towing, at the owner’s expense. The Board of Director’s or its designated agents shall make every attempt to notify the owner of said vehicle, requesting that it be relocated prior to commencing with such actions. If the vehicle owner can not be reasonably located within a timely manner (15-30 minutes), then the Board of Director’s may elect to rectify the problem by having the vehicle towed at the vehicle owner’s expense.
- **Trailers, Campers, RV’s, Boats, etc.** – Any utility vehicle prescribed in the Association’s governing documents will be not be permitted to be parked and/or stored on the streets of Bruton Glen or within the front property setback lines ie: corner of structure/house. This doesn’t include; small utility trailers no larger than 6’x12’ in size. Such utility trailers must be parked and properly maintained within the driveway and may not be parked on the streets of Bruton Glen.

Article VI, Section 16

- **Maintenance & Repair of Lots & Property** – All homeowner’s shall maintain their lots or property in accordance with the Association’s governing documents providing a neat, clean, attractive and compatible appearance with the overall esthetics of the community. This shall include any and all improvements, and/or repairs to such lots or property.

All lots shall be free of debris, trash, etc. and the yards and landscaping shall be kept neat in appearance and regularly maintained. Such maintenance shall include, but is not limited to, mowing lawns, pruning trees and shrubbery, and any other appropriate care necessary in order to comply with the Association’s governing documents.

Examples: Power Washing, Structural Repairs; such as facial boards, faucets, etc.
Lawn Maintenance; growth in excess of 6-12 inches, trees and shrubs overgrown and/or protruding property provisions.
Trash and/or Debris Littering Properties, Improper Storage, etc.