

## GENERAL RULES AND REGULATIONS

These rules and regulations implement the Autumn Lakes indentures. The intent of these rules and regulations is to provide a safe, clean, pleasant, and architecturally sound community for the benefit of all the residents.

1. Units (condominiums) and houses are for residential use only. No residence shall be used directly or indirectly for business of any character other than home occupation as defined in the zoning ordinance of St. Louis County and as further specified by the codes of the City of Maryland Heights.
2. Condominium and house fees are due on the first day of each month and become delinquent after the 15<sup>th</sup> of the month (bank posting date). A late fee will be charged for delinquencies. Late fees may not exceed 10 percent of the condominium fee. Any pool cards issued to the delinquent condominium or house will be revoked at the same time. A \$20.00 fee will be required to re-activate the pool cards when the monthly fees are current.
3. Common ground and recreational privileges, including use of the clubhouse, will be denied to residents delinquent in their fees.
4. Rental of the clubhouse is limited to residents, except as otherwise approved by the Board of Trustees. Any significant damage to the clubhouse will cause a lien for the amount of damages on the renting resident's home or condominium.
5. If any of the Autumn Lakes Association rules are violated, the Association, after providing written notice, may impose a fine up to \$75 for each violation and/or up to \$50 per day that the violation continues after a reasonable period of time to cure. These fines apply when no specific fine is documented for an infraction.
6. Eligible property owners are required to register renters with the Association within 10 days of tenant occupancy. Any unit having a change of ownership on the deed after September 12, 2009, cannot be rented without the written approval of the Board of Trustees per the Leasing Amendment dated March, 2014. Registration of an eligible new rental includes providing the management company with the following:
  - \$100 Registration fee for each new group of tenants
  - A copy of the lease
  - A copy of the (city required) Maryland Heights Occupancy Permit
  - A list of the tenant names, ages and emergency contact information
  - Proof of tenant's renter insurance
  - A signed release that the tenants have received the following documents (available from the management company):
    - Autumn Lakes Rules and Regulations
    - Rules for the Use of the Common Ground
    - Rules for the Use of the Pool
    - Rules for the Installation of Satellite Dishes and Other Broadcast Devices

A fine will be assessed by the Association if the registration information and fee are not received within the 10 day period.

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- 7.** Structural changes to condominium buildings, and the addition of screening of deck or deck railings, awnings, canopies, shutters, antennas (except as provided for satellite dishes), out-buildings, swing sets, sand boxes, fences, window air conditioners, clotheslines, rain barrels, or water gardens/pond are prohibited. Painting, staining, or sealing of condominium decks shall be in conformance with adjacent units, and any departure from this rule shall be subject to written approval of the Board of Trustees. The Association seals the decks when that building is scheduled for painting.
- 8.** Alterations to condominium walls, ceilings, or utility lines affecting safety, structural integrity, appearance, or conformance to existing structures shall not be made without approval by the Board of Trustees. Upon approval, appropriate permits shall be obtained from Maryland Heights.
- 9.** Upkeep, maintenance, and replacement of air conditioner units located on common ground are the responsibility of the owners of condominium units.
- 10.** Decks, including pillars, supports and footings, must be structurally safe and well-preserved at all times. In the event of negligence the Association can order or make repairs to any unsafe decks and patios at the expense of the owners. Maintenance of the decks and patios is the sole responsibility of the unit owners. Porches and faux balconies on condominiums will be maintained by the Association.
- 11.** Good quality and well-maintained patio furniture and barbecue grills are allowed on patio/decks. Clothing, towels, rugs, and other similar belongings are not to be hung on or from patios and decks.
- 12.** Hot tubs are not permitted on condominium patios or decks.
- 13.** Builder- or Association-installed common ground plantings (trees and shrubs) will be maintained by the Association. If the builder-installed bushes have exceeded their usability/aesthetics, the Association will replace the bushes from a select list of plantings. If the condominium owner prefers to use other plants they will be responsible for the purchase, installation and maintenance. Trimming, alteration, or new plantings by condominium owners shall require written approval of the Board of Trustees. Additional plantings, when approved, shall not interfere with common ground mowing, maintenance, or easements.
- 14.** Individual landscaping and plantings immediately adjacent to condominium buildings shall be done with the Landscaping Committee approval in a professional manner and maintained in an aesthetically pleasing condition. Maintenance of this landscaping is the responsibility of the condominium owner and any future owners. Any trimmings or yard waste from work an owner does must be picked up or bagged immediately and disposed of properly by the resident.
- 15.** Leaves are not to be raked or blown into the streets unless directed by the management company. The Association arranges leaf clean-ups in the spring and fall for the condominiums. Leaves raked to the edge of the street by single family homeowners will be picked up at the same time. Proper disposal of leaves cleared by a home or unit owner is the responsibility of the resident; the leaves must be picked up or bagged immediately.
- 16.** Residents are not to dispose of yard waste in the dumpsters located at the clubhouse. These are for the maintenance staff only. Residents can call Maryland Heights' trash service for special pick-up. Residents leaving yard waste at or in the dumpster will be fined.

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- 17.** No signs shall be erected or displayed in public view on any property, except as follows: Real estate signs are permitted and shall be placed within fifteen feet of the building. Beautification signs distributed by the City of Maryland Heights shall be permitted. Security signs are permitted and shall be placed within two feet of the building. Other exceptions must be approved by the Board of Trustees.
- 18.** Residents may permanently display flags not to exceed 3' x 5' on poles attached to the garage or front porch. U.S. flags should be displayed in accordance with federal rules and standards. All other displays on the property shall only be displayed temporarily for designated holiday periods. Small seasonal decorative flags should not be placed in areas where they interfere with mowers.
- 19.** Commercial trucks or other support vehicles will be permitted in Autumn Lakes when used in conjunction with work required for construction and maintenance. Commercial trucks, commercial vans, mobile homes, camper buses, boat trailers, or vehicles with exposed ladders, pipe, tools, etc., not parked inside a garage or on the RV lot shall not be permitted or parked overnight without written consent of the Board of Trustees.
- 20.** Cars, motor vehicles, or boats shall not be repaired on the premises except for emergency purposes. All vehicles must be licensed and operable.
- 21.** Cars, boats or other motor vehicles shall not be parked on patios or on unpaved common ground.
- 22.** No overnight parking shall be permitted at the clubhouse.
- 23.** Common ground driveways, parking areas, sidewalks, and streets shall remain unblocked at all times. Common ground parking on auxiliary parking areas shall be for short-term parking and shall not be used to store vehicles. The maximum parking time without moving a vehicle shall be two weeks. Unlicensed, derelict or inoperable vehicles on the auxiliary parking areas will be subject to the laws of Maryland Heights. There are no reserved parking areas, and parking shall be on a first-come-first-served basis.
- 24.** Maryland Heights ordinance requires dogs to be on a leash. Maryland Heights Police and/or Animal Control enforce this ordinance. Violation of this ordinance is punishable by a fine currently in the amount of \$100 for the first offense. Dog owners are also required by the same ordinance to pick up their pet's feces immediately and to dispose of the feces properly. It is a further violation to dispose of feces into a street storm sewer.
- 25.** It is not permitted that dogs or other pets be tied to trees or stakes, or otherwise left outside for extended periods. Doghouses are not permitted on common ground. Repair of any damage caused to the grass, plants, trees or other common grounds by pets will be billed to the owner.
- 26.** Firewood, in an amount not a potential hazard to the structural integrity, is to be neatly stacked or stored away from direct contact with the building and off the ground in a rack. Firewood should not be stacked in the garage.
- 27.** Routine trash removal is provided by Maryland Heights. Trash cans are to be stored in the garage out of public view. They may be set out after 6:00 p.m. the evening before trash pick-up day and returned to the garage as soon as possible the same day following pick-up.

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**28.** Removal of appliances and other large items is the owner's responsibility. Prior arrangements with the Maryland Heights' trash service must be made to schedule pickup. Items are not to be left at the curb more than 24 hours prior to pickup.

### NOTES

Residents should report violations to a member of the Board of Trustees or to the management company. Some violations will require immediate action to prevent possible injury or potential property damage; other violations may require a ruling by the Board of Trustees. Violation of a city ordinance should be reported immediately to the Police. It will be helpful to the Board to identify the name of the person(s) responsible for the violation as well as the time and place.

Enforcement of these rules and regulations is the responsibility of the residents as well as the Trustees. Your compliance and cooperation are necessary for the success of Autumn Lakes.

These rules and regulations apply to owners, renters, and guests of owners and renters. Copies are available from the management company and on the website [autumnlakesstl.com](http://autumnlakesstl.com). Real estate agents and sellers should ensure that copies of all rules and regulations are made available as part of a sale.

These additional sets of rules and regulations also apply to Autumn Lakes residents:

- Rules for Use of the Common Ground
- Rules for Rental of the Clubhouse/Pool
- Rules for Use of the Pool
- Rules for Use of the Recreational Vehicle Parking Lot
- Rules for Installation of Satellite Dishes and Other Broadcast Devices
- Rules and Procedure for Attached Awnings

In addition to these rules residents must comply with all Maryland Heights' ordinances including leashed dogs, cleaning up pet feces, speed limits, and building codes.