

RULES AND REGULATIONS

Circle S Estates

Welcome to Circle S Estates Homeowners Association, Inc. The Board of Directors has prepared these Rules and Regulations in accordance with the Association's governing documents for your use to understand certain important aspects of the Association's operation.

These Rules and Regulations highlight key sections of Association's documents and to inform you of the specific rules and regulations that govern the Association and the procedures that must be followed when any major change, modification, or alteration to any structure is considered. These Rules and Regulations will be enforced in conjunction with the Association's Declaration. Please be advised if there are any existing or subsequent State laws or regulations that conflict or contradict the foregoing Circle S Rules & Regulations, the State law will apply and prevail.

❖ **GARBAGE BINS**

Trash and recycling bins must be stored either inside your property (garage or backyard), or at the very front of your garage doors. All trash receptacles must be taken out no earlier than 24 hours before the scheduled collection day and must be put away within 24 hours after pickup. Bulk trash will be governed by the designated bulk trash schedule provided by Waste Management. Bulk trash may not be put outside in front of any property any earlier than the week of (meaning the Sunday before) the scheduled pick-up day.

❖ **PETS**

Dog owners are responsible for making sure that their dog is always on a leash outdoors. Dogs should not do their necessities in any of the common or neighbor's areas. Dog owners must **pick up and clean** up their dog's excrement in these areas.

- All pets must be leashed when outdoors at all times.
- Excessive dog barking is not permitted in our community, please consider your neighbor and be courteous.
- All pet defecation must be removed immediately from any common property, limited common property, backyards, sidewalk or streets. Pet owners must have "clean up" apparatus with them at all times when walking their pets to facilitate this immediate clean up.
- No pet shall be tied to any community trees, stakes, picnic tables, etc. at any time. Any damage to the common elements by pets, as determined by the Board of Directors, will be repaired under the supervision of the Board or Property Management Agent. All costs will be assessed to property owner.
- Any property owner, lessee, Association Officer or Janitorial employee noticing pet litter or damage to any property caused by a pet shall report the litter or damage to the Association, identifying the pet and the owner of the pet, in writing. If ownership cannot be determined, the owner of the home in which the pet is kept should be identified.
- The Association, upon written notification, shall notify the pet owner (if known), the property occupants, and the property owner of the pet litter and or damage to any property.
- The accused party shall be notified in writing that a hearing on the matter shall be held before the Board of Directors, or its duly authorized committee, no later than thirty (30) days after receipt of written notice. A hearing shall be convened whether or not the accused party chooses to attend. At the hearing, the committee shall hear and consider arguments, evidence or statements regarding the pet litter and/or pet damage. The committee will then make their recommendations to the Board of Directors. The Board, at its next regularly scheduled meeting, will consider the recommendation of the committee.

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❖ **PARKING**

To maintain the safety, aesthetics, and functionality of our community, the following parking rules are established in accordance with the Township of Southwest Ranches ordinance. Compliance with both the HOA and township regulations is mandatory.

- General Parking Rules- All residents and visitors must adhere to the parking regulations set forth by the Township of Southwest Ranches parking ordinance which governs public and residential parking within the township. Violations of township regulations will be enforced accordingly by local authorities.
- Visitor Parking- Residents are responsible for ensuring their visitors park in parking areas in compliance with township street parking regulations.
- Street Parking- Street parking within the community must comply with the township's parking ordinance on street parking. The HOA reserves the right to notify local authorities if a vehicle is in violation of the township's street parking rules.
- Commercial and Recreational Vehicles- No commercial vehicles, RVs, or other oversized vehicles may be parked in the community overnight unless stored in an enclosed garage in compliance with the Township of Southwest Ranches ordinance regarding commercial and recreational vehicles.
- Enforcement and Penalties- The HOA will work in conjunction with local law enforcement to enforce township parking regulations, including ticketing and towing of vehicles that violate township or HOA rules.

❖ **NUISANCE**

- No resident shall conduct repairs (except in an emergency) or restoration of any motor vehicle, boat, trailer or other vehicle upon any portion of the property visible from any lot or any common properties (including portions of lots other than garages).
- No horns, whistles, bells (other than security devices used exclusively for security purposes), noisy or smokey vehicles, large power equipment or large power tools, or any items which may unreasonably interfere with a resident's view and use and enjoyment of their property.
- A nuisance will be determined by the Board of Directors upon receipt of such complaint.

❖ **CLEANING AND MAINTENANCE**

Residents:

- Cannot litter with leftovers, paper and/or waste in the common areas and/or streets.
- Must maintain the exterior of their homes, which includes but is not limited to: keeping it well painted, maintaining exterior fences, mowing/cleaning front and backyards, and properly disposing their dog's feces.
- Must maintain lawn, trim bushes, remove weeds and maintain any and all trees located on the property owner's property all of which are the responsibility of the property owner.
- Are responsible for pressure-washing their roofs and driveways.
- Trees, grass, bushes and all landscape in the easement are the homeowners' responsibility.

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❖ **POLICY FOR GUESTS**

- Residents are responsible for familiarizing their guests with the rules and regulations of the Association. Residents are also responsible for any damage incurred by their guests, including attorney's fees.
- Residents are fully responsible for the parking of their guests. If a car is parked incorrectly or in a place where it's not allowed, it may be towed at owner's expense with no excuse.

❖ **DRIVING IN THE COMMUNITY**

Safe driving is expected. Speed is not to exceed the posted speed limit of **25 mph**. Standard County/Municipality rules of the road apply to our community at all times.

- All motor vehicles must be properly licensed.
- All drivers must have a valid driver's license.

❖ **RESALES**

- **All Homeowners must notify the Property Manager of the sale of their property prior to doing so at** The Capin Group, 7787 NW 146th Street, Miami Lakes, FL 33016, Ph. 786.433.3700; Fax: 786.433.3702, barbara@thecapingroup.com, www.thecapingroup.com Also, as a homeowner you should contact the Property Manager in order to submit (in advance) the screening procedure established by the Homeowners Association, this way the Board Members have plenty of time to review it prior to moving in.
- The buyer needs to contact The Estoppels Department at The Capin Group, 7787 NW 146th Street, Miami Lakes, FL 33016, Ph. 786.433.3700, Fx. 786.433.3702, barbara@thecapingroup.com, www.thecapingroup.com to request an Estoppel letter reflecting the status of the seller's account. This letter is needed to clear the exception to title concerning liens for any outstanding Association dues.

❖ **ALTERATIONS OR MODIFICATIONS TO YOUR HOME**

- The Association has the authority to establish uniform rules and regulations pertaining to the portions of each lot visible from any portion of the common properties for the purposes of enhancing the aesthetic uniformity of the properties.
- Upon prior approval from the Association, the white color scheme may be expanded to include color schemes offered originally by CC homes. These color schemes, upon prior approval from the Association, may also be applicable to the residential perimeter fence.
- No alterations of any kind may be made to any part of the common or limited common elements. Any alterations, additions, or improvements whatsoever which change the appearance of any home, building, landscaping or common elements must be requested, in writing, by submitting an ACC Form to the Property Management Company for approval from the Architectural Control Committee prior to any changes.
- This includes solar panels, fences, exterior painting, roof, adding exterior structures, landscaping, concrete pads, pools, etc.
- Window unit air conditioners/fans are not permitted. Window air conditioners are strictly prohibited. Permanent or temporary window fans are strictly prohibited.
- Any alterations made without approval of the Architectural Control Committee will be ordered removed at the homeowner's expense.

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❖ **SIGNS AND ADVERTISEMENTS**

- Advertising signs for business or commercial activities are prohibited anywhere on the property. **This includes windows, doors, garage doors and patio doors.**
- Signs other than FOR SALE or FOR RENT are prohibited. One self-standing For Sale sign is permitted - must be 12 x 12 or 24 x 24 (not exceed three (3) feet's in height) and placed at the end of the driveway over the grass. This For Sale sign cannot include the word FORECLOSURE or LIEN on it. You should not display how much you are asking for the property. This is not acceptable within the community.
- Only flyers and/or letters announcing meetings or any other activity concerning the community should be displayed in the common areas of our community.

❖ **COMMERCIAL ACTIVITY**

No commercial or business activity shall be conducted in any home within the Association, except a home office is allowed in compliance with the Town of Southwest Ranches Code.

NON-COMPLIANCE

The Board reserves the right to prohibit a tenant from occupying a home until the owner complies with all leasing requirements. The Board reserves the right to initiate legal proceedings against the tenant and/or the owner for breach of any of the rules and regulations of the Association.

❖ **VIOLATIONS AND FEES**

The resident charged with the violation will be given written notice of the complaint by the Property Management agent via regular mail, informing him or her of the violation for which they have been notified. Upon receipt of the NOTICE OF VIOLATION the owner will have fifteen [15 days](#) to submit a written request disputing the violation. If such request is not received the NOTICE OF VIOLATION shall be deemed a valid violation with a guilty plea.

In case the Property Owner/Tenant contests the violation, a second NOTICE OF VIOLATION will be sent giving the Property Owner/Tenant 10 days to follow up and comply with the hearing date stated in the letter with the Violation Committee. If such request is not received and handled properly by the Property Owner/Tenant, or if the Violation Committee finds the Property Owner/Tenant guilty, the Property Owner will be fined \$100.00. If the Property Owner does not correct the violation, the Property Owner will be fined \$100/day till the violation is corrected not to exceed \$1,000.00 per occurrence. Once a decision is made by the Violation Committee, the Property Owner will be charged and no new hearings will be allowed.

❖ **Costs**

In the event of any offense where costs are incurred by the Association, the owner will be responsible for those costs. This includes but is not limited to:

- Damage to property
- Personal injury
- Restoration costs
- Legal costs and attorney fees

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PROPERTY MANAGEMENT COMPANY INFORMATION:

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The Capin Group
7787 NW 146th Street
Miami Lakes, FL 33016
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www.thecapingroup.com

These Rules and Regulations were approved at the Board of Directors meeting held on October 28, 2024