

# HOUNDSLAKE VILLAS ASSOCIATION, INC

## Rules and Regulations

Revised August 2018

### SECTION 1: GENERAL

#### A. Annual Review

A-1 “Rules and Regulations” will be reviewed periodically, but no less than annually, and may be changed by a majority of the Board of Directors.

#### B. Villas Communication System

B-1 Villa Owners are provided the following email address for communicating any comments/concerns:

[houndslakevillasboard@gmail.com](mailto:houndslakevillasboard@gmail.com)

Your email will be promptly forwarded to the appropriate Board Member and you will receive a response.

B-2 Villa Owners who do not utilize a computer may contact any Board Member, e.g., Architectural Chairperson, Grounds Chairperson or the President, by telephone.

#### C. For the Common Good

C-1 Owners shall maintain their property in a “First Class State of Repair.” The external physical appearance shall be in harmony with the other villas in the community. The Board of Directors and the Architectural Committee have the responsibility to assure that such maintenance is accomplished in a timely manner.

C-2 Boats, trailers, motor homes, trucks (larger than a ¾ ton pickup) or any vehicle with commercial advertising may not be parked on any street or driveway for more than 24 consecutive hours.

C-3 Patios, porches and decks shall not be used as storage areas for recreational equipment or excess belongings.

C-4 Clothes lines or hanging laundry are not permitted.

**C-5** No buildings, fences, walls, furniture or other structures shall be erected or maintained upon the common ground.

**C-6** All villas shall be used as single family residences. They shall not be used for business purposes.

**C-7** Owners shall be responsible for keeping their roof and gutters clean and their arbors trimmed.

**D. Parking and Garages**

**D- 1.** Villa garage doors shall be kept closed as much as possible to discourage theft and improve Villa Owner security.

**D- 2.** Whenever possible, automobiles and other vehicles shall be parked in garages. Automobiles can be parked in driveways or on the public street, but shall never be parked on the Common Ground.

**E. Garage/Estate Sales**

**E- 1.** Garage sales must be licensed by the City of Aiken. All sale items must be displayed within the villa or the villa garage.

**F. Political Advertising**

**F- 1.** Political advertising may not be displayed on the Common Ground and is discouraged on Owner's Ground.

**G. Garbage/Trash Collection**

**G- 1.** All trash for collection must be set out at the street next to the driveway. Trash collection regulations require that trash containers **not** be set out prior to 5:00 pm the day before collection, and the containers must be picked up and put away as soon after collection as possible but before 9:00 pm the day of collection.

**G- 2.** Trash containers, when not set out for collection, must be kept inside the garage or placed out of public view

**H. Pets**

**H- 1.** Pets, of any kind, shall not be allowed to run loose on Villa streets nor the Common Ground; but are permitted to use the common property provided that such pets are on a controlled leash. All pet feces shall be cleaned up at once!

**I. Villa/ City Issues**

**I- 1** Road problems, water leaks in the road or common ground, or street light problems shall be reported to the “City/Villa Liaison” officer or the Board of Directors.

**I- 2** In the event of a sewage backup in your villa, phone the City of Aiken Engineering and Utilities at 803-642-7610 for assistance. The city will come out and check the sewage line and determine if the problem is a city or owner responsibility. This may eliminate the owner receiving an initial plumbing bill. If the problem occurs after normal business hours or on a weekend, phone Public Safety at 803-642-7620 and they will contact the city employee on call.

**J. Monthly Assessment**

**J-1** Monthly assessment is due and payable the first day of each month and should be received by the Association no later than the fifth of each month

**J-2** Assessments not paid within 30 days from the due date shall accrue interest at a rate of eight per cent per annum and may constitute a lien against the property.

**SECTION II: COMMON GROUND**

**A. Owner’s Ground**

**A-1** The Villa Owner’s Ground shall be determined by the Villa Owner’s plat recorded at the RMC Office, located at the Aiken County government building. The property outside the Villas Owner’s Ground shall be considered Common Grounds. Both areas will be maintained by the Association.

**B. Owner’s Responsibility**

**B -1** Owners may replace a dead or diseased shrub with a “like” shrub on Owner’s Ground without Board approval. The cost of planting shrubbery on the Owner’s Ground shall be the responsibility of the Villa Owner. The Villa Owner may request consultation with the Chair of the Grounds Advisory Committee. Suggestions may be offered in regard to plant/shrub choices and proper planting techniques/procedures.

**B-2** Owners shall request, in writing, approval from the Board of Directors to plant trees and/or shrubbery. The cost of planting trees/ shrubbery on Owner’s Ground shall be the responsibility of the Villa Owner

## **C. General Maintenance**

**C-1** Owners shall have the right of enjoyment of the Common Ground but shall not alter nor damage same.

**C-2** Maintaining, trimming and pruning of all shrubbery shall be the responsibility of the Association

**C-3** Planting and/or removing trees, shrubbery and flowers on the Common Ground (this includes dead trees, shrubbery and flowers) shall be the responsibility of the Association. The Association shall also be responsible for the cost of removing dead trees/shrubs from the Owner's Ground.

**C-4** A tree service may be employed by the Association on a periodic basis to maintain the health of the grove by inspection and removal of damaged limbs, trees, or obvious hazards to owners' property as determined by the Board of Directors. Owners are encouraged to notify the Grounds Committee Chairperson when damage is observed or a problem occurs. Villa damage caused by falling limbs will be the responsibility of the Villa Owner.

**C-5** Pine straw shall be the only mulch material used on the Villa grounds. (Example: Red or black mulch, shells, stones, rocks, etc. shall not be used in the place of pine straw.)

## **D. Tree Removal**

**D-1** Removal of trees from the Common Ground is greatly discouraged. Owners may request removal of trees that are on the common ground to eliminate objectionable root growth or debris falling on roofs. All such requests shall be submitted to the Board of Directors in writing. Each such request will be considered on an individual basis and may or may not be approved. If approved, the cost of removal will be the responsibility of the Villa Owner. The Association will be responsible for removal of dead or diseased trees. An expert may be employed by the Association to decide when a tree is diseased enough for removal.

## **E. Severe Weather Event**

**E-1** In the case of a weather event that uproots or damages many trees, the Board of Directors will immediately secure a professional service to clear the Common Ground. Villa damage caused by storms will be the responsibility of the Villa Owner and should be reported to their insurance company.

## SECTION III: ARCHITECTURAL

### A. Architectural Design Review Application

**A-1** Changes/alterations to the exterior of any building or structure shall **not** be made until the plans and specifications of such alterations have been approved, in writing, by or the Architectural Committee or the Board of Directors.

**A-2** An *Architectural Design Review Application* shall be submitted to the Architectural Committee or the Board of Directors for review and approval

### B. Antennas and Satellite Dishes

**B-1** Satellite dishes larger than 1 meter (39.37 inches) in diameter are prohibited. Satellite dishes, 1 meter in diameter or less, television antennas and MMDS (multichannel, multipoint distribution) antennas, are permitted. Antennas and satellite dishes are subject to the guidelines below:

- **Location** – Devices should **not** be installed in the front of the residence. Residents installing antennas or satellites dishes should consider their neighbors and the community's appearance and try to place the device in the least intrusive location. They should be installed at roof level on the rear side of the roof ridgeline so as to have no or minimal visibility when the home is viewed from any street. Wires/cables should be installed securely and hidden where possible.
- **Screening** – To the extent possible, ground level dishes and antennas should be screened by landscaping so that they are not visible either from the street or to other villa owners.

### C. Awnings/Sunshades

**C-1** Awnings are defined as retractable, nearly horizontal canopies permanently attached to the house for the purpose of providing shade over a deck or patio. Awnings are restricted to the rear of the house and over decks or patios. Awnings shall only be wall mounted below the soffit and not mounted on the roof. Awnings that stay down permanently or require permanently installed upright support arms are not allowed. Awnings must be fabric, of a **solid** color that matches the villa. Stripes and designs are not permitted. Awnings must be retracted when not in use.

**D. Front Storm and Screen Doors**

**D-1** At the front/main entry into the home, only storm/screen doors, where the glass/screening covers at least 80% of the door surfaces is permitted. Etching in glass is permitted. Doors with decorative treatment, such as grills are not permitted. The color of the door frame should match the villa. No screens shall be installed in overhead garage door openings.

**E. Handicap Ramps**

**E-1** A *Design Review Application* with detailed specifications and drawings is required. Appropriate landscaping will be required and a landscaping plan must be included with the *Design Review Application*. Applicants must also certify in writing that the ramp will be removed when no longer needed or before the sale of the home. NOTE: The City of Aiken requires a permit and inspection. Assistance is available at 803-642-7675.

**F. Lighting**

**F-1** Lamp Post/Post Lights contribute to both community appearance and safety. The pole of post lights must be black or dark brown and no larger than 4 inches in diameter. Post light fixtures and garage light fixtures shall be the same color and of similar appearance.

**F-2** Garage fixtures should be coach style and black, bronze, brass, or nickel in color. Garage lights should be similar in style to lamp post fixtures.

**F-3** Security Lights/Flood/Spot lights should be mounted on eaves or soffits. Security lights should not be directed outside a Villa Owner's property to reduce the visual impact on adjoining neighbors.

**G. Roof Shingles**

**G-1** Replacement shingles are GAF HD color "Hickory". The shingle has a 25 year warranty and is available at many home improvement stores and by reputable roofers.

**H. Stain/Paint**

**H-1** Exterior siding, exterior window trim and exterior doors, to include the exterior of the garage door, and decks are to be the same color as the exterior of the villa. Wrought iron rails are to be painted black:

- **OVERHEAD DOOR'S painting instructions for STEEL GARAGE DOORS/WINDOWS:**

Clean surface with mild detergent solution. Rinse with clear water and allow it to dry completely. Prepare surface with a liquid sander/deglosser according to manufacturers' instructions. Finish with a premium **ACRYLIC LATEX** paint. Read paint manufacturers' instructions. **NOTE:** Alkyd (oil) based paints are **NOT** to be used and void the manufacturer's warranty. Observe temperature limitations for paint.

**H-2** The following 2 colors have been approved by the Board:

- **Dark Brown (Seal Brown)** - the color now being used on the majority of the villas.
- **Light Brown** - the color originally used on all villas.

Owners may purchase any brand of stain but it must match the two standard colors. Lowe's, Sherwin Williams and Home Depot have records of the two colors. Please contact the Architectural Chairperson for a sample "paint stick" of the color preferred. Take the "paint stick" to the store to use for matching the stain. It would be prudent for you to paint a small area on your villa to assure an accurate match.

## **I. Siding**

The only 2 materials approved for external siding are as follows/**no substitutions:**

**I-1 Western Cedar Siding** and is available to be milled at Oswald Lumber Company in Leesville, SC. (803) 532-9226. It should be 7.5" wide, rough sawn and it is available in random lengths.

**James Hardie - Hardie Plank HZ10 8.25 in. x 144 in. Primed Cedar Mill Fiber Cement Lap Siding** has also been approved by the Board for the use on the exterior of the Villas. The representative in our area is Home Depot. It is available primed and ready for staining. The Hardie Plank must be installed horizontally to maintain the warranty.

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**I-1** Western cedar siding is available to be milled at Oswald Lumber Company in Leesville, SC. (803) 532-9226. It should be 7.5" wide, rough sawn and it is available in random lengths. Hardie Plank (Select cedar mill) has also been approved by the Board for the use on the exterior of the villas. The representative in our area is Home Depot. It is available primed and ready for staining. The Board has approved the use of siding on the diagonal or horizontal.

## **J. Stucco**

**J-1** Villa Owners are finding it necessary to clean and paint stucco. Sherwin Williams has the formula and recommends color "1067 String of Pearls", and the product Conflex XL Medium Texture. The product sales number is 6405-15425. This information will give Sherwin Williams everything they need to order and tint the paint for the stucco. This is not stocked in the store. You will need to order it ahead of time. It takes approximately one week for the store to order and have it available for you.



**J-2** Clean stucco with 1 part bleach and 2 parts water, spray on and leave there for a few minutes. Use water to wash off bleach. You can use a garden hose or a low level pressure washer.