

**THE BOARDWALK**  
*at the Villages of Chandler*

**COMMUNITY GUIDELINES**  
Updated August 2015

## **DEAR HOMEOWNER**

### **Welcome to The Boardwalk Community.**

As the legal owner of your condominium you become a member of the homeowners association through your mortgage and title paperwork. In short, along with your respective home you also have a vested interest in the entire community as you are one of the owners.

The following pages contain valuable information about the community, the homeowners association, and your role in the community. This information resides in its entirety within the documents recorded with the Maricopa County Recorder's Office - Declarations of Covenants, Conditions and Restrictions, Articles of Incorporation, and Bylaws of the Association that you received when you purchased your condominium.

We have condensed the most common elements for your convenience; however you are urged to take the time to read these documents in full as every homeowner and tenant has the responsibility to abide by each and every one.

### ***WHAT IS A HOMEOWNERS ASSOCIATION?***

A homeowners association is a non-profit corporation in which all deeded owners become a member of after closing. At the time the association was formed documents were recorded to establish the powers of the corporation and the rules to be abided by.

The association is run by a Board of Directors and Officers of the Corporation. Typically a board will hire a professional management company to oversee the daily operations of the association.

The governing documents include the Articles of Incorporation, the Bylaws of the Association, Declarations of Covenants, Conditions, and Restrictions (CC&R's), and Rules and Regulations. Such documents establish guidelines and rules on architectural design, landscaping, and many other specifics outlined in the next few pages.

### ***WHAT IS THE PURPOSE OF THE ASSOCIATION?***

The purpose of the Association is to maintain, preserve, and increase property values of the property, as well as to protect the assets of the Association. The common areas in Boardwalk include the swimming pool, Jacuzzi, tennis court, basketball court, clubhouse, and all the landscape. The Association is also responsible for the upkeep of all the buildings, driveways, and parking structures.

The Association, through its Board of Directors, is responsible for the enforcement of the Association documents.

### ***WHO IS THE BOARD***

The Directors are all legal owners, hold office for three year term, and are elected annually by the members (i.e. owners) at the Annual Meeting of the Members.

The Boardwalks' annual meeting is held in October. You will be notified prior to the meeting.

Regular monthly Board of Director meetings are held the first Monday of every month in the clubhouse at 5:30 pm. All homeowners are welcome and encouraged to attend.

### ***WHAT CAN YOU DO TO HAVE YOUR VOICE HEARD?***

- GET INVOLVED.
- ATTEND REGULAR BOARD MEETINGS – every 1st Monday of the month in the Clubhouse, at 5:30 pm.

- VOLUNTEER TO RUN FOR A BOARD POSITION.
- VOLUNTEER FOR COMMITTEES.
- PRESENT POSITIVE IDEAS TO THE BOARD OR MANAGEMENT COMPANY.
- HELP RESEARCH INFORMATION FOR THE BOARD.
- PRESENT SOLUTIONS RATHER THAN CRITICISMS REGARDING RULES AND REGULATIONS.

### ***WHAT POWER DOES THE MANAGEMENT COMPANY HAVE?***

The Management Company reports directly to the Board of Directors and administers the daily affairs of the Association at the Board's direction. It has no separate power over the members of the community and cannot make its own rules or regulations.

However, cooperation with the management can go a long way. Who is better suited to present ideas to the Board or provide you with the best avenue to get a change approved than the manager?

Management can be an asset to your enjoyment of living in a community association.

### ***WHAT CAN I DO TO MY PROPERTY?***

First and foremost, you must read all your governing documents. Even if it appears to be a boring and tedious task, it is critical for you to be informed. Your documents are the foundation in which the association operates; the architectural and design guidelines usually control the esthetics of the community and list what you can and cannot do to your home.

When you purchase a home or lot within a community association you should expect that the esthetics of the community would stay the same or improve. You would not expect it to deteriorate and cause a loss of value to the community as a whole.

## **THE BOARDWALK – RULES & REGULATIONS**

Your Board of Directors solicit your cooperation in applying the following governing guidelines; the basic, detailed rules & regulations are in the copy of the records CC&R's each Homeowner received upon close of escrow.

If you are a tenant please check with your Homeowner for further explanation.

Your property management company is Metro Property Services, 480-967-7182. Your Community Manager is Monique Braden, and can be reached at extension 115.

### **GENERAL RULES**

#### **BINDING APPLICATION**

All owners, renters, and guests must abide by the Boardwalk Homeowners Association's CC&R's and Rules and Regulations. Owners are responsible for actions of renters and guests.

Any damages to the common elements, or any Homeowner unit, including his own unit, caused by an owner, tenant or guest, shall be paid for by the owner, including legal recourse costs to recover repair for such damage.

#### **NOISE**

Loud and annoying noise shall not be imposed on other residents from stereos, televisions, radios, parties, conversations, autos/vehicles, etc.

Please be considerate - keep noise down to a minimum between 10:00 pm. and 9:00 am.

#### **PETS**

The number of small dogs, cats, and birds, in any combination, is limited to two (2) per unit. All cats and dogs must be on a leash when outside the house or patio area.

Please keep pets indoors and do not allow them to roam the property. Any stray animal may be picked up by Animal Control at the owner's expense.

*Arizona Statute 11-1012 (B & D): No person in charge of any dog shall permit such dog in a public park or upon any public school property unless the dog is physically restrained by a leash, enclosed in a car, cage or similar enclosure or being exhibited or trained at a recognized kennel club event, public school or park sponsored event.*

*Maricopa County: Maricopa County's leash law prohibits you from allowing your dog to run at large outside your property at any time. Your dog must be confined to your home or property, either inside the home or within an enclosed yard. When you take your dog outside of its confined area, it must be restrained on a leash that is no longer than six feet in length. Keeping your dog on a leash also makes good sense. Your dog will be safer and less likely to be hit by a car.*

*City of Chandler (Ord. No. 1, Tit. 11, § 14; Ord. No. 3044, § 2, 11-4-99) Animals at Large: Any person owning or having under his/her control or charge any animal or fowl who shall permit such animal or fowl to run at large or trespass upon property owned or possessed by another or in or upon any street, alley or other public place shall be guilty of a misdemeanor.*

*The Boardwalk HOA's Rules and Regulations (Leashes and Fecal Matter): All cats and dogs must be on a leash outside the house or patio area. Immediate clean-up of animal's solid waste is the owner's responsibility.*

Immediate clean-up of animal's solid waste is the owner's responsibility. After notice and opportunity for a hearing, the Association may impose a \$100.00 fine, if this rule is broken and **REPEAT VIOLATIONS** occur, a subsequent fine of \$100.00 will be imposed per occurrence.

No structure for animal use can be visible from the street or other unit.

No animal can be chained or tied outside or in the exterior stairwell.

### **USE OF COMMON AREA**

Please provide supervision of children when they are on the Association's common area property. There are parks and school yards close by for use by all.

### **SCOOTERS, BIKES, SKATEBOARDS, ETC.**

The riding of these items are prohibited on any sidewalk, tennis courts, and basketball courts within the Boardwalk community, except for handicap use.

Ball playing is not allowed within the property, Individuals should carry their balls when walking through the Association's common area.

### **RIGHT OF WAY AND PARKING**

Please observe the 5-mph speed throughout our complex. No one is allowed to play in any parking area as a safety precaution.

Only designated parking areas should be used for all vehicles. No double parking behind or beside a vehicle already parked will be allowed.

Lanes must be kept clear to allow for easy accessibility to all emergency vehicles (i.e. Fire, Police, Ambulance)

Each unit shall have exclusive rights to one numbered covered assigned parking space. All uncovered spaces shall be used by owners and tenants on an as needed basis, first come first serve basis. Please do not exceed more than two spaces per unit-one covered and one uncovered.

The parking spaces at the entrance around the fountain shall be left vacant for **VISITOR** parking only. Please do not park in someone's assigned parking as you shall be towed at your own expense.

Only emergency repair to any vehicles in the common areas is permitted—maintenance (oil change, lube job, transmission work, etc.) and repair is not allowed.

No storage of any recreational vehicle is allowed, including but not limited to camper, boats, trailers, motor homes, ATV's. Inoperable vehicles are not allowed to remain parked on the premises, including cars with expired tags, they will be tagged and towed at the owner's expense.

Washing of vehicles is not permitted at the Boardwalk.

**THE CITY OF CHANDLER HAS ORDERED US NOT TO DRIVE OR PARK ON ANY DIRT AREAS AT THIS COMPLEX.**

### **ASSESSMENTS**

The regular monthly dues for all Homeowners are due and payable the first of each month, using the envelope provided by Metro Property Services. Any payment not received by the 15<sup>th</sup> day of the month owed will have a \$10.00 late fee per month assessed to the delinquent Homeowner's account.

Acceptable forms of payment include check, money order, and cashier's check. Monthly automatic payment withdrawal, better known as Surepay, is available. Credit card and electronic check payments are accepted on the Metro Property Services website – [www.metropropertyservicesaz.com](http://www.metropropertyservicesaz.com).

Payments not received within sixty (60) days of the due date shall result in possible water shut off and/or a property lien and/or additional legal fees for collection.

### **NOTICE OF LEASING AND OCCUPANCY**

Any Owner who leases, rents, or loans his unit must complete the Rental Information Sheet issued by the Homeowners Association and return it to Metro Property Services within **2 weeks of the new occupancy**. Copy of the Rental Information Sheet can be obtained by contacting Metro Property Services @ (480) 967-7182 Ext.115.

Each unit is to be used exclusively for residential use. No gainful occupation, profession, trade, or other non-resident use shall be conducted on the property.

### **ARCHITECTURAL CONTROL**

Nothing shall be constructed, erected, placed, or maintained upon the common area or publicly-viewed area of a unit unless prior written approval is given by the Board. This includes but is not limited to sunshades, patio covers, patio storage structures, awnings, landscaping, clotheslines, cable lines, antennas, signs, etc. Exterior walls will not be painted by Homeowners.

Please contact Metro Property Services @ (480) 967-7182 Ext 115 for the Architectural Request Form.

Non-compliance with the regulation will result in the Homeowner removing and repairing at his/her expense any change, addition and/or alteration not approved as noted above.

### **PATIO'S AND BALCONIES**

- Personal items **PERMITTED** to be kept on the patio/balcony: patio furniture ONLY, gas grills, maximum of 2 bicycles, small toys, flower pots and flower boxes (grounded or hanging), bird baths/feeders/houses, wind chimes, decorative figurines, etc.
  - ALL FURNITURE AND PERSONAL ITEMS ARE SUBJECT TO APPROVAL AT THE BOARD'S DISCRETION.
- Personal items **NOT PERMITTED** to be kept on the patio/balcony: no shelves, garbage cans, boxes, exercise equipment, refrigerators, stereos, junk, clothing, recyclable materials, cleaning supplies, trash, work benches, tools/power tools or equipment, paint, painting supplies, etc.
- Clothing, bath towels, laundry, rugs, swimming suites, etc. are not to be hung on the railings or balconies.
- No items may be placed on the second story balcony ledge which overhangs a walking and/or sitting area and could cause potential harm to another person if it falls. This includes potted plants, nick knacks, etc.
- No garbage or debris can be left or stored in the Common Areas or on the patio and/or balcony.
- No animal excretion is to be kept on patios or balconies.
- The use of charcoal grills and flammable starter fuels are absolutely prohibited. Gas grills are allowed. The following exemption will be considered: the building must have a built in sprinkler system, the grill is self contained (lid, ash pit, etc.) and complies 100% with the City's Fire Code. All exceptions will be made on a case by case basis.
- Doors and screens must be in place and properly stored.
- Patios must be kept clean and neat; free from weeds.

### **PATIO SHADE SCREENS**

Sun screens on the patio must be kept in a nice condition. Ripped, faded, torn, etc shade screens must be immediately removed, and if desired, replaced at the Owner's expense. Approved screen colors are: brown, beige, tan or a color compatible with current building color scheme (White, black and bamboo, or Curtain of any type is NOT permitted). **The only types of shade are the roll-up type with sun screen material in the approved colors only.** Prior written approval is required from the Board before installing the screen.

### **HOLIDAY LIGHTS**

**Holiday or celebration lights of any kind or color are permitted only Between October 1st and January 31st. Between February 1st and September 31st lights of any kind IS NOT ALLOWED.**

### **WINDOW COVERINGS**

Within 30 (thirty) days of occupancy, each owner shall install permanent draperies or suitable window treatments (vertical or horizontal blinds) on all windows. No reflective materials, including but not limited to aluminum foil, reflective screen, or glass or similar items shall be installed on any window.

The backings of all window coverings must be white so that windows viewed from the common area are all the same color. Bright colors of any kind will be considered a violation and owners will be required to take down the offending item.

### **LANDSCAPING**

Landscapers contracted by the Board of Directors maintain the property and are only allowed to take direction from the Board of Directors and the Community Manager.

The area outside of your condo is common area property and no one may plant, redesign landscaping, or make additions to the landscaping without prior written approval.

**Please report any problems with the landscape and irrigation to Metro Property Services @ 480-967-7182 ext. 115 immediately.**

### **SIGNS**

Only signs allowed will be: "FOR SALE" and/or "FOR RENT". Each of these must not be larger than standard real estate size (2' x 3') and may be affixed inside a window. No signs may be affixed to the balconies, railings, patios, etc. (common areas) and any damages resulting from installation and removal will be charged to the Homeowner's account. Short-term "OPEN HOUSE" signs on the common areas are acceptable but should not be visible for a period of longer than eight hours on the day of the open house.

There is a stand located on Pleasant Drive designated for placing of real estate flyers.

Excluding political signs, any other sign, notice, poster, etc., publicly visibly, must have prior board and/or Architectural Control Committee approval in writing before posting.

### **REFUSE DUMPSTERS**

All refuse must be properly bagged, tied, and placed inside the city regulation dumpsters, closing lid tightly or using another dumpster if necessary.

Empty boxes must be crushed to conserve space; larger items such as mattresses should not be placed in dumpsters (call city for removal, or a charitable organization).

All hazardous items (batteries, oil, paint, etc.) must be disposed of at the City of Chandler's Hazardous Waste Collection Facility. Call 480-782-3510 to schedule an appointment; you will need to take proof of residency with you and picture identification.

Homeowners will be charged if Association is required to remove large items.

### **STORAGE SPACE UNDER THE STAIRWELLS ON FIRST FLOOR**

No items of any kind are permitted to be stored in the storage areas under the staircases. This area was not platted for exclusive use to one particular unit and is a fire code violation according to the City of Chandler.

However, if you wish to install a gate for safety you may do so by calling management and requesting an Architectural Request Form. The Board will review your request accordingly.

\*Note: The gate will be purchased at the homeowner's expense and must remain unlocked at all times in the event there's an emergency and access is required.\*

### **WATER/PLUMBING**

If you are leaving your unit for any length of time please turn off the water to the interior as well as at each of the toilets. A hose bib is located outside of your unit with a lever below the turn on/off valve; move that lever to the ----- position.

Periodically check the supply lines for your toilets and washing machine to make sure they aren't leaking. Maintain the caulking around all tub and shower enclosures. Also, routinely check under your sinks to make sure drains aren't leaking as well as your hot water heater supply lines. These items are the owner's responsibility to maintain and repair.

**Downstairs Units:** If you discover water leaking into your unit contact the upstairs unit for problems then contact a plumber. You may use your plumber of choice.

Invoices with detailed descriptions of the cause should be submitted to the management company for Board review to determine the responsible party. If the leak was in Association maintained pipes the Owner will be reimbursed for the plumbing repair. Interior damages are the Owner's responsibility.

**Upstairs Units:** If you discover a leak in your ceiling indicating a roof leak please contact the management company to report the leak. The Association maintains the roofs but any interior damages to the unit are the Owner's responsibility.

### **CLUBHOUSE**

The clubhouse is available for your use. The cost to reserve the clubhouse is \$50.00 rental fee and a \$50.00 deposit. Please call Metro Property Services @ (480) 967-7182 Ext.115 for reservations.

### **TENNIS & SPORT COURT**

1. Hours for courts: 8:00 am through 9:00 pm, Monday - Friday  
10:00 am through 9:00 pm, Saturday - Sunday
2. TENNIS SHOES only must be worn on both tennis and sport courts. No street shoes, running shoes, sandals, etc., allowed – due to their leaving surface marks.
3. All guests must be accompanied by a Boardwalk Resident.
4. NO GLASS CONTAINERS permitted in tennis & sport court areas.
5. Absolutely no pets or animals allowed in tennis & sport court area.
6. Please observe one-hour use if another Homeowner is waiting for the court.
7. Please do not hang on the backstop, backboard, or net. Any person damaging the tennis & sport court areas will be charged for all repairs.
8. Proof of residency may be required in these areas. Sign out the keys with Metro Property Services @ (480) 967-7182 Ext.115

### **ENFORCEMENT**

Violation of these Rules & Regulations may result in one courtesy letter for the first occurrence and any occurrence there after will result in a minimum of \$100 fine per occurrence; up to but not limited to \$250, plus cost of repairs, attorney's fees, and any other costs of collections to correct the violation(s).

These rules are a digest and reflect those of the recorded Boardwalk Covenants, Conditions, and Restrictions (CC&R's) together with City of Chandler and Maricopa County ordinances and codes, and the Arizona Revised Statutes, and are for your safety and protection as well as regulation of insurance coverage.

Please report any problems or circumstances you see occurring to Metro Property Services. Your Community Manager is Monique Braden and may be reached at 480-967-7182 ext. 115, or email [monique@metropropertyservicesaz.com](mailto:monique@metropropertyservicesaz.com).

Your cooperation is appreciated.

Sincerely,

Board of Directors  
Boardwalk Homeowners Association