

**Fairwood Firs Homeowners Association**  
**Rules and Regulations**  
**Adopted 9/2020**

The Fairwood Firs bylaws state in Article VIII Section 1: Powers. The board of directors shall have the power to: (a) Adopt and publish rules and regulations governing the Members and their guests, and to establish penalties for the infraction thereof;

The following rules and regulations are in addition to the Fairwood Firs Declaration of Covenants, Conditions & Restrictions (CC&R's). The penalties outline herein also apply to any violation of the CC&Rs.

**Unightly Conditions**

No unsightly conditions shall be permitted to exist on any property. Unightly conditions shall include, laundry hanging or exposed in the view for drying, litter, trash, junk or other debris; inappropriate, broken or damaged furniture or plants; non-decorative gear, equipment, cans, bottles, ladders, trash barrels, out of season decorations and other such items deemed unsightly by the board of directors. Holiday lights and decorations are to be removed no later than 30 days past the holiday.

**Garbage, Compost and Recycle Containers**

Owners shall ensure that garbage cans, compost, recycle or other receptacles are site screened from street view except on collection day. Owners are permitted to place the receptacles out the day before collection if needed.

**Landscaping**

The way your yard looks affects your neighbors' as well as your own property. You are responsible for properly trimming and maintaining your yard/lawn. Lawns are to be kept mowed and looking neat. You must weed and edge visible plant beds, rake and clean leaves and storm debris within a reasonable amount of time, and you may not store firewood, equipment, landscaping materials and/or other items in the front yard. Pet waste must be cleaned up promptly and the sidewalks in front of your property must be kept free of weeds.

**Noise**

Adhering to King County code quiet hours are between 10:00 p.m. and 7:00 a.m. weekdays, and between 10:00 p.m. and 9:00 a.m. on weekends. Residents should be considerate of the privacy of their neighbors by controlling the noise levels of construction, parties, musical instruments, stereos, televisions, car stereos and loud conversations at all times. Noise complaints need to be reported to the King County Sheriff while they are happening. You can do this by calling the non-emergency line at 206-296-3311 and then follow up with an email to the property manager identifying the property and stating you filed a complaint with the Sheriff.

**Parking**

For the safety of residents, children, pets and pedestrians, street parking is highly discouraged. No vehicle can be parked in such a manner that blocks mailboxes, other vehicles, neighboring driveways or pedestrian paths or sidewalks, and per King County must be moved at least every 72 hours or it will be considered an abandoned vehicle and will be reported to the authorities. **Per Article VI section 3:** Inoperable or unlicensed vehicles are not allowed to be stored in view from the exterior of any home for more than 72 hours. All boats, boat trailers, travel trailers, non-motorized campers and other such recreational vehicles should be sight screened and/or stored behind the primary structure and not visible from the public road. Any vehicle in violation may be towed at the owner's risk and expense.

**Protection of Landscaping in Common Areas**

Motorized vehicles are prohibited in the parks. In the event that owners, their families or their guests damage any landscaping located in the common areas, the owner may be assessed the cost of the repair and/or a violations fine.

**Rentals**

Leases must be 6 months or longer, and a copy of the lease with occupants' contact information shall be provided to the Association prior to the beginning of a tenancy. Failure to do so may result in a violation fine. The homeowner is ultimately responsible for the actions of their tenant and will be responsible for any violation fines assessed against the property.

## **Enforcement**

As Fairwood Firs Homeowners, you are obligated to fully comply with the provisions of the Declaration of Covenants, Conditions and Restrictions of the Fairwood Firs Homeowners Association (CC&Rs), Bylaws, and the Rules and Regulations adopted by the Board of Directors. Fairwood Firs HOA has the right to enforce the Association's Governing Documents pursuant to the recorded Covenants, Conditions and Restrictions (CC&Rs) and ensuing Rules and Regulations. This right includes requesting an owner to cease an offending action, suspending the owner's membership rights, fining the owner, and taking legal action against the owner. Once the Board of Directors is aware of an owner violation, the Board will investigate the allegation and may take appropriate action against the owner. However, nothing in this section obligates or requires the Board of Directors or its authorized committee to take any action against an owner. Owners are responsible for all violations by their family members, tenants, guests, and invitees.

## **Due Process**

Prior to the imposition of any fine or legal action, the owner shall be given written notice and an opportunity to correct the violation and/or request a hearing with the board or committee. A hearing must be requested within 10 days of receiving any written notice of a violation and must be in writing to the association manager or board of directors. A hearing can be in person, in writing or via email. Due process will be conducted in a manner consistent with current laws and codes governing homeowner associations. The homeowner requesting the hearing will be given 10 days notice of any hearing and within 15 days after the hearing the owner will be notified in writing of the outcome.

### **“Three Step” Approach and Fine Schedule.**

#### **Step One:** First written notice of violation and request to cure

The owner will be notified of the violation via mail. As a courtesy, they may also be contacted via phone or email. The owner will have ten (10) days to correct the violation unless a different arrangement is agreed upon in writing by the board.

#### **Step Two:** Second written notice of violation and notice that a fine will be assessed.

If the violation is not corrected within ten days of the first request, or a similar violation occurs again within a year, a second notice will be sent to the owner advising that if the violation isn't cured within fourteen (14) days of the date of the notice a fine will be assessed.

#### **Step Three:** Fines.

If the owner fails to correct the violation identified in the first and second notice a \$150.00 fine will be assessed. If the violation continues after fourteen (14) days from the date the first fine was assessed, the Board will assess fine of \$25.00 per day until the violation is cured. An invoice/statement showing the fines will be provided to the owner. In addition to assessing a fine, if appropriate based upon the nature of the violation, the board may issue a Stop Work Order to any person engaged in an unauthorized activity. An unauthorized activity is any activity which hasn't received the written approval of the board or committee where prior written approval is required by the Associations governing documents.

A Stop Work Order shall:

- A. Identify the property's address;
- B. Describe the unauthorized activity and request that it must cease;
- C. Identify the specific prior approval requirement being violated;
- D. Describe any additional sanctions to be assessed;
- E. State that the delivery of the Stop Work Order serves as a determination that a violation has occurred;
- F. State that the determination is final unless it is appealed to the Board in writing, within 10 days of the date that the Stop Work Order was issued; and
- G. State that failure to immediately comply with the terms of the Stop Work Order will cause a \$350.00 fine to be assessed and that for each week thereafter in which noncompliance with the Stop Work Order takes place, a separate \$350.00 fine will be assessed against the owner of the property.

Fines are due upon receipt and those that are not paid within 10 days after the issue date are subject to an additional late fee of \$10 per month. In addition, the Board may charge interest. Owners are responsible for payment of all collection costs and attorney's fees.

### **Reporting and Identifying Violations**

Violations can be reported by anyone, including homeowners and board members.

We encourage all homeowners to talk with their neighbors and attempt to resolve any violations/disputes amongst themselves before reporting them to the HOA. The HOA does not get involved in neighbor to neighbor disputes that do not pertain to a violation.

A violation can be reported to the HOA by emailing the property manager and the identity of the person reporting the violation will remain confidential.

The following information will be required

- a. Description of the violation
- b. Address of the violation
- c. Picture of the violation
- d. Length of time the violation has been occurring

### **Current property manager contact information:**

People's Real Estate &  
Property Management  
206 Auburn Way N  
Auburn WA 98002  
Ph 253-236-3552 ext 1

Email: [hoa@peoplesre.com](mailto:hoa@peoplesre.com)

The board may also be contacted via email at [bod@fairwoodfirs.org](mailto:bod@fairwoodfirs.org)