

**VILLAS AT FIVE FORKS CONDOMINIUM UNIT OWNERS
ASSOCIATION
COMMUNITY RULES AND REGULATIONS**

UPLOADED
3/12/2022

DATE: July 23, 2015

These rules and regulations have been set forth to expand upon and detail the information found in the Condominium Declaration and Bylaws under which Villas at Five Forks Condominium Unit Owners Association operates. All residents are required to support these rules and regulations in order that the community will be a more attractive and harmonious place to live. These rules and regulations supersede all previous rules and regulations.

Definitions:

The terms “Common Elements” and “Limited Common Elements” are defined in the Declaration of Villas at Five Forks, a Condominium (the “Declaration”). Common Elements generally include the entire Condominium other than the Units. Examples of Limited Common Elements include garden patios and parking spaces adjacent to garages.

Terms that are used but not defined herein shall have the definitions provided in the Declaration.

1. Personal Property

1.1 All personal property must be stored inside the patio or the garage. Charcoal grills are prohibited in accordance with fire code. Personal property maintained within the patio area may not be visible above the patio fence, with the exception of patio table umbrellas.

1.2 Nothing may be hung or displayed, nor may signs, awnings, canopies, shutters, antennae or satellite dishes or any other device or ornament be affixed to or placed upon the exterior walls, doors, fences or roof without the prior written approval of the Board or Directors (BOD).

2. Decorative Items

2.1 Display of the following items is not permitted in Common Element areas.

2.1.1 Wreaths on exterior walls.

2.1.2 Climbing flowers or shrubs.

2.1.3 Garden hose hangers (permanent/mounted).

2.1.4 Wall plaques/windsocks/wind chimes.

2.1.5 Trellises.

2.2 Display of the following items is permitted.

2.2.1 Front door wreath suspended from the door using a suction cup or a hanger suspended from the top of the door.

2.2.2 Ornamental rocks or stepping stones may be placed within the mulched area adjacent to the sidewalk around the unit.

2.2.3 No more than three (3) bird feeders are permitted. They may be freestanding, humming bird, suet style, or tube feeder. They may be located in the Common Element mulched areas, and hung from no more than two (2) shepherd's hooks. Unit owners are requested to use feeders that have a catch tray or clean up the area under the feeder regularly.

Bird feeders can be a special problem in a Condominium. Bird seed will attract rodents and (indirectly) snakes. It is suggested that the bird seed be stored in either a metal or glass container with a tight fitting lid. Mount or hang feeders from a pole in such a manner that rodents (including squirrels) cannot get to or feed from them. The use of pole or wire guards is suggested. These steps will help assure that the Condominium does not have a rodent problem.

2.2.4 No more than one (1) bird bath, located in the Common Element mulched areas, is permitted.

2.2.5 Decorative flower/plant pots are permitted in mulched areas immediately adjacent to units, at the front door entrance concrete sidewalk, the Limited Common Element area adjacent to the garage door, and on driveway retaining walls. Hanging plants placed on metal hanging stakes (e.g. shepherd's hooks) are permitted only in mulched areas adjacent to unit.

2.2.5.1 Pots shall be no more than six (6) in number, not to exceed 18 inches in diameter and 24 inches tall.

2.2.5.2 Pots including plant must not exceed 48 inches in height so as not to jeopardize the health, growth, and stability of common element shrubs and plants or cause damage to adjacent community association property.

2.2.5.3 One (1) of the six (6) permitted pots may be on a plant stand with a combined height of plant, pot, and stand being no more than 48 inches tall.

2.2.5.4 Additional pots or hanging plants must have written approval of the BOD.

2.2.6 All garden hoses must be stored in an appropriate enclosed hose reel or decorative hose pot.

2.2.6.1 Hoses should be completely reeled in when not in use. For safety purposes, hoses should not be left across sidewalk or driveway areas.

2.2.6.2 Hoses may be placed tightly along the concrete foundation wall along the sidewalk side of the unit.

2.2.6.3 The hoses and reels should be maintained in good order.

2.2.7 Ground/landscape lights (solar style) in mulched area along the Common Element walkway to the front door.

2.2.8 Standard/Low Voltage lighting systems must be installed according to the installation standards located elsewhere herein. (See paragraph 5.9).

2.2.9 Two (2) small decorative garden flags or seasonal flags, each suspended from a garden flag stand and located in a mulched area at the driveway sidewalk entrance and the front door patio area.

2.3 **Holiday Decorations**

Holiday lights and decorations are permitted to be placed on the Common Elements and/or on building exteriors and shrubs provided the decorations do not damage the Limited Common Elements, building, gutters or siding. They may not be displayed before Thanksgiving Day, and must be removed by no later than January 7th of the following year. Decorations for other holidays are permitted under the same guidelines, and may not be displayed more than one (1) week before or one (1) week after the holiday.

2.4 The American Flag

2.4.1 The American flag may be flown or displayed in the Limited Common Element. The rules for the use and display of the flag are contained in the United States Code, 36 U.S.C. §173-§178.

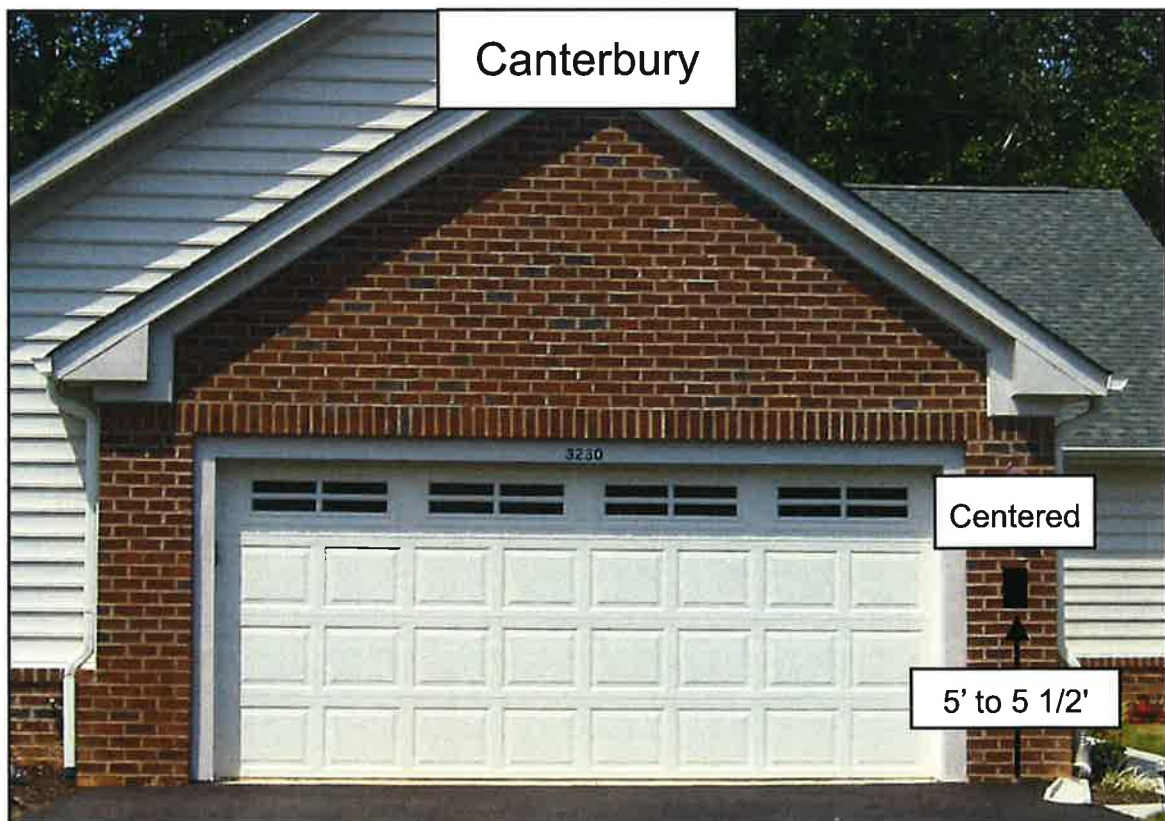
2.4.2 The flag may be no larger than 3 feet x 5 feet and constructed of cloth (either cotton, polyester, or nylon fabric) but not plastic.

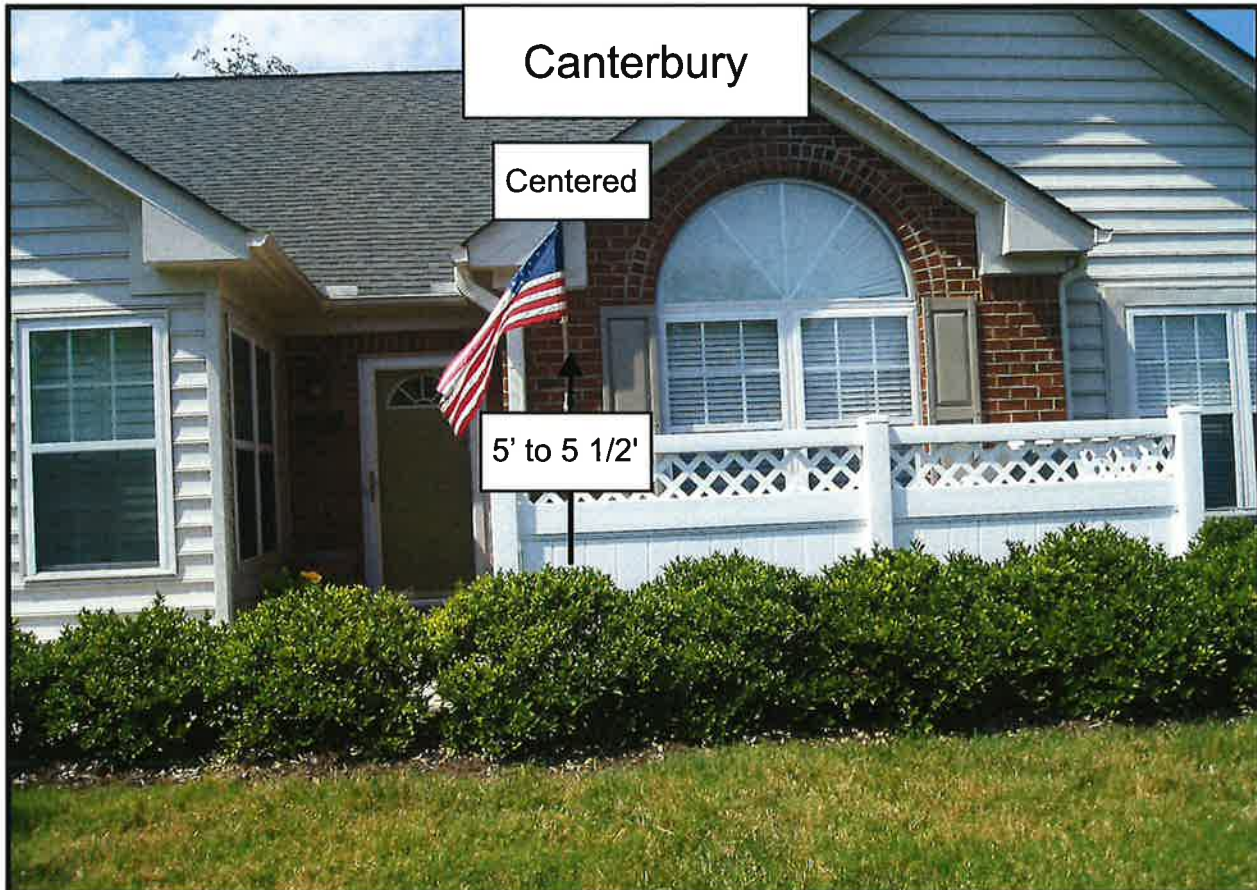
2.4.3 The pole shall not be in excess of 6 feet in length and be constructed of either aluminum, wood, plastic, or fiberglass.

2.4.4 The flag pole holder shall be a sturdy bracket. The bottom of the bracket shall be mounted approximately 5 feet to 5 1/2 feet above the base of the wall and centered on the brick wall of the unit as indicated in the photos below. Center the bracket as close as possible in this space as the mortar joints will permit without drilling into the bricks. The bracket should be mounted in the mortar using galvanized anchors and mounting screws.

2.4.5 The flag, pole, and mounting bracket should be maintained in good condition.

2.4.6 The flag may also be displayed using a garden flag stand.







3. Flowers/Landscape Plants

3.1 **Annual Plants** - Plants that naturally complete its life cycle in one (1) year, (from seed to death).

3.1.1 Planting annuals in accordance with the following guidelines does not require approval by the BOD.

3.1.1.1 Annuals may be planted in pots (ref: 2.2.5) or in mulched beds.

3.1.1.2 Vegetables shall be planted in pots only.

3.1.1.3 Annuals should not be planted in numbers that will jeopardize the health, growth, and stability of nearby common element shrubs and plants.

3.1.1.4 Common element plants will not be moved, cut back, or removed to make room for annual plants.

3.1.1.5 Annual plants may not be planted in areas that will impede access for the maintenance of mulched beds and facilities maintenance. If plants are in the way, they shall be removed by maintenance personnel.

3.1.1.6 Herbs shall be planted in pots.

3.1.2 Annuals may be planted in mulch beds immediately adjacent to the unit foundation, in mulch beds on either side of the sidewalks immediately adjacent to the units (sidewalk side and/or street view side), in mulch beds around trees contiguous with the mulched areas along a sidewalk, row of shrubs with mulch beds, and inside the patio fence. Only annuals which will not exceed the height of the patio fence may be used.

3.1.3 Maintenance of annuals is the responsibility of the resident. Annuals which are not properly maintained or are not removed at the end of the growing season by the unit owner will be removed by the groundskeepers. Removal costs will be billed to the resident.

3.1.4 Note that all plants with perennial underground portions (e.g., daffodils, iris, tulips, herbs) are to be considered under section 3.2 below.

3.2 Perennial Landscape Plants - Plants that live for more than one (1) year, (remain alive from year to year). There are two basic classes of perennial:

- Herbaceous - which are small flowering plants, that grow and bloom over the spring and summer, die back every autumn and winter, and then return in the spring from their root-stock — these include lilies, tulips, daffodils, and iris.
- Non-herbaceous - which are woody plants that have stems above ground that remain alive during the dormant season and grow shoots the next year from the above-ground parts -- these include trees, shrubs and vines.

3.2.1 Unit owners may plant Herbaceous perennials in accordance with the following guidelines without prior approval by the BOD.

3.2.1.1 Herbaceous perennials may be planted in pots (ref: 2.2.5) or in mulched beds.

3.2.1.2 Herbaceous perennials should not be planted in numbers that will jeopardize the health, growth, and stability of nearby common element shrubs and plants.

3.2.1.3 Common element plants will not be moved, cut back, or removed to make room for annual plants.

3.2.1.4 Herbaceous perennials may not be planted in areas that will impede access for the maintenance of mulched beds and facilities maintenance. If plants are in the way, they shall be removed by maintenance personnel

3.2.1.5 Herbaceous perennials may be planted in mulch beds immediately adjacent to the unit foundation, in mulch beds on either side of the sidewalks immediately adjacent to the units (sidewalk side and/or street view side), in mulch beds around trees contiguous with the mulched areas along a sidewalk, row of shrubs with mulch beds, and inside the patio fence. Only herbaceous perennials which will not exceed the height of the patio fence may be used.

3.2.1.6 Maintenance of herbaceous perennials is the responsibility of the resident. Herbaceous perennials which are not properly maintained or are not cut back at the end of the growing season by the unit owner will be cut by the groundskeepers. Cost of cutting the plants back will be billed to the resident.

3.2.2 Individual unit owners will not be granted permission to add or replace non-herbaceous perennials. Unit owners may make suggestions to the BOD for the addition or replacement of non-herbaceous perennials in the common element areas. The care and maintenance of all non-herbaceous perennial plants are the responsibility of the Association. The addition or replacement of non-herbaceous perennials to the Common Element shall be based on factors such as ecological suitability, maintenance requirements, and aesthetics.

3.2.3 Additional landscape plants which may be considered will be of a species which, at maturity, will not exceed the height of the patio fence.

3.2.4 Expansion of existing beds will be permitted only when necessitated by relocation of utilities, installation of generators, and the like. Expansions will be limited in size by the BOD. Beds must be mulched with matching hardwood mulch.

3.2.5 Non-herbaceous perennial plants become the property of the Condominium Association which will provide future mulching, pruning and fertilization.

4. Other Items

4.1 Prohibited Items and Activities

4.1.1 The following items will be strictly prohibited on any Common Element of the Condominium: any type of yard sign, statue, statuette, yard or lawn ornament, artificial flowers, cypress mulch, swing sets, outdoor play equipment associated with children's activities, mounted hose reels, laundry poles or clotheslines, or other such items.

4.1.2 Laundry may not be hung over any patio fence (including, without limitation, swim suits, towels, rugs, etc.).

4.1.3 The following activities will be strictly prohibited in the Common Element and Limited Common Element areas: playing basketball, skateboarding or playing portable music players and/or radios so as to be audible to any unit owner.

4.2 Storage

4.2.1 No unit owner shall obstruct any of the Common Elements nor shall any unit owner store anything upon any of the Common Elements unless in areas specifically designated for storage by the BOD. Any items reasonably found by the BOD or the Property Manager to be existing in violation of the foregoing may be removed without any notice being required.

4.2.2 No unit owner shall store flammable products in excess of one (1) gallon within their unit without approval of the BOD.

4.3 Absence from the Unit.

4.3.1 The water to the unit shall be shut off at the main water cut off when the unit owner/s are absent from the unit more than 24 hours.

4.3.2 The temperature in a unit shall be set at no lower than 50 degrees f when the unit owner/s are absent from the unit more than 30 days.

4.3.3 The interior of a unit shall be inspected monthly when the unit owner/s are absent from the unit more than 30 days.

5. Exterior Alterations

5.1 No alterations, additions, fences, walls, patios, decks, etc., may be made to the exterior surface of the building, nor may any trees or shrubs be planted, transplanted or removed without the prior written approval of the Board. Resident must submit an Architectural Review Application (ARA) and receive approval prior to initiating the project.

5.2 Unit owners may install the following items without submitting an ARA provided the unit owner installs the items in compliance with stated standards listed below. Unit owners are only required to provide notice to the property manager prior to the installation of any of the items. Any changes to the installation standards listed below will require the submission of an ARA by the unit owner.

Notice: All work accomplished under this section (5) must meet all current building and fire codes and regulations.

5.3 Storm Door Installation Standards:

5.3.1 A licensed, insured contractor shall install the storm door.

5.3.2 The storm door shall be a high quality, full view door (full view as defined by the door manufacturer).

5.3.4 The unit owner shall be responsible for any damages to the Common Element.

5.3.5 Installation shall be per the manufacturer's specifications.

5.4 Exterior Lighting Installation Standards:

5.4.1 Heath Zenith 180 LED Solar Motion Light may be added at the resident's expense at the following locations:

5.4.2 Canterbury – back units: in the corner of the veranda closest to the front door. Front units: in the corner of the veranda and the living room.

5.4.3 Abbey – back units: in the corner of the veranda closest to the front door. Front units: in the corner of the veranda closest to the garage.

5.5 Solar Film Window Installation Standards:

5.5.1 A licensed and insured contractor shall install the solar film on the windows.

5.5.2 The 3M Sun Control Window Film shall be used, or an equivalent from another manufacturer.

5.5.3 Photo Reflective Rating (PR) shall be no less than 35 and no greater than 75.

Note – Unit owners are reminded, that the installation of the solar film negates the warranty on the window. Depending on the installer, an insurance policy may be available at additional cost, for window replacement, if necessary.

5.6 Solar Light Tube Installation Standards:

5.6.1 A licensed and insured contractor shall install the solar light tubes.

5.6.2 The unit owner shall assume all responsibility for any damages that may occur to the Common Element.

5.6.3 The unit owner shall be responsible for any damage to the Common Element associated with the installation of the solar light tube, and for any roof leaks resulting from the installation for a period of one (1) year after installation.

5.6.4 All connections and the layout shall be per the solar light tube manufacturer's specifications.

5.6.5 Solar tubes shall be either 10 or 14 inches in diameter.

5.7 Attic Fan Installation Standards:

5.7.1 A licensed and insured contractor shall install the attic fan.

5.7.2 The unit owner shall assume all responsibility for any damages that may occur to the Common Element.

5.7.3 The unit owner shall be responsible for any damage to the Common Element associated with the installation of the attic fan, and for any roof leaks resulting from the installation for a period of one (1) year after installation.

5.7.4 All connections and the layout shall be per the attic fan manufacturer's specifications.

5.8 Solar Light Cap Installation Standards:

5.8.1 The unit owner shall install a white solar post light for a 5 inch x 5 inch fence post. The light shall be screwed to the fence post, not glued.

5.8.2 The unit owner shall assume all responsibility for any damages that may occur to the Common Element.

5.8.3 All connections and the layout shall be per the manufacturer's specifications.

5.9 Low Voltage Lighting Installation Standards:

5.9.1 A licensed and insured contractor shall install the low voltage transformer.

5.9.2 The unit owner shall assume all responsibility for any damages that may occur to the Common Element.

5.9.3 The power supply shall come only from an outlet located in the interior of a brick wall. A feed from the interior outlet will be brought into a surface mounted, waterproof outlet assembly, mounted on the exterior brick face of the master bedroom wall.

5.9.4 Mounting of the transformer and outlet shall be placed as low as possible keeping it as inconspicuous as possible.

5.9.5 All connections made from the interior to the exterior outlet must meet state/local NEC codes and be sealed to keep out moisture.

5.9.6 Any electrical failures due to this added feature shall be the responsibility of the unit owner.

5.9.7 All other connections and layout shall be per the lighting manufacturer's specifications.

5.10 Tankless Hot Water Heater Installation Standards:

5.10.1 A licensed and insured contractor shall install the tankless hot water heater.

5.10.2 The unit owner shall assume all responsibility for any damages that may occur to the Common Element.

5.10.3 The unit owner shall be responsible for any damage to the Common Element associated with the installation of the hot water heater, and for any roof leaks resulting from the installation for a period of one (1) year after installation.

5.10.4 The unit owner is responsible for filing any and all permits and inspections with James City County and meeting all of their guidelines and/or regulations.

5.10.5 All other connections and layouts shall be per the manufacturer's specifications.

5.11 Garage Door Screen Installation Standards:

5.11.1 A licensed and insured contractor shall install the garage screen door.

5.11.2 The Lifestyle Screen – Frame Color White; Screen Material Standard, 18 feet x 14 feet, Fiberglass Screen by Phifer, Charcoal color – shall be installed.

5.11.3 The unit owner shall assume all responsibility for any damages that may occur to the Common Element.

5.11.4 Installation shall be per the manufacturer's specifications.

5.12 Emergency Generator Installation Standards:

5.12.1 A neutral color generator shall be installed.

5.12.2 A licensed and insured contractor shall install the emergency generator.

5.12.3 The unit owner shall assume all responsible for filing any and all permits and inspections with James City County, and meeting all their guidelines and/or regulations.

5.12.4 The unit owner shall assume all responsibility for any damages that may occur to the Common Element.

5.12.5 The unit owner shall ensure the generator exhaust is pointed towards the street and not towards any building or unit window.

5.12.6 The unit owner shall coordinate with the other unit owners in the building for access to crawl space above the units for extension of the gas lines and other installation requirements as necessary.

5.12.7 The unit owner shall ensure at least an 18 inch separation from all plants.

5.12.8 The unit owner shall be responsible for the cost of replacing all plants that are required to be removed from the site in order to install the generator. Replacement plants shall be approved and shall be of adequate size and placement to provide screening for the generator.

5.12.9 The unit owner shall be responsible for the cost of replacing any plants that are damaged by the generator exhaust.

5.12.10 The unit owner shall be responsible for having all wiring, gas lines and any other materials of this type required for installation, placed behind the siding on the unit.

5.12.11 The unit owner shall be responsible for ensuring installation is in accordance with the manufacturer's specifications.

5.13 Patio Installation Standards:

5.13.1 A licensed and insured contractor shall remove the plants and mulch, install the patio and privacy fence, reinstall plants and mulch, and remove and reinstall the irrigation system lines.

5.13.2 The unit owner shall assume all responsibility for any damages that may occur to the Common Element.

5.13.3 The unit owner is responsible for filing any and all permits with James City County (JCC) and meeting all JCC guidelines and/or regulations.

5.13.4 The specifications for installation of a patio are:

5.13.4.1 The dimensions of the Abbey patio are 6 feet x 12 feet.

5.13.4.2 The dimensions of the Canterbury patio are 7 feet-6 inches x 10 feet.

5.13.4.3 The brick pavers to be used are Pine Hall Brick Pavers 4 inches x 8 inches, Cocoa in color.

5.13.4.4 The privacy fence shall be built with 4 feet high white vinyl 5 inches x 5 inches post, with 6 inch wide 3 feet high privacy slats installed vertically, and vinyl lattice affixed, one (1) foot high on the top of the fence.

5.13.5 Patio, plants, and mulch installation shall not impede the flow of water away from the building.

5.14 Kitchen Stove Exterior Vent Installation Standards:

5.14.1 A licensed and insured contractor shall install the kitchen stove vent.

5.14.2 The unit owner shall assume all responsibility for any damages that may occur to the Common Element.

5.14.3 The unit owner shall be responsible for any damage to the Common Element associated with the installation of the vent, and for any roof leaks resulting from the installation for a period of one (1) year after installation.

5.14.4 The unit owner is responsible for filing any and all permits and inspections with James City County and meeting all of their guidelines and/or regulations.

5.14.5 All other connections and layouts shall be per the manufacturer's specifications.

6. Windows and Window Coverings

All window coverings, whether draperies, blinds (vertical or horizontal) or valances must be white, off-white, light beige or light gray on the exterior side.

7. Signs

7.1 Medical alert signs, oxygen tank warning signs, “pets inside” sign, and other safety or emergency notice signs are permitted. No other signs are permitted in the windows.

7.2 Security systems alert signs and unit address signs may be displayed. Security signs shall be no larger than 12 inches high by 12 inches wide on sign posts no taller than 24 inches. Unit address signs shall be no larger than 12 inches high by 18 inches wide on sign posts no taller than 24 inches. The signs and sign posts shall be maintained in good condition.

7.3 For use of “For Sales” and “For Rent” signs, see Villas at Five Forks Policy Letter # 8.

8. Animals

8.1 No more than two (2) household domestic pets, not bred or maintained for commercial purposes, may be kept in any one home. Pets shall be limited to domestic animals, and hybrids between domesticated and wild animals are not permitted. The full grown combined weight of the pets shall not exceed eighty (80) pounds.

8.2 All animals, when outdoors, shall be under a person’s command and maintained on a leash not more than eight (8) feet in length. They shall be supervised by a responsible individual at all times. Such individuals shall be responsible for the immediate cleanup of all pet litter.

8.3 No pet shall be tethered outside in the Common Element unless in the presence of the owner; nor shall any pet be tied to any patio fence.

8.4 Pet owners may be fined for violation of these policies at the rate of up to \$50.00 for each offense. If any pet becomes a nuisance in the opinion of the BOD, the pet may be ejected from the community at the discretion of the BOD.

9. Parking/Vehicles

9.1 No boats, trailers, motor homes, trucks (larger than a 3/4 ton pickup), travel trailers, or any vehicle with commercial advertising may be parked on any street or driveway except on an overnight basis (24 hours) for loading, unloading or providing service. Such vehicles must not exceed twenty (20) feet in length and must not block normal access of other residents. Commercial moving vans, when conducting contract business, and commercial trucks when in the area to perform service or repair work are an authorized exception.

9.2 All parking by residents or guests *must be*: (a) within the garage, (b) in the Limited Common Element driveway in front of the garage door, (c) in the parking spaces at the Clubhouse area, or (d) on the side drive in such a manner so as not to block any other resident's access to the garage or street. No overnight parking will be allowed on the streets. Parking is prohibited in the "turn around" areas at the end of the driveway. No vehicle may be parked in the clubhouse parking areas for more than forty-eight (48) consecutive hours. Vehicles parked there for more than forty-eight (48) consecutive hours are subject to being towed at the expense of the resident whether or not the towed vehicle is owned by the resident or the resident's invitee.

9.3 Inoperable vehicles (with flat tires, expired license tags, etc.), or vehicles which cannot be identified as belonging to a resident or a resident's invitee, which are parked in any Common Element or Limited Common Element for more than forty-eight (48) consecutive hours may be towed off the premises at the vehicle owner's expense. No repair work is permitted on vehicles in Limited Common Elements or Common Elements except for short-term emergency work (flat tire, battery charge, etc.)

9.4 No motorized vehicles, including, without limitation, motorcycles and mopeds, may be driven or used upon the Common Elements (except for paved roads parking areas and driveways) without the prior written consent of the BOD.

9.5 No vehicle shall be parked in any manner which blocks any street or driveway, or the ingress/egress to any garage other than the owner's garage. The speed limit within the community is *13 mph*. Reckless operation, excessive speed, and parking or driving on the lawn areas is prohibited.

10. Use of Facilities by Guests

10.1 Residents must accompany guests using the swimming pool, clubhouse, and fitness room. Owners may have up to four (4) guests accompanying them at one time.

11. Swimming Pool

11.1 The pool is for the exclusive use of the residents and their guests. Any person who cannot be identified as a resident, or who is not accompanied by a resident, will be asked to leave the pool area. The pool rules are:

11.2 All persons using the pool and pool facilities do so at their own risk and sole responsibility. There is no lifeguard.

11.3 All children under the age of 18 must be accompanied by an adult resident age 18 or older.

11.4 Guests are limited to four (4) per household, and must be accompanied by a resident at all times. Guests will be asked to leave if the resident is not present.

11.5 The following are *prohibited* in the pool area:

Alcohol

Animals or pets

Glass or other breakable items

Running, diving or disruptive behavior

Excessive noise, splashing

Portable music players and/or radios unless sound production is limited solely to headphones

Private pool parties

All rafts and body floats

Electrical Devices

11.6 Swimming is permitted only in garments sold as swim wear. Infants must also wear swim suits - no adult or infant diapers are permitted in the water.

11.7 Lounge chairs or tables may not be reserved and must be repositioned in the order intended (orderly fashion) after use.

11.8 The pool will be open daily during swimming season from 8:00 AM until 10:00 PM.

11.9 Wet swim wear is not permitted in the Clubhouse lounge area.

11.10 The gas grill is to be operated by adult residents only and cleaned up after use.

12. Clubhouse

12.1 The clubhouse is for the exclusive use of the residents and their guests. Any person who cannot be identified as a resident, or who is not accompanied by a resident, will be asked to leave the clubhouse.

12.2 The clubhouse Community Room/Kitchen may be rented for private events by unit owners. For rental of the clubhouse, see Villas at Five Forks Policy Letter # 9.

12.2 Parties for children and teenagers are prohibited.

12.3 No smoking or pets allowed in the clubhouse.

12.4 The renting resident will have exclusive use of the Community Room/ Kitchen only; the guests may not use the pool or exercise equipment, and the pool may not be reserved for any party. No party items will be furnished by the Association.

12.5 The renting resident will be responsible for *all* cleanup and trash removal. Cleanup must be done (completely) the day of the party.

12.6 Damages to the Clubhouse or equipment and any follow-up cleaning done by the Association will be deducted from the deposit. If the deposit is an insufficient amount, the renting resident will be billed for the difference.

12.7 To serve alcoholic beverages at a private event, See Villas at Five Forks Policy Letter # 4.

13. Fitness Room

13.1 Residents may bring guests with them to use the Fitness Room.

13.2 All guests must be 18 years of age or older.

14. Trash Collection

14.1 Only trash containers provided by the collector may be used. Trash containers may not be set out prior to 5:00 PM the day preceding collection. The containers must be put away by 9:00 PM the day of collection. Trash collection day is Monday.

14.2 All trash for collection must be set out at the main street, next to the curb at the end of the driveway. Trash containers, when not set out for collection, must be

kept inside the garage. Residents are responsible for cleaning trash spilled from the containers.

15. Recycle Collection

15.1 Unit owners who would like to participate in the James City County Curbside Recycling Program should contact the Virginia Peninsula Public Service Authority (VPPSA) at (757) 259-9850 or email curbsiderecycling@vppsa.or to request a recycling bid.

15.2 Only recycle containers provided by VPPSA may be used. Recycle containers may not be set out prior to 5:00 PM the day preceding collection. The containers must be put away by 9:00 PM the day of collection. Recycle collection day is alternate Wednesdays.

15.3 All recycle containers for collection must be set out at the main street, next to the curb at the end of the driveway. Recycle containers, when not set out for collection, must be kept inside the unit. Residents are responsible for cleaning recyclables spilled from containers.

16. Solicitation and Garage Sales

Solicitation by commercial enterprises is not authorized within the community. In a like manner and due to restricted parking availability, garage sales and tag sales are specifically prohibited, unless approved by the BOD as a planned community activity.

17. Utilities

Residents are responsible for maintenance and payment of separately metered gas, electricity, cable television, telephone, and for calling to initiate service on the date of possession. Water utilities and trash collection are paid for by the Association.

18. Condominium Sales/Rental

To sell or rent a condominium unit, See Villas at Five Forks Policy Letter # 8.

19. Default in Payment of Assessments

For information about default payments see Villas at Five Forks Policy Letter # 3.

20. Amendments These rules and regulations may be changed from time to time and at any time by a majority vote of the BOD.

VILLAS AT FIVE FORKS CONDOMINIUM OWNERS ASSOCIATION, INC



Amenities, Activities & Services Provided

Amenities

- Clubhouse
- Multi-Purpose Community Room
- Meeting Rooms
- Library
- Community Kitchen
- Billiards Table
- Exercise Room
- Outdoor Pool
- Outdoor Patio & Grill
- Scenic Ponds
- Walking Trail

Activities

- Men's Breakfast / Lunch Group
- Ladies' Lunch Group
- Men's and Women's Billiards
- Villa Readers (Book Club)
- Weekly Aerobics Class
- Bridge, Bingo, Bunko and Poker Nights
- Game Night
- Quarterly Town Hall Meetings
- Staying in Place
- Genealogy Group
- A Stitch in Time Group
- Monthly Board of Director's Meetings

VILLAS AT FIVE FORKS CONDOMINIUM OWNERS ASSOCIATION, INC

Services Included in Condo Fee

- Property Manager
- Maintenance of all Community Services
- *Villas Voice*, the Monthly Newsletter
- Snow Removal from Streets and Driveways
- Unit Water & Sewage Cost
- Trash Collection (garbage and recycling)
- Free Clubhouse Internet, TV, and Phone
- Termite Contract Protecting the Entire Community
- Annual Dryer Vent Cleaning
- Annual Smoke Detector Battery Replacement
- Irrigation of Entrance and Clubhouse areas
- Street and Entrance Lights
- Sidewalk and Street Repairs
- Comprehensive Community Insurance Program
- Unlimited Repair and Replacement for all Common Element Items
- Reserve Funding
- Replacement Reserve Account Funding
- Contingency/Emergency Account Funding

Facilities Maintenance

- All Exterior Maintenance Repairs
- Facilities Maintenance Inspection and Repairs
- Roof Leak Repairs including the repair of interior damage caused by roof leaks
- Exterior Window, Door, and Garage Door Caulking
- Vinyl Siding and Trim Repairs
- Gutter Cleaning
- Annual Exterior and Interior Termite Inspection and treatment of active termite infestations
- Landscape Maintenance
- Lawn cutting, edging, aerating, and fertilizing
- Weed control
- Plant pruning, trimming, and replacement