



GOLDEN VIEW PARK HOA

1. **Purpose:** This document establishes Golden View Park's (GVP) regulatory policies and standards for lot owners in addition to instructions to the board for conducting business on behalf of the association. Many of these standards are a practical interpretation of the legal CCRS and any conflicts and/or questions will be assessed on a case by case basis by the board.
2. **Scope:** This guide is a living document and not all-encompassing, common sense and good judgment are the bedrock of the community. This document will be reviewed annually with proposed changes briefed at the annual meeting by the President.
3. **House Rules:**
 - 3.1. **Inspection Standards:** All homes are subject to bi-weekly, spring, and fall walk-through inspections. All inspectable items will be evaluated from the lot line/public walking easement. At NO TIME will a GVP board member or hired representative encroach on the property of a lot owner to evaluate a residence. The intent of the inspection is to uphold high community standards to protect the value of homes and elevate the quality of life for residents.
 - 3.2. **Repairs:** There are two categories of repairs that a write-up will fall into. First is routine maintenance (RM) which covers the large majority of issues in the neighborhood and is the most frequent. These repairs can typically be handled by the homeowner in their spare time and have an assumed repair cost of no more than \$1000. Secondly, capital repairs are larger repairs that once identified will be reviewed by the board before being levied on the lot owner. Examples of capital repairs are as follows: driveway repairs other than potholes and cracks, painting homes, removal of large trees, window replacement, siding and deck repairs.
 - 3.3. **Culverts and Easements:** Routine maintenance of culverts (including driveway drainage sections) are the homeowner's responsibility. This includes keeping culverts free of debris that would impact the flow of water and upkeep of the pavement due to heaving. Consistent with municipal practices the easement in front of lots may and will be used by snow contractors to store snow. The easements of each lot and all improvements in it shall be maintained continuously by the owner of the lot (unless said improvement is owned by the utility company). Some lots have a buffer easement which must be left in its natural state. In that event, any change in vegetation will be consistent with indigenous vegetation and approved by the architectural committee.
 - 3.4. **Mailboxes:** The approved mailbox design/styles must be used and can be purchased through the HOA if a replacement is needed. Colors are also designated and must be used to paint the mailbox (identify black paint) &

(identify green paint) and red. The approved lettering/script is (insert type of font) for address numbers.

- 3.5. **Driveways:** Asphalt will be free of potholes and cracks will be sealed. Sealing of the entire driveway IS NOT MANDATORY but if sealed must be maintained to be free of peeling or spider cracking. Gel Coating on driveways is PROHIBITED and lot owners must use an aggregated oil base blend. Historically, gel coating has proven to peel and is not an adequate solution. Correction of heaves in driveways will be assessed on a case by case basis and voted on by the board prior to the notice being given to the lot owner.
- 3.6. **Landscaping & Lawns:** All lawns will be maintained to be free of weeds and dead patches to no greater area than 5%. Grass must be cut and kept at most (4 inches). Removal or installation of new landscaping must be approved via the Architectural Committee this includes but is not limited to (trees, shrubs, asphalt/rock driveways, fences, and decks. Approval is NOT REQUIRED for replanting and upkeep of existing flowerbeds. Yards will be free of tools, toys, equipment, and other miscellaneous personal items that are not in use.
- 3.7. **Signs** – No signs of any kind may be placed within Goldenvue Park Subdivision, including political signs. Such signs may be displayed on the interior of the window of your home. A sign of not more than six (6) square feet advertising the property for sale or rent is permitted. No signs shall be nailed or affixed to trees on any lot.
- 3.8. **Garbage:** Trash cans may not be kept on the exterior of your home. They must be enclosed in a garage or shed. Garbage, which includes bags of lawn clippings and leaves, must only be placed out the day of pickup, not the night before.
- 3.9. **Vehicle Parking & Trailers:** All vehicles and trailers will be parked on a hardened surface and in an HOA-approved parking area. Storing vehicles and trailers in backyards or in the grass is strictly prohibited.
- 3.10. **Greenbelts** – All Greenbelts are common areas and are to remain natural and undisturbed. Lawn, tree trimmings, rubbish, trash, garbage, or other waste are not allowed to be dumped in Greenbelts and Lots. Many serve to drain the hillside and you are not allowed to obstruct or abate the flow of water. If a tree is dead and needs to be removed, approval from the Board is required before the tree is removed.
- 3.11. **Sheds, Treehouses & Playhouses**– Sheds may be permitted with prior approval from the Architectural Control Committee (ACC). Homeowners will verify with the Municipality of Anchorage for setback rules that apply to their lot, structures placed too close to the home or lot line may be required to be relocated. Treehouses & Playhouses are allowed but will be strictly enforced by the board

with the intent that to ensure these structures meet are of considerable quality and design.

- 3.12. **Paint:** Homes showing signs of significant wear and peeling will be required to repaint. Prior to painting your home or fixing areas larger than 1 sq ft it is required that a 6 ft x 6ft square be painted of the color to be approved for physical inspection by the architectural committee. This is to prevent mismatching of colors by vendors and owners as over time paints fade and mixing may be inconsistent even those hex coding profiles are similar.
- 3.13. **Fencing:** Fencing must be approved by the architectural committee prior to installation. A setback distance of 10 feet from the corner of the home is required. Fences/gates are prone to heaving and annual upkeep may be required. Stain and color must be consistent
- 3.14. **Antennas:** Each home is allotted one standard TV antennae or satellite dish. Satellite dishes are to be painted to match the roof, siding, or part of the structure it's attached to in order to blend the unit in with the scenic landscape.
- 3.15. **Roofs & Gutters:** Roofs will be kept free of moss and other debris in addition to gutters will keep clean in a fashion that vegetation can not grow from the receptacle.
- 3.16. **Seasonal Lights:** Seasonal lighting is allowed from 1 October to 30 March. Plane design lights (no icicle lights) on trees and trim may maintain seasonal lighting year-round if they don't detract from the scenic landscape and at the boards, discretion may be asked to be removed.

4. Community Standards & Safety

- 4.1. **In-Home Businesses:** In-Home Businesses may be allowed within the neighborhood as long as there is ZERO external evidence of business being conducted and its operation does not detract from the decorum of a residential neighborhood.
- 4.2. **Pets** – Only two (2) dogs, cats, or other pets are allowed per home as pets only. No other animals, sled dogs, livestock, or poultry of any kind shall be raised, bred, or kept on any lot. All pets shall be chained, fenced, or otherwise restrained at all times. You must clean up after your pet(s). More than 2 pets require prior approval from the HOA Board. No vicious dogs, as defined by municipal ordinance, Title 17 (muni.org) shall be kept on any lot.
- 4.3. **NUISANCES** – Use of snowmachines, all-terrain vehicles, other utility vehicles, golf carts, and non-licensed motorcycles is strictly prohibited. The board can and will assess fines accordingly to any lot owner causing a nuisance or noise

disturbance including but not limited to: pets, party events, loud/live music, etc etc etc.

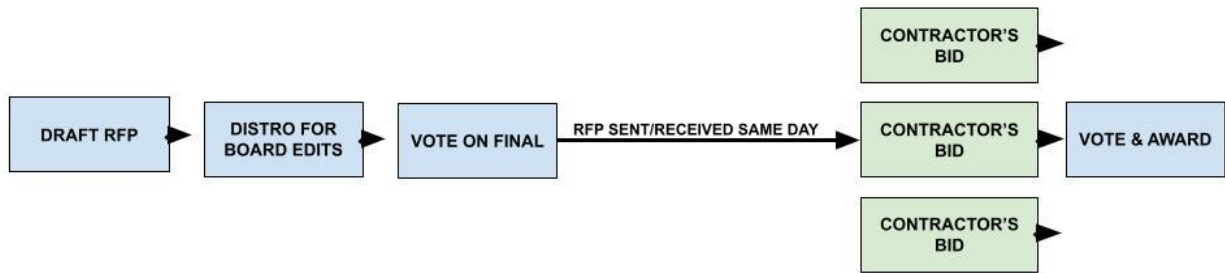
- 4.4. **BIKE/FOOT PATHS** – No motorized vehicles, including motorized scooters, etc., are allowed on bike or foot paths. The only exception is maintenance vehicles for snow removal, etc.
- 4.5. **EXTERIOR FIRES/FIREWORKS** – No burning in an outside container, burn barrel, etc. is permitted within Goldenview Park. Premade fire pits that have been store-bought are allowed as long as the fire is contained within the fire pit. Fireworks of any kind are strictly prohibited. Residents are reminded to verify if any burn bans are in effect prior to employing outdoor firepits or BBQs with the municipality, <https://www.muni.org/departments/fire/wildfire/pages/istodayaburnday.aspx>
- 4.6. **Interruption to Contractors** - Unless there is an immediate risk to life and safety, homeowners are not to interrupt construction/snow removal operations in the neighborhood. Reports of residence interference will be assessed on a case-by-case basis by the board and are susceptible to fines.
- 4.7. **Vacation Rentals** - Vacation rentals must identify themselves with the HOA management company. Short-term tenant behavior must be consistent with community rules and policies and meet the intent of single-family usage. Vacation rentals for the purpose of parties, events, or large gatherings are prohibited. All tenants are expected to follow GVP rules and guidelines and lot owners may be held liable for infractions.
- 4.8. **DRONES** - Drones will be registered and used IAW (in accordance with) FAA guidelines and policy. Drone usage that is reported as being a nuisance and/or in violation of FAA regulations will be subject to fines and reporting.
- 4.9. **Parking & Sidewalks:** Vehicles must be parked on driveways and are not to be parked on the streetside for extended periods of time (overnight). Vehicles and trailers must remain on the asphalt or a gravel surface that's been approved by the HOA. Vehicles should not extend past the lot line and interfere with sidewalks. Vehicles parked on streets disturb snow removal operations and cause large portions of your road to not be cleared.
- 4.10. **Temporary Parking of Seasonal Vehicles:** Year-round storage and covering of recreational vehicles/vessels is prohibited. Displacing vehicles onto the curb for the use of recreational vehicles and or vessels for periods outside of loading and unloading or preparation for a trip is prohibited. Parking such vehicles/vessels outside of the time they would traditionally be used is considered storage and prohibited.
 - 4.10.1. **Summer Use:** The window for having summer-use vehicles/vessels on the property is May 15 to October 15.

4.10.2. Winter Use: For winter use vehicles, the dates are October 15 to May 15.

4.11. Garage Sales: Individual garage sales are prohibited, the HOA will coordinate a community wide yard sale once a year that is traditionally the first week of June.

5. GVP Board Business Rules

- 5.1. Positions:** The board comprises a total of nine (9) seats with 4 of them billeted positions. They are as follows: President, Vice President, Treasurer & Secretary. Other members will be voting members of the board without specific duties. These instructions outline billet duties and the reach of authorities within the association.
- 5.2. President:** The president is responsible for the oversight of all association business and serves as the primary conduit to which board business is worked with lot owners. They have the authority to build committees and appoint committee leads for special projects and events as they see fit. This ability does not reach the established committees already identified in this instruction.
- 5.3. Vice-President:** This position performs all duties in the absence of the President. They also act as a “Sergeant of Arms” to ensure all meetings are run IAW Robert’s Rules of Order and the agenda.
- 5.4. Treasurer:** Is responsible for the building of the budget and the committee members that work on it. The treasurer reports on current account statuses during the monthly meetings and will sign checks to pay approved contracts and bills.
- 5.5. Secretary:** Builds and distributes monthly meeting agendas and is the primary note-taker during official association meetings. Agenda needs to be finalized prior to the board meeting and meeting minutes approved by the board before coming official record. Secretary supports the President, Vice-President, and Treasurer as needed to meet the needs of the Board.
- 5.6. Meetings:** Meetings will be held once a month in person, teleconference, or a video conference platform. Robert’s Rule of Order is the structure used for all meetings and will be adhered to. A quorum (xxxxxxx) must be present in order for an official meeting to take place. Absences from three or more consecutive meetings may be cause for removal from the board by vote of the other board members.
- 5.7. Contracting:** Contracting for work within the association will follow a formalized process that embodies transparency and places the interest of the community first. It is highly encouraged that all projects for the year be scheduled and communicated on a strategic calendar at the annual meeting in November so lot owners can plan accordingly for disruptions in traffic or potential privacy. The contract solicitation process will be followed for all single work events that can reasonably be expected to exceed \$2000:



- 1) A request for proposal (RFP) is built as required in chapter X of this instruction
- 2) RFP is circulated to all board members for comments/changes
- 3) Final RFP is voted on and approved/denied
- 4) Approved RFP will be sent to a minimum of 3 contractors for bid
- 5) If the minimum can't be met exemptions will be justified in the monthly minutes.
- 6) Proposals will be voted on and awarded as official business and documented

6. **Budget:** The annual budget is voted on and passed at the annual meeting in November. The basis for the Annual budget is established by taking the board-approved Operating Budget and adding 15% for reserves. The association will contract a reserve study every 15 years to justify an itemized operating budget. An operating budget is defined by the minimum amount of routine work to upkeep the community's appearance and does not include capital improvements (one of projects).

7. **Committees:**

8. **Elections:**

9. **Voting:**

10. **Fines:** The initial increment for fines is \$100 per violation and will follow the progressive action model outlined below on a bi-weekly basis. The board reserves the right to increase the initial fine amount to meet violation.

Written or Verbal warning regarding the violation and corrective action

Certified mail warning/violation notice

First fine applied with specific get right by date

Labeled as flagrant board levies a fine amount on a case-by-case basis

11. **Disclosures:** At the level at which the home owner's association operates all board members have a duty to disclose personal interests and business dealings that may prove to be a conflict of interest when conducting board business. The intent is not to avoid these situations as Anchorage is a small city, but to communicate with transparency in dealings and keep the integrity of the board intact.

12. **Collections:** In amount owed to the HOA in excess of \$2,000 is subject to be sent to a collections attorney.

