

Canyon Club Condominium Association

6495 E. Happy Canyon Road, #176

Denver, CO 80237

www.canyonclubcondos.org

Rules and Regulations

Emergency Contacts

Fire and/or police – 911

Maintenance (call or text) – 720-385-8158

Non-emergencies

Administrative Office – 303-757-8527

Denver Animal Control – 311 or 720-913-1311

For information related to the Neighborhood Watch program please visit www.canyonclubcondos.org

ALL LEGAL DOCUMENTS REFERENCED WITHIN MAY BE ACCESSED AT WWW.CANYONCLUBCONDOS.ORG
OR BY CONTACTING THE CANYON CLUB CONDOMINIUM ADMINISTRATIVE OFFICE

TABLE OF CONTENTS

A	CANYON CLUB CONDOMINIUMS – GENERAL INFORMATION	Page 1
B	GOVERNANCE	Page 1
	I. Homeowner’s Association	
	II. HOA Fees	
	III. Board of Directors	
	IV. Insurance	
C	OWNERS RESPONSIBILITIES.....	Page 2
	I. Insurance	
	II. Rental, leasing or sub-letting	
D	COMMON AREA RULES	Page 2
	I. General Common Area & Community Rules	
	II. Signage	
	III. Personal property in common areas	
	IV. Denver City and County Fire Code	
E	AMENITIES	Page 3
	I. Amenities Use — General rules	
	II. Pool and hot tub	
	III. Game Room	
	IV. Game Spot	
	V. Fitness Room	
	VI. Clubhouse	
F	EXTERIOR ARCHITECTURAL	Page 4
G	TENANCY AND RENTAL UNITS	Page 5
H	MOTOR VEHICLES	Page 5
I	PARKING	Page 6
J	PETS	Page 6

A CANYON CLUB CONDOMINIUMS – GENERAL INFORMATION

As defined in the Declarations and ByLaws the following Rules and Regulations, as adopted by the Board of Directors, supersede all previous Rules and Regulations. These Rules and Regulations are enforced in accordance with the Association’s Enforcement Policy, and infractions may result in fines and/or court proceedings.

Emergencies

For emergencies do not call the Office Administrator, Maintenance team, or any member of the Board of Directors – they are not emergency or security personnel. When emergency services are contacted, please notify or supply a copy of a report, if one was generated, to the Canyon Club Administrative Office, so a record may be kept for future use if needed. See front cover of this document for detailed emergency contact information.

B GOVERNANCE

I. Homeowners Association

The Homeowners Association (HOA) at Canyon Club Condominiums is a Colorado non-profit corporation, and comprised of 175 units and land, and all the property generally known as 6495 E. Happy Canyon Road in the City and County of Denver, Colorado.

Any/all of the following means for communicating pertinent information to owners and tenants may be utilized: public posting; website posting; email; U.S. mail; newsletter. Owners and tenants are welcome to submit contributions to the newsletter via the Canyon Club Administrative Office.

The Association is governed by legal documents that determine the rights and obligations of all unit owners. **When an individual purchases a unit at Canyon Club Condominiums, he/she automatically agrees to abide by the following documents:**

- Articles of Incorporation
- Condominium Declarations
- ByLaws
- Rules and Regulations
- Architectural Guidelines
- Policies and resolutions of the Board

Each owner is responsible for obtaining a copy of the above documents before or at the closing of the purchase of a unit in Canyon Club Condominiums. These documents may be obtained by visiting our website at www.canyonclubcondos.org.

HOA Rules and Regulations exist to:

- Provide the basis for protecting member’s equity in the development, and the framework within which people can live in harmony within the community.
- Protect, enhance, and promote the purpose of the Association as stated in the legal governing documents.
- Amplify, expand, clarify, and interpret the Board of Directors statements and rules as stated in the legal governing documents.
- Protect and preserve the property and assets of the Association and unit owners.
- Govern the use of common areas and amenities by owners, guests and tenants.
- Control land uses and permitted uses and establish architectural guidelines and controls for aesthetic value.

II. HOA Fees

Homeowners Association fees are collected to pay common general expenses of the Association. A reserve fund is maintained for projected large scale capital expenditures. HOA fees pay water and sewer charges for the entire complex, and electric and gas bills for service in all common areas. Each owner, resident, and guest is expected to cooperate in minimizing these expenses by avoiding excessive private use of any utility. Personal use of water drawn from common areas is prohibited.

HOA fees are determined annually and the proposed budget is sent out to homeowners in August, via the annual budget meeting. Atand discussed/ratified at the annual meeting.

Canyon Club Condominiums operates on a fiscal year beginning October 1 and ending on September 30 of the following year. Copies of annual budget and/or monthly financial statements are on file and available at www.canyonclubcondos.org.

III. Board of Directors

The Canyon Club Condominiums are managed by a five-member, volunteer Board of Directors. The Board is elected by the unit owners at the annual meeting. Director positions are staggered so that all members' terms do not expire simultaneously and to aid in the continuity of the total management.

The Board of Directors and Homeowners Association are supported by:

- Volunteer committees of unit owners and tenants
- A paid staff including an Office Administrator and Maintenance team
- Service-related providers and/or vendors

The Canyon Club Administrative Office is located adjacent to the Clubhouse at 6495 E. Happy Canyon Rd. #176, Denver, CO 80237. Phone: 303-757-8527 – voice messages may be left after hours.

Administrative Office hours are posted outside the Administrative Office, and are subject to change. The office is closed on Saturdays, Sundays and specified legal Holidays.

Maintenance team responsibilities include the general maintenance and repair of common elements of Canyon Club Condominiums property, and the supervision and direction of subcontracted work. The Maintenance team may be contacted through the Administrative Office, or the number listed on the front cover of this document.

Maintenance team hours are 8:00 AM to 5:00 PM Monday through Friday. Closed on Saturdays, Sundays and specified legal Holidays. Please note these hours may change due to extenuating circumstances.

IV. Insurance

Canyon Club Condominiums maintains a master insurance policy which provides coverage for common elements. Please refer to the Declaration for more detailed information

As stated in the Declaration, unit owners are responsible for obtaining insurance coverage for personal property both within and outside of their units. It is strongly recommended that each unit owner carry his/her own insurance policy to insure against personal loss. Each individual should consult with his/her insurance agent with regards to his/her insurance requirements to ensure proper coverage.

C OWNERS' RESPONSIBILITIES

It is the obligation of all homeowners to be knowledgeable of their responsibilities as clearly defined with the Declarations and other governing documents of the Association. Homeowners will maintain all improvements and utilities contained within their unit.

Annually, every unit is required to complete and submit a Resident Information Packet. The completed packet is due in the Administrative Office by the end of February. Any unit without a completed, current year packet on file will have their amenities privileges revoked until such time as the Resident Information Packet is completed and submitted.

Homeowners shall pay or reimburse any/all expenses to repair/replace common elements damaged by the homeowner's, or homeowner's tenants, agents, family members or contractors' negligence or willful actions as more fully set forth in the Declaration.

Rooftop HVAC units may be painted by HOA during changes of exterior paint or roof as per project schedule. Units that are replaced by owners must be painted by homeowners to match the existing palette at time of installation.

Homeowners are encouraged to perform an annual inspection of chimneys and clothes dryer vents, and must perform cleaning as necessary to avoid damage to common elements and other units. Homeowners are responsible for ensuring their exterior porch light is illuminated for the safety of the community. Bulbs, fixtures and photocells are maintained by the Maintenance Staff – notify the Administrative Office to request repairs or bulb replacement.

Water heaters deserve special mention because of their ability to cause considerable property damage. The Association strongly suggests that water heaters are inspected annually and replaced as recommended.

D COMMON AREAS

I. General Common Area & Community Rules

The use of any community common areas are at the user's sole risk, and as such, Canyon Club Condominiums assumes no liability for injuries or damages to person(s) or property.

Unit owners are accountable for infractions of the Rules and Regulations governing common areas. Owners are also responsible for infractions committed by their family members, invitees, licensees, guests, pets, their tenants, and the tenant's family members, invitees, licensees, guests or pets. Legal action may be taken to recover all costs for repairs or replacement caused by damages to the Common Elements or Canyon Club Condominiums property.

Roller skating, roller blading, skateboarding, bicycling and the use of similar wheeled recreational devices are not permitted in stairways, balconies, elevated walkways, the gym, and pool/hot tub area.

Littering in common areas (especially and including dumpster areas) is forbidden. Fines will be levied for noncompliance. Laundry Rooms are located next to occupied units; therefore they will only be used between the hours of 7:00 AM–9:00 PM as a courtesy to those units.

Denver City and County Noise Ordinance states that noise restrictions are in place from 9:00 PM–7:00 AM (with limited exceptions). You may call the Denver Police Department non-emergency line: 720-913-2000 for noise complaints. For more detailed information you may visit: www.denvergov.org.

II. Signage

The Community Bulletin Board is located in the mail room and available for appropriate personal announcements (e.g. items for sale) by residents, and official notices from the Canyon Club Condominiums Homeowners Association.

Not permitted: advertising signs, billboards, unsightly objects or nuisances, erected or placed, on the premises or outside any unit. Signs mounted on posts, stakes, or frames driven into the ground may be allowed if specifically approved in writing by the Board of Directors.

Permitted: two (2) "For Rent" or "For Sale" signs, not to exceed 36" x 24", may be placed in a unit window or on the fence/railing for a period of 60 days. Realtor open house, directions to clubhouse for private events, and estate sale signs are permitted if removed immediately after the event. Political signs may be displayed in windows, patios, and balconies no sooner than 45 days before the vote, and removed within seven days after the vote. Home alarm signs not to exceed 6" x 6" may be displayed in unit windows. American or service flags on personal property in a window or inside patios are subject to Association ByLaws.

Communication towers, HAM radio antennae and satellite dishes are only permitted in accordance with the Architectural Guidelines – see the ByLaws for detailed information.

III. Personal property in common areas

No personal property will be left or stored on general common elements. Any personal items left outside and impeding access in common areas will be turned in to the Canyon Club Administrative Office. If not claimed within thirty (30) days those items will be donated to a charitable organization.

Walkways, sidewalks, steps and roadways shall be kept clear at all times for general safety and emergency traffic. Walkways should maintain no less than three feet (3') of clear space.

Balconies and patios shall be kept clean and neat at all times. Storage of any item not normal for patio use and unsightly or poorly maintained balconies and patios are strictly prohibited. No structures of permanent or temporary nature are permitted outside of Architectural Guidelines.

E AMENITIES

The use of amenities is a privilege of residency—access may be rescinded at the Board's discretion for noncompliance with the rules and regulations, nonpayment of HOA fees and/or fines, or refusal to complete the required annual information packet, etc. The Resident Information Packet can be found on the website at: www.canyonclubcondos.org. You may utilize the interactive pdf function—or—download, print, complete, and submit to the Administrative Office.

Use of amenities will be suspended if HOA assessments are not current, or if otherwise in violation of the covenants. Such suspension shall continue as long as the violation continues, but at a minimum of 60 days. The use of amenities is at the user's sole risk, and as such, Canyon Club Condominiums assumes no liability for injuries or damages to person(s) or property.

Homeowners not living on-site at Canyon Club are not eligible to use any amenity, with the exception of the clubhouse, which must be secured through the standard reservation and rental process as defined below.

I. General rules for Amenities use

All posted rules must be obeyed.

II. Pool and hot tub

As seasonally allowed, the pool is open from Memorial Day through Labor Day, unless otherwise posted. The hot tub is open year-round. The pool/hot tub area is open daily between the hours of 10:00 AM–10:30 PM. The pool/hot tub area may not be reserved for private functions, nor used by guests attending private functions in the clubhouse. Guests are limited to two (2) per unit Friday–Sunday and holidays, and five (5) per unit Monday–Thursday. Lifeguards are not on duty and all pool/hot tub users use these facilities at their own risk. No diving is allowed. Glass containers are not allowed.

III. Game Room

Game room is open daily from 10:00 AM–10:30 PM, unless otherwise posted. The game room may not be reserved for private functions nor used by guests attending private functions in the clubhouse. Glass containers are not allowed. As a courtesy to other residents, if someone is waiting to use the pool table please limit your play to one (1) hour.

IV. Game Spot

Game Spot is open year-round and may be used during the hours of 8:00 AM–10:30 PM. Each unit owner or resident utilizing the Game Spot must ensure the game equipment is returned to the locker before exiting the Game Spot area. Please do your part to keep our Game Spot neat and useable by picking up and disposing of trash, respecting game equipment, and sharing the space with other gamers. Glass containers are not allowed. As a courtesy to other residents, if someone is waiting to use game equipment, please limit your play to one (1) hour.

V. Fitness Room

Fitness room is open 24 hours per day unless otherwise posted. The fitness room may not be reserved for private functions nor used by guests attending private functions in the clubhouse. Use of equipment is at the user's own risk. Equipment malfunctions should be reported to the Office Administrator as soon as possible. Glass containers are not allowed.

VI. Clubhouse

Clubhouse is for Association functions and personal use by owner(s)/residents only. Violation of the Clubhouse Rules and Regulations may invoke termination by the Board of future Clubhouse privileges. Business use or monetary considerations to the signers in the form of admission fees, donations or otherwise, are not allowed.

Reservation and rental of the Clubhouse is made with the Office Administrator. Reservations must be made a minimum of two (2) weeks in advance or there will be an additional \$20.00 fee. A Clubhouse Use Agreement form must be completed and signed; a copy of which will be provided to the signers. The signers (host) of the Clubhouse Use Agreement must be present for the duration of the function.

A security deposit (\$500.00) is required at the time the Clubhouse Use Agreement form is submitted. In case of a non-owner resident/tenant using the Clubhouse, this form must also be signed by the unit owner, who will be held responsible for any/all damages caused by the resident or the resident's guests including those in excess of the damage deposit.

All rules and regulations are implicitly agreed to by the signing of the Clubhouse Use Agreement form. For a full list of rules and regulations visit: www.canyonclubcondos.org

F EXTERIOR ARCHITECTURAL

No unit shall be permitted to fall into neither disrepair nor neglect—pursuant to all governing documents, rules and regulations, and Architectural Guidelines. Homeowners found to be non-compliant will be assessed fines/fees as set forth in the Association's Enforcement Policy.

Architectural change requests must be submitted in accordance with the Architectural Guidelines. **Prior to any addition, replacement, modification or remodeling, the "Architectural Change or Modification Application" and "Architectural & Modification Acceptance of Ownership & Responsibility Claim" forms must be completed, submitted and approved in writing.**

Barbeque Grills

The use of grills, barbecues, and smokers—whether charcoal, electric, or compressed gas—are prohibited inside of buildings, on roofs, walkways, and balconies. Gas grills are available at the pool area for all residents use. Fire pits and chimineas are prohibited.

For detailed Denver City and County Fire Code information you may visit: www.denvergov.org.

G TENANCY AND RENTAL UNITS

Procedures for renting/leasing are defined in the Declarations.

Any non-owner residing in Canyon Club Condominiums shall be subject to these Rules and Regulations in the same capacity as would a homeowner.

Within thirty (30) days of any change in, or new occupancy, homeowners are required to complete and submit to the Canyon Club Administrative Office, all written leases and addendums and a Resident Information Packet. The Board may choose to withhold or rescind access to amenities when this documentation is not provided. The Resident Information Packet must be updated annually, before the end of February, for continued access to amenities.

Homeowners are required to provide residents/tenants with a copy of current Declarations, Rules and Regulations, Architectural Guidelines and any other policies/procedures adopted by the Association no later than the date of occupancy.

Moving in/out is permitted between the hours of 7:30 AM–9:00 PM. Any vehicle used in a move must park only on hard surface areas without blocking the normal flow of walking or driving traffic. Any vehicle being used for moving that is not parked in an assigned/numbered parking space shall clearly display the associated unit number and driver's cell number through vehicle windshield.

H MOTOR VEHICLES**I. General Motor Vehicle rules**

Vehicles that display current registration and plates/tags are permitted to be parked or operated on the premises.

Vehicles with a passenger load greater than eleven (11) or larger than standard SUVs or pickups may be on Canyon Club Condominiums property, thoroughfares, assigned or other parking spaces for no more than 24 consecutive hours.

Vehicles that do not meet the criteria as stated in these rules and regulations will be towed at vehicle owner's expense.

Not permitted:

Vehicles with expired plates and/or tags or without legal and current registration and plates as permitted for highway use.

Vehicles which are inoperable (non-functioning vehicles), have been abandoned (any vehicle without current license plates/tags and/or has not been moved in 10 days), or emit excessive exhaust or noise levels disturbing to residents.

Vehicles that do not fit in the assigned/numbered space within carport while allowing reasonable access to adjacent vehicles. See Declarations for specific reference to Gross Vehicle Weight (GVW) and number of axles.

Commercial vehicles. ("Commercial vehicle" is defined as any vehicle that is, or can be considered to be, of use in the transaction of business.) Commercial vehicles or vehicles with advertisements cannot be parked on Canyon Club Condominiums property in non-numbered/assigned general parking spaces except for the purpose of making deliveries or providing services to residents. Vehicles used for both personal and business that display advertisements must be parked in the unit owner's assigned/numbered space within carport.

Recreational vehicles including, but not limited to: motor homes/campers; trucks; trailers; go-carts; dirt bikes; dune buggies; 4-wheelers; mini-bikes; scooters; buses; box trucks; or, boats of any kind.

Motor homes/campers/recreational trailers and moving vehicles may be on property for a maximum of 24 consecutive hours. Such vehicles must obey all other Rules and Regulations and the associated unit number must be clearly visible through the vehicle windshield at all times while on property.

Making repairs to any vehicle(s) that will incapacitate the vehicle(s) for more than 24 hours, or to perform any maintenance involving change of any fluid(s). Any person making minor repairs on the premises is responsible for the proper disposal of waste products.

II. Traffic Control

Speed bumps, speed limit signs, stop signs and yield signs may be erected at the Board's discretion—residents and their guests are expected to obey traffic controls within the community.

I PARKING

Residents are assigned numbered spaces within carports for parking their motor vehicle(s). Secondary vehicles may use open parking (non-numbered/unassigned), which is available on a first-come basis. Any vehicle which does not fit in an assigned/numbered space within carport while allowing reasonable access to adjacent vehicles is not permitted. Only one motorized vehicle is allowed per assigned/numbered space. Due to the limited unassigned parking spaces available for visitors/guests, residents must utilize their assigned/numbered parking spaces.

Carports shall only be used for the parking of one motor vehicle per space and is not to be used as a storage area. Unauthorized vehicles parked in numbered/assigned spaces within carports are subject to towing at vehicle owner's expense. Unit owners or tenants are responsible for informing guests of parking rules.

No motor vehicle shall be parked in a way that impedes or prevents access to any building entrance or exit, courtyard, walkway, carport, fire lane, or parking lot—including the space between car stop and exterior fencing. Parking in "No Parking" areas, yellow emergency parking areas, on curbs or in fire lanes is strictly prohibited and subject to towing.

Vehicles parked in non-numbered/assigned parking spaces at Canyon Club Condominiums must be moved no less than every ten (10) days. Vehicles which have not been moved within ten (10) days will be considered inoperable and subject to fine, and/or towed at vehicle owner's expense. Special circumstances (i.e. extended vacations, hospitalization) must be approved by the Office Administrator or Maintenance Supervisor.

During winter snowstorms please allow a 12" clearance between vehicles and curb for snowplow access, and to minimize possible damage to your vehicle from snow removal equipment.

J PETS

Pet owners and/or unit owners will be held responsible and liable for any/all property damage, injury or disturbance for which their pets may cause or inflict.

Pet feces anywhere on Condominium Club or adjacent property must be cleaned up immediately. Fines are levied and escalate for each violation after the first warning. Offensive pet odors from balconies and patios are not permitted.

Domesticated household pets are permitted—breeding is prohibited. The number of pets allowed per unit is limited to three (3). Exception: Birds in one cage and fish in aquariums. Aquariums shall not exceed a 50 gallon capacity. Livestock or poultry of any kind shall not be kept, bred, or raised in or on the property.

Leashes are required on Canyon Club property—no animal may be off-leash, left unattended, or leashed to any stationary object anywhere on Canyon Club property. Unleashed or unattended animals will be turned over to the appropriate shelter or city authority.

To help protect you and your pets in the event of an emergency, provide the Office Administrator with a current description of all pets.

Persistent or habitual barking, howling, yelping or meowing that disturbs residents between 9:00 PM–7:00 AM is not allowed. To report violations when residents of the unit where the noise violation occurs is not home, contact Denver Animal Control at 311 or 720-913-1311.