

Saddle Ridge Condominium Owners Association, Inc.
Rules and Regulations Revised September 2012

The Board of Saddle Ridge Condominium Owners Association (SADCOA) has adopted the following amended rules and regulations. These supplement the Declaration of Covenants, Conditions and Restrictions (CC&R's) and By-Laws of the Association and are in compliance with federal, state and local statutes and ordinances in force at this time. Any violation of these rules may be subject to fines and/or penalties. Any damage done to Association property by an Owner, lessee, or guest may be repaired at the expense of that Owner. The contracted Community Manager performs regular property inspections and is authorized to act on behalf of the SADCOA in enforcement of the rules and covenants. Other service providers under contract with SADCOA may be similarly authorized to act on behalf of the board to enforce community covenants, rules and regulations.

Persons are given copies of the SADCOA Governing Documents and Rules and Regulations at the time of closing on their properties and by rule, at the time lessees complete their contracts with their landlords. These act along with the mailings that take place at the time the documents are amended. The posting of the documents are on the website at www.saddleridgehoa.com (Documents then Governing Documents) and actions taken by the board provide notice to residents and will be regarded as constituting adequate notice that all residents and owners at Saddle Ridge should be aware of these Rules and Regulations.

I. LIMITED COMMON ELEMENTS

1. Decks, patios, entryways, balconies, furnaces, air conditioners, hot water heaters, and mechanical pipes that serve one unit are Limited Common Elements.
2. No statues or personal items are allowed in the Limited Common Elements or Common Elements.

Saddle Ridge Condominium Owners Association, Inc.
Rules and Regulations Revised September 2012

3. The storage of garbage, trash, junk, abandoned, unlicensed or inoperable motor vehicles, bicycles, toys, clotheslines, auto parts, laundry, or anything that creates an unkempt or cluttered appearance in Limited Common Elements or Common Elements is prohibited. Clothing, laundry, draperies, rugs, awnings, or the like may not be placed on railing, fences, or other structures within the view of other units.
4. Usage and storage of exercise equipment, bicycles, and appliances are prohibited on the patios and balconies.
5. Balconies and patios shall be kept clean at all times. Only appropriate porch furniture, approved barbecue grills (Reference Section I.10 below) and potted plants are permitted. American flags are permitted but may not be installed in a manner that may cause damage to the building structure. Residents displaying the U.S. flag must adhere to the U.S. Flag Code.
6. Potted plants are to be kept inside the boundaries of the patio. Potted plants are prohibited from being hung outside the boundaries of the balcony but may straddle patio walls or railings. Plants are permitted as long as they do not impede access or cause water to drain on the siding, on decorative rock, or into neighboring units. No plants may be hung over air conditioning units.
7. No additions including indoor/outdoor carpeting will be allowed on patios or balconies unless approved by the Board.
8. Breezeways and stairways shall not be obstructed. No personal items may be placed outside of units.

Saddle Ridge Condominium Owners Association, Inc.
Rules and Regulations Revised September 2012

9. All residents are to use trash dumpsters. No trash can be stored on Limited Common Elements or Common areas. No construction or moving trash is to be deposited in or around the trash dumpsters. Trash must be bagged and tied then placed in the dumpster. Do not place items along the side of the dumpster. The HOA is charged extra to have these items removed. The extra cost will be reflected in your HOA dues. You may contact Waste Management at 303.486.6075 to arrange for large item pick up. Residents seen leaving large items by the dumpster will be fined accordingly.

10. Only Gas, 1-pound propane, and electric grills are permitted; charcoal grills are prohibited. Flammable materials must be safely stored and controlled. All residents must adhere to the National Fire Code.

11. No bird feeders are permitted.

12. No signs are allowed in windows, doors or common areas with the following exceptions:
 - a. "For Sale" Signs not exceeding **24** inches in height and width within the unit window.

 - b. "For Rent" Signs not exceeding **24** inches in height and width in the unit window.

 - c. Political signage is permitted but must be in compliance with federal, state, and local regulations and must be removed no later than seven (7) days following the election.

 - d. "Oxygen in use" and health signage is permitted.

Saddle Ridge Condominium Owners Association, Inc.
Rules and Regulations Revised September 2012

13. Holiday decorations are permitted within the boundaries of the Limited Common Elements from **30** days before the holiday until **7 days** after the holiday.
14. Nothing shall be thrown or tossed from the balcony of any unit. This includes, but is not limited to, cigarettes, cigars, food, stones, missiles, toys, fireworks, and incendiary or explosive devices.

II. COMMON AREA AND ASSOCIATION PROPERTY - GENERAL

1. Activity is prohibited which would damage or deface ground, walkways, and improvements in the Common Elements Area.
2. Littering of the Common Elements Area is prohibited.
3. Motorized vehicles, bicycles, skateboards, scooters, roller skates, and similar mobile toys, or equipment is not allowed on sidewalks, in entryways, or lawns. Residents up to the age of six (6) can use non-motorized scooters, tricycles and similar vehicles on sidewalks when supervised by a responsible person over the age of 18.
4. No persons under the age of 14 are permitted to use the spa, pool, exercise room and clubhouse without the direct and constant supervision of a responsible person capable of assistance in the event of injury and or incapacity.
5. No Owner or Lessee shall install wiring on the outside of the building for any purpose other than outlined in Section IX without the approval of SADCOA. No television or radio antenna shall be installed on the Common element or exterior of the Condominium Project unless the location is restricted to the exclusive use

of the resident. Under no circumstance may the installation protrude through the roof of the Condominium.

6. No Owner or Lessee shall cause any changes to the exterior building walls or upon the Limited Common Elements or Common Area without the approval of the Board.
7. All Common Elements within fifteen feet of any window, balcony or door shall be designated as non-smoking areas. Residents shall be prohibited from leaving spent cigarettes on the Common Element.

III. COMMON AREA AND ASSOCIATION PROPERTY - SWIMMING POOL AND ADJACENT AREA

1. Owners/lessees are limited to two guests per person and must accompany guests at the pool and all Association facilities.
2. Access to the Saddle Ridge Clubhouse Pool is controlled by electronic card. Access to the clubhouse and/or the pool can and will be restricted to those persons in good standing within the community. Those persons who are not current with their payment of association dues as well as persons who have been cited for violation of the rules associated with the clubhouse and the pool shall have their access denied, until they are in compliance.
3. The Association does not provide lifeguards. Life saving equipment is available in the pool area and may be used for its intended purpose only. This equipment shall not be removed from the pool area unless it is being used for its designated purpose and shall be returned to the pool area following such use.

Saddle Ridge Condominium Owners Association, Inc.
Rules and Regulations Revised September 2012

4. No persons under the age of 14 are permitted inside the pool gates without the direct and constant supervision of a responsible person capable of assistance in the event of injury and or incapacity.
5. No glass containers are allowed in or around the pool area.
6. No smoking is permitted at or around the pool area.
7. Persons having skin abrasions, open wounds, or skin diseases are not allowed in the pool or pool area.
8. Nudity is not permitted in the pool or pool area.
9. Rowdy behavior, running, pushing, screaming, spitting, and splashing are not permitted.
10. No pets shall be permitted in the pool area unless it is a licensed assistance animal for a resident that qualifies as handicapped as defined in the Fair Housing Act.
11. No suds or foaming products such as shampoo or bubble bath shall be used in the pool or spa.
12. Residents and guests will place towels over pool furniture when using suntan oils or lotions.
13. The gates to the pool area must be kept locked at all times. Persons using the pool or spa must be prepared to show proof of residency if requested.
14. The pool and spa shall be open from 8:00 AM until 10:00 PM from Memorial Day through Labor Day, weather permitting, or at such other times as approved by the Board.

Saddle Ridge Condominium Owners Association, Inc.
Rules and Regulations Revised September 2012

15. Rules posted in the pool area have the same force and effect as these rules.
16. Any violation of the above rules may result in removal from the pool/spa area, fines, or both, or restriction of the usage of recreational facilities.
17. SADCOA has authorized the Arapahoe County Sheriff to arrest anyone found trespassing in the pool area outside of designated hours. SADCOA has agreed to press charges whether the individual or individuals are identified as residents or non-residents, whether the individuals are found to be in the pool or the spa by a sheriff's patrol or through the direct lodging of a complaint with the Arapahoe County Sheriff by any SADCOA resident.

IV. COMMON AREA. ASSOCIATION PROPERTY AND UNIT

GARAGES - VEHICLES / PARKING

1. The speed limit on Common area streets is 10 miles per hour.
2. Owners/lessees must register all their vehicles with the property manager. Owners will be issued parking decals that must be displayed on the lower left corner of the rear window or in the absence of an exposed rear window in some other visible area that can be seen from behind the vehicle. Owners will also be given three (3) visitor parking placards, one of which must be displayed on a visitor's vehicle if the vehicle will be parked overnight. Each owned vehicle must be registered separately. Vehicles are to be parked so that the decal is visible from the parking lot or street.
3. Garage doors must be kept fully closed at all times except for ingress and egress.
4. Major automotive repair work is not permitted in the Common Area or in garages.

Saddle Ridge Condominium Owners Association, Inc.
Rules and Regulations Revised September 2012

5. All vehicles that are parked in the community must have current registration (plates and tags) and be operable. Abandoned vehicles (inoperable and/or unlicensed) are prohibited and may be towed.
6. Vehicles with oil leaks must be removed from the parking lot and damages to the lot from oil leaks will be charged to the resident.
7. All vehicles must be parked in marked (striped), appropriately designated parking spaces. Guests are prohibited from parking in any space that is not specifically marked for parking. Violators may be towed without warning. Owners/lessees are prohibited from parking in visitor parking and no parking zones. Parallel parking and parking of vehicles in front of garage doors is strictly prohibited. Persons violating these safety rules are subject to having their vehicles towed without warning.
8. Parking spaces that are marked for Visitors are for the express use of visitors to our community and are not to be used for the parking of residents. Parking spaces that are designated as “Open” are unrestricted. Vehicles parked overnight must display a resident decal or a visitor placard. Reference Section IV.2. Vehicles that are inappropriately parked or that abuse these rules may be towed immediately and without notice. Refer to the SADCOA Policies and Procedures for Covenant and Rule Enforcement for additional details regarding enforcement of this rule.
9. Vehicles parked in designated Handicapped parking spaces must display an official state-issued handicapped placard. Any vehicle in violation of this rule may be towed.

10. No resident will at any time keep within the garage anything that may be dangerous or detrimental to the safety or health of other residents, or in violation of any building codes or city ordinances. Prohibited items include, but are not limited to, fuel (other than in vehicle fuel tanks), flammable materials, and piles of paper, rags or other flammable material that constitutes a fire hazard. SADCOA will notify the owner in writing to request immediate removal of such items. SADCOA reserves the rights to have the Sheriff remove any contents of the garage immediately reasonably deemed to be hazardous at the owner's expense.

**V. COMMON AREA, ASSOCIATION PROPERTY AND UNITS -
ADDITIONS. STRUCTURAL CHANGES, EXTERIOR AND
INTERIOR**

1. An Owner must submit a Design Review Request for approval prior to making any exterior changes. The Board will give approval or disapproval in writing after a decision has been made.
2. The Association shall paint and replace exterior doors, including garage doors, unless damage is due to owner negligence. (See Saddle Ridge web site, www.saddleridgehoa.com, Documents then Governing Documents for more information)
3. For purposes of maintenance, repair, replacement, alteration and remodeling, an Owner shall be deemed to own and shall have the right and obligation to maintain, repair, alter and remodel, the interior non-supporting walls, and the

Saddle Ridge Condominium Owners Association, Inc.
Rules and Regulations Revised September 2012

materials making up the finished surfaces of the perimeter walls, ceilings and floors within the Unit, and the interior surface of the perimeter door.

4. No interior structural changes may be made without written approval of the Board.
5. The Owner is responsible for the cleaning of windows. The Association is not responsible for the routine maintenance, repair and replacement of window frames and inserts. All repairs and replacement windows must be in compliance with the Covenants, Rules and Regulations of the Association.
6. Window coverings shall be white.
7. Storm doors may be purchased and installed without individual application to the SADCOA Architectural Review Committee as long as the door is consistent with guidelines established and promulgated by the SADCOA Board. (Guidelines are on the Saddle Ridge website at www.saddleridgehoa.com, Documents then General Documents.)
8. Keyless entry to garage doors and wireless doorbells may be installed at the owners' expense without notification to the Board. From time to time the Board may adopt other standards for exterior improvements that would allow other similar improvements to property. As this occurs these standards will be posted on the Saddle Ridge website.

VI. ANIMALS

1. If a resident requires assistance re: a vicious animal, a noisy animal, etc., the resident must call the City of Centennial Animal Control Department. Ph: (303-

Saddle Ridge Condominium Owners Association, Inc.
Rules and Regulations Revised September 2012

325-8070). For after hour emergencies, the Sheriff's Department should be contacted. Ph: (303-795-4711).

2. Owners/lessees are allowed to house on site domestic household pets. A domesticated pet means dogs, cats, caged birds and aquarium fish and does not include any pet that in its normal habitat would be considered to be a wild, dangerous or farm animal. A total of two (2) domesticated dogs or cats are permitted. Persons who currently own three (3) domesticated dogs and/or cats will be grandfathered August 2011 and considered in compliance with this rule insofar as that number remains no greater than three. In the event that one of the animals is removed, it cannot be replaced. The resident must then conform to the restriction of two (2) animals.
3. Vicious pets are prohibited. Definitions of vicious animals can be found in the City of Centennial Municipal Code. Chapter 5, Section 7.5.6.
4. Pets are not to be tethered, leashed or tied to any Common element. Pets on Limited Common Element must be supervised at all times.
5. An Owner/lessee shall maintain strict control of any cat, dog or other animal at all times, and shall be responsible for all damage or excessive noise or nuisance caused by such animal. Any damage to the Common Elements caused by the owner's/lessee's animal shall be repaired at the expense of the owner in no more than 14 days after notice of damage occurs. In the event that repairs are not completed within this period, the Board may initiate repairs and secure reimbursement from the owner/lessee.

Saddle Ridge Condominium Owners Association, Inc.
Rules and Regulations Revised September 2012

6. When outside and on the Common Element, all pets must be on a leash. The length of the pet leash shall not exceed 10 feet.
7. The Board may request Animal Control officers to remove pets that are not in compliance with existing city ordinances.
8. Owners/lessees are responsible for picking up the animal's waste immediately and disposing of it properly.

VII. LEASING OF UNITS

1. The Saddle Ridge Community covenants contain a restriction that limits the number of leaseholds that may be active within the community at any one time. These restrictions exist to protect the property owners within the community and to ensure their ability and their potential buyers' ability to secure debt to finance property. It is the responsibility of the owners at Saddle Ridge to ensure they are in conformity with these restrictions. Any application for hardship lease when the total leaseholds are at or over the cap contained within the Covenants must be provided to the Community Manager and the board specifically identifying the exception in the covenants that applies to their circumstance, and must be accompanied by independent evidence as might be required in the Covenants. This could include but not be limited to Death Certificate, Real Estate Listing, Proof of all offers that have been received but that were rejected, Birth Certificates and current forms of identification. The owner must also accept the risk that upon the expiration of their hardship that the economy may be no better or even worse than the economy that was the impetus for the original hardship

[Saddle Ridge Condominium Owners Association, Inc.](#)
[Rules and Regulations Revised September 2012](#)

request. SADCOA will take all necessary steps to maintain and landscape property to protect the value of the community, SADCOA can neither accept responsibility for depressed economic values of individual units nor protect owners from a loss in the value of any unit.

2. Prior to leasing a unit or advertising a unit for rent, the owner must contact the community manager to ensure the lease of their property is consistent with any and all restrictions regarding leaseholds that are contained in the covenants.
3. All Owners must provide a copy of the lease to the Association within thirty (30) days of leasing the unit. All lessees must reference and follow the Legal Documents (Declarations, By-laws, Articles of Incorporation, and Rules and Regulations) of the Saddle Ridge Condominium Owners Association.. A copy of the Legal Documents must be given to the lessee at the time of the lease signing and have the same compliance requirements as the owner. Any unit occupied by any person other than defined in the covenants as qualifying family shall be considered as leased and must conform to the rental cap and any rules governing leased property within SADCOA.
4. Current contact information for the Owner including address, telephone number(s), and email address (if applicable) must be placed on file with the Management Association.
5. The Owner is responsible for their tenant's compliance with all Rules and Regulations of the Association, including, but not limited to, deposits for clubhouse rental usage, parking, noise, pets, signage, etc.

VIII. USE OF CLUBHOUSE

A separate agreement, including specific rules and regulations pursuant to rental, is attached to this document and shall have the same force and effect as the main document.

IX. SATELLITE DISH INSTALLATION & REMOVAL

1. Satellite dishes must be no larger than one meter in diameter.
2. The satellite dish may only be installed on the inside of the balcony or patio that is under the exclusive control of the Owner. Said satellite dish or any part thereof shall not be attached beyond the balcony or patio railing.
3. Any penetrations to permit wiring and fasteners must be properly sealed to prevent any water intrusion.
4. All wiring must be concealed from view.
5. A licensed, properly insured professional installer must perform the installation. Upon completing the installation, the Owner shall contact the Management Association to inspect and approve the installation.
6. Antennas and satellite dishes not covered by FCC Rules are prohibited.
7. Upon removal the unit Owner shall fix, seal and paint any penetrations caused by the installation

X. ADVERTISING & HOMEOWNER COMMUNICATIONS

Saddle Ridge Condominium Owners Association, Inc.
Rules and Regulations Revised September 2012

1. Saddle Ridge residents may use the glass-enclosed bulletin board at the mail kiosk for non-commercial advertising; e.g., buy/sell/rent units, lost/found, etc. No business notices or personal ads are permitted.
2. Saddle Ridge residents may use the glass-enclosed bulletin board in the mail kiosk to provide notice or otherwise advocate a position(s) to other homeowners. This will be limited only to community business that could come before the board.
3. The size of the listing may not be larger than 4" x 6". The size of listings under X.2 may be 8 1/2" x 11". The listing or notice must contain at least a partial name, unit #, phone #, and date.
4. Place the ad being submitted in an envelope, mark it SADCOA advertising, and put it in the mail slot in the office door in the clubhouse.
5. The posting will stay up for 30 days and may be renewed once by following the same procedure as outlined above. It may be terminated early by following the same procedure and requesting termination. Notices under X.2 that relate to a specific meeting or point in time may be removed at any time following that relevant meeting or time.

XI. MODIFICATIONS TO RULES & REGULATIONS

1. Homeowners may at any time request or appeal any Rule or Regulation.
2. Rules and Regulations will be formally addressed every year during the July Meeting but may at the discretion of the board be modified at any time.

Saddle Ridge Condominium Owners Association, Inc.
Rules and Regulations Revised September 2012

3. The Board President shall distribute a revised list of the Rules & Regulations to each board member no less than two weeks prior to the July Meeting.
4. Board Members shall be asked to review and identify any amendments they wish to make at the July meeting.
5. Changes in the revised Rules & Regulations shall be voted upon at the July meeting. They will be treated individually by paragraph.
6. Upon revision, the revised Rules & Regulations shall be distributed to all Saddle Ridge Homeowners by mail and published on the website:

www.saddleridgehoa.com, **Documents then Governing Documents**.

XII. MISCELLANEOUS

1. Exterior lights shall not be tampered with or turned off unless there is a switch inside the unit.
2. Residents and guests must comply with all local noise ordinances. Between the hours of 10:00 PM and 7:00 AM no person shall use or operate or allow to be operated any equipment audible outside the unit from which it originates.

XIII. SCHEDULE OF PENALTIES AND FINES

REFER TO POLICY & PROCEDURES FOR RULE ENFORCEMENT

ADOPTED

Saddle Ridge Condominium Owners Association, Inc.
Rules and Regulations Revised September 2012

| XIV. NAME | XV. TITLE | XVI. SIGNATURE |
|--------------------------------------|------------------|----------------|
| Susan Robinson Term Expires: 2013 | President | |
| Joyce Messer Term Expires: 2012 | Secretary | |
| Linda Meyer Term Expires 2013 | Officer at Large | |
| Ron Bella Term Expires: 2012 | Officer At Large | |
| Anita Fricklas Term Expires: 2012 | Officer At Large | |

Your Association Management Company is: ACM-303.233.4646 Fax-303.233.1018

cici@aacm.us brian@aacm.us tiffanee@aacm.us

Saddle Ridge Condominium Owners Association, Inc. Rules and Regulations Revised September 2012

SADDLE RIDGE CONDOMINIUMS CLUBHOUSE RENTAL AGREEMENT

Renting Party: _____ Building & Unit #: _____

Function Date: _____ **Hours You Wish To Reserve Clubhouse: From** _____ **To** _____

Home Phone _____ Work Phone _____ E-Mail _____

1. The clubhouse may be used by residents for private events from 8 AM. until 10 PM. seven days per week upon written contract with the Saddle Ridge Condominium Owners Association, Inc. (SADCOA) and upon compliance with the arrangements and agreements as set forth. Renters must be in good standing with the SADCOA. **Maximum occupancy is 80 Persons.**
2. A \$250 refundable damage deposit must be delivered at the signing of the contract. No reservations will be honored without this deposit. A valid photo ID must be presented at the time of rental. The damage deposit will be returned upon satisfactory inspection of the clubhouse. The renter may and preferably will be present for the inspection. (Note: Payment should be in the form of a check made payable to the SADCOA. The clubhouse must be left in the same condition that was found; e.g. clean kitchen, vacuumed floors and carpets, furniture replaced to its original location, trash removed and otherwise restored to the condition identified on the Rental Check List. The Rental Check List must be returned to the management company upon the surrender of the clubhouse to SADCOA.
3. A rental fee of \$25 per hour will be charged. This fee is payable upon signing the contract and is not refundable.
4. The clubhouse will be provided for rental use in a clean condition with an empty and clean refrigerator and freezer, clean kitchen and clean bathrooms.
5. There is a vacuum cleaner, broom, and basic cleaning supplies for the renter's use. There is also a wall-mounted TV available for the renter's use. There are two 5-foot long tables and 20 folding chairs available for the renter's free use, but the renter must let the management company know 72 hours in advance of the event to ensure the tables and chairs are available for the renter's use.
6. A minimum of three-business day's notice must be given to reserve the use of the clubhouse.
7. It is the responsibility of the homeowner to see that the contract for use of the clubhouse is honored. Any additional costs incurred as a result of use shall be the responsibility of the homeowner. If the Association, any Board Member of the Association, the management company or its employees (the "Indemnified Parties") is named as a party to any lawsuit that involves claims arising from use of clubhouse by residents and for their guests, the Indemnified Parties shall be held harmless from any judgment imposed against the Indemnified Parties and for all attorney fees and/or costs the Indemnified parties are required to expend as a result of being named in such suit.
8. The Saddle Ridge Clubhouse has a "No Smoking" policy, which must be strictly enforced.

Saddle Ridge Condominium Owners Association, Inc.
Rules and Regulations Revised September 2012

9. Alcoholic beverages may be served subject to federal, state, and local laws governing consumption.

I understand that the clubhouse must be cleaned **before** departure **on** the day of rental or the morning following the event. I understand that my damage deposit will not be returned if, in the opinion of the management company, repairs or additional cleaning will be required. In this event, the deposit check will be cashed, and costs to repair the facility will be deducted from the proceeds. In the event that the cost for repairs/replacements exceeds the \$250 deposit, the difference will be charged to me, as the renting party of the facility. I understand that I will be notified within fourteen (14) days of any additional amounts due.

I understand that my guests are to park in the designated parking spaces only. I will remind them that they **are** prohibited from parking in any space not specifically designated as "visitor" and that they could be subject to towing if they park in a parking spot that is identified as "Reserved" or in any space not specifically designated for vehicle parking.

I further understand that by renting the clubhouse, **I do not have use of the barbecue, swimming pool or spa area.** I understand that I am responsible for seeing that all guests and attendees follow the rules as listed above. Should a disturbance occur, I may be denied use of the facility in the future. I also understand that if the disturbance is cause for another resident to telephone the Centennial police, the party/function will end at that time with full forfeiture of deposit. I understand that the party is to remain inside the clubhouse building and not extend out into the walkways and common area surrounding the clubhouse.

I have read and reviewed the rules and obligations as stated herein. I accept responsibility for the clubhouse and its contents while the key is in my possession. I agree to all items as stated.

Renting Party Signature

Saddle Ridge Condominiums Representative

Contract may be obtained from Community Manager