

Regal Ridge Cooperative

Rules and Regulations for Owners/Builders/Contractors

Please contact Rebecca Bray Community Manager with any questions or concerns: rbray@sentrymgt.com or call (407) 738-3283 ext. 55008

These Rules and Regulations apply all Regal Ridge Shareowners and must be adhered to.

(All contractor, sub-contractors and drivers must register at ranger station) **Information needed:** Address going to, name, company, plate number, driver license and preferably, a card with contact information.

- A. Contractors, contractor workers and sub-contractors must always register at the Ranger station prior to entering the community. Deer Creek will strictly enforce.**
 - B. Contractors, contract workers and sub-contractors are never allowed to use a clicker (remote control) or gate codes when entering the community.**
 - C. Any violations of construction Rules & Regulations will be the responsibility of the shareowner. These rules apply to all shareowners doing construction for themselves, other residents and for all contractors.**
 - ✓ **First Violation: Verbal or written warning to the shareowner and the other residents or contractor/driver**
 - ✓ **Second Violation: \$50 fine imposed to the shareowner;**
 - ✓ **Third Violation: Removal from property on date of incident and then, restricted from the property for 30 days.**
- 1. POSTED SPEED LIMIT IS always 10 MPH in ALL areas.**
 2. No parking at Community pool house (pool contractor is exempt from this rule) or on empty/vacant lots without prior authorization from the Community Manager and written authorization from owner of vacant lot.
 3. If required a 3-day parking permits is available at the ranger station for the DEER CREEK ADMIN PARKING LOT ONLY.
 4. **SEMI-TRAILERS ARE NOT ALLOWED** in the individual communities. All equipment supplies, and materials must be removed from the trailer and transported to the work site by other means. Staging of equipment, supplies and materials will only be allowed at the DEER CREEK main clubhouse parking lot or administration office parking lot. No materials can remain in the assigned staging area overnight.
 - **Violators will be fined \$200.00 and possibly banned from staging material in the staging area in the future.**

5. No construction is allowed to begin without a “**Permanent Improvement or Addition**” form that is signed by the owner(s) and approved by the Board of Directors.
6. All “**Permanent Improvement or Addition**” form requires prior approval (5 working days) before start of work. These forms are available to download, print or be submitted from the Regal Ridge Website or a paper copy may be available at the Pool House. A copy of permits should be submitted to the Property Manager prior to the beginning of any construction or demolition and must always be visible and readily accessible on the property site.
7. Any changes to the originally approved form/request that may result in a change to the footprint or set back requirements, must be re-submitted from the Website or a paper copy sent to the Property Manager for approval prior to proceeding with any changes.
8. Verify all Polk County Land development requirements by contacting them **FIRST**. Contact information is as follows: Planner-On-Call is a customer service provided to answer questions and assist citizens regarding the County's Comprehensive Plan, Land Development Code, and other planning topics. A staff member is available to meet with citizens who walk in the office, call on the phone (863-534-6084), or submit questions by e-mail (planneroncall@polk-county.net) or fax (863-534-6021). This service is available Monday through Friday from 8 a.m. to 5 p.m.
9. All owners/builder permit holders and/or contractors or their workers shall start work no earlier than 8 a.m. and stop work no later than 5 p.m. each day. All trucks, trailers and construction equipment should be removed from the community by 5:30 p.m. This excludes equipment requiring large vehicles to remove the equipment. (i.e.: Hi-Boy lift vehicle and large earth moving equipment)
10. NO construction or demolish work is permitted, unless an emergency arises, in any community after 5p.m. Saturday, until 8a.m. Monday. Approval to work Sunday may be allowed with written approval at the sole discretion of the Board of Directors. Request for Sunday work exception must be submitted to the Property Manager and approved by the BOD prior to close of business on the Friday preceding the Sunday work request.
11. Owners/builder or contractor must pay the cost to repair any damage to the common property and utilities during construction and clean-up. This also applies to damage to the road(s). Owner/builder or contractor shall not dig holes, tap water, sewer, or primary electric lines without appropriate licensees, permits or approvals as required.
12. No owner/builder or contractor shall use any electric outlet, water outlet, driveway or otherwise encroach on other property, other than the one permitted for construction. No vehicles should block driveways/roadways or otherwise restrict the passage of other vehicles.
13. No digging in roads or other common areas without prior written permission from the Community Manager.
14. No owner/contractor shall plant any trees within 10ft of roadways.
15. All owner/builder or contractors shall keep their construction site clean of debris. The list includes but is not limited to water bottles, drink bottles, drink cans, cigarette butts, nails, or other materials.

16. Burying of these materials is absolutely not allowed anywhere within Regal Ridge. Contractors will be responsible for trash, dirt, gravel or other materials falling off their trailers, trucks when exiting the community.
 - Failure to cleanup may result in Regal Ridge cleaning up the items and invoicing the shareowner or contractor for time and material to include a 20% surcharge
17. No dry cutting is allowed for pavers, bricks, tiles, or other materials that produces dust and debris within the community.
18. All vehicles must be in working order such that they do not leak anything on the roads, driveways, or other common areas.
19. The playing of radios and other devices which might disturb other residents will be tightly controlled and volume should be kept to a minimum.
20. DEER CREEK COMMUNITY DUMPSTERS: are NOT to be used for disposal of construction/demolition materials by any contractor or sub-contractor. Contractors and sub-contractors are required to remove/haul away your own construction/demolition materials, brush, dirt, grass, pavers, and garbage. Any owner, contractor or sub-contractor violating this policy will be fined as identified in the following: (fine will be the responsibility of the shareowners if the contractor does not pay)
21. Owners/contractors and sub-contractors are responsible to remove all construction/demolition materials from the work site. If an owner or contractor breaks/damages a water line or utility line on a property you are working on, it is your responsibility to:
 - A: Immediately notify the Community Manager of the damage.
 - B: Immediately begin to repair damage using an approved license contractor.
22. Cement/concrete trucks are not allowed to wash out anywhere on the Deer Creek property.
 - **Violations will result in a \$500.00 fine for the driver of the vehicle, the owner/operator of the vehicle, and the owner/contractor. It will result in the driver and owner/operator being permanently forbidden to enter Deer Creek property. In addition, if for any reason following a washout Deer Creek experiences any malfunction of its Waste Pump Station, we will hold all parties accountable for all cost associated with repairing the WPS**
23. NO trailers are to be on site overnight. If it becomes necessary to park a trailer on Deer Creek property, written authorization must be obtained from the Community Supervisor. Vehicle illegally parking will be towed at owners' expense. If you believe your vehicle has been towed, you may contact Bolton's towing at 863-421-9966.
24. Contractors/builders/owners are responsible and must call 811 (power, cable, phone, and utility) prior to the starting of work.

25. The owner is responsible to submit a "Permanent Improvement or Addition" form to the Property Manager or to submit such from the Regal Ridge Website for review/approval and ensure that documents submitted to county are within the Regal Ridge PUD guidelines. Before approval is granted for any construction request, you must submit the following:

- Permanent Improvement or Addition form signed by owner and approved by the Regal Ridge Board of Directors
- A complete and accurate description of the proposed change/improvements. Examples include: a site plan showing the location and dimensions of the proposed improvement, materials, color, etc. (site plan can be provided to the Community Manager
- Signed PUD requirements by owner and contractor
- Signed contractor rules/regulations by owner and contractor
- Any cost incurred if there is failure to comply with the above requirements or an error/change in the plans it will be the sole responsibility of owner to rectify the error and fully comply with all PUD requirements

Note: Failure to fully comply with these requirements could result in lien on the owner's property by the Regal Ridge Cooperative.
