

Willow Springs

COMMUNITY STANDARDS, RULES, AND REGULATIONS

Adopted by the *Willow Springs* HOA Board Dec-16

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I. COMMUNITY STANDARDS, RULES, AND REGULATIONS OVERVIEW AND INTRODUCTION

A. MISSION STATEMENT OF THE COMMUNITY STANDARDS COMMITTEE

The Community Standards Committee mission is to establish, set, and adjust community-wide rules and regulations and/or non-architectural standards for maintenance, ownership, or residence within WillowSprings to preserve consistent external appearance, attractiveness, livability, balance and compatibility of homes and property. Implicit in the mission statement is the support, protection, and enhancement of property within the WillowSprings community.

B. FOUNDATION OF COMMUNITY STANDARDS, RULES, AND REGULATIONS

The Community Standard Rules and Regulations are created in accordance with the current provisions and documents governing our community which address overall community-wide standards; be they regulation by the City of Franklin or the WillowSpring CCRs (Covenants, Conditions, & Restrictions). The Community Standards, Rules, and Regulations supplement and work in conjunction with established CCRs and SARB (Site & Architectural Review Board) Rules & Regulations.

C. SCOPE, FUNCTION AND INTENT OF COMMUNITY STANDARDS, RULES, AND REGULATIONS

The Community Standards Committee, with oversight by the WillowSprings HOA Board is tasked with the creation, dissemination and oversight of a Community Standards, Rules, and Regulations document that supports, amplifies, and clarifies the Master Covenants and other governing documents that bind each property owner/resident. The Community Standards Committee further serves to:

- support, protect, and preserve the value of WillowSprings residences
- maintain an environment of consistency, fairness, and impartiality in both creation and application of rules
- balance individual property owner/resident taste and style with overall community-wide standards
- support the education, understanding and compliance of governing documents, rules and regulations

D. VIOLATION NOTIFICATION AND ENFORCEMENT PROCESS

The responsibility for reporting violations of Community Standards, Rules, and Regulations lies with each individual homeowner/resident of WillowSprings. If/when a resident sees a violation or has reasonable concerns regarding possible infraction or violation; homeowners/residents should report such occurrences directly to the property management company/community manager.

The property management company/manager will forward action reports to the Chairperson of the CSC (Community Standards Committee); who will initiate a committee review into the reported issue. The CSC will conduct a timely review of the reported issue, and render its decision to the property management company/manager for communication to the property owner/resident. The management company/manager will subsequently monitor compliance and if necessary, assess fines in accordance with HOA rules and regulations.

Homeowners/residents may appeal to the HOA Board on violation matters. HOA Board decision is final.

II. LIST OF COMMUNITY STANDARDS, RULES, AND REGULATIONS BY TOPIC

The following list of Community Standards, Rules, and Regulations, is alphabetical by topic and addresses common items within WillowSprings. The list is a preliminary guide and is not all-inclusive, but rather serves along with the Covenants, Conditions, and Restriction (CCRs) and SARB Rules & Regulations to address overall community-wide standards as to what is generally accepted and permissible within WillowSprings. The list will be expanded and adjusted over time as necessary and upon additional work by the CSC (Community Standards Committee).

AERIAL DEVICES | DRONES AND REMOTE OR RADIO CONTROLLED MODEL AIRCRAFT

Due to potential safety hazards, nuisance issues and privacy concerns, the operation of any mechanized aerial device, drone, remote or radio controlled model aircraft is not allowed to be piloted from, flown over or landed on common areas within the community.

- The HOA does not assume the risk of potential claims arising from injuries to persons or property via aerial device or drone operation
- Operation inside the confines and boundaries of individual homeowner / resident private property is at the assumed risk arising from injuries to persons or property of the individual homeowner; and is further subject to following the FAA's outlined aerial devices parameters for operations limits

As drone technology and/or the use of delivery drones expands, and while the FAA (Federal Aviation Administration) currently reviews for publication the rules for public use of drones; reasonable guidelines, standards and regulations for usage will be discussed, drafted, and implemented accordingly.

ANCILLARY BUILDINGS

Storage buildings, outbuildings, detached buildings, or any structures which are separate from and subordinate to the home are not permitted in WillowSprings. Storage and/or outbuildings include, but are not limited to: tool sheds, garden or potting sheds, utility sheds, green houses, solar collectors etc.

PODS, Portable On Demand Storage units or similar temporary storage structures are the exception to this rule, and may be utilized temporarily within the following parameters:

- PODS or similar temporary storage structures are permitted temporarily if/when **prior** notification is made to the Management Company as to its nature and intended duration
- PODS or similar temporary storage structures are permitted to be placed on a homeowner/resident driveway **only**; and may not be placed in the yard, street, or upon any common areas
- PODS or similar temporary storage structures are not permitted in the front of homes
- PODS or similar temporary storage structures may remain for no longer than two (2) weeks

CLOTHESLINES | LAUNDRY

Outdoor clotheslines are not allowed in WillowSprings. Laundry may not be hung on a drying rack, from a clothesline or hung to dry from any area within or outside a property where it is visible from neighboring property, contiguous streets or in public view; such as but not limited to balcony, terrace, or porch railings, trees, play equipment, arbors, or fences.

This provision may, however, be temporarily waived by the HOA Board during a period of severe energy shortage or power outage or other conditions where enforcement of this section would create hardship.

COMMON AREAS

Common area use and enjoyment is equitably authorized for all WillowSprings homeowners, residents, their families, and guests. Common areas include all entrances, monuments, parkways, green spaces, ponds, lakes, trails, the playground, the pool, and all adjoining areas; as well as all other areas maintained throughout the Community by the WillowSprings HOA. Common areas are further defined as all real property and improvements thereon owned or leased by the WillowSprings HOA for the common use and enjoyment of WillowSprings owners / residents and their families or guests.

- All persons, be they homeowners / residents, their families or guests enjoy the use of common areas at their own risk, are responsible for their own safety, and further indemnify the WillowSprings HOA from any liability
- Family members and guests are the responsibility of the homeowner / resident
- Parking or use of motorized vehicles, including but not limited to automobiles, motorcycles, ATV's, and scooters are not allowed on the nature trails, paved pathways, or common areas; maintenance and/or utility vehicles as approved by the WillowSprings HOA are excluded
- Open fires, campfires, fireworks or pyrotechnic devices of any type or size are not allowed
- The dumping of garbage or any other form of refuse in common areas is not allowed; pack it in pack it out
- The modification of or harvesting of common area grounds, plants, trees or vegetation is not allowed
- No structures of any kind, temporary or otherwise are to be built or placed on or within common area grounds
- Any activity on or use of common area grounds that require or result in subsequent repair or additional upkeep is not allowed
- Signs other than those approved by the WillowSprings HOA are not allowed
- All amplified sounds both in noise level and duration from persons or sound devices such as, but not limited to; speakers, radios, horns, whistles, bells et al., must be kept at a level that does not disturb the peace and enjoyment of surrounding areas or persons
- Common area use is subject to all Covenants, Conditions, and Restrictions (CC&Rs) and all accompanying rules and regulations adopted by the WillowSprings HOA
- Prosecution of misuse, destruction or vandalism to common area property will be pursued by the WillowSprings HOA
- Damage to common areas due to negligence or misuse by homeowner / resident their families or guests will be assessed against the homeowner / resident and shall be repaired at the express direction of or by the WillowSprings HOA
- Common area use is subject to revocation or suspension for infraction or violation of common area rules and regulations
- Common area use is subject to revocation or suspension for a homeowner, resident, family, or guests for any period during which an assessment or fee remains unpaid

All criminal laws and prohibitions apply to conduct on common areas within WillowSprings, and are overseen by the Franklin Police Department. To report a life-threatening emergency or crime in progress, dial 911. To report non-emergency violations or concerns, call (615) 794-2513.

COMMUNITY MESSAGE BOARD

The WillowSprings Community Message Board is provided as a service to all homeowners/residents. It is intended as a means for all homeowners/residents to connect and communicate with one another on WillowSprings related topics.

The HOA Board utilizes the Community Message Board to the extent that the Management Company may post community-wide up-dates or announcements at the HOA Board's direction. The HOA Board does not use the Message Board as a platform to address individual concerns or problems. In such cases, the HOA Board communicates directly and privately to individual homeowners/residents. Any such individual concerns or problems should be reported directly to the current Management Company/Community Manager via telephone or email, *not* the Community Message Board.

By registering for the message board, homeowners/residents agree to abide by its *Terms of Use* where guidelines must be followed when posting. Failure to follow the guidelines may result in forfeiture of access to the Message Board, as use of the Message Board is a privilege, not a right. The WillowSprings HOA Board may, at its sole discretion, revoke Community Message Board privileges at any time and without notice, for infractions.

TERMS OF USE:

- The Community Message Board is for homeowners/residents only
- Anonymous postings or registrations are not allowed, which also serves to avoid its use by non-residents
- Common courtesy should be used on the Message Board; abusive comments will not be tolerated
- Message Board replies, particularly in response to “For Sale” items by example, should be sent to the individual seller or posting party’s direct email address rather than sent back to the Message Board itself, where it’s viewed by the entire community
- The Message Board is not intended for commercial ads, business solicitation, or political messages; events that benefit schools or charitable organizations are acceptable
- The Message Board is not intended as a means to communicate directly with the Management Company or the HOA Board to report a problem or seek remedy to a specific concern within the community
- The Message Board is not to be used to air personal disagreement with another homeowner/resident or committee volunteer
- The HOA Board has the right, but not the obligation, to monitor and/or moderate the Message Board
- Any post considered inappropriate may be removed at the HOA Board’s sole discretion
- The HOA Board reserves the right to change any or all parts of the Community Message Board Terms of Use at its sole discretion and without notice
- The HOA Board, and/or its representatives in no way endorse or are to be held responsible for any comments posted on the Message Board

DOOR AND WINDOW TREATMENTS: DRAPES | BLINDS | SHADES ETC.

All door and/or window coverings or treatments of any kind which can be seen from the exterior shall be lined or backed with material which is white, off-white, or neutral in color; so as no other color or pattern can be seen on a window or a door from the exterior.

FLAGS

The following applies to all flags:

- Flags visible from the exterior of a home/residence may be hung on removeable flagpoles or flag staffs attached by mounting brackets to the exterior wall of the home/residence; such removeable flagpoles are to be no more than six (6) feet in length, and three (3) inches in diameter
- Flags may not be hung, strung, stapled, or otherwise mounted to any exterior portion of a home/residence
- Flags shall not exceed three (3) feet by five (5) feet in size
- Flags which denote citizenship, country, or state of origin, as well as collegiate or professional sports teams may be displayed
- Flags which display trademarks, advertising, or which may be perceived to incite, antagonize, or make political statements are not permitted
- Flags shall be maintained in good condition and shall not be displayed if mildewed, tattered, torn, or faded
- Flags denoting or celebrating a special event such as a graduation or birth may be displayed for a period of thirty (30) days inside of such event
- Flag poles which are permanent, free-standing, and in-ground in nature are not permitted

GARAGE DOORS

Garage doors are to remain closed when not in use; and are not to remain open unattended. Garage doors which cannot be closed due to faulty operation must be repaired; ideally within seventy-two (72) hours.

GARBAGE RECEPTACLES & REFUSE CONTAINERS

Roll-out refuse containers, garbage cans, and receptacles are to be stored out of public view from the street, sidewalk or neighboring lots at all times other than on designated trash collection days and times.

- All garbage, refuse containers or receptacles are to be stored on property inside homeowners' garage or where otherwise adequately screened from public view by landscaping or approved screening
- All garbage, refuse containers or receptacles must be City-issued rollout container(s) or those approved below by the City of Franklin; as the City Solid Waste Department will not service any private-owned cans or unapproved receptacles:
 - City-issued roll-out refuse containers
 - Recyclable Blue Bags
 - Biodegradable Yard Waste Bags
- All rollout containers, yard waste bags, brush, recycling bags and/or other refuse may be placed curb-side *only* within the allotted collection time-frames as outlined by the City of Franklin:
 - No earlier than 7:00 PM the day before your scheduled collection service
 - Deadline for removing empty roll-out container from curbside street or alley is 7:00 PM the evening of collection day

Additional information on compliance with the sanitation regulations of the City of Franklin, the disposal of bulky items, brush collection, hazardous waste, recyclables, holiday schedules etc., are available for reference at: <http://www.franklin.gov.com/government/sanitation-and-environmental-services/sanitation-and-environmental-services>

GARDENS

Gardens and/or garden structures of any kind, size, shape, or construction including but not limited to vegetable gardens, framed gardens, raised gardens or in-ground garden beds are permitted so long as they and their corresponding equipment fall within the following parameters:

- Gardens, compost piles, rain barrels or similar rain water collection devices are not permitted in the front yard of a home/property
- Gardens, compost piles, rain barrels or similar rain water collection devices must be located inside of side yard, courtyard, or backyard setback requirements
- Gardens, compost piles, rain barrels or similar rain water collection devices must be placed in locations that are not visible from the street or from adjacent and/or impacted properties; ideally within a backyard, privacy fence, or courtyard and overall screened from view
- Garden structure materials are recommended and preferred to be constructed of wood and must be neutral in color
- Rain barrels or similar rain water collection devices must be consistent with the visual scale of the home/property, and compatible with the overall design and architectural character of the home/property
- Rain barrels or similar rain water collection devices must be neutral in color and match, blend, or complement the house color(s)
- Rain barrels or similar rain water collection devices must be maintained in a manner that does not create a condition capable of breeding mosquitos or other arthropods

- Compost piles and rain barrels or similar rain water collection devices are limited to one (1) each per property
- Compost piles must be screened from view from the street and from adjacent and/or impacted properties
- Compost piles must be properly maintained to ensure there is no objectionable odor or infestation of rodents and/or insects
- All garden equipment and tools must not be visible from the street or from adjacent and/or impacted properties; and stored entirely out of public view within a homeowner/resident garage or home at the end of the growing season
- Vegetation supports such as poles, strings, netting, stakes, hoops, cages etc. may not exceed 48” in height and must be removed at the end of the growing season and stored entirely out of public view
- Water gardens, fountains, ponds, and similar built-in water features require SARB application, review and approval prior to addition, construction, or installation

LAKES | PONDS

The lakes and ponds are part of the WillowSprings common area; and as such are authorized for use and enjoyment by all WillowSprings homeowners / residents their families, and guests within the following parameters:

- Swimming is not allowed by any persons (or) household pets
- Feeding of the waterfowl is not allowed
- Ice fishing is not allowed
- Ice skating is not allowed
- Boating is not allowed, apart from shore-operated miniature remote-controlled boats and maintenance and/or utility boats operated by approved WillowSprings HOA vendors
- Fishing is permitted by homeowners / residents, their families, and invited guests only
- Fishing is catch and release only
- All owners / residents and their families or invited guests are required to wear or otherwise visibly display the WillowSprings HOA issued fishing lanyards while fishing
- Guests of homeowners / residents are the responsibility of the owners / residents and are required to wear or otherwise visibly display the WillowSprings HOA issued fishing lanyard when fishing unaccompanied by homeowner / resident

WillowSprings HOA issued Fishing Lanyards may be obtained by contacting the management company – replacement for lost, stolen or misplaced lanyards may be acquired through the same means with an accompanying \$10.00 replacement fee.

OUTDOOR FURNITURE

The following applies to all outdoor furniture:

- Outdoor furniture must be placed on designated porch, deck, courtyard, or patio areas
- Outdoor furniture placed outside of a porch, deck, courtyard, or patio area must be otherwise integrated into the overall landscape design and within a defined landscape bed; as in the case of a garden bench etc.
- Outdoor furniture is not permitted to be placed on the lawn portion of a yard or property except when temporarily in use
- Outdoor furniture in the form of plastic or metal stacking or folding chairs are not permitted except when temporarily in use; and must otherwise be stored fully from public view and/or adjacent, surrounding or impacted properties
- Outdoor furniture must be compatible with the overall design and architectural character of the home in terms of style, color, size, and material

PARKING: RESIDENTIAL | COMMERCIAL | RECREATIONAL

All WillowSprings streets, sidewalks, and alleys are Public City Streets monitored, maintained, and controlled by the City of Franklin. The parking rules and regulations for WillowSprings homeowners, residents and their guests are outlined below. These Rules and Regulations are in addition to and/or correspond directly with those of the City of Franklin.

As it pertains to the below list, WillowSprings defines a vehicle as any motorized or non-motorized form of conveyance or carriage; including but not limited to automobiles, motorcycles, trucks, vans, SUV's, boats, ATV's, RV's, and trailers.

- Vehicles are to be parked in owner / resident garage or driveway
- Vehicles may not be parked on yard/lawn, common areas, or access roads; off-street parking is allowed on approved driveways or parking pads only
- Vehicles must be parked in the direction of traffic or *with traffic*
- Vehicles may park in the pool parking lot so long as they do not remain parked overnight
- Vehicles may not park near/blocking fire hydrants or near/blocking mailboxes
- Vehicles may not park blocking driveways or sidewalks
- Vehicles parked in driveways may not park on or block sidewalk traffic
- Vehicles parked on the street may not remain unmoved in one spot for more than 72 hours; beyond this period vehicle owner risks citation by the City of Franklin per the City's parking regulations
- Vehicle covers are not allowed in owner/resident driveways or where visible from the street
- Motorcycles are to be parked in owner/resident garage only
- Vehicles which are inoperable, unlicensed or in a state of major disrepair, including but not limited to; without inflated tires, without one or more wheels, burned throughout, more than one window missing or broken et al., may not be kept, or stored on any premises driveway or parking pad; but may be stored out-of-public-view in a homeowner/resident garage
- Vehicles, defined as, but not limited to; vacation trailers, motor homes, campers, RV's, ATV's, boats, and trailers, attached or attachable, may not be parked or stored in WillowSprings, in driveways, or where visible other than for the temporary purpose of trip preparation, loading, unloading or for temporary guests/visitors; but may be stored entirely out-of-public-view in a homeowner / resident garage
- Homeowner / resident-owned commercial vehicles, defined as, but not limited to; any form of vehicle with lettering or advertising, visible tools, machinery, equipment, debris, or trailers attached or attachable to any commercial vehicle may not be parked or stored in WillowSprings, in driveways, or where visible; but may be stored out-of-public-view in a homeowner / resident garage

Pursuant to the City of Franklin's Municipal Code:

Sec. 15-610. - Parking of commercial vehicles in residential zones prohibited.

- (1) No person shall park any motor vehicle licensed and/or primarily used for commercial purposes, continuously for more than 15 days within a residential zoning district, either on a public street, or upon any lot smaller than five acres in size; nor shall any person allow any such motor vehicle to be parked on any such property belonging to him or under his control in violation of this section.
- (2) The parking of a commercial vehicle otherwise prohibited under subsection (1) shall be permitted so long as the vehicle is located in the rear yard of the lot, as defined in the Franklin Zoning Ordinance, and is effectively screened from any adjoining roadway or adjoining property by a wall, enclosure, fence, greenery or shrubbery.
- (3) No school buses or trailers attached or attachable to any commercial vehicle shall be parked in any residential zone at any time.

- (4) Excluded from this section entirely are emergency service vehicles and other vehicles actively performing a service on the residential property, including moving vans and vehicles needed for construction purposes.

PETS | HOUSEHOLD PETS AND ANIMALS

Household or domesticated pets, cats, and dogs et al., may be kept by owners / residents provided they familiarize themselves with and abide by all applicable City of Franklin and Williamson County Municipal Codes, as well as adhere to those rules and regulations specific to WillowSprings:

- No pets or household animals are to roam unattended
- No pets or household animals are allowed within the fenced pool area except service animals
- No pets or household animals are allowed in the common area ponds/springs/lakes
- No pets or household animals may cause or create an unsafe condition or unreasonable disturbance, annoyance, or nuisance
- No pets are to be kept, bred, or maintained for commercial purposes
- No dogs are allowed off-leash at any time when in any public or common area
- Owners / residents are held directly responsible for the immediate collection and proper disposal of all pet waste and litter within the community, including but not limited to private property, common areas, sidewalks, streets, and nature trails
- Owners / residents are responsible for all conduct of their household pets; on private property, public or common areas, and are held liable for any subsequent damage caused to person or property
- Dog crates, houses or similar enclosures must be placed entirely out-of-view from any public right-of-way and/or from adjacent or impacted properties
- Runs, kennels, and/or animal pens are not allowed
- The keeping of poultry, livestock, or animals other than customary household pets is not allowed

Per the Covenants, Conditions, and Restriction (CC&Rs), a maximum of two (2) dogs, cats or other such household pets approved by the HOA; or a combination thereof not to exceed a total of two (2) pets may be kept in a Residential Unit. Furthermore, the Board has sole and absolute discretion to restrict or regulate the number, type, and size of pets; particularly those deemed conclusively to create unreasonable danger, disturbance, annoyance, or nuisance.

The observance of any household animals seen running loose, abused, or otherwise mistreated should be reported to Williamson Animal Center: 106 Claude Yates Drive – Franklin, TN 37064 (615) 790-5590. For a full list of the Rules and Regulations pertaining to the keeping of household pets by Williamson County residents, please visit or reference: www.williamsoncounty-tn.gov/index.aspx?NID=893 (or) www.williamsoncounty-tn.gov/DocumentCenter/Home/View/3310

TEMPORARY STRUCTURES

Temporary structures have limited and regulated allowance. Temporary structures such as but not limited to camping tents or entertainment tents erected for recreational or social functions may be utilized temporarily for reasonable and occasional use so long as they follow the below criteria:

- No temporary structures of any kind are permitted in the front of homes
- Temporary structures must be placed inside of side yard, courtyard, or backyard setbacks
- Temporary structures must be placed in as inconspicuous a location as possible, which are least visible from the street and from adjacent and/or impacted properties
- No temporary structures of any kind are permitted to remain erected for more than seventy-two (72) hours

III. GLOSSARY OF TERMS

CCRs - Covenants, Conditions and Restrictions for the WillowSprings Community as recorded in 2001 with all Amendments to date

COMMON AREA(S) – Refers to all real property and improvements thereon owned or leased by the WillowSprings HOA for the common use and enjoyment of owners and residents of WillowSprings

COMMUNITY - Refers to the WillowSprings Community as established in the CCRs

COMMUNITY MANAGER - Refers to the property management company representative assigned to help manage the community at HOA Board direction

COMMUNITY STANDARDS - Refers to a set of Standards, Rules, and Regulations for the WillowSprings Community approved by the HOA Board

CSC - Refers to the Community Standards Committee

HOA BOARD - WillowSprings Homeowner Association Board of Directors, as elected each year at the annual March meeting

MANAGEMENT COMPANY - Refers to the company currently managing the community at Board direction

MESSAGE BOARD - Refers to the section of the WillowSprings HOA website used for sending and receiving information relevant to WillowSprings owners/residents

SARB – Refers to the Site and Architectural Review Board

SARB RULES & REGULATIONS - Refers to a set of Site and Architectural Review Board Rules & Regulations as sanctioned by the CCRs and approved by the HOA Board