

MAPLE MOUNTAIN HOMEOWNERS ASSOCIATION

Community Rules & Regulations

c/o TPM Inc.
2230 N. University Parkway # 7A
Provo, UT 84604
Last Updated- June 2025

INTRO

Maple Mountain Homeowners have a responsibility to help maintain the setting we enjoy and the appearance and general upkeep of our community. The intent of these Community Rules & Regulations is to assist in the curb appeal and peaceful enjoyment of our property for all residents of the Maple Mountain Townhomes.

Please review the information with all persons living in your home. We have a great place to live. Thank you for your help and commitment to keep it that way.

ASSOCIATION DUES

Budgeted HOA fees are to be paid to our property management company. Payment can be made online or mailed to their office. Payments are due on the 1st of each month and late after the 15th. Late fees will be assessed to payments made after the 15-day grace period. All collection costs, lien filing fees, court costs, and attorney fees will be billed to delinquent owners in addition to the amount owed to the Association.

MEETINGS

The General Homeowners Meeting is held annually. The date and time are announced to all homeowners. Owners are welcome to attend the Board Meetings which are held the first Thursday of each month (with the exception of July and December) at 7:00 pm in the clubhouse as long as there is a quorum available.

HOMEOWNER CONCERNS OR SUGGESTIONS

Homeowners or Residents should submit maintenance or other HOA related concerns to our property manager through the online portal, by email, or calling them directly.

INSURANCE

The Association does carry a blanket insurance policy. **However, homeowners are responsible to have an insurance policy to cover the amount of the Association's deductible for any loss in their townhome.** Contact the property manager or insurance carrier if you are unsure about the amount of the current deductible. Owners or renters must also cover their personal contents.

OCCUPANCY

Units are designed and approved for occupancy by one (1) single family. Single family is defined as an individual living alone, a group of two or more persons each related to the other by blood, marriage, or legal adoption OR a group of not more than four (4) unrelated singles. Leases are for a minimum of 6 months (unless approved by the Board for circumstances such as hardship).

RENTALS AND LEASES

When units are to be rented or leased by anyone other than the Owner, the following is required:

- 1) **Rentals/leases must be recorded at www.tpmhoa.com/maple**
- 2) The HOA must be provided (**within 15 days of occupancy**) with a copy of the Rental Agreement (minimum 6 months) which provides the following information:
 - The names and ages of all intended residents.
 - A stipulation that residents will abide by the Rules and Regulations of the HOA.
 - Accept responsibility for any costs and/or fines incurred by actions of the occupants. Fines will be assessed (per the fine schedule) for not providing a copy of the lease to the Association.
- 3) Per section 10.6 of the CC&Rs, the Association may charge a monthly Administration Fee of up to 20% of the monthly Assessment to Owners who lease their unit or do not occupy it as a primary residence.

LANDLORDS/TENANTS

Landlords are responsible for their tenants and any rule violations caused by such. Any fines or damages resulting from tenant misconduct are payable by the Landlord. Landlords are responsible for informing their tenants of the Maple Mountain Community Rules & Regulations and other governing documents. Owners are ultimately liable for any tenant infractions in any limited or common areas, for example, tenants not cleaning up after pets.

PARKING

- Any vehicle may be towed or booted at the Owner's expense if it is in violation of the Rules.
- No parking is allowed on the private HOA streets, sidewalks, or planter areas. Parking or driving on any portion of grass, lawn, sidewalks, or between buildings is prohibited.
- Visitor Parking: Residents may not park in visitor parking. Guests parked overnight in visitor parking must register their vehicle online. (Please note the QR code and registration instructions posted on each visitor parking sign). Unregistered guests will be towed and residents who register their vehicles as a guest and park in visitor parking, will also be towed.
- The clubhouse parking lot is for clubhouse events only.
- Each unit has their own exclusive use of their garage and driveway. Repairs, oil changes, and other auto servicing may not be done on common property. Please conduct these activities within the unit owner's garage.
- A written notice to the Owner of neglected vehicles, including non-operable and/or abandoned, will be posted on the unused vehicle requesting removal. If the vehicle has not been removed within 24 hours thereafter, the Association shall have the right to remove the same without liability, and do so at the expense to the vehicle owner.

TIME LIMITS FOR LOADING/UNLOADING, RV's MOVING TRUCKS

- Active loading and unloading of RV/recreational vehicles should take place during daylight hours. No overnight parking of RV's is permitted.
- Vehicles used for moving purposes shall have a 24-hour time limit for parking. Please park the truck on city streets overnight, if needed.
- PODS or similar style storage containers may be used for moving purposes only and must be placed in driveways for a period of no more than 14 days.
- Vehicles that are being actively loaded or unloaded will not be towed. Driver must be found within close proximity of the vehicle. If the vehicle is not being loaded or unloaded, then the vehicle is considered parked and parking rules will be enforced.

GARBAGE CANS

Garbage cans must be removed from the street by midnight on garbage day. Garbage cans are to be removed from the road and placed either adjacent to the building or within the owner's garage.

NOISE

- Quiet hours are from **10 p.m. to 7 a.m.** No loud noises of any sort, (i.e. radios, TVs, power tools, hammering, voices, vehicles, motorcycles, musical instruments, amplifiers, or any other devices emitting noise) that disturb a neighbor are permitted at that time.
- Residents should use reasonable care to avoid loud noises that might interfere with the comfort, peace and enjoyment of any other resident or neighbor.
- Please be courteous when having a party. Notify your neighbors, when possible, if you are having a gathering and believe noise may be an issue.
- Firearms may NOT be fired or discharged at any time or anywhere on the community premises except for reasons of self-defense.
- Aerial fireworks or fireworks that are illegal in the State of Utah are not allowed at any time. Other fireworks may be used on appropriate holidays.

PETS

Please be considerate of your neighbors and clean up after your pets. Pets should not be a nuisance to others. Please be mindful of these rules as they pertain to every pet:

- Pets and service animals must be registered at www.tpmhoa.com/maple
- Pets are limited to 2 or less per household per Spanish Fork City guidelines.
- Aggressive pets that pose a danger to other residents or other pets are prohibited.
- Pets may not be left unattended or off leash in the common area.
- Pets may not be tethered or leashed to trees, doorknobs, grills, attached or detached furniture, or patios without proper supervision. This includes tethers that screw into the ground.
- The Owner of the pet(s) shall have the responsibility to pay for property repair from damage caused by the pet(s), including damage to any landscaping, sod, etc.
- Any owner of a dog or cat shall have the animal vaccinated by a legally authorized person, attaching the rabies tag to the collar, which must be worn at all times.
- It is unlawful for the Owner of the pet not to immediately remove excrement deposited by the pet on any common property.
- It is unlawful to keep any dog that by habitual barking causes a serious annoyance to a neighbor.

If you believe an animal is neglected or abused, please contact Animal Control at 801-852-6247.

Please contact the Managing Agent for infractions or rules to be enforced. Any infraction of these rules will result in the fines as outlined in the HOA fine schedule.

COMMON AREAS AND GROUNDS

- No nuisance shall be allowed on Maple Mountain property, whether written, verbal, physical, implied, or the like. Any use or practice which is the source of annoyance to others, or interferes with the peace of the community will not be allowed.
- Common areas shall be kept in a clean and sanitary condition. No rubbish, trash, refuse, pallets, lumber, bikes, scooters, toys, or personal belongings are allowed to accumulate in common area. Items left in common area may be removed by the Association.
- Main entrances, streets, sidewalks, and grass areas shall be kept free of obstacles such as garbage cans, toys, trash, bicycles, boxes, furniture, car parts, or other personal belongings.
- No motorized vehicles are permitted on the grass areas, sidewalks, planters, and playgrounds.
- Absolutely no hot tubs, jacuzzis, saunas, hot baths, pools, or trampolines are permitted.
- All Unit Owners will be held responsible for any damage or abuse to any property caused by themselves, guests, children and/or their pets or guest's children or their pets.
- Outdoor Grills should NOT be operated within the confines of the garage. Grills should only be lit in the open air of the driveway where no fire hazard can occur.
- Garage sales may only be held on the large grass area that fronts the main road across from Sierra Bonita. Garage sales are NOT to be held out of personal garages. This brings too many vehicles inside the townhome area, causing danger to children.

If an Owner witnesses a violation, the event should be documented, and if possible, a photo taken of the inappropriate behavior, and sent to the Property Manager.

SATELLITE DISHES

- Dishes may not exceed 24 diameters in size.
- Dishes must be placed on the roof directly above the Owner's unit. Location of the dish should generally be such that it does not project above the roof line and is in an inconspicuous place. The precise location must be approved in writing.
- No cables or other running wires may be exposed on the outside walls or roof.
- Dishes must be properly grounded in compliance with all local and state electrical codes.
- Any damage caused to the roof, walls, or other areas of the community because of the installation or removal of the DSS is the sole responsibility of the Owner.

REMODELING AND CONSTRUCTION

Contact the Association prior to any project that alters the appearance of the exterior of the home.

SECURITY

As a precaution against possible theft and unknown entry into our homes, and to help improve the general appearance of Maple Mountain, unless someone is using the garage, homeowners are requested to keep garage doors closed.

VIOLATION PROCEDURES

Any Unit Owner, who feels the Rules are not being followed and the situation cannot be resolved, may submit a detailed complaint to the Managing Agent. Please include the date, time, location, and if possible, any photo of the infraction.

FINE SCHEDULE

OFFENSE	PET VIOLATIONS	FAILURE TO PROVIDE COPY OF LEASE OR REGISTER PET	TRASH	ARCHITECTURAL, NUISANCE, PARKING, AND COMMON GROUNDS
1 st	\$100 <i>plus cost of clean up</i>	\$50	\$25	\$50
2 nd	\$200 <i>plus cost of clean up</i>	\$100	\$50	\$100
3 rd	\$250 <i>plus cost of clean up</i>	\$200	\$100	\$200
EACH ADDITIONAL	\$250 <i>plus cost of clean up</i>	\$200	\$100	\$200

The HOA reserves the right to enforce fines for other violations. This fine schedule reflects the penalty cost for the corresponding violation. **Fines reflected in this schedule do not include costs of repairs, costs of replacement, late fees, reasonable legal fees, or any additional fees that may accrue from such violation.**

Parking Violations can result in a fine **and/or** the vehicle being towed at the owner's expense.

Payments of fines are the responsibility of the Owner. The HOA reserves the right to collect any and all fees associated with any violation as set forth in the Community Rules & Regulations.

An owner has the right to appeal any fine assessed to their account within 30 days of the date of the fine assessment. Please contact the property manager in writing to appeal.