

SANDSPOINT WEST CONDOMINIUMS
6701 Sandspoint
Houston, TX 77074

Attention: Homeowners & Residents

The Rules and Regulations enforced on the property are designed specifically to help preserve a pleasant and orderly environment for the benefit of all the residents. Needless problems can be avoided if residents become familiar with the following, abide by them and inform their guests accordingly. The Sandspoint West Condominium Homeowners Association, acting through it's Board of Directors is authorized to impose reasonable fines against Unit Owners for various violations of the rules under the Texas Uniform Condominium Act, Chapter 82 of the Texas Property Code, effective January 1, 1994; which allows for such fines under Section 82.102(a) (12). The Association shall assess said fines after the first notice of a violation unless Unit Owners comply within 30 days or request a hearing before the Board within that 30-day period.

A. SWIMMING POOL AREA

While using the pool facilities, the following rules, which are also posted at the pool, must be complied with at all times.

1. Anyone who damages the gate or locks to gain access, damages pool furniture or any common property in pool area will be responsible for the cost of repairs or replacement. If necessary, charges will be filed with the Houston Police Department.
2. Pool furniture is not to be removed from within the fenced area or used to prop open the gate. Pool furniture is to be left in orderly fashion when leaving the pool area.
4. There is no lifeguard – swim at your own risk.
5. Pool use is for the exclusive use of residents and their guests only.
6. No pets allowed in the fenced area per City of Houston health ordinance.
7. No child under the age of twelve (12) years is allowed in the pool area for any length of time unless accompanied by an adult.
8. No glass containers allowed in the fenced area.
9. Keep gate closed at all times. Fence climbing is prohibited.
10. No cut-offs allowed in the pool – only regulation swimsuits.
11. Loud music and foul language is not permitted.
12. No bicycles, tricycles, skates or skate boards allowed inside pool area or blocking the gate entrance.
13. Pool hours are 8:00 a.m. to 10:00 p.m. during the week and 8:00 a.m. to 11:00 p.m. on weekends.
14. Pool closes November 15th and reopens May 1st.
15. Homeowners can obtain a pool key by submitting their Resident Profile to the property management company. Tenants leasing a unit may obtain a key

through the Homeowner once a copy of the rental application, lease agreement and credit check information are submitted to the property management company.

B. PARKING AND TOWING

TOWING IS ENFORCED ON THE PROPERTY. All homeowners, renters & their guests must comply with parking regulations. Any vehicle parked illegally is subject to towing at the owner's (or guest's) expense; the Association and/or the property management company **will not reimburse residents or guests for towing charges.** Vehicles are considered illegally parked and subject to towing **with or without notice,** as provided by law, if ANY of the following apply:

1. Vehicles found parked along a fire lane (red curb), which is prohibited by law and City of Houston traffic ordinances, is a violation that can result in the issuance of a ticket and fine will be towed without advanced notice as per the City ordinance.
2. Double parking or any vehicle parked in such a way as to block another vehicle.
3. Vehicles parked along white curbs or fences designated as "No Parking" or "Tow-Away" zones.
4. The first parking space next to the mailboxes is reserved 24 hours a day for the postal carrier and for residents stopping at the mailboxes to get their mail. Vehicles are not allowed to be parked in the reserved parking space for more than ten (10) minutes.
5. Vehicles blocking access to stairways, walkways or the gate to the pool.
6. Vehicles left parked unattended behind garages with the door down or partially open or in alleyways.
7. Vehicles left parked in the same location in guest parking spaces for more than 72 hours at a time without being moved. Such vehicles may be construed to be abandoned, in need of body or engine repair or undriveable and, therefore, subject to immediate towing after 24 hours notice.
8. Vehicles with expired license plates and/or registrations will be towed after three (3) days from date on violation notice.
9. Vehicles parked over any of the white designated parking space lines throughout the property (both front or back tires and/or both side tires), parking at an angle or on curbs and grass or any car parked in such a manner that could cause damage to the property, and/or taking up more than one parking space.
10. No commercial vehicle shall be parked anywhere within the common area. Such vehicles must be parked on a public street or otherwise outside the complex. *For purposes of these Rules, a "commercial vehicle" includes any vehicle larger than a normal passenger vehicle, sport utility or three-quarter (3/4) ton capacity pick-up truck and any vehicle, regardless of type or size, which has been adapted or modified for commercial or business use.*
11. Parking areas are not to be used for storage, or parking of boats, trailers, recreational vehicles and commercial vehicles.
12. Residents and homeowners are to instruct any repair or service company not to block access to garages. Please be courteous of your neighbors entering and exiting their garages.

C. TRASH PICK-UP

Trash is picked up on Tuesdays and Fridays. As a precaution, items such as credit cards or bank statements should not be left intact inside trash bags.

1. All trash should be sealed and securely tied in plastic bags and placed beside garage doors no sooner than after dark (which will vary throughout the year) the night before scheduled pick-up days, but preferably the morning of pick-up.
2. If you miss the scheduled pick-up day, trash bags should be stored inside garages until the next scheduled pick-up day.
3. Trash cans are not permitted. No trash cans or containers should be placed outside the garage as they will be removed.
4. Do not place trash bags in breezeways, at curbside and/or on grass.
5. Do not place trash bags at the end of buildings.
6. Do not store trash bags on balconies, outside front doors or beside stairways.

D. PETS

The Homeowner Association may impose sanctions as identified in Article VII, Section 8, Item (e) of the By-Laws of Sandspoint West Condominium Association for a violation of these rules. Also, all pets must have current shots and be licensed in accordance with the City of Houston ordinance.

1. Large breeds of dogs are not allowed on the property, specifically ones that are considered aggressive and dangerous which pose a threat to residents and children. No purebred or mixed Chow, Rottweiler, Pit Bull or Doberman Pinscher breeds allowed.
2. The Homeowner Association may take immediate action to compel the permanent removal of any pet that is reasonably determined by the Board of Directors to be dangerous on the basis of any incident(s) in the development in which the pet attacked or attempted to attack a resident or another owner's pet.
3. No pets shall be kept in units except household pets. No livestock, reptiles or poultry. (For definition call the property management company).
4. Only pets 30 pounds and under are allowed.
5. No pet is allowed on the common area for any length of time unless the pet is on a leash (required by City of Houston ordinance) and under the control of a responsible person.
6. Pets shall not be chained or tethered to any common area. No pets shall be left chained or tethered outdoor, unattended, so as to become an annoyance or nuisance to others from barking or such other cause.
7. Pets shall not be left unattended inside closed garages.
8. Residents and resident's guests shall remove their pet's waste from the common area.
9. Pets cannot be left unattended in the common area or on patios or balconies.

10. No pets may be kept or bred for any commercial purpose. No pet shall be permitted to become obnoxious or offensive to any resident by reason of noise, odor or unsanitary conditions and its reasonable, good faith determination shall be binding on all parties.
11. Only two pets are allowed per unit.

E. WINDOWS, PATIOS, BALCONIES & SIGNS

1. Blinds, draperies, and other suitable window/sliding door coverings of white or off-white color are allowed. Bed sheets, aluminum foil, newspaper, etc. are NOT appropriate window coverings and not allowed.
2. All windows must have a covering, i.e., blinds and/or drapes.
3. All draperies or curtains must be fully lined with a white or off-white fabric to provide exterior harmony with surrounding condominium units.
4. Only one sign may be placed in windows - Realtor's signs or For Lease or For Sale signs are allowed. Sign must be placed in the window on the inside of the unit and cannot exceed 2' x 2' in size. Signs in the common area are not permitted and will be removed and discarded by or at the direction of the Association without liability to any party.
5. Residents may NOT hang garments, laundry, linens, rugs, etc. from balconies or patios. Patios and balconies cannot be used for storage or for holding trash bags until pick-up day. Only properly maintained plants and patio furniture are allowed.
6. Vines, climbing plants, banana trees and elephant ear plants are not allowed to grow inside patios, along fences or on building exterior. Landscaping within patios is reviewed regularly and plants or trees that are overgrown or are an obstruction to other units are subject to trimming or removal at owner's expense.
7. Any modifications to patios or balconies, including tile or other floor coverings, enclosures, or to the exterior surface of any building (including putting nails or any object into Hardi materials), or any modification to or addition of light fixtures, burglar bars, gates, etc. must be approved **IN WRITING** in advance by the Association or they are subject to removal at the owner's expense. The Association will not reimburse residents or owners for repairs or replacement of these items if they must be removed or are damaged during maintenance.
8. The Association may request owners to remove items from patios or balconies which are causing moisture retention, wood deterioration, or drainage problems or which, in the sole discretion of the Board, are determined to be unattractive.

F. HOMEOWNER/RESIDENT RESPONSIBILITIES

1. Residents shall keep garage doors closed at all times unless in attendance. Garage doors left open are an open invitation to theft, burglary or will allow a trespasser to gain access to your unit. Open garage doors also present an unattractive view of the property.

2. All units must keep their porch light fixtures in good repair. It is the homeowner's responsibility to maintain the fixtures, replace burned out light bulbs and replace missing globes with same existing style. Failure to maintain fixtures will result in the Association assessing a fine. (Replacement globes are available for a fee from the Association.)
3. All residents shall leave their porch lights on at night to provide adequate lighting on the property
4. No garage sale, rummage sale, estate sale or the like is permitted within the complex for any length of time. This is an open invitation for unauthorized and non-residents to trespass.

IMPORTANT REMINDER: For any repairs or problems residents see on the property, please call the management company.

If you see suspicious behavior, need to report a theft or burglary of a home or vehicle, or wish to report a loud party or other noise disturbance, call the Houston Police Department at 713/222-3131. If there is an emergency situation, call 911.

If you see anyone violating one of the Association's rules, please report this to the property manager.

G. MAINTENANCE

1. The building exteriors of the condominiums are maintained by the Association.
2. Exterior building materials and colors may NOT be changed by a resident or owner.
3. Maintenance of all interior items is the responsibility of the unit owner.
4. Problems involving the unit exterior, such as water/rain leaks, should be reported directly to the property management company after the problem is discovered.
5. Repairs to doors to the individual units, including garage doors, are the responsibility of the unit owner.
6. For any changes in appearance of front doors or garage doors, homeowners must submit a written request in advance to the Homeowner Association in care of the property management company in order to secure approval for the correct type door.
7. The Association may request owners to replace doors that are in a state of disrepair. After notification of disrepair, failure to comply within 30 days will result in fines being assessed. Please be sure to verify which door is required in order to be in compliance.

H. GENERAL

1. All Homeowners are required to submit a Homeowner and tenant questionnaire to the Homeowner Association via the property management company within 30 days of purchasing or renting a unit.
2. The Sandspoint West By-Laws state units are for residential use only. This prohibits the use of units for business purposes, such as day care centers, auto servicing or any other business that creates noise or generates delivery services and driveway traffic or burdens guest parking spaces.
3. Water beds are not allowed in units.
4. If carpeting is removed and wood or tile floors are installed in upstairs units, a proper padding material must be installed to prevent noise to residents living below. (Rugs on tile or wood flooring will help to buffer the noise.)
5. Only U.S. flags up to 3 feet by 5 feet may be displayed but may not be attached to building exterior. Flags must be placed totally within the confines of balconies and patios.
6. Residents may not store or use hazardous materials or chemicals within units or garages, which could create toxic conditions, fire, explosions, or other risks. This includes prohibiting the use of garages for auto spray painting, furniture refinishing, or other activities that can create fumes that may become toxic and/or irritating to other residents or a potential risk to property.
7. Charcoal or gas grills shall not be used on enclosed (covered) patios and balconies, or inside garages, per the City of Houston Fire Code. The City of Houston ordinances state that open flames (such as charcoal grills) may not be used or operated within 10 feet of any building. So use caution when grilling outside....have a fire extinguisher handy.
8. As with any other multi-family community, please be courteous to your neighbors and avoid playing loud music, having loud parties, slamming doors and security gates, honking horns, revving car and motorcycle engines.
9. No illegal, noxious or offensive activity shall be committed on, in or upon the common area.
10. Please be aware that vehicles left running in garages generates carbon monoxide build-up that could seep into units.
11. Each unit is equipped for the hook up and reception of Time Warner Cable service. All connection charges and monthly fees for cable TV service are the responsibility of the resident. To arrange for cable connection, contact Timer Warner at 713/462-9000.

I. SATELLITE DISHES

On August 1, 2001 the Corporate Resolution for Guidelines regarding satellite dishes was approved.

1. The Association must receive written notification in advance of the installation of a dish.
2. Not more than one dish may be installed at each unit.

3. The dish must be located entirely within the area of a patio or balcony reserved for the exclusive use of the owner of the unit. The dish shall not extend or protrude out of this exclusive area.
4. The dish must be located at the lowest height possible (preferably below the top line of the patio wall or fence).
5. Dishes must not be attached to the side of buildings, the roof or fence, or any other common or limited common area. Installation of dishes must not cause damage to the common elements or void any warranties of the Association.
6. All wiring must be enclosed with conduit matching the exterior with minimal penetration into the building.
7. All dishes must be in compliance or fines will be assessed. The Association can have dishes in non-compliance removed at owner's expense if owner fails to relocate the dish to a proper location within 30 days after notification warning.

J. OCCUPANCY RULE

- All one bedroom units shall NOT be allowed to have more than 2 occupants.
- All two bedroom units shall NOT be allowed to have more than 4 occupants.

It is the responsibility of all homeowners to make sure their tenants comply with this rule.

K. FINES FOR VIOLATION

Sandspoint West Homeowners Association, acting through its Board of Directors, is authorized to impose reasonable fines against unit owners for various violations. All rules and regulations have been approved by the Board of Directors of Sandspoint West Condominiums which was originally set into place when the complex was built. The By-Laws were agreed upon at that time and signed August 13, 1980. The Board of Directors have the authority to define or add to these rules as necessary. These fines are not meant to punish homeowners or cause any discontent. The regulations are the only tools that can be used to ensure that our community and property values are preserved in an attractive and orderly environment for all.

It is the responsibility of all homeowners and management companies to give their buyers or tenants a copy of these rules and regulations when selling or leasing their unit.