

# RAVEN RIDGE

HOMEOWNERS ASSOCIATION  
PO Box 711, Maggie Valley, NC 28751

September 19, 2020

Dear Neighbors,

The Board of Directors is pleased to announce we have finalized our Rules & Regulations for the association. The purpose is to establish and communicate a set of standards necessary to ensure a harmonious living experience for everyone in our community. As you will note, in plain English, they clarify many of the provisions in our governing documents and they also include much of the feedback we've received from many of you.

Our Rules & Regulations are intended to equitably protect the interests of every homeowner in our community. Much of this is what most of us already know and expect. However, it is helpful to have it all in writing so there are no questions or misconceptions about what is needed to preserve our property values as well as the peace and enjoyment of our residents.

Please read through the attached copy and feel free to contact us with any questions or comments you may have. The best way to contact all Board members directly is by going to our website at [www.RavenRidgeHOA.com](http://www.RavenRidgeHOA.com), click 'Contact', then choose 'Board Inquiry'. We do look forward to your feedback and will consider it in any future updates.

Sincerely,

A handwritten signature in black ink, appearing to read "G. Hoogerwerf", written in a cursive style.

Greg Hoogerwerf  
for the Board of Directors



Raven Ridge Homeowners Association, Inc.

# Rules & Regulations

September 19, 2020

In order to promote a harmonious atmosphere for all Owners, the Association has established the following Rules & Regulations, which may be amended by the Board of Directors from time to time, pursuant to the provisions in the Association's Declaration & Bylaws.

All Owners are required to ensure adherence to these Rules & Regulations are subject to enforcement actions for violations. These may include costs to correct, penalties, fees, interest and/or revocation of privileges, as determined by the Board of Directors and in accordance with provisions set out in the Association's Declaration, Bylaws and these Rules & Regulations.

**FOR MORE INFORMATION:**

General Board Inquiries \* Architectural (ARC) Requests \* Report Violations \* Misc. Forms  
Governing Documents \* Financial Reports \* Meeting Minutes

Contact Us at our website

[www.RavenRidgeHOA.com](http://www.RavenRidgeHOA.com)

- or -

Contact a Member of our Board of Directors

## PRIVACY & ENJOYMENT

1.01 - Peaceful Enjoyment – To ensure everyone’s right to peace & quiet! No person shall make or allow any action, noise or disturbance that may compromise the peaceful enjoyment or otherwise threaten, interfere with the rights, privacy, comfort or convenience of other Owners, occupants and guests.

1.02 – Privacy & Security – No person shall interfere with, or in any way infringe on the rights to privacy, or the safety, of neighbors or their guests. To ensure security while preserving privacy, Owners are allowed to install external video/audio monitoring devices only if they comply with the following conditions:

- Prior to installation, Owners must submit an ARC Request, acknowledging compliance with this policy, for approval by the Board.
- Devices can be mounted only within the boundaries of the Owner’s property line.
- The video/audio capture must not extend beyond the boundaries of the Owner’s property and/or into neighbor’s windows, decks or living spaces.
- In the event of a dispute the Board shall have final authority to, at any time, inspect and/or decide if a device must be modified or removed.

## II. PROPERTY APPEARANCE & MAINTENANCE

2.01 - Appearance & Maintenance – Owners are responsible for keeping the external maintenance and appearance (curbside appeal) of their property in good condition, in harmony with external design of the association, and in keeping with the overall look and appearance of the Raven Ridge community. This may include, but is not limited to, clutter around your home, and care of your yard, trimming / replacing dead bushes, removing weeds, rotting wood, peeling paint, visible mold/mildew and maintaining mailboxes. Yard and porch art / decorations are to be used sparingly. Any furniture placed on a lot that is visible from any road right-of-way within the subdivision shall be outdoor furniture designed to reasonably maintain its appearance when subjected to the weather.

*Important Note: Owners are also required to maintain cleaning of gutters and windows, as well as septic, heating and plumbing systems servicing their properties. Per amended Article V of our Declaration, the Association provides no external maintenance to Owner properties. The only maintenance and utility services provided by the Association are those for Common Areas.*

2.02 - All Exterior Changes (Pre-Approval Required) – As provided in Article VII of our Declaration, all external changes to an Owner’s property (House and/or Lot) require pre-approval by the Board of Directors before starting any work. The purpose for this regulation is to preserve the consistent, overall appearance, or ‘harmony of external design’ of our community. Examples of these changes may include, but are not limited to paint color changes, shutters, porch, additions, and other modifications.

*In most cases, provided the proposed changes are compliant with the look and feel of our community, approval is quick and easy to obtain.*

*To obtain Board Approval – Submit an ‘Architectural (ARC) Request’ form, including descriptions or examples, to the Board of Directors. Detailed instructions and forms can be submitted online via our website at [www.RavenRidgeHOA.com](http://www.RavenRidgeHOA.com) – OR – Contact a Board Member for assistance.*

2.03 - Trash Removal – City of Maggie Valley weekly pickups are Trash (Monday) and Recycle (Tuesday). Materials must be properly separated into provided covered containers and rolled out for roadside pickup on the evening before, or morning of, the designated day. After pickup, empty containers need to be returned and stored near your dwelling in a location that is not unsightly to the neighborhood.

2.04 - Discarded Household Items / Construction Materials – Owners are not allowed to store these items on their property, and/or Common property, and are responsible for the proper disposal of these items. This includes anything that cannot be disposed of in our weekly trash removal. By example they may include but are not limited to, furniture, appliances carpet and construction materials.

2.05 - Lawn / Garden Refuse – On Owner request, by calling (828) 926-0866, the City of Maggie Valley will pick up materials that are properly placed by the roadside in black lawn and garden trash bags. No lawn and garden refuse should be disposed of on Common Areas or another Owner’s property.

2.06 - Lighting / Holiday Decorations - Seasonal decorations can be displayed within the following timeframes... 30 days prior to the holiday and must be removed no later than 30 days after the holiday.

### **III. PET POLICY**

3.01 - Allowable Pets – Allowable pets are defined as any domesticated dog, cat, bird, or aquatic animal kept within an aquarium, or other animal as may be agreed upon by the Owner and Board of Directors. Owners are limited to two (2) dogs and two (2) cats per household. Additionally, all pets must be up to date on required vaccinations and meet the City of Maggie Valley codes and ordinance requirements.

3.02 - Pets in Common Areas – Dogs shall be allowed on the Common Areas only when they are leashed and under the supervision of their owners. Owners may not leave their pets unattended and tethered anywhere on the common area. Owners are responsible for the prompt and proper disposal of pet waste.

3.03 - Pet Conduct / Liability – All pet Owners are individually and solely responsible for the conduct of their pets and for any damage or injury to people, the common area, or other Owner’s property. By the act of owning a pet, the pet Owner accepts full and complete liability for the actions of their pet and agrees to defend and hold harmless the Association, its Board of Directors, employees and agents from any action or liability brought against it by other Owners, their family members, guests, tenants or contract agents for any damage or injury to persons or property caused by any pet.

#### **IV. RESTRICTIONS**

4.01 - Rental Policy – Short Term Rentals (90 days or less) – Owners may lease their Dwelling for residential purposes only, and not for a period of time greater than ninety (90) consecutive days, to the same lessee and/or their occupants, within any 12 month period beginning with the first day of lease. Longer term rentals are not allowed unless approval is obtained by the Board.

4.02 - Residential Use Only – Lots shall be used for residential purposes only. No signs advertising ‘For Sale’ or ‘For Rent’ shall be placed upon the Common Area.

4.03 - Transfer Of Ownership Disclosure - Owners who are selling their property must provide written notice of the sale to the HOA at closing along with confirmation that the new Owner has been advised of the presence of the homeowner’s association and refer them to our governing documents available on our website, [www.RavenRidgeHOA.weebly.com](http://www.RavenRidgeHOA.weebly.com) .

4.04 - Limit on Discretionary Spending - The Board Of Directors may, without Membership approval, spend up to a total of \$1000 within a fiscal year for what it deems unbudgeted necessary expenditures. Any unbudgeted expenses exceeding that amount require a vote by the Membership to approve either a Special Assessment or withdrawal from the Money Market Fund.

#### **V. COMMON AREAS**

5.01 - Common Enjoyment – All Owners, tenants and guests shall have the right to use and enjoy all of the designated areas deemed to common areas of the Association.

5.02 - Use of Pavilion – The Pavilion is maintained by the Association and is designated as a non-smoking and pet-free facility. Our volunteer committee members are primarily responsible for official Raven Ridge Association functions. When others use the facility for private functions, they are responsible for cleaning it up, restocking and returning it to the condition it was in before their function began. Anyone wishing to use the Pavilion must first check the calendar to pre-schedule their event and observe posted hours to ensure their function ends at an appropriate time.

5.03 - Maintenance – (Landscape / Utility / Snow Removal) – The city maintains snow removal on roads. The association pays for landscaping, city water and electrical utilities to common areas including the Pavilion and streetlights.

#### **VI. PARKING & DRIVING**

6.01 - Authorized Vehicles (limit 2 per household) – Unless otherwise approved by the Board, only two ‘Authorized Vehicles’ per household are permitted to park anywhere within Raven Ridge Association property. These are defined as vehicles being actively used (not stored) for personal transport purposes and fall within the category of either standard passenger, sport utility, vans, motorcycles, or non-commercial trucks and vehicles that do not exceed two tons.

6.02 - Working on Vehicles Not Allowed - Doing any kind of mechanical work including repairs, maintenance, or restoration of any kind on vehicles including, but not limited to cars, motorcycles, golf carts and/or lawn equipment is not allowed. Emergency repairs are allowed only to restore operation to a vehicle that is normally in good working order but temporarily malfunctioning (i.e., dead battery, flat tire, etc.) Emergency repairs must be completed within one day. More extensive repairs require the vehicle to be removed to an off-site location.

6.03 - Recreational Vehicles – No trailer, including but not limited to utility trailer, boat trailer, pop-up, motorcycle trailer, or jet-ski trailer and recreational vehicles (i.e., travel trailers, 5th wheels, Class A or Class C motorhomes) may park without prior permission for a period not to exceed 48 hours.

6.04 - Golf Carts – Any person operating a golf cart must have, or be under the supervision of, a person with a valid driver’s license. Additionally, anyone operating a golf cart must have liability insurance covering the use of the golf cart, accepts all responsibility and liability for its use, and holds the association harmless and will defend the association against any and all claims against it for its use.

6.05 - Parking – Vehicles, including golf carts, must be parked in driveways not extending into the street. Under no circumstances can vehicles park on the grass located in the common areas for a period greater than 2 hours. Owners are responsible for any vehicle damage caused to a Common Area either by themselves and/or their guests.

6.06 - Speed / Directional Signs – The posted speed limit through Raven Ridge is 10 mph. Speed signs are located in prominent areas throughout the property and must be adhered to at all times.

## **VII. COMPLAINTS / VIOLATIONS / COMPLIANCE**

7.01 - Reporting Complaints / Violations – The quickest way to report concerns to our Board of Directors is by using the ‘Contact Us’ link on our website at: [www.RavenRidgeHOA.com](http://www.RavenRidgeHOA.com). Submitting the “Contact Us” form immediately notifies all Board Members of your issue. For most requests, someone from the Board will try to respond to you within 48 hours. If your concern requires immediate attention, be sure to indicate that in the message of your submission and someone will attempt to respond as soon as possible. The website is the best way to inform the Board of your issue and to receive a response.

If you are not able to use the website you should contact a Board Member for assistance.

7.02 - Compliance / Enforcing Violations – To equitably protect the interests of all Owners of the Association, it is the duty of the Board of Directors to respond to potential violations and, based on provisions set out in our Declaration, Bylaws and/or these Rules & Regulations, make determinations as to whether or not a violation has occurred. Once that determination has been made the Board must require the Owner to correct the violation. Here is a brief summary of the compliance process...

- 1) Violation Notice – Owner is notified of violation, correction requirements, consequences for non-compliance, and opportunity for hearing.*
- 2) Owner Hearing – Owner appears before Board to address violation. Board meets after hearing to vote and subsequently notify Owner of the decision.*

3) *Final Violation Notice – Owner is advised of compliance requirements.*

4) *Non-Compliance - Assess Fines / Suspend Privileges / File Liens - Owners found to be non-compliant may have their privileges suspended, including voting rights and/or use of common areas, fines assessed of up to \$100 per day, liens placed against their property, and held liable for costs, including legal fees and/or other costs required to correct the violation, plus late fees and interest assessed at 6% on any outstanding balance. Additionally, the Board may, in its sole discretion, take any action it deems necessary to correct the violation and the Owner shall be liable for all expenses related to the Board's action to correct the violation.*

### **VIII. MEMBER VOTING / QUORUMS**

**8.01 - Member Voting / Quorum** - A majority of the Members (16 of 30 homeowners) is a quorum. One vote is allowed per property by either Members attending or by proxy. No lot is entitled to represent more than three votes (maximum of two proxies).

Members voting / quorums are as follows...

- Election of Officers - (quorum 10% members / majority)
- Annual Assessments - (quorum 60% members / 2/3 majority) \*
- Special Assessments - (quorum 60% quorum / 2/3 majority) \*
- Amend Declaration - (75% approval all lot owners)
- Amend Bylaws - (quorum 10% members / majority)

*\* Note: With regard to voting on Annual and Special Assessments if a full quorum is not present at that meeting, a subsequent meeting may be scheduled by a vote of the members in attendance and a new quorum shall be set at 1/2 the required quorum set at the preceding meeting.*

### **IX. ENFORCEMENT & SEVERABILITY**

**9.01 - Rights of Enforcement** - The Association shall have the right to enforce any provision of these Rules & Regulations. Failure of the Association to enforce any Rules & Regulations contained herein shall in no event be deemed a waiver of the right to do so thereafter. If any provision of these Rules & Regulations is found to conflict with other Association governing documents, the Declaration and Bylaws shall take precedence over these Rules & Regulations. Additionally, if any provision herein is deemed to be invalid it shall in no way invalidate any other provisions of these Rules & Regulations.

These Rules & Regulations have been adopted by the  
Board of Directors of Raven Ridge Homeowners Association, Inc.



Greg Hoogerwerf, President  
for the Board of Directors