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INTRODUCTION

The Rules and Regulations have been formulated by the Lifescape Villas on Dublin Homeowners Association to provide directions about matters of common concern. Since conditions change from time to time, the Association reserves the right to amend the Rules and Regulations as deemed appropriate.

1. Both nonresident owners and lessees are subject to all of the homeowner's documents and the Rules and Regulations. A copy of these Rules and Regulations must be attached to, and made a part of, all lease contracts.
2. Owners are responsible for the conduct of their tenants.
3. Owners are responsible for providing their lessees with adequate knowledge of the Declarations and Master Deed, Bylaws and the Rules and Regulations of the Association.
4. As determined by the Association, a schedule of fines for the violation and noncompliance of owners and/or occupants concerning the Rules and Regulations, Declarations and Master Deed, and Bylaws have been adopted and is available on the HOA website. Also, information regarding Resale Certificates and Late Fees is included. Compliance with the standards of the complex is required by owners and tenants alike to ensure a quality living environment for the Association.
5. All homeowners/tenants must complete an information form and advise the property management company (from now on referred to as the "Manager") of any changes, such as emergency contact information, tenant or vehicle(s). Failure to complete this form will result in being fined monthly until the form is returned to the Manager. A copy of this form may be obtained from the Manager or the Lifescape Villas on Dublin HOA website.

ARCHITECTURAL STANDARDS

1. Architectural Standards are established by the Architectural Control Committee (ACC) and are provided in the Architectural Standards document. These standards help maintain the intended uniform architectural integrity of the property and include but are not limited to: doors and door hardware, windows, window coverings, screens, gutters, chimney screens and storage sheds. See the Architectural Standards before performing any modifications to your unit and follow the Application Procedure for any requests.
2. Before a unit that has grandfathered in Architectural Elements is sold, the current owner must update and/or remove any Architectural Elements that do not align with the Architectural Elements Standards.

CHIMNEYS, DRYER VENTS

1. All units should have their chimneys inspected as needed, and if recommended, cleaned.
 - a. The National Fire Protection Association Standard 211 says, "Chimneys, fireplaces, and vents shall be inspected at least once a year for soundness, freedom from deposits, and correct clearances. Cleaning, maintenance, and repairs shall be done if necessary."
 - b. A homeowner may add screen to their unit's chimney cap. See the Architectural Guidelines for specifications.
2. All dryer vents should be cleaned on a regular basis to prevent the possibility of fire.

CLUBHOUSE

1. The Lifescape Villas on Dublin Clubhouse located adjacent to the pool shall be available on a prearranged basis for owners or residents who wish to use the facilities for reasonable social uses which will not interfere with the rights, comforts, and convenience of other owners and/or those using the adjacent pool.
2. See the Fees and Fines Schedule for rental and deposit amounts.
3. Both owners and tenants will be required to place a rental and cleaning deposit of with the Association (through the Manager) in advance. The cleaning deposit is refundable after return of the premises in a clean and otherwise satisfactory condition, unless prior arrangements have been made to forfeit it to have the premises cleaned. The rental fee portion of the deposit

is nonrefundable. Under no circumstances will the Clubhouse be used for any commercial purposes, or purposes prohibited by law.

4. There is also a separate, Refundable Damage Deposit. This deposit may be paid in a separate check or by of credit card.
5. Once the clubhouse is inspected and found free of damages, the deposit will be returned. Should there be damages to the clubhouse, the cost to repair damages will be deducted from the damage deposit & the balance will be returned upon completion of repairs. Should the cost to repair exceed the damage deposit amount, the homeowner will be responsible for additional costs.
6. If the clubhouse key is not returned within two (2) days following the event, a fee will be imposed. The fee will be deducted from the Rental Deposit.

COMMON ELEMENTS

1. The General Common Elements are particularly described in the Condominium Declaration but may be roughly described as those areas outside the wall of the units.
2. Fire hydrants and fire lanes shall not be obstructed in any way.
3. No articles shall be placed in any walkway.
4. Bicycles or motorcycles or other similar vehicles shall be allowed only in private or designated areas.
5. All homeowners must get Board approval before doing any landscaping in a Common Element Area by submitting a modification form and planting plan to the Landscaping Committee. Failure to do so may incur unapproved planting removals and fines.

ENTERTAINING

1. Guests are subject to the same Rules and Regulations as the owners and residents. The owner or lessee of any particular unit is responsible for the conduct of his/her guests and subject to the decisions of the Association should a problem be noted.
2. Any resident who is planning a sizable social event in either the resident's unit or at the swimming pool should notify the Board (through the Manager) for assistance in avoiding problems.

EXTERIOR

1. Nothing shall be hung, shaken, swept, or thrown from the windows, patios or balconies of the condominium units. Clothing shall not be hung to dry out on the patio, balcony, or on lines or poles hung on the exterior of any building.
2. No fences, partitions, or patio covers shall be placed on or affixed to any unit without the approval of the Board.
3. No sign, notice, or advertisement shall be inscribed or exposed on the exterior of any fences or other part of the building, nor shall anything be projected out of any window of the building without the approval of the Board.
4. All window coverings that can be seen from the outside of the units must be white or off-white.
5. Hoses or any other attachment should be removed from Common Element Area faucets promptly after use to avoid damage to the inside plumbing.
6. Balconies and patios may not be used as storage areas and must be kept clean.
7. Air Conditioner (AC) pads must be in good physical condition and level with the surrounding landscaping so as to not to be submerged during a typical rain. AC pads that show evidence of submersion or cracks must be repaired or replaced.
8. Before any gutters are installed, an Architectural Modification Request form must be submitted to the Board. Board approval is required for all gutters installation and should be installed by a professional to ensure proper sizing and drainage. See the Architectural Elements Standards for additional details.

FIRE EQUIPMENT AND PRECAUTIONS

1. Open-flame cooking devices, charcoal grills and other similar devices used for cooking, chimineas and outdoor fire pits shall not be left unattended while in use nor shall they be located or used on balconies, OR notify your neighbor, and the Manager.
2. To ensure the safety of all occupants and to enable the HOA to receive a lower insurance rate, all units must have at a minimum, one multi rated (A: trash, wood, paper; B: flammable liquids and C: electrical equipment) fire extinguisher.

3. The Richardson Fire Department (RFD) suggests that you install a fire extinguisher in or near your kitchen and know how to use it.
4. The fire extinguisher must be charged and always in working order.
5. Have at least one smoke alarm on every level of a unit. Test batteries annually and change smoke alarm batteries at least twice a year. Change your batteries when you set your clock in the spring and fall. (basic guidance from the RFD)

FOUNDATION CARE

1. The homeowner should maintain a watering program that will keep the subsurface soils around the foundation at a constant moisture content, year round. Watering should be done in such a manner that the water penetrates the subsurface soil several feet deep, especially in the dry seasons. This will help to minimize (not eliminate) additional seasonal foundation movement.

INSURANCE

1. The Condominium Declaration section 5.03(c) states "An Owner shall be responsible for obtaining and maintaining, at his sole cost and expense, insurance covering all alterations, additions and improvements to his unit, and all other personal property located there." Also 1.01(o) states "improvements" shall mean the Units, the Limited Common Elements and the General Common Elements (exclusive of the Land)"
2. To ensure that all homeowners are insured, the Association requires annual proof of insurance in the form of a Certificate of Insurance, naming Lifescape Villas on Dublin Home Owner Association at 821 Dublin Dr. #209, Richardson TX, 75080 as an Additional Interested Party on your Policy Declaration.
3. Evidence of renter's insurance is required to be obtained by the owner of the unit and forwarded to the Manager for those units that are leased.
4. If found to be in violation of this requirement, you will be fined until evidence is received.
5. Repair or replacement of any resident's personal property is the sole responsibility of the resident.

EASING UNITS

1. See the Rules Regarding Leasing of Units for additional details.

LIMITED COMMON ELEMENTS

1. The Limited Common Elements are particularly described in the Condominium Declaration but may be roughly described as those areas limited to or reserved for the exclusive use of an owner, such as balconies and patios.
2. See the Architectural Standards for additional details before modifying or removing any Limited Common Element.
3. Volunteer trees are not permitted and are required to be removed to prevent damage to the Common Elements. Volunteer trees are any tree that is not intentionally planted in its location.
4. Any landscaping design will limit itself to plants that are an appropriate, full-maturity, size for the area where they will be located.
 - a. Plant locations must not affect the Common Elements, such as the building foundation, fences, building walls, or retaining walls. In the event of any damage caused by a homeowner's landscaping design, the homeowner will be financially responsible for any damage and failure to remove any plant that violates these terms will result in a fine and the cost of removal charged to the homeowner. (Removal costs may accrue late fees.)
5. Home owners are responsible for removing or treating any standing water in their patio/yard for the purposes of mosquito control, as required per City Ordinance.

MAINTENANCE AND PLUMBING PROBLEMS

1. The plumbing pipes and plumbing system fixtures inside the units are the responsibility of the unit owners. A plumbing system fixture is anything that dispenses and drains water. Fixtures include sinks, toilets, faucets, showerheads, refrigerators, dishwashers, washing machines and water heaters as well as any other appliance that has a connection to the main potable water system. Homeowners are responsible for any leaks that occur involving the plumbing pipes and plumbing system fixtures inside their unit.
2. If toilets or tubs do not properly drain, check with your neighbors to see if they also have stoppage.
 - a. If more than one unit is affected, contact the Manager.
 - b. If only your unit is affected, it is your responsibility to free the stoppage. If unsuccessful, call a plumber.
3. Only toilet paper and waste matter are to be flushed through the sewer systems. Paper and fabric products other than toilet paper will not effectively dissolve.
4. Do not pour fats, oil or grease down drains or garbage disposals. Grease sticks to the insides of sewer pipes which can build up and block the entire pipe. Any food flushed through the garbage disposal should have an ample amount of water to carry the matter into the mainline.
5. Other things to not wash down drains, garbage disposals, or toilets:
Oil or grease from cars or lawnmowers, coffee grinds, egg shells, produce stickers, chunks of garbage, feminine hygiene products, paper towels, flushable cat litter, rags, condoms, transmission fluids, anti-freeze or other toxic chemicals, solvents, paints, turpentine, nail polish, polish remover, flammable or explosive substances, corrosive substances that are either acidic or caustic and prescription and over-the-counter medications.
6. Any homeowner found to be responsible for a building-wide slow drain or blockage is subject to a fine and responsibility for repair.

MOVING

1. In consideration for your neighbors, moving into or out of any unit must be accomplished between the hours of 8:00 A.M. and 10:00 P.M.
2. The Association will repair any damage to the Common Elements caused by an owner, lessee, their agents (e.g., moving company), or visitors at the expense of the owner.

NOISES, AUDIO DEVICES AND TV'S

1. No resident shall make or permit any disturbing noises or do or permit anything to be done which will interfere with the rights, comforts, or convenience of other residents. If you have questions concerning appropriate volume, contact your neighbors. No noise shall be audible outside any unit between the hours of 10:00 P.M. and 7:00 A.M.
2. No vocal or instrumental instruction will be permitted on the premises, and musical instruments may be played only between the hours of 10:00 A.M. and 10:00 P.M. Neither instrumental music, nor vocal music which can be heard outside the unit, may be practiced more than two hours per day.
3. To curtail unreasonable noise or conduct, contact the Richardson Police Department non-emergency number (972-744-4800) and then notify the Manager.

OCCUPANCY

1. Home Occupancy codes are established and enforced by the City of Richardson.

PARKING AND VEHICLES

1. No more than two vehicles per unit may be parked on the property.
2. Improperly parked vehicles, including those parked in areas marked "Fire Lane," abandoned vehicles, or vehicles not displaying current registration will be towed away.
3. All vehicles must be properly maintained. Work on a vehicle, which involves major repairs, or other activities, which would detract from the appearance of the property, is not permitted. Work which is not permitted includes, but is not restricted to, changing the oil, coolant, or transmission fluid; removing the

- engine, or major engine parts; painting of exterior (other than minor touch-up paint with a small brush).
4. The homeowner is responsible for removing any damage caused by leaks or fluids to any parking space or common area. Failure to do so will result in a fine.
 5. Under no circumstances shall any vehicle be driven or parked in common areas except those areas specifically designated as parking areas (e.g., no parking on the lawn or sidewalk, even for purposes of moving furniture).
 6. The use of water hoses to wash vehicles in the parking lot is prohibited.
 7. Trailers, recreational vehicles, and commercial vehicles are not allowed in the parking area.
 8. Vehicles shall be parked in such a manner as not to inhibit the homeowner or owner of the adjacent vehicles to enter or exit their vehicle.
 9. Charging stations for electric cars cannot be accommodated. The running of an electrical cable from the car is also prohibited.

PETS

1. No more than (2) dogs or cats combined are allowed per condominium unit.
2. All pet owners are required to complete a Pet Questionnaire form. A copy of which is available from the Manager or the Lifescape Villas on Dublin HOA website. If the Manager does not receive a completed Pet Questionnaire or a response letting them know that you have no pets, you will be in violation and fined monthly until this form is received.
3. Any aggressive, dangerous or wild animals shall be prohibited.
4. Pet owners are completely responsible for all damages caused by their pets.
5. It shall be unlawful for any owner or person to fail to prevent any animal from running at large within the Common Elements. At large means any dog which is not restrained using a leash or chain of sufficient strength and not more than six feet in length to control the actions of such animal. For cats it means any cat which is off the owner's property per City Ordinance.
6. No pet is allowed in the swimming pool or the surrounding pool area except Seeing Eye dogs accompanying the blind per City Ordinance.
7. If an owner cannot control the habits of any pet that interferes with the rights, comfort, or convenience of other owners, the pet's owner must make arrangements to permanently remove the pet from the premises within three (3) days of the date the Association gives such notice.

8. Pets should be properly vaccinated, and records must be available should a problem occur.
10. Pet owners may not allow their pet to defecate on any Common or Limited Common Element area without the immediate removal of any and all feces. Failure to do so may result in permanent removal of the pet from the premises per City Ordinance.
9. There shall be no feeding of pets, strays or wild animals in the Common or Limited Common areas.

SATELLITE DISHES, ANTENNAS & CABLE SERVICE

1. See the Satellite Dishes, Antennas & Cable Service Standards for additional details.

SECURITY

1. The Association is not responsible for providing security to owners and/or residents, or their guest and invitees.

STORAGE UNITS

1. See the Architectural Elements Standards for additional details.

SWIMMING POOL

1. Dress standards must take into account that children live in the complex and have as much right to use the pool as adult residents. Cut-offs are not suitable for wear in the pool itself.
2. No running, pushing, dunking, rough play or any personal conduct endangering the safety of self and others is allowed.
3. No glass or breakable containers of any kind are permitted in the pool area.
4. No pet is allowed in the swimming pool or the surrounding pool area except Seeing Eye dogs accompanying the blind per City Ordinance.
5. The pool area is opened daily from 10:00 A.M. to 10:00 P.M.
6. Guests must be accompanied at all times by their hosts, who shall be solely responsible for their conduct.
7. Audio devices in the pool area should be maintained at a low volume setting to avoid annoying other residents.
8. Persons having open wounds or communicable diseases are not allowed in the pool.

9. The pool may be closed for cleaning, maintenance, or other reasons as deemed necessary.
10. The Association does not employ a lifeguard and assumes no responsibility for the safety or personal property of any persons using the pool.
11. Persons who use the pool are responsible for leaving the area clean.
12. Incontinent individuals should wear waterproof or other appropriate swim attire.
13. Absolutely no diving in the pool or flips from the side are allowed at any time.
14. Before using the pool for the first time, each owner/tenant is required to obtain a key from the Manager and to sign a waiver related to the use of the pool. See the Fees and Fines Schedule for lost key replacement cost.

TRASH

1. There are two (2) trash dumpsters located in the parking area. Use these dumpsters for all trash and garbage. Do not put your accumulated trash in the receptacles in the pool areas.
2. Regular City Trash Solid Waste crews are NOT allowed to collect any item that is outside the dumpster. Large or bulky items such as unwanted furniture or appliances are not permitted in the dumpster or surrounding area. Homeowners will be fined \$150 per violation occurrence.
3. If the dumpster is full, wait to dump your trash until it has been emptied. Under no circumstances should any trash, including moving and storage boxes, be stacked or placed adjacent to the dumpsters. Crush boxes and compact trash so as not to overfill the dumpsters. The doors on the dumpsters are required to be closed after use.
4. Do not leave trash outside your front door or in Common Element areas.
5. Brush, shrub and tree trimming, as well as lawn clipping, shall be placed in a receptacle. Brush, shrub and tree trimmings shall not include branches or logs when said branches or logs are more than three (3) inches in diameter or more than three (3) feet in length. In no case shall brush, shrub and tree trimmings or lawn clippings be placed in a container exceeding 50 pounds in weight.
6. If remodeling, homeowners must get their own dumpster for disposing of remodel waste.

	RR 1.0 Rule and Regulations	Document Number:	RR1.0
		Document Revision:	01.00
		Release Date:	11/13/18
	Property:	Lifescape Villas on Dublin	


REFERENCES

Document titles discussed within the contents of this document are listed below. These documents are located on Lifescape Villas at Dublin website, unless otherwise stated.

Document Title
Satellite Dishes, Antennas & Cable Standards RR 4.0
Architectural Element Standards RR2.0
Fees and Fines Schedule
Pet Questionnaire Form
Homeowner Information Form
Leasing Rules

REVISION HISTORY

Date	Revision	HOA Board Approval Date	Description of Change
11/13/18	1.0	11/13/18	Initial version

Signed by Title	Signed by Printed Name	Signature
President HOA Board	Michael P. Magnia	

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