

## House Rules

### RULES & REGULATIONS FOR THE HORIZON TOWNHOUSE ASSOCIATION

The following Rules and Regulations shall be binding upon all unit owners and any occupants, guests and invitees on the grounds of **HORIZON TOWNHOUSES** and shall be enforced by the Board of Directors of the association (hereinafter referred to as the "Board of Directors"). These Rules and Regulations are subject to any changes, amendment, or modifications pursuant to the By-laws of the Association.

Last Revised: March 9, 2022

#### 1. Use of The Units

**USE OF UNITS:** The units shall be used for **SINGLE FAMILY** (occupied by just one household or family) residences only.

- A) No unit owner shall make or permit any disturbing noise or activity in the building from 10PM to 7AM. This includes generators that are used for temporary power outage. If very loud, there will be a warning notice issued by the Horizon Townhouse Board. At the third time, notice and thereafter, there will be a \$100 fine.
- B) Nothing shall be done in any unit, on or to the common elements which will impair the structural change the building excepts as is otherwise provided herein.
- C) No industry, business, trade, occupation, or profession of any kind, commercial, religious, educational, or otherwise, designed for profit, exploration, or otherwise shall be conducted, maintained, or permitted on any part of the unit herein. No sign, notice, advertisement, or illumination shall be inscribed or exposed on or at any window or other part of the building except such as shall have been approved in writing by the Board.
- A) Each unit owner shall keep his/her unit in good state of preservation and cleanliness and shall not sweep, throw, or permit to be swept or thrown therefrom, or from the doors, or windows thereof, any dirt or other substance.
- B) Unit owners shall not cause or permit any unusual or objectionable or loud noise, music, or orders to be produced upon or to emanate from their units. There will be a warning notice, it will be a \$100 fine. Renovation work is allowed from 08:00 a.m. to 6:00 p.m., Monday through Friday, 10:00 a.m. to 3:00 p.m., on Saturdays and Holidays, and absolutely no work with any noise on Sundays.

#### 2. Pets

- A) No livestock, poultry, or other animals whatsoever shall be allowed or kept in any part of the project, However, small bird, cats, or small dogs which are normally considered household pets may be kept, provided the pet owners abide by the rules and regulations set forth by the Board of Directors.
- B) As for small birds, other animals as pets, the number kept in the unit shall be a reasonable number as shall be reasonable as shall be determined by the Board of Directors on a case-by-case basis.
- C) No dogs are allowed to roam the common elements freely and must be accompanied by its owners and must be on a leash. Leash must not be any longer than 6 feet (182.8 cm, or 1.82 meters). The animal owner

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shall remove the animal feces. Pets are not to be left unattended on patios for any length of time or on a regular basis. Should occupants not be at home, there will be a \$100 fine for not removing animal feces or pets left on patios that are a disturbance to the neighbors with incessant barking or noises.

- D) No animals or pets shall be kept, bred, or used for any commercial purpose or allowed on any common elements unless on a leash. Further, no pets shall cause any nuisance or any unreasonable disturbance to any other occupant or the project or the animal may be permanently removed or disposed of as may be determined by the Board of Directors or the management agent.

#### 3. Common Elements

As to the use of the common elements as defined by the Declaration:

- A) The **sidewalks and other walkways of the building shall not be obstructed** or used for any other purpose than ingress to and egress from the units.
- B) No article shall be placed on any of the sidewalks or other walkways of the buildings.
- C) No part of the common elements shall be decorated in any way whatsoever unless prior written permission of the board of Directors is obtained.
- D) Nothing shall be altered or constructed in or removed from the common elements, except upon the written consent of the Association and or the Board of the Directors pursuant to the Bylaws.
- E) Except as permitted under the Declaration and By-Laws, unit owners, their families, guests, servants, employees, agents, visitors, or licensees shall not at any time or for any reason whatsoever enter upon or attempt to enter upon the roof of any building.
- F) No parties shall be allowed on the grass areas or other common area unless two (2) working days prior written notice is given to the board of directors for approval. At the end of each party, the common areas shall be cleaned by the people causing or responsible for such party. \$100 deposit is required to guarantee cleanup after party. All parties shall be limited loud noise and music, and shall be stopped before 10:00 P.M.

#### 4. Nuisances

- A) No nuisances shall be allowed upon the property, nor shall any use or practice be allowed which is a source of annoyance to residences or which interferes with the peaceful possession and proper use of the property by residents.
- B) No noxious or offensive activity shall carry on in any unit or in the common elements, nor shall anything down herein, either willfully or negligently, which may be or become an annoyance or nuisance to the other owners or occupants.
- C) The Board of Directors shall have the right to demand any unit owner or its guests or agents to stop the creation of such nuisance. The Board of Directors shall have the right to assess any fines against a particular unit owner if such is deemed necessary by the Board of Directors.
- D) No unit owner or any owner or any of its agents, servants, employees, contractors, or visitors, shall at any

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time, bring into or keep in his unit any flammable, combustible, explosive fluid, material, chemical or substance, except for normal household use.

#### **5. Other Uses and Compliance with Valid Laws, Etc.**

Immoral, improper, offensive, or unlawful use shall be made of neither the property nor any part, thereof and all valid laws, zoning ordinance, and regulations of governmental bodies having jurisdiction thereof shall be observed.

#### **6. Regulations Concerning Use**

- A) Regulations concerning the use of the property may be promulgated by the association and/ or Board pursuant to the By-laws. These initial regulations shall be deemed and effective until amended by the Association and the Board of Directors.
- B) Complaints regarding the service or against any unit owner of the building shall be made in writing to the Board or to the managing agent or to the manager of the property.

#### **7. Parking and Road Areas**

- A) Bicycles, buggies, and wagons shall not be stored and parked in the parking stalls or road areas, unless there are areas specifically designed and asset aside for such purpose.
- B) No vehicles belonging to a unit owner or to a member of the family, guest, tenant, or employees of a unit owner shall be parked in such a manner as to impede or prevent ready access to any entrance to or exit from the building by another vehicle. Double Parking is not allowed on any parking stalls.
- C) No Boats or commercial vehicles be parked inside Horizon Townhouse property, or subject to being towed at the vehicle or object owner's expense.
- D) Any vehicle or object left in the roadways, or any parking stall shall be at the risk of the owner of the vehicle or object.
- E) No vehicle shall be left in a state of disrepair, be abandoned, or left standing for more than seven (7) days in any parking area. Otherwise, it shall be deemed abandoned and is subject to being towed at the applicable unit owner's or at the vehicle or objects owner's expense. If going off-island for any length of time, please advise the housing management so your vehicle will not be suspected of being abandoned.
- F) Every unit has three (3) assigned parking spaces. Any vehicles parked in other than its assigned spot, will be towed at vehicle owner's expense. Please refer to the "Parking Lot Assignment Map" should you not be sure of your spaces. ("Parking Lot Assignment Map" can be obtained through the Property Manager, and only by the homeowner.)
- G) Vehicles shall not be operated in such a manner as to exceed the speed limit of five (5) miles per hour within the property. Speeding and reckless conduct will incur a \$100 fine.
- H) There will be no ball playing (i.e., soccer ball, football, volleyball, golf ball, etc.,) or skateboarding whatsoever within the parking lot area, courtyard and or roadways. Anyone found in violation, The unit owner or occupant will be assessed a \$100 fine

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#### **8. Water - Closets**

Water closets (rest room, toilet room, bathroom) and other water apparatus in the building shall not be used for any purpose other than those for which they were designed, nor shall any sweepings, rubbish, rags, or any other article thrown into the same. Any damages resulting from the misuse of any water-closets or other apparatus in a unit shall be repaired and paid by such unit owner.

#### **9. Insurance**

Nothing shall be done or kept in any unit or in the common elements which will increase the rate of the insurance of the building or contents thereof applicable for the residential or commercial use without the prior written consent of the Board. No unit owner shall permit anything to be done or kept in his/her unit or in the common elements which will result in the cancellation of insurance on the building, or which would be in violation of any law. No waste shall be committed in the common elements.

#### **10. Enforcement/ Fines**

- A) The Board of Directors shall have the responsibility to enforce these rules and Regulations and shall have the right to exercise the discretionary authority whenever allowed or required by these Rules and Regulations and By-Laws.
- B) The Board of Directors shall give written notice to any unit owner and occupant of a unit of any violation or breach of these Rules and Regulations, By-Laws, or Declaration. If is the violation or breach reoccurs or is not corrected, eliminated, or stopped, and then the Board shall have the right access a fine and all enforcement fees and court costs against the owner of the unit. Such fine shall be deemed as special assessment and lien against the unit. The lien may be foreclosed by the Board of Directors pursuant to the By-Laws and the laws of Guam.
- C) The length of the notice that the Board of Directors may give to an owner to stop or cure any violations of these Rules and Regulations, By-Laws, or Declaration shall be three (3) days or longer if the board deem it necessary and reasonable for a longer period. Notice which demands compliance immediately or within a period less than three (3) days if the violation or breach endangers life or property and or involves the making of loud noises, music of sounds; littering of the common elements; removal of fecal deposits in the common elements or limited common elements; removal of any object blocking any passage, walkway, or portion of the common or limited common elements or hampering any ingress or use of the common or limited common elements for which it was intended, and the walking of dogs without leash.
- D) The amount of the fines which may be assessed by the Board shall be pursuant to the list attached hereto as Exhibit "A" and such shall be subject to amendment pursuant to the procedure set forth in the By-Laws concerning amendment of these Rules and Regulation.

#### **11. Common Area Fee:**

The monthly common expense fee shall be due and payable before the end of the month. Homeowners shall

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be assessing 10% late payment fee if the common expense fee is not paid before the end of each month.

#### **12. Trash Bin:**

One garbage can (bin) is allowed per each unit. The ordinary household trash shall be put inside trash bags for collection. Collections dates are Monday and Friday every week. Un-ordinary trash or large size trash shall be moved by the homeowner or tenant at their expense.

#### **13. Porch light:**

It is recommended to turn on the front porch door light of each unit during nighttime.

#### **14. Homeowner objects on roof:**

No homeowners, tenant or service providers are allowed to access the roof of a unit without prior consent from the Board of Directors. Television aerials, antennas, or satellite dishes shall be removed from the roof area during the typhoon condition 4, which has been announced by the government of Guam. Once Condition 2 has been announced, The Board will contract a contractor to remove all TV aerials, antennas, or satellite dishes. The owners of these aerial, antennas, or satellite dishes shall pay for all the removal cost for such aerials or dishes to be returned to them.

#### **To contact the H.O.A.**

Property Manager:

REMAX/Diamond Realty

Tel: (671) 479-9532

Fax: (671) 479-8913

Email: [propertymanager@horizontownhouseshoa.org](mailto:propertymanager@horizontownhouseshoa.org)

Board of Directors:

Email: [BOD@horizontownhouseshoa.org](mailto:BOD@horizontownhouseshoa.org)

For more information on Horizon Townhouses:

Website: <https://horizontownhouseshoa.org>

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EXHIBIT A

**FINES LIST**

1. Unit Rules	\$100 fine
2. Pet Rules	\$100 fine
3. Noise Disturbance, and nuisance Rules	\$100 fine
4. Common Elements (Area)	\$100 deposit / fine
5. Parking and Road Areas Rules (Speeding, etc.,)	\$100 fine
6. Common Area Late Fee	10%

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- The amount of the fines which may be assessed by the Board shall be pursuant to the list attached hereto as Exhibit "A" and such shall be subject to amendment pursuant to the procedure set forth in the By-Laws concerning amendment of these Rules and Regulation.