**THE ESTATES OF BONBROOK**

**NEIGHBORHOOD LIVING STANDARDS**

Adopted 06/18/2019

**STANDARD #1: GENERAL PROPERTY MAINTENANCE**

Each Owner shall keep his Lot and all improvements thereon in good repair and in a condition comparable to that at the time of completed construction and landscaping as per the requirements and restrictions in the Declaration of Covenants, Conditions, and Restrictions for the Estates of BonBrook (CC&R’s). This shall include, but not be limited to, the following:

* Painting, repairing, replacing, and caring for roofs, gutters, downspouts, building surfaces and trim, patios, walkways, driveways, and all other exterior improvements and structures, including mailboxes and basketball goals. (CC&R’s Article VIII, Section 7)
* Maintaining the Lot in a neat and attractive appearance at all times. The turf grass shall be of a variety common to this area (e.g., fescue, Bermuda, zoysia, etc.), nourished (watered and fed), and kept free from weeds. The grass shall be cut on a weekly or bi-weekly basis, depending on the growing season and all trees and shrubbery pruned to maintain an attractive appearance. The accumulation of garbage, trash or rubbish of any kind and the burning of any such material is prohibited. (CC&R’s Article VIII, Section 6)

 A copy of the BonBrook CC&R’s and other supporting standards documentation and board resolutions can be found under the link “*Governing Documents”* on the [www.bonbrookliving.com](http://www.bonbrookliving.com) website.

**STANDARD #2: ARCHITECTURAL CHANGE REQUEST (ARC) REQUIREMENT**

 The architectural control requirements in CC&R’s define the rules, requirements, and restrictions for homeowners when homeowners are contemplating making changes to their property. The goal of this process is to ensure that a high quality of construction and the aesthetics of our homes and community are maintained so as to protect all homeowner values.

 ARC requests are required and must be submitted by homeowners to the Architectural Review Committee for approval for virtually any change that alters the appearance of any aspect of the owner’s Lot. This includes structural changes and/or additions to the home, changes to the landscape, addition of fencing and play structures, etc. **ARC requests are required to be submitted before any work is to begin**.

 Examples of when ARC requests are required are listed below. This list is not intended to be all inclusive.

1. Deck, covered, or screened-in porch addition, exterior changes to any existing porches or decks and any changes or modification to the roofline.

2. Addition of a backyard fence

* Wood is not a permitted material for fencing.

3. Addition of a swimming pool.

* Above ground swimming pools are not permitted.

4. Adding or removing landscape plants, altering a landscape bed, or making any change that noticeably alters the appearance of an existing landscape plan. This includes adding any non-plant accents of any type. Replacing existing plants or doing maintenance work within the context of the existing plan does not require ARC approval.

5. **Changing** the color of trim on the home or around windows, the type and color of roof shingles, and/or the color and style of a front door or windows.

6. Adding to or altering the outdoor lighting scheme.

7. Modifying the grading on the Lot in any way.

8. Adding play structures or recreational equipment: basketball goals, trampolines, etc.

 The Architectural Review Change request form is available under the link “*Planning an Improvement to Your Home or Landscape*” on the BonBrook website ([www.bonbrookliving.com](http://www.bonbrookliving.com) ). Instructions on completing the form included. Please submit a fullycomplete request to expedite processing. Pictures and drawings are requested and prove very helpful. It is also highly recommended to check whether any City of Brentwood or State permits are required. Submitting complete information and approved permits from the City and State when filing an ARC request will help to expedite the review process.

**STANDARD #3: RECREATIONAL EQUIPMENT**

**Basketball Goals -**“Basketball goal” refers to the complete basketball system including the pole, the extension arms, the backboard, the rim, and any accessory attachments. A permanent basketball goal is one that is permanently set in the ground with a concrete footer. A portable basketball goal is any basketball goal that is not permanently set in the ground with a concrete footer.

The following criteria apply:

* The addition of a permanent basketball goal requires ARC request approval.
* Basketball goals must be of a high-end design with backboards made of clear glass or a form of clear plastic (e.g., acrylic or polycarbonate) with edge and shooting square markings only.
* All basketball goals must be kept in a clean and well maintained “like new” condition. Owners shall not permit basketball goals to become an unsafe or unsightly nuisance. Repairs must be made when posts are rusted or leaning; rims are broken or bent; nets are missing; backboards are cloudy, faded, or cracked; etc. The Board of Directors in its sole judgment may require the removal of basketball goals that are not suitably maintained.
* The basketball goal must be installed and positioned along the side or back edge of the Owner’s driveway behind the front building line of the home. **In no situation shall the back of the backboard be facing the home’s front street**. The presence of a sloping driveway does not waive or limit this restriction.
* The backboard may not be attached to the house.
* The basketball goal must be positioned on the Lot or “basketball yard guards” must be installed so that wayward balls do not regularly fall onto a neighbor’s property.
* “Basketball yard guard” net systems are acceptable provided the arms and net can fold along the main pole of the goal for discreet storage. These nets must be in the storage position when not in use.
* Protective padding that might be added to a basketball post must be of a matching color with the post.
* Basketball goals, players, or balls must not be permitted to damage landscape, structures, vehicles, or signage in common areas or neighbors’ property.
* PORTABLE BASKETBALL GOALS: Portable basketball goals must be stored out of sight when not in use as per Article VIII, Section 3.1 of the CC&R’s.
	+ Portable basketball goals shall not be placed on sidewalks, along roadside curbs, on streets, or on HOA common area.
	+ The counter-weight base of portable basketball goals must be designed to sufficiently support the portable goal structure (i.e., piling rocks, bricks, sandbags, or other types of weights on top of the base is not permitted).

 **Children’s Play Structures, Trampolines, Sports Nets, etc**.

* Trampolines and play structures including their proposed placement require an ARC request.
* Approved play structures must be kept in a mechanically sound, clean, and well maintained “like new” condition. Owners shall not permit such play structures to become an unsafe or unsightly nuisance. Wooden playsets shall be maintained in a manner similar to a wooden deck. Occasional cleaning and sealing and/or staining may be necessary. The Board in its sole judgment may require the removal of play structures that are not suitably maintained.
* All play equipment must be placed behind the home and out of street view. “Behind the home” is defined as the envelope of yard area from behind the house to the back property line and within the sidelines of the house extended to the back property line.
	+ The Architectural Review Committee reserves the right to require landscape plantings (e.g., a hedge or evergreen trees) to shield play equipment from street or neighbors’ view. This may often be the case with corner Lots and with Lots having back streets.
* Swings, hammocks, zip lines, or other similar items attached to trees are not permitted in any circumstance where such swing, hammock or other item is visible from a front, side or back street.
* Each Lot in BonBrook has a City of Brentwood Public Utility and Drainage Easement (PUDE) along the side and back perimeter of the Lot. These typically range from 10’ to 15’ in width. Play equipment should not be set within these easements without approval from the city (*ref. City of Brentwood Ordinance Sec 58.6*). Owners should check their Lot plat for other easement considerations such as *“Landscape and Tree Preservation” and* *“Sewer”* easements that are present on some lots.
* No metal swing sets are permitted.
* Play equipment that is temporarily used in the front yard or driveway of an owner’s Lot must be removed and stored out-of-sight from the street when not in use.
* Play equipment shall be oriented on the Lot such that any wayward balls or other play objects do not fall onto a neighbor’s property.
* Homeowners should familiarize themselves with the code requirements governing placement of play structures (*ref. City of Brentwood Ordinance Sec.* 78-22. e *- Accessory buildings – Play structures and Sec. 58-6 – Obstruction of Easements*).

**STANDARD #4: USE OF COMMON AREAS**

* Pavilion / play area – The “GENERAL RULES AND REGULATIONS FOR USE OF THE BONBROOK PLAYGROUND AND PAVILION AREAS” are included as **Exhibit A** to this document. They can also be found on the [www.bonbrookliving.com](http://www.bonbrookliving.com) website.
* HOA common areas, including the pavilion and playground, are not intended to be areas for minors to congregate at night, unless an event has been approved in advance by the Board of Directors. Children under 12 must be supervised at all times. In particular, any use of the pavilion at night must involve adult members from the community being present and prior approval from the Board of Directors.
* Pet leash and curb requirements – see **STANDARD #12: ANIMAL / PET RESTRICTIONS.**
	+ Off-Road Vehicle Use in Common Areas and walking trails (ATV’s, Go-Carts, Golf Carts, etc.) is prohibited.  **Violators of the above will be held liable for any damage that occurs**. This includes, but is not limited to, turf damage, damage to the playground and playground equipment, and/or damage to the walking trail and walking trail bridge structure.
* Minors Operating Vehicles on Neighborhood Streets:
	+ - A minor operating an unlicensed vehicle on public streets is considered a violation of the Tennessee Motor Vehicle Statutes subject to a citation which would be issued to the minor's parents (ref. TCA 55-4-101 and other Title 55 statutes pertaining to off-road and low speed vehicle use on city streets).
		- Minors under the age of 16 are required by law to wear a helmet when riding a bicycle or scooter (ref. TCA 55-52-105).
* Walking Trails: The community’s asphalt walking trails are intended for foot traffic and jogging. The trails are steep, winding, and hazardous. Please exercise caution when using the trails.
* Retreat Lane Detention Pond: Fishing, swimming, ice skating, etc. is prohibited in the Retreat Lane entrance detention pond. High voltage electrical wires are present in the pond and are a safety hazard.
* Dumping in Common Areas – No dumping of yard waste, trash or debris of any type is permitted within our HOA common areas. Such dumping is unsightly and, in the past has created drainage issues in our common areas and drainage ditches resulting in water back-up onto homeowner Lots. Furthermore, the City of Brentwood Chipper Service will not pick-up yard debris from HOA common areas. Residents must refrain from dumping refuse within our common areas under any circumstance.

**STANDARD #5: HOLIDAY DECORATIONS**

Holidays are an important part of the American lifestyle and an excellent way to display your enthusiasm for a particular holiday. Outdoor holiday decorations are allowed and encouraged but homeowners are asked to do so in a tasteful manner.

* Tasteful religious or holiday decorations are permitted to be displayed four weeks prior to and two weeks after the respective holiday.
* Holiday mailbox covers may be utilized.

**STANDARD #6: OUTDOOR PORCH, PATIO, AND DECK FURNITURE**

* + - All outdoor furniture must be located on a porch, deck, or patio area. Furniture is not allowed on the lawn, driveway, or sidewalk except temporarily while in use.
	+ Front Porch Furniture: furniture designed for outdoor use is permitted in the front of a house only if on a sheltered front porch that can accommodate such furniture. Folding chairs and plastic furniture are not allowed in view from the street except temporarily while in use.
	+ Back Yard Furniture: The Architectural Review Committee reserves the right to require landscape plantings (e.g., a hedge or evergreen trees) to shield back yard patio and deck furniture when such furniture is visible from the street. This is often the case with corner Lots and with Lots having back streets.
	+ Folding chairs and plastic furniture are not allowed in a location which is visible from the street except temporarily while in use.
* Patio and Deck Umbrellas: Umbrellas are permitted provided the shade canopy coverage area is less than 50 square feet. An ARC approval is necessary for any umbrella that has a shade canopy coverage area greater than 50 square feet. Larger umbrellas submitted for ARC approval must be of quality construction, and the homeowner must agree to maintain the umbrella in like new condition.
* Covered Patios, Gazebos, Cabanas, and other Shade Canopy Structures: An ARC approval is required for any such structure. These structures are considered to be an addition to the home, and the design, material, and construction must therefore comply with the Architectural Control standards defined in Article V of our CC&R’s.
	+ *Prefabricated Gazebos & Shade Canopy Structures***:** An ARC approval is also required for these structures; but generally, they are not permitted (Article VIII Section 3.1 & 3.2). Many prefab designs violate the “temporary in character” provision within the CC&R’s and also fail to conform to the CC&R architectural control standards.
* Statuary or Accent items:
	+ - Porch, Patio, Deck, or Home Perimeter: Statuary or accent items are permitted on front and back porches, patios, rock walls, brick walls, and decks provided they are subtle in size and design, are made of quality material (e.g., stone, cement, earthenware, etc.), and are in harmony with the home and with other similar accent items present in the community. Such items are also permitted around the driveway garage area provided they are positioned adjacent to the home.
		- Lawn or in Landscape Beds: Statuary or accent items including items such as fountains, bird baths, bird feeders, weather vanes, and benches placed in the lawn or in landscape beds and visible from a front, side, or back street require approval from the Architectural Review Committee. Generally, such items are not permitted in one’s lawn (i.e., within the turf grass area of the yard). However, such items may be approved in a mulched landscape bed provided they are subtle in size and design, are made of quality material, and are harmonious with the natural environment and home design (i.e., such items must be accompanied by landscaping and be an accent to the overall landscape plan rather than a highlighted feature of the landscaping).
		- Flower Pots: Flower pots and planters are recommended to be of a neutral color; however, other colors may be acceptable if they are complementary to the home's color scheme. Brightly colored planters, especially of plastic material are not permitted in any areas visible from a front, side or back street. Recommended materials for front porch planters and flower pots include cement, earthenware, and clay.
		- Statuary and accent items must be maintained in an attractive condition.

**STANDARD #7: ITEMS IN VIEW / MISCELLANEOUS STORAGE**

* An ARC request form must be submitted to and approved by the Board of Directors prior to contracting for the temporary use of PODS and Dumpsters (HOA Resolution 2-08).
	+ These containers will only be permitted on the driveway and cannot be located on the lawn, street or sidewalks.
	+ The maximum amount of time that such containers can remain on the Lot is 7 days for PODS and 30 days for dumpsters.
	+ Basketball goals: see **Standard #3**.
	+ Bicycles and other children's toys must be kept in the garage and out of public view when not in use.
	+ Firewood must be stored in the backyard only in a location that is not visible from the street. Logs must be stacked neatly and in an orderly fashion. For corner Lots or Lots that have backyards visible from community streets, wood piles shall be located in areas where they are shielded from street view.
	+ Garden hoses must be stored either indoors or in such a manner that they are not visible from front, back, or side streets.
* Satellite dishes: see **Standard #15.**
* Towels, clothes, and other items are not permitted on porch railings or privacy fences at any time.
* Composting Collection: Composting is permitted with strict adherence to the following standards:
	+ Proposed composting plans, container type, and location must first be approved by the Architectural Review Committee.
	+ All yard waste must be containerized. Only acceptable means of composting may be used. No dumping in wooded areas, cracks or holes in the ground, or other location is allowed.
	+ Containers cannot exceed one (1) cubic yard in size.
	+ The composting unit must be located behind the house and screened by hedges or similar greenery so as not to be in view from the street or adjacent property.
* Contents of composting units must comply with commonly accepted Environmental Protection Agency (EPA) standards. Acceptable composting items include**:** grass clippings, leaves, shrub branches, twigs, flowers, weeds, sawdust, vegetable waste, fruit scraps, eggshells, fireplace ash, and coffee grounds.
* Unacceptable composting items generally defined by the EPA include, but are not limited to: meat; bones; dairy products (e.g., butter, milk, sour cream, etc.); fats, grease, lard, or oils; pet wastes including cat litter; and diseased plants.
* Rainwater Collection: Rain Barrels are permitted in a homeowner’s backyard and adjacent to the home. They may not be placed in a location visible from a front, side or back street, and they must not exceed more than 50 gallons in capacity.

**STANDARD #8: LAWN MAINTENANCE AND LANDSCAPING**

 Each homeowner is responsible for keeping his Lot properly maintained. This includes planting and nurturing the growth of turf grass, appropriate watering, weed control elimination, keeping the yard mowed to maintain an attractive appearance, and keeping sidewalks clean.

* Grass shall be cut on a weekly or bi-weekly basis, depending on the growing season.
* The lawn shall be kept neat and attractive and free from weeds. It is common for either homeowners or hired professionals to apply at least four turf treatments a year, including fertilization to promote turf growth and herbicide treatments to control weeds.
* Any lawn bare areas that develop must be sodded or re-seeded.
* In ground irrigation systems are encouraged and do not require ARC approval.
* Grass clippings must be swept or blown from the drive, sidewalks and curb line of property after each mowing.
* Curb line shall be edged weekly or bi weekly so grass does not grow over the curb and onto the street.
* Grass/weeds growing in cracks along the curbs and driveway must be eradicated.
* Landscaping shall be present across the entire front of the house. (CC&R’s Article V, Section 1.2)
* Any substantive changes to a homeowner’s landscape plan must be approved via an ARC request. This includes adding or removing trees, shrubs, landscape beds, hedges, etc. and/or changing or replacing lawn turf type.
* Replacing dead plants with identical or similar plant varieties, replanting flower beds, or other similar work that is consistent with the currently approved landscape plan for the Lot does not constitute a change that requires ARC approval. On the other hand, any change that noticeably alters the landscape appearance on the Lot does require ARC approval. If any doubt, an ARC request should be submitted.
* ARC requests must include a description of the types and anticipated mature sizes of trees or shrubs to be planted and a site plan showing the relationship of plantings to the house and adjacent dwellings.
* Landscaped beds must be edged and be free of weeds and grass.
* Landscape bed edging shall be trench cut. Other edging, if used, shall not exceed three (3) inches above the turf height and must be of a uniform type. Any other edge style must be submitted to the Architectural Review Committee for approval.
* Mulch shall be present in landscape beds and be attractive in appearance (e.g., faded, grayed-out crusted mulch must be replaced).
	+ Mulch shall be a natural type of pine straw, shredded pine bark, pine nuggets, or hardwood shavings. No artificial mulch or other bed covering may be used without approval of the Architectural Review Committee.
* Ornamental and decorative landscape trees, shrubs, and hedges along driveways, fences, etc. must be pruned periodically to maintain an attractive appearance.
* Landscaping that is dying or dead, including fallen limbs and bags of leaves, needs to be removed immediately and replaced at the appropriate time, spring or fall.
	+ - The City of Brentwood offers a chipper service for debris removal from homeowner Lots. Please check the City website for the chipper schedule for our community and only place appropriate debris curb-side during the scheduled week of service (<https://www.brentwoodtn.gov/departments/public-works/chipper-service>) . The City does not take tree, plant or grass matter with root balls; instead, disposal of such material is available at the Williamson County Convenience Center on Sunset Road.
		- City of Brentwood Chipper Service Rules (from website in Aug 2019):
1. Brush **must be behind the curb** with cut ends towards the curb. Brush must not exceed eight feet in length and three feet in height.
2. Limbs and stumps larger than six inches in diameter will not be picked up.
3. **Debris that is the byproduct of commercial cutting / trimming will not be accepted.**
4. Leaves and grass clippings will be collected in brown paper bags only.
5. Plastic bags will not be accepted.
6. Do not stack brush, clipping or other leaves near stationary object like a fire hydrant, mailbox, utility pole, etc.

\*\* If a pile violates any of the rules and is not picked up, residents will receive a door hanger on the flag of your mailbox with a box checked giving a reason why.

* No tree outside the approved house construction shall be removed from any Lot without the prior written approval of the HOA. (Article V, Section 6.2). When such a tree is removed:
	+ The Owner shall replace it with a tree of the same variety or of another variety if approved by the Architectural Review Committee. The new tree must be at least 2” in diameter, and be placed in the same location or on another portion of the Lot if approved by the ARC.
	+ Stumps visible from a front, side or back street must be removed or ground-down.
	+ Tree rings must be leveled and reseeded or sod placed in areas where a tree has been removed.
* Algae, moss, mold, staining appearing on brick or other structures surrounding landscaping areas, driveways, hedges, etc. or on any part of the home shall be treated and removed.
* Grounds around fencing shall be trimmed weekly or bi-weekly.
* Property owners must trim trees with limbs that project over a street or sidewalk as required by the City of Brentwood City Ordinance Sec. 58-2 which states all limbs must be removed that “...project over any street at a height of less than 14 feet or over any sidewalk at a height of less than eight feet.”
* Trees or shrubs obstructing the view at road intersections must be trimmed as per the City of Brentwood Ordinance Sec. 58-3 which states that such obstructions must be removed “...which prevents persons driving vehicles on public streets from obtaining a clear view of traffic when approaching an intersection.”
* Stormwater Run-off and Erosion Control: Homeowners shall not alter the grading on their Lot in any way without approval from the Architectural Control Committee. Grading permits are likewise required from the City of Brentwood. (City of Brentwood Ordinance ARTICLE I. - STORMWATER MANAGEMENT AND EROSION CONTROL).
	+ - Homeowners are responsible for maintaining the integrity of their lawn such that stormwater run-off and erosion control performs as designed and intended in the City of Brentwood approved plans for the community.
		- One of the most efficient and cost-effective ways to control erosion and stormwater run-off is with a healthy, dense stand of grass.
		- Corrective action must be taken by homeowners experiencing erosion issues to ensure that neighboring Lots, common areas, and streets are not adversely affected.
* Owners with sidewalks on their property are required to keep the sidewalk clean. Also, as soon as possible after a snow or sleet, owners are required to remove all accumulated snow and ice from their sidewalk. (City of Brentwood, Article 1, Section 58-7)

**STANDARD #9: LIGHTING**

Exterior residential lighting can convey a warm, inviting atmosphere and aid in providing night time security. Care is to be taken in placing fixtures, selection of fixtures, types of light source and amount of light emitted. Tasteful accent lights are encouraged and security lights that do not create a nuisance for other homeowners are permitted.

* + - Homeowners are required to submit an ARC request for approval prior to making any outdoor lighting changes or additions to their Lots.
		- The Architectural Review Committee reserves the right to require a homeowner to deactivate or remove any light that is deemed to be unattractive or a nuisance to other homeowners.
		- Light fixtures must be of a type and design that is consistent with the harmony of design and the traditional architectural theme inherent in the community.
		- Spotlight fixtures are to be inconspicuous and directed to avoid light spill onto adjacent property. Lighting fixtures must be of high quality materials and workmanship and be in scale and style with the residence.
		- All exterior lighting must be neutrally colored (such as warm or cool white or clear bulbs). Sidewalk or driveway post lights shall be gas (CC&R’s Article V, Section 7).

**STANDARD #10: MAILBOX AND NAMEPLATE DESIGN**

 Herndon & Merry is the standard mailbox defined in the HOA’s governing documents; however, most all sign/mailbox companies can match the characteristics of this design, including the Acorn finial, the upper scroll bracket used for the address plate, and the lower scroll bracket used to support the mailbox. Steel and cast iron are recommended because they can be more readily repaired in the field compared to aluminum.

* Paint Finish: Black Semi-Gloss
* Post: 2” steel, set in concrete
* Mailbox, Brackets, & Vendor suggestions: pictures and vendors available on the HOA’s website.
* No mailbox covers are allowed with exception of holiday decorations.

 Links are provide on the BonBrook website ([www.bonbrookliving.com](http://www.bonbrookliving.com)) for *“Mailbox Information”* and *“Address Plates”* where additional information can be found on mailbox repairs, suggested vendors, and address plate replacement or from the property manager.

**STANDARD #11: NUISANCE**

 No noxious or offensive activity shall be carried on upon any Lot; nor shall anything be done thereon which may be or may become an annoyance, discomfort, embarrassment or nuisance to the neighborhood, including but not limited to: operating a commercial business; use of unauthorized vehicles on streets, sidewalks or common areas; storing rubbish or other noxious materials; and burning leaves, tree limbs or other materials outside of a fireplace, fire pit or grill designed for such burning.

* Barking Dogs: This is a commonly reported nuisance in the community. The City of Brentwood Codes address this issue in Code 10.2.(b)(1) noting an animal creates a nuisance if it “habitually and repeatedly makes noises sufficient to interfere with neighboring residents’ reasonable use and enjoyment of their property”.

**STANDARD #12: ANIMAL / PET RESTRICTIONS**

 All codes set down by the City of Brentwood within the City’s Code of Ordinances CHAPTER 10 – ANIMALS are applicable to our community (*ref.* [*https://library.municode.com/tn/brentwood/codes/code\_of\_ordinances*](https://library.municode.com/tn/brentwood/codes/code_of_ordinances)).

 Below are some frequent reminders:

* No animals, reptiles, rodents, livestock, birds, fish or poultry of any kind shall be raised, bred, or kept on any portion of the owner’s property, except that dogs, cats, or other usual and common household pets may be permitted in a home or on individual property.  *(ref. Brentwood City Code - Sec. 10-4)*
* No pets shall be kept, bred, or maintained for any commercial purpose.
* Dogs allowed outside a Lot, shall at all times be confined on a leash held by and under the physical control of a responsible person as per the City of Brentwood leash law. Dogs or cats are not permitted to run at large (*ref. City Code 10-31 to 35).* Violations may result in animal forfeiture (*ref. City Code 10-7).*
* No dog runs/kennels are allowed.
* Homeowners in all cases are liable to other residents, their families, guests, invitees, and tenants and to the Association for any and all damage to person or property caused by their pets or any pets brought to a homeowner Lot by any member of his family, visitor, guests, or invitees. Animals involved in aggressive behavior must be reported to Animal Control (*ref.* *City Code 10-49 and 10-50*).
* It is the responsibility of the pet owner to clean and appropriately dispose of any waste produced by pet anywhere other than on the property of its owner."
* Vaccination and registration is required for dogs and cats (*ref. City Code 10-46*).

**STANDARD #13: OCCUPANCY, RENTAL AND LEASING** Homeowners who rent their property must inform the HOA Board and supply the renter(s) name(s) and contact information.

* The development is chartered as single-family homes (i.e. no more than one immediate family). No group or business may reside at the address. BonBrook HOA abides by City of Brentwood, TN Ordinance 78-19.
* Short-term rentals (e.g., Airbnb) are strictly prohibited. The City of Brentwood vigorously enforces this code. (*ref. City of Brentwood Code, Section 78-19(e)*)
* Renters must comply with the BonBrook CC&R’s and Standards. Ultimately, the property owner is responsible for compliance with all HOA requirements.

**STANDARD #14: SIGNAGE**

* The following signs are approved for display: realty signs for selling a home, political candidate signs for government elections, garage sale and high school graduation. Contractor, school enrollment / activity signs, and advertising signs are NOT permitted.
	+ Only one sign may be placed by a realtor or owner advertising the sale or rent of a home. This sign shall not be greater in area than twelve (12) square feet.
	+ All other signs may not exceed a size of 4 square feet.
	+ Signs of a political nature may be displayed no sooner than thirty (30) days prior to an officially recognized election and must be removed within five (5) days after the election. (*ref. Tennessee “FREEDOM OF SPEECH ACT” Section 1.(b).(2) passed in July 2017*)
	+ Signage for graduation announcements, birth announcements, or signs of a similar nature may only be on display for a period not to exceed two (2) weeks.
* **STANDARD #15: SATELLITE DISHES AND ANTENNAS**
* No antennae (except for standard small television antennae and wireless cable antennae) or microwave and other receivers and transmitters (excluding those currently called "satellite dishes") shall be erected or placed on any Lot unless the Lot Owner can show special circumstances requiring the use of extraordinary receivers or transmitters and unless its design and placement are approved by the Architectural Review Committee. By granting permission to a Lot owner to erect any of the aforementioned receivers or transmitters, the Board of Directors shall not be deemed to have waived this restriction as it may apply to other Lots. Any such item must be placed at the rear of the home so as not be visible from the street.
* Satellite Dishes
* No satellite dish greater than 3 feet in diameter shall be installed on any home or Lot.
* All dishes must be placed at the rear of the home so as not to be visible from the street unless approved in writing by the Architectural Review Committee.

**STANDARD #16: TRASH CANS / COLLECTION:**

* All refuse must be bagged and secured in a trash receptacle (such as a trash can) with a lid to keep the garbage contained. Most refuse companies require all garbage be bagged.
* Recycling bins are to be secured with some type of weighted material or placed in vendor approved bags to prevent items from leaving the container prior to collection.
* Trash receptacles and recycle bins shall be stored inside the garage, storage room or out of view from the front street of the home.
* Receptacles may be placed by the curb on the opposite side of the driveway from the mailbox after 6 pmthe night before pickup and must be returned to storage by the end of the day it is picked up.
* All additional refuse in excess of that which fits within the designated container shall be the sole responsibility of the Owner for removal and shall not be charged to the Association (i.e. furniture, appliances, carpet, etc.). The Williamson County Convenience Center at 1525 Owen Road off Sunset Road accepts most items except toxic materials and flammables.

**STANDARD #17: VEHICLES, PARKING AND TRAFFIC**

* No trailer, motorcycle, commercial vehicle/trailer, camper trailer, camping vehicle/RV, boat or truck (excluding pickup trucks that are one ton or less) shall be parked or kept on any Lot at any time unless housed in a garage or basement.
* No trailer, motorcycle, commercial vehicle/trailer, camper trailer, camping vehicle/RV or boat shall be parked on the street in the subdivision for a period in excess of one (1) twenty-four (24) hour period in any calendar year. Any such item causing an obstruction or safety hazard will be towed and billed to homeowner. Street parking creates a safely issue with potential liabilities.
* No vehicle shall be continuously or habitually parked on any street or public right-of-way in the subdivision. Vehicles parked on a street that cause an obstruction or safety hazard will be towed and billed to homeowner.
* All vehicles parked in open view and not in a garage must be licensed, operable and may not be unsightly.
* **No vehicle may be parked in any yard at any time.**
* Homeowners are responsible for guest parking and must ensure that guests park in a safe manner and do not impede access to other homeowners’ driveways and traffic. Homeowners must ensure that **guests park on one side of the street in the direction of the flow of normal traffic** so that traffic flow within the community is not impeded.
* All vehicle operators must observe all local, county and state traffic regulations at all times while in the subdivision. The speed limit on all BonBrook streets is 25 miles per hour.
* The operation of golf carts, motorized scooters, non-licensed mopeds or mini-bikes, dirt bikes, three or four wheelers, go carts, battery powered vehicles, ATVs, and other similar vehicles must be in accordance with the laws of Tennessee statutes **Title 55 Motor and Other Vehicles.**

**STANDARD #18: WINDOWS, WINDOW GRIDS, SCREENS AND WINDOW COVERINGS:**

* Screen placement must be uniform throughout areas of the home visible from the street (homeowners may elect to remove screens from all windows that open or retain them).
* Window grids can be a source of frustration for the homeowner. The grids used by the builder in the Grove and BonBrook on Concord are removable and of inferior quality. Broken grids must be repaired or removed. The HOA highly suggests homeowners repair or replace broken or missing grids in areas visible from the street to maintain the “traditional style of architecture”. When not possible, the HOA asks the homeowner to consider removing all grids to allow for uniformity across windows visible from the street.
* Interior Window Coverings – the HOA prefers that interior window coverings shall be such that they do not detract from the “traditional style of architecture” of homes in the community. The HOA prefers curtains have a neutral colored backing (i.e., white, beige).
* The HOA prefers that no items be affixed to windows (e.g., stickers with exception of security stickers, antennas, etc.).
* The HOA prefers that furniture, bookcases or other such items be placed so they do not obstruct any window visible from the street to maintain uniformity and the “traditional style of architecture”.
* No window air conditioning units may be installed.
* The HOA prefers that no foil or other reflective material shall be used on any windows for sun screens, blinds, shades or for any other purpose.

 **EXHIBIT A**

**GENERAL RULES AND REGULATIONS FOR USE OF THE**

**BONBROOK PLAYGROUND, PAVILION AREAS AND WALKING TRAIL**

**1.0 GENERAL RULES**

* All pets must be kept on a leash as all times. Pet owners are responsible for collecting their pet’s waste and properly disposing of it in the trash receptacle.
* The walking trail is steep, winding and hazardous in certain areas so proceed with caution.
* Dumping and littering in the Park is strictly prohibited
* All lost and found items shall be turned in to the Pavilion coordinator (see item 2.0 below).
* Individuals who vandalize or who cause damage to self, others or property will be responsible for all costs associated with such damage.
* No fireworks are allowed in the Park.
* No pieces or items of any plant life shall be removed or disturbed within the Park area.
* No hunting, shooting, killing, trapping or any other attempt to capture or injure animals is allowed in the Park area or any Common Area. This includes pellet and BB guns.
* The Board of Directors reserves the right to restrict or prohibit the use of the Park areas to any resident who has been found to misuse the facility in any manner.

**2.0 PAVILION SCHEDULING AND RESERVATIONS**

* The Pavilion is available to all residents of BonBrook and is available on a first-come/first-serve basis. Any person desiring to use the Pavilion for group functions must make a request through the BonBrook Board of Directors (see BonBrook website for details).
* Residents that have not submitted their annual dues payment are prohibited from reserving use of the Pavilion.
* The user is responsible for any and all persons and activities at the Pavilion during the period of their reservation and must abide by all rules and regulations contained this document.
* No person under the age of 18 will be allowed to make reservations.
* Unsafe activities (e.g., skateboarding on tables) are prohibited.
* Grilling will be limited to the provided installed Park grills only.
* The user is responsible for trash collection and removal resulting from their activity.

**3.0 PLAYGROUND EQUIPMENT**

* Children under the age of 12 require adult supervision at all time when at the playground or when using playground structures.
* Adults must monitor behavior of children to avoid disorderly, boisterous, threatening or other behavior that disturbs the enjoyment of other children using the equipment.
* Broken or malfunctioning playground equipment should be reported to a BonBrook Board of Director at board@bonbrookliving.com.

**THANK YOU FOR YOUR COOPERATION**

**THE BONBROOK BOARD OF DIRECTORS**