

THE HIGHLANDS

HIGHLANDS PARK PROPERTY OWNER'S ASSOCIATION

Good Neighbor Policies, Rules & Regulations

Revised May 2023

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1.0 Introduction

The Highlands Park Subdivision is composed of single-family mountain homes enjoyed by full-time residents and second homeowners in a setting of natural beauty and a pleasant and desirable environment. The purpose of the “Good Neighbor Policy” is to act as a guide for neighbors to work together to support a harmonious and attractive development while promoting and safeguarding the comfort, safety and value of our members’ homes and neighborhood.

2.0 Good Neighbor Policies and Rules

Many of these rules are already established in either the Town of Breckenridge Code (www.townofbreckenridge.com) or the Declaration of Land Use Restrictions (www.highlandsatbreck.com/highlands.php). References are to the Town Code (TC) and Declarations (DLR).

This document is not intended to replace the By-Laws, Land Use Declarations, or the Design Guidelines, but to be considered in conjunction with these documents. The Good Neighbor Policies will supplement but will not have precedence over individual HOA rules and regulations. Individual HOAs may elect to establish more stringent rules but cannot establish rules that are less stringent than the POA Policies.

2.1 Noise and Offensive Activities

- A. Noise levels should be kept at respectable level in an effort to not disturb neighbors. Special consideration should be given between the hours of **11:00 pm** and **7:00 am**.
- B. No fireworks of any kind shall be carried, stored, displayed or exploded in Highlands Park. (TC 5-7-3).
- C. The Town of Breckenridge has determined that unmanned aircraft systems, sometimes referred to as “drones”, threatens the public health, safety and welfare of its residents and guests and has established regulations regarding their use. All owners, occupants and guests in the Highlands Park Subdivision must abide by these rules. (TC 5-14)

2.2 Parking

- A. Park only on hard surfaces. Parking of vehicles on the Property or any portion thereof is permitted with respect to a Lot only within parking space constructed for that purpose. (DLR 10.20)
- B. All recreational vehicles must be parked in a garage. Parking of motorhomes, travel trailers, over-sized equipment is prohibited within the Development. (DLR 10.16)

2.3 Garbage

- A. Refuse, garbage, and trash shall be kept in a covered container at all times and any such container shall be kept within an enclosed structure. (DLR 10.17(b))
- B. It is suggested that whenever possible, trash receptacles be placed curbside on the day of pick up no earlier than 6:00 am and brought inside by 11:00pm. If a trash receptacle must be placed curbside outside of these hours, a locking mechanism is required to prevent access by wildlife. Property owners are responsible for the timely clean-up of any trash accessed and disbursed by wildlife.

2.4 Pets

- A. **Number of Pets**: Household pets may not exceed three per home. All pets must be kept on a leash when outside of owner's property. (DLR 10.18)
- B. **Barking Dogs**: It is unlawful for any owner to fail to prevent his or her animal from disturbing the peace of another person, whether the animal is on or off the owner's property. (TC 6-2-7)
- C. **Leash Law**: It is unlawful and considered a failure to control a pet animal when the pet animal is not under the control of the animal's owner, or other competent person, by means of a leash not longer than six feet (6') in length when off the premises of the animal's owner. (TC 6-2-6(A)) (DLR 10.18)
- D. **Pick Up After Pet**: An owner or responsible person must remove an animal's waste which is left on public or private property before leaving the immediate area where the waste was deposited. (TC 6-2-6(E))

2.5 Lighting

Preserving and protecting the night sky enhances the use and enjoyment of property through the use of appropriate lighting practices. The Town of Breckenridge values the practice of energy conservation and places and emphasis on responsible lighting practices that decrease the human impact on the environment, while providing adequate light for safety & security. (TC 9-12-2 and -3)

- A. As a curtesy to neighbors and to preserve night sky viewing, residents are encouraged to turn off exterior lights by 11pm.
- B. Replacing existing non-compliant exterior lighting with energy efficient, "dark sky" compliant lighting is encouraged. All exterior lighting is required to be "dark sky" compliant by **July 1, 2025**. (TC 9-12- 6).
- C. Decorative lighting is permitted November 1st through end of the ski season at Breckenridge Ski Resort. (TC 9.12.8 TC)

2.6 Maintenance

- A. Each lot shall be kept and maintained by the owner(s) thereof in a clean, safe, attractive, and sightly condition and in good repair. (DLR 10.9)

3.0 Registration and Operation of Rental Properties

3.1 Registration

- A. The filing of a Registration Form is now required by any owner renting their home for any period of time. The Registration Form shall be filed each year, on or before the date of the Annual Meeting of the Association.
- B. If it becomes known to the Board that a property is being rented and there is no Registration Form on file for the property, the owner shall be given notice that a Registration Form is required and the owner shall file such form **within 30 days** or a fine in the sum of **\$100** shall be imposed.
- C. If a complaint about a property is received by the POA Board or management company regarding a rental and there is no Registration Form for the property concerned on file with the management company, an additional **\$250** fine shall be

assessed.

- D. **Occupancy Limits:** the number of occupants that may reside in a residence being rented shall not exceed two (2) persons per bedroom, plus four additional persons. The number of bedrooms shall be determined by the Town of Breckenridge in its licensing process and/or by the records of the Summit County Assessor, and each bedroom shall be legally conforming according to the Town Code including all Building Code requirements. (TC 4-6-10).
- E. **Sending and Posting of Good Neighbor Policies:** Each owner renting their property shall send to the responsible party who is renting the home a copy of the Good Neighbor Policy and post it in a prominent location in the home.

4.0 Enforcement & Fines

It is always encouraged that a property owner speaks with a neighbor first to try and resolve an issue and that the reporting of Good Neighbor Policy violation be a second step if needed.

The following fee schedule will apply to all recurring covenant violations.

- First Violation Notice - Written Warning
- Second Violation Notice - \$200
- Third Violation Notice - \$300
- Fourth Violation Notice or more – Turn over to the Association’s Attorney

In the event of multiple violations occurring at the same time, each violation shall be treated separately and will follow the above mentioned schedule. For example, a vehicle parked in violation of the Policy and Rules at a given time shall follow the enforcement procedure, and additional separate violations such as noise violations or conduct violations occurring at the same time will be treated as separate violation cases.

5.0 Appeals, Lien, and Collections

5.1 Appeals

- A. Any owner may appeal the decision of the Review Board to impose a fine by filing a Notice of Appeal, in writing, with the Board by delivering the Notice to the Highlands Park management company within 15 days of the date of mailing of the Notice of Fine Assessment to the owner by the Association. Any fine imposed by the Review Board shall be final if no timely Notice of Appeal is given and shall be paid by the owner within 30 days after the owner receives written notice thereof.

5.2 Hearing on Appeal

- A. Upon receipt of a Notice of Appeal, the Board shall schedule a hearing before the Board on the Appeal. The owner shall appear before the Board, in person, at the time of hearing. The Board shall sustain the imposition of the fine if in the determination of a majority of the Board members a preponderance of the evidence shows that a violation

of the Good Neighbor Policy and Rules occurred.

5.3 LIEN AND COLLECTION

- A. Pursuant to the provisions of Section VII, paragraph 7.7 of the Declaration of Land Use Restrictions for Highlands Park any fines which remain **unpaid after 30 days** shall become a lien against the property as well as a personal obligation of the owner(s) recoverable by a suit for money judgment.

6.0 Communication

To provide adequate communication, it is the property owner's responsibility to maintain accurate contact information at the Property Manager's office: i.e., Cell Telephone Numbers and e-mail address.

7.0 Reporting of Violation

As previously stated in this policy, it is always encouraged that a property owner speaks with a neighbor first to try and resolve an issue and that the reporting of Good Neighbor Policy violation be a second step if needed. If needed, please contact Alpine Edge Property Management: (970) 453-2334, HOA Ext 3. Additionally, all Highlands Park POA Board of Director contact information can be found on the Highlands Park website at: <https://highlandsatbreck.com/highlands-park/>.