

**Maintenance Guidelines
for
Holly Hill Farms (“HHF”) Homeowners Association**

Each HHF Lot Owner shall have the duty and responsibility, at such Owner’s sole cost and expense to maintain the home, landscape and all other items on their Lot in a well-maintained, safe, clean and attractive condition. Such maintenance may include, but may not be limited to, painting, repairing, replacing and caring for roofs, gutters, downspouts, building surfaces, mailboxes, trees, shrubs, lawn and grass areas, walks and any other exterior elements. Houses and other structures shall be kept free of unsightly or deteriorated conditions. Lawn and grass areas and planted landscape shall be maintained regularly to avoid an unsightly condition.

City rules and existing covenants already impose certain maintenance requirements. Per those requirements and as set forth below, required HHF maintenance may include, but shall not be limited to:

- 1.) Garbage and Recycling Containers:
 - a. Collection process, as per Charlotte Mecklenburg ordinance:
 - i. Containers must be placed at the curb no sooner than the day before collection. The containers must be removed from the curb by midnight on the day of collection. A minimum \$50 citation may be issued if you place the cart at the curb sooner than the day before collection or leave it at the curb past midnight on your collection day.
 1. <http://charmeck.org/city/charlotte/SWS/CurbIt/Garbage/Pages/Home.aspx>
 - b. Storage of garbage and/or recycling containers must be stored in one of the following pre-approved locations:
 - i. Inside the garage
 - ii. Behind the dwelling, not visible from any street angle. If not stored behind the dwelling and/or visible from any street angle, further screening is required using an approved façade, fencing or natural barrier in accordance with the HHF HOA Architectural and Construction Guidelines.
 1. https://nextdoor.com/news_feed/?post=6785814
- 2.) Exterior Lighting:
 - a. Ground landscaping lights are pre-approved provided they are conservative in design, use white lights, are limited to 2,000 lumens and are directed towards the Owner’s home, trees, shrubbery, or ground.
- 3.) Outdoor Holiday Decorations:
 - a. Outdoor holiday decorations must be removed within 30 days after the holiday ends.
- 4.) Mailboxes:
 - a. If replacement or repair is required, the mailbox must be restored to the original design specification pursuant to and in accordance with the HHF HOA Architectural and Construction Guidelines.
 - i. Examples of required mailbox replacement or repair shall include, but shall not be limited to:
 1. Damaged
 2. Crooked
 3. Rusting
 4. Missing or damaged numbers

Fines: Fines of up to \$25/day may be assessed for maintenance violations through: Exhibit A – HHF HOA Maintenance Guidelines Violation Process (attached). No fines or penalties may be assessed for any HHF maintenance issues except by adhering to Exhibit A – HHF HOA Maintenance Guidelines Violation Process. To the extent that a maintenance issue is addressed in both these guidelines and in the architectural guidelines, these guidelines and this process supersede the architectural guidelines and any associated process in those guidelines.