

# Victorian Village Home Owner Association

**P.O. Box 4543, Logan, UT 84323-4543**

**Managed by Brent Bevan, American Real Estate, llc**

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To all current & prospective Victorian Village Owners and Home Owner Association Members,

We welcome you to the Victorian Village Home Owner Association (HOA) and hope that we will all be able to work together to make this a great experience for all. We have prepared a summary of rules to help all owners and resident know what is required to live in harmony in the Complex.

Please be sure that your title company provides a complete set of all HOA Rules known as CC&Rs or more formally as Covenants, Conditions & Restrictions. Some people refer to these as HOA Bylaws. Regardless of the title used, each owner and resident is bound by these rules so please be familiar with them. An abbreviated summary is provided below for your information.

The HOA has an annual meeting to which all owners are invited. All members are asked to participate. **This may be done by mail, by attending personally, or by sending a designated representative** in your behalf. The owners of each unit in Victorian Village are allowed one vote for each lot owned.

The HOA rules require elections of Officers and Directors. The terms of service are generally two years in length. In order to keep some continuity of leadership, the terms of service are staggered so that not all Officers and Directors are replaced at one time.

The trees in the common area are not safe to be climbed or played in. Owners are responsible to keep their tenants & guests off/out of the trees. The individual property owner accepts total liability for any action, damage, or injury caused by or sustained by owners, their tenants, guests, etc.

Parking is allowed ONLY in the garage and private driveway of each unit. Vehicles must be kept within the boundaries of these areas.

Parking in the visitor parking area is only allowed with a parking pass obtained by calling the booting company at 435-512-5003. All owners and residents are requested to call the booting company directly to report any violations. Parking lot signs have booting company contact number which is 435-512-5003.

Please note that parking is not allowed for any length of time without a permit received prior to parking there. Owners and Residents are not allowed to park in the Visitor Parking area.

There is to be **no parking on the lawn** at any time. **Please watch out for children.**

Owners are required to pay for any damage to HOA property that they, their tenants or their workers/guests cause.

Pets are allowed only upon the following guidelines:

If pet is outside, the pet's owner must be with the pet.

Pet waste (Poop) must be cleaned up immediately.

Pets must be kept on leash at all times when out of doors.

Pets must be kept quiet so that no other residents hear the pet.

If the pet disturbs others, pet owner will be given two warnings and pet removed at 3<sup>rd</sup> complaints

HOA fees are due on the 1<sup>st</sup> of each month. Late fees of 12% of the outstanding balance will be assessed if payment is received after the grace period, ending on the 10<sup>th</sup> of any given month.

Notices will be placed on the door of any Victorian Village unit that is past due for 60 days or more and the owner will be charged a \$15.00 fee for each notice posted. Amounts past due more than 90 days are subject to a lien being placed on the property and recorded in the Cache County Recorder's Office. The owner will be charged a fee of \$25.00 for notice of intent to file a lien plus a \$30.00 fee and all recording costs for each lien being filed.

Individuals using electronic payments need to remember to add the electronic payment fees to the amount being sent in. To pay online, go to [americanrealestaterentals.com](http://americanrealestaterentals.com) and follow the directions provided.

Payments made via "Bill Pay" are not recognized until RECEIVED by the HOA. Bill pay providers typically deduct the payment from an owner's account when initiated but don't send the payment on immediately. Owners assume the payment has been received by the HOA because their bank balance has decreased but this is not necessarily true.

A transfer fee of \$50.00 will be charged for each ownership change of any property in the HOA. There will be an additional charge of \$100.00 if the new owner information and agreement to obey the rules (This Document) is not completed and signed prior to or at settlement and delivered to the HOA Manager.

The grass area of all homes is part of the HOA and is mowed by the HOA's contractor. There can be no trampolines, swimming/wading pools, vehicles, or other obstructions on the lawn at any time.

Many owners have fences that hide the side yard between buildings. This is usually done to hide tools, and treasures from public view. This practice is approved by the HOA as long as the fences are in good repair and painted/stained. It is the owner's responsibility to mow & trim around those fences and in the enclosed space.

There is a fine charged to the owner for any violation of HOA rules, whether by an owner, tenant, guests of the owner or tenant, etc.. The owner will be notified once verbally, if correction is not taken within three (3) days the OWNER will be notified in writing at a cost to owner of \$25.00 (posted on the property, emailed, faxed, or US Mail) and if the violation is not corrected within three days of written notification, the owner will be fined \$10 per day beginning the date of the written notification. Owners who do not feel that a violation is valid may appeal to the Board of Directors and a majority of the Board's vote will rule.

Owners, please note and inform tenants that power outages may affect sprinkler timing. Please also note that there is no valid reason for anyone, especially children, to be messing with the sprinkler control boxes. Please inform the manager (435-512-2478) if anyone is noticed doing this as well as areas being missed by the sprinklers.

Owners and residents are asked to be cordial with one another and are asked to please resolve personal conflicts between themselves without involving others.

Call Brent Bevan, the HOA Manager during business hours for non-emergency items. Call at any time **for emergencies**. (435) 752-4056.

**Please initial and date the bottom right hand corner of pages 1 & 2 and complete, date & sign page 3**

**Return all pages to: Victorian Village HOA, P.O. Box 4543, Logan, UT 84323**

# Victorian Village HOA Owner/Member Information Form

My /our name(s) is/are: \_\_\_\_\_.

Please Print

I/we own or are purchasing Unit #(s) \_\_\_\_\_

## Owner Contact Information:

Home Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_ Work Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_ Mobile Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_

Other Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_ Fax Number:(\_\_\_\_) \_\_\_\_ - \_\_\_\_ email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street Address City State Zip

Other Information:

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We the undersigned do hereby state that we have read the summary of rules outlined in pages 1 & 2 of this document and agree to abide by the items presented. We also acknowledge that the HOA Bylaws and/or Covenants, Conditions & Restrictions override this summary and that we will be bound by all items contained therein.

We further agree to provide this information to, and will obtain agreement to comply with these rules from any and all tenants now occupying the property or who will occupy the property in the future. We also accept responsibility for compliance of these terms for any guests, employees, contractors, or others associated with our property.

\_\_\_\_\_  
*Owner's Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Owner's Signature*

\_\_\_\_\_  
*Date*

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