

# Knolls Estates Owners Association

## 2025 Rules and Regulations

(Approved 2-19-25)

Our rules and regulations are in place and exist in order to protect our safety, the property values, and allow all owners to peacefully enjoy their homes. As owner occupants, our hope is that each homeowner will be considerate of the needs and desires of their neighbors; as well as consult with neighbors about anything that might impact the other owners. Pleasant Communications with your neighbors are the most effective means of preventing conflicts and ensuring that the Association's Rules and Regulations are adhered to by each lot owner.

These rules and regulations are primarily based upon our existing Covenants, Conditions and Restrictions (CC&Rs & Bylaws) and do not contradict these CC&Rs. In most cases these rules clarify, strengthen and clarify the CC&Rs & Bylaws. As such, these Rules and Regulations shall remain in effect until superseded by the approval of new Rules and Regulations by the Board at a future date. These also can reflect current updated laws, and from the current cc&r's and Bylaws.

We suggest that you review your copy of the Knolls Estates PUD (CC&Rs & Bylaws & Schedule of Fines)- the current document for a global explanation of all the rules and restrictions, which you were to receive and acknowledge as part of your escrow closing package when you purchased your property. They can also be viewed on the Knolls Estates website: [www.knollsestates.com](http://www.knollsestates.com). Current 2025 and beyond of state & federal laws can at times supersede the current documents.

We strongly recommend that you contact the Design Committee and/or the Board of Directors before you build any structure, or invest in materials for your landscaping or home improvement project. The board of Directors Email ([ske97479@gmail.com](mailto:ske97479@gmail.com)) Or Centerpointe property managers at ([Jennifer@cpm4rent.com](mailto:Jennifer@cpm4rent.com)) The Design Committee and/or Board of Directors are your most valuable Association resource, and their "preapproval" of your project(s) means that your plans are in accordance with all the CC&Rs, Bylaws and Rules. In addition, you may be required to have City/County permit(s) prior.

The Oregon Revised Statutes (ORS) mandate that the Knolls Estates Board of Directors is "obligated to enforce and ensure" that each homeowner within the Knolls Estates Owners Association complies with the current ORS, the existing Covenants, Conditions and Restrictions (CC&Rs & Bylaws), and the current Rules and Regulations. Although our Fine Schedule lists the most common types of violations, be aware that the Board of Directors can impose fines for any violation within the CC&Rs & Bylaws, as well as develop Rules and Regulations addendums to cover new problems within the Knolls Estates Planned Unit Development (PUD) as they arise. As stated above, the preference and desires of the Board is to allow all association owners (as a whole) to peacefully enjoy their homes by maintaining compliance to these Rules and Regulations; hopefully without imposing fines to anyone.

Therefore, except in cases where violations pose immediate nuisance, and/or health or safety hazards, you will receive an Advanced Violation Notice of the violation(s) and will be given adequate time to come back into compliance with the ORS, CC&Rs & Bylaws, and/or the Rules and Regulations before the fining process is imposed.

The Board of Directors and/or property managers will gladly discuss and explain the applicable violation(s) with you. If you believe that a violation or fine is unfair or unwarranted, you should write the Knolls Estates PUD Board of Directors, Administrator, property management or Judicial Council a formal letter with your explanation for filing a "request for an appeal of the violation". (Electronic communication is allowed). The KEOA Judicial Council will investigate your claim(s), interview individuals- as is necessary, and will provide a decision that shall be followed by you, the Board of Directors and the Design Committee.

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## COMMON ASKED QUESTIONS & VIOLATIONS:

**1. Nuisance, Annoyance & Noise:** May include, but not limited to: Excessive or unnecessary loud noises which is generated by any vehicles, persons, appliances, tools, musical equipment, other means or pets. including animals that are not allowed. (See City of Sutherlin Municipal Code- Animals- Chapter 6.04.040A animal nuisances). Also, could include vibrations, pollution of a stream or soil, and foul odors. This does not apply to construction being performed by a homeowner or building of a home or project, The rules in the construction guidelines will apply in this instance. Each owner shall be responsible for compliance with this covenant with respect to his/her own behavior and that of his/her guests, licensees and invitees on the private areas, common areas, private ways, private recreational areas, semi-public recreational areas or service areas and in all other areas contained within Knolls Estates.

**2. Animals, Pets & Wildlife:** No pets shall be permitted to run loose or unattended. Pets shall be leashed or confined to the owner's private area. No animals shall be kept or raised in any private area except household pets not used for commercial purposes. All pets allowed, must be pets allowed under city & county ordinances. Any pets running loose or unattended outside the private area of the owner thereof may be impounded by the Board of Directors and/or Administrator and the cost of such impoundment may be assessed to the owner thereof as a fine hereunder. Any pets which create a nuisance or disturb the peace shall be removed from The Knolls Estates upon written demand by the Board of Directors and/or Administrator, as well as fined. Each animal owner, including their guests' pets, are required to clean up all animal feces regardless of where it settles, and shall not allow their animal to use other homeowner yards and/or golf course. Feces must be picked up and disposed of in personal garbage waste containers. Animal owners are subject to being cited, fined, and the animal removed by the City of Sutherlin or Douglas County Animal Control; See City of Sutherlin Municipal Code- Animal Control Regulation- Chapter 6.04. **No feeding or otherwise enticing wild animals, especially turkeys on private properties or within the Knolls Estates PUD common areas.** Small bird feeders hanging are allowed.

**3. Golf Course & Cart Paths:** Cart Paths shall be used solely for golf carts and pedestrian traffic except maintenance equipment necessary to maintain or repair paths or utility equipment when appropriate or necessary for maintenance of Utilities. The neighboring golf course is not owned by the Knolls Estates PUD. Owners residing within the PUD shall not golf unauthorized on course. Owners shall not allow their children and/or guest(s) to walk or play on the golf course property. As the Golf Course is Private Property, and not part of the Knolls Estates PUD, we cannot authorize anyone to use it as a neighborhood playground. The golf course management also has concern about children getting injured while trespassing. Trespassing will be properly addressed by the Golf Course Management. Golf course nets must be approved by the Design Committee prior to installing and must be maintained by the owners.

Assumed risks by Lot Owners: Each and every property buyer within The Knolls Estates PUD shall be aware and noticed upon recording of this document that they are at their own risk in respect to possible damage to property which may arise from the Golf Course adjacent to The Knolls Estates PUD and shall not hold such course or its owners liable for any such damage that should occur, example: golf balls hit out of bounds could cause glass breakage or other property or personal damage, etc.

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**4. Restrictions on Invited Guests or Assembly:** No more than 35 persons, including the owner and household residents, shall be allowed to assemble within any dwelling or on any Private Property or common area within The Knolls Estates PUD, without the prior approval of the Board of Directors and/or Administrator. In granting such approval, the Board of Directors and/or Administrator may impose reasonable conditions with respect to the maximum number of guests, the hours within which the guests may be present, limitations on the types of activities to be engaged in by the owner and guests, special provisions for vehicle parking, and other measures which the Board of Directors and/or Administrator deem reasonable and necessary to protect the privacy and peaceful enjoyment of other owners within the PUD. Other invitees such as Invitees, family members, contractors, and other persons entering the PUD under the rights derived from as Owner must comply with all provisions of these CC&R's & Bylaws and rules and regulations and Each Owner is responsible and liable for any failure of compliance in the same manner and to the same extent as if the failure had been committed by that owner.

**5. Vehicles and Parking:** All non-operational vehicles must be parked in a dwelling's garage. All operational vehicles must be parked in a dwellings garage or on its driveway. No owner may park any vehicle on any street for a period in excess of 48 hours (2 days), (no permanent parking on any streets) In the event that an Owner does not remove a vehicle within 5 days following the date of notice of a violation of this paragraph, the Association may remove the vehicle from the PUD and assess the expense of removal to the Owner. If for some unforeseeable reason, Owners may request via email to the board of directors or property managers additional time with specific reasons of the request. Restrictions of Motor Vehicles, except with respect to golf cars or carts specifically approved by the Board of Directors, no motorized vehicle shall be operated anywhere except upon a surfaced roadway, paved or gravel. No personal utility or large big box vans are allowed on properties for more than 48 hours (2 days). Maintenance equipment for Knolls Estates is exempt from this provision. Safety and security cones must be in place on any vehicle parked on the street. Knolls Estates has extra security cones that can be borrowed by any homeowners that needs them. Operative, currently licensed, and regularly used vehicles belonging to homeowners should be parked inside a garage, on the property driveway, or a parking pad. No Inoperative and/or expired licensed vehicle(s),

All Construction trailers parked on the roadway at night MUST have surrounding reflective traffic cones in place. Should parking of any of these vehicles presents a traffic hazard, they shall not be parked on the roadway at any time.

No vehicle parking is allowed on empty neighboring lots or in a common area at any time without prior approval. The Administrator and/or a Board of Director member may allow a short, limited time addition if a valid Pre-Approved request for additional time is made by the owner. Each instance shall be considered separately prior to parking of the vehicle(s).

**6. Exterior Maintenance Obligations (Curb Appeal):** Each owner must maintain the Owners Lot and dwelling in a clean and attractive condition, in good repair, and adequately finished. Maintenance includes; but not limited to: painting, repair, replacement and care for roofs, gutters, downspouts, exterior building surfaces, glass surfaces, walks, driveways, and other exterior elements. All Lots must be kept free of brush, vines, weeds, and any grass must be cut or mowed at sufficient intervals to prevent creation of a nuisance or fire hazard. No owner will allow any rubbish or debris to accumulate upon its Lot or adjacent Common Area. All garbage, recycle and other waste must be kept in appropriate sanitary containers for proper disposal; sanitary containers must be stored behind the front line of the house (side of house) or be concealed. Exterior paint colors must be approved by the design committee and must be inclusive to the neighborhoods visually. Compliance reminder and non-compliance fines could be applied to owners not following maintenance obligations.

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**7. Abusive, Offensive or Unlawful Activities:** No activity may be conducted or maintained on any Lot or Common Area which is detrimental to any other Dwelling or its occupants, which otherwise interferes with or jeopardizes the enjoyment of other Lots or the Common areas, or which is a source of annoyance to any other resident. All use of a Lot must comply with all applicable laws, zoning ordinances, and regulations of governmental bodies. If an Owner fails to cure any violation of this paragraph within 7 days after written notice from the Association, which may be done with electronic communications, the Association may pursue the remedies specified in these CC&Rs, Bylaws, and rules and regulations in addition to any other legal remedies available. Any abusive behavior of any owner in the Knolls Estates PUD to another owner including, but not limited to harassment of any kind, verbal or written, foul language and any other abusive behavior is subject to appropriate fines and the full extent of the law.

**8. Recreational Vehicles:** A recreational vehicle, often abbreviated as RV, is a motor vehicle or trailer that includes living quarters designed for accommodation. Types of RVs include but not limited to motorhomes, campervans, coaches, caravans (also known as travel trailers and camper trailers), fifth-wheel trailers, popup campers, toy haulers and truck campers. These shall not be used for overnight living accommodations at the Knolls Estates PUD. Parking of the above shall be permitted only on private lots and only enclosed in a garage structure, attached to the dwelling (home) by a common wall or roof and approved by the Design Committee. None of the above shall be parked or stored on any roadway or exterior portion of any lot for a period exceeding 48 hours (2 days). If extra time is needed a request to the board of directors or property managers via email with the specific reasons for the extra time needed. An out-of-town visitor and/or friend visiting the homeowner may park their RV on an exterior portion of a lot (not on the street) for a period not exceeding 5 days unless express written permission is obtained from the Board of Directors, approval must be prior to the actual visit. Any and all vehicles parked on a street for any reason must have safety & security cones around the vehicle.

**9. Non-Recreational Vehicles:** As defined above as a recreational vehicle, non-recreational vehicles that can be used for recreation may include but not limited to; non-street vehicles, four wheelers, three wheelers, other ATVs, jet skis, snowmobiles, dune buggies, and camping equipment, shall not be stored on the exterior of the property if such would be visible from the street or sidewalk at the front of the Lot, or from any other Lot. These may be kept behind the fence as noted above. **These may be parked behind the 6' fence as long as not visible from the street.**

**10. Utility Trailers & Boats:** **Non-commercial utility trailers and boats no larger than a typical fishing, water skiing or wakeboarding boat, may be parked on the exterior of a Lot only if stored behind the street-front plane of the Unit and behind a six-foot fence** (approved by the Design Committee) and/or concealed from view by a hedge(s). Such trailers or boats that exceed eight feet in height while parked (including the height of the boat trailer) may not be kept on the exterior of the Lot except on prior approval of the Board on a showing by the Owner that such storage would not significantly interfere with the aesthetics of the Lot as viewed from outside of the Lot. Boats that are larger than a typical fishing, water skiing or wakeboarding boat may be parked on the exterior of a Lot, or elsewhere on the Property, only temporarily, for no longer than 48 hours. No Large personal utility, cargo trailers or big box vans are allowed on any Lots for more than (2 days) 48 hours, and safety cones must be in place when such vehicles are parked on the street. Construction and commercial trailers, including cargo trailers are exempt since these are not permanent on the property doing a project. Homeowner Cargo trailers are not allowed to permanent park on any Lot for more than 48 hours (2 days) Security & Safety cones must be in place for any type of equipment or vehicle is parked on the street.

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**11. Maintenance Equipment:** At any time, and for any period of time, the Board or the Administrator may authorize any Common Area maintenance, or related equipment, to occur or be present, visible, and/or operated on or near any Common Maintenance Area for the purpose of anticipated or ongoing Common Area maintenance, even where such maintenance or equipment interferes with Owners' use or enjoyment of the Common Area or of their respective Lots.

**12. Garbage and Refuse Disposal:** All equipment for the storage or disposal of such material shall be kept in a clean and sanitary condition. No cans, bags, containers or receptacles for the storing or disposal of trash, garbage, refuse, rubble, debris, or recyclable materials shall be stored, kept, placed or maintained on any Lot where visible from any street except solely on a day designated for removal of garbage, rubbish, or recyclable materials, and on which days only such cans, bags, containers, and receptacles may be placed in front of a residence and beside a street for removal, but shall be removed from view before the following day. Receptacles may be store on side of homes. No garbage incinerators shall be permitted. This applies only to an owner's disposal of his/her their own garbage, refuse, waste, rubble, debris and other such material. It does not apply to the Associations disposal in the course of its Common area maintenance.

**13. Garages:** All dwellings must include at least a 2-car garage attached to the dwelling or by a common wall or roof. No carports shall be allowed. No temporary, but not limited to, stand alone, or portable carports are allowed on any property. **Permanent carports attached to current structures, depending on design and materials will be considered.** Garages for motor homes shall be allowed only as an integral part of a garage attached to the Unit.

**14. Pop-up Awning and Canopies:** Subject to the other provisions of this declaration, temporary awnings, canopies, tent and other temporary shelters of any kind are not allowed in the front of any unit or anywhere else on the lot that is visible from the street front of the lot.

**15. Roofing:** Roofing may be asphalt architectural composition shingles, ceramic tile, concrete tile or some other high-quality material. No metal or wood shake roofing is permitted. All roofs are permitted to the subject of the Design Committees approval.

**16. Fireplaces & Stoves:** While wood burning stoves are not allowed in any home, portable fire pits are allowed outside homes in their back yards. Permanent outdoor firepits must be approved by Design Committee.

**17. Satellites, Antennas & Solar:** Ham radio antennas, or any other electronic receiving device shall be permitted if placed in the back property of the home and not unsightly, this is due to a possible disaster. Must be approved by the design committee. **Solar panels in Oregon are allowed, however reasonable restrictions such as size, placement and aesthetics for each home must be considered and approved by the Design committee, which can impact the neighborhood.**

**18. Accessibility for Disabled Persons:** Proposed plans modifications or improvements to lots to provide for necessary access by disabled persons will be considered by the design committee.

**19. Temporary Living Structures:** No structure of a temporary character, but not limited to, including, without limiting the generality thereof, any trailer, tent, shack, garage, barn, motor home or mobile home or other outbuilding, and no prefabricated or relocated structure shall be used on any Lot at any time as a residence, either temporarily or permanently.

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**20. Design Committee:** The purpose of the CC&R's, Bylaws and the rules and regulations is to achieve a high standard of quality of workmanship, materials, and design and to help ensure harmony of external design and landscaping with existing improvements and the location of the proposed improvement. No improvement, but not limited to, any building, structure, fence, wall or landscaping that involves 30% or more of a Lot, the clearing or removal of natural vegetation, or other improvement or any exterior alteration of any existing improvement may be undertaken on any Lot until the modification plans and specifications for an improvement showing the nature, kind, shape, height, materials, paint colors, and proposed location have been submitted to and approved in writing by the Design Committee. Owners must submit the plans and specifications to the Design Committee prior to commencement of any work and prior to application to Douglas County for any building permit.

**21. Application Guidelines and Procedure:** An Owner must provide a copy of plans to the Design Committee. These copies must be on a minimum of 8" x 11" sheets with overall dimensions being clearly visible and legible. A complete modification application will specify in writing the approval or consent requested and be accompanied by all material reasonably required or desired by the Design Committee to make an informed decision on the application. The Owner will comply with reasonable requests by the Design Committee for additional or clarifying information. The Design Committee will then timely consider the Owner's submitted plans. The Design Committee may, in its sole discretion, withhold or condition its approval of any proposed improvement if the Design Committee finds the proposed improvement is incompatible with the design standards described in these CC&Rs, Bylaws or design guidelines adopted and published by the Design Committee. Design Committee discretion includes, but not limited to, consideration of siting, shape, size, paint color(s), design, height, impairment of the view from other Lots within the PUD, other effect on the enjoyment of other Lots or Common Area, disturbance of existing terrain and vegetation, and any other factors which the Design Committee reasonably believes to be relevant in rendering the decision whether or not to approve or to conditionally approve any proposed improvement within the PUD. The procedure and specific requirements for application for Design Committee approval or consent may be set forth in design guidelines or other rules formally adopted from time to time by the Board.

## **22. Variances and Waivers**

The Design Committee may, subject to Board approval, grant reasonable variances or waivers from the current provisions where: (i) literal application thereof results in unnecessary hardship; and (ii) where the granting thereof will not be materially detrimental or injurious to any other Owners. All variances or waivers shall contain findings of fact setting forth each criterion for variance or waiver considered, shall be in writing, and shall be signed by the Design Committee, in order to be valid, and must thereafter be approved by the Board in its sole discretion. On approval by the Board, such variance or waiver shall be signed by the President and kept in the Association's official records. **The design committee will review any request by homeowners, for any kind of project, because each lot is different and if it benefits the homeowner and causes no adverse issues to the association, these requests will be considered.**

**23. Owner and Contractor Site Agreement:** Prior to the beginning of any construction each owner and site contractor is required to read and 'sign acknowledgement' that the PUD's "Construction Site Agreement" will be enforced by both at all times. This Agreement places restrictions on the construction hours as well as several other restrictions on the maintenance of construction site and surrounding area(s).

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**24. Fences and Hedges:** All fences must be architecturally pleasing and **presented to the Design Committee for approval prior to their erection.** Fence boards must be vertical, no horizontal fence boards allowed and good side of fence must be facing outward. No fences may be constructed, and no sight-obscuring hedges may be cultivated, in the front yard area at any point beyond the front line of the home. On non-fairway lots, rear yard fences and hedges may be up to six feet high beginning at front line corners of the dwelling and extending to and across the rear lot line. Fairway lots shall not have 6 foot fences past the back house line facing the fairway. The Design Committee may vary fence rules on a particular lot, with the approval of the board of directors. Rear fences and hedges on lots adjacent to the golf course may be up to 4 feet high, fences must have a minimum of 2 inch spacing between slats. Upon completion of the modification application of the lot owners and a finding that no adverse impact to adjoining properties results from the variance requested. No commercial wire fences are allowed such as, but not limited to: chain link fences, barbed wire, steel, razor wire, chicken wire, concertina wire, and aluminum. Design Committee must approve all fencing requests.

**25. USA Flags & Political Signs:** USA Flags are approved; Up to two flags of the USA or another country, or a military or college/school-related flag, or a flag related to the season at the time, may be displayed on each Lot. Political signs, but not limited to: flags, banners, yard stakes can only be displayed 45 days prior to an election. They must be removed a week after the election. Political signs must be respectful. They cannot contain any profanity or foul messages. Homeowners can only post 2 signs on their property. Political signs must not create obstructions & other safety hazards.

## **LIMITATIONS ON HOA POLITICAL SIGNS: Per current laws.**

HOA political signs are such a topic of debate in some communities.

That is because many homeowners and condo associations have placed restrictions on the placement of signs on private property, including political signs. But just what is legal for an association to limit?

Is an HOA really stifling your First Amendment rights when they prevent you from displaying a political sign?

The answer is no. To put it briefly, the First Amendment limits federal, state, and local governments from doing things that stifle freedom of speech. That includes taking action or making laws that would inhibit the rights guaranteed by the U.S. constitution.

However, your HOA is not a part of the government. It's a private entity, albeit a non-profit one in most cases. Sure, your HOA is subject to the governing rules enacted by government entities. But the First Amendment, by itself, does not stop your HOA from restricting HOA political signs. A homeowner, as a party to a binding agreement with the HOA, also agrees to adhere to the regulations imposed by the association. Unlike the American flag, the HOA has the authority to restrict homeowners from displaying political signs and banners. But, is a political flag considered a sign? Political signs can take many forms, and that does include flags.

Homeowners who want to display political materials will often cite the First Amendment. This prevents federal, state, and local governments from stifling one's freedom of speech. However, an association is not a government entity. The First Amendment does not influence HOA governance. Also, keep in mind that everyone who joins an HOA signs a contract. If the governing documents prohibit the display of political paraphernalia (and state law allows such prohibitions), then homeowners must abide by these restrictions.

If the HOA wants to accommodate the political beliefs and affiliations of homeowners, the board can implement specific rules when it comes to displaying political signs. Here are some examples.

1. Political signs can only be displayed 45 days prior to an election. They must be removed a week after the election.
2. Political signs must remain respectful. They cannot contain any profanity or foul messages.
3. Homeowners can only post x number of signs on their property.

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4. Political signs must not create obstructions and other safety hazards.
5. Political signs should be within the homeowner's property limits.

As with other HOA restrictions, make sure that these rules are clearly outlined in the governing documents. The board should implement these rules consistently and uniformly to avoid problems with homeowners. Generally speaking, though, it is best not to prohibit HOA political flags and signs altogether. This will only create problems down the road for the association. The best course of action is to allow the display of such political items during the election season, coupled with a few other rules as explained above.

**Knolls Estates has put this rule into place, not banning political flags or signs, but restrict them per current laws, Stated above.**

**26. Home Businesses:** Any lawful occupation carried on by a resident of a dwelling as an accessory use within the same dwelling or in a lawfully permitted accessory building on the same property is permitted only under the following conditions: No advertising sign is used other than a residential nameplate not over two square feet in area. There is no display (of a business) that will indicate from the exterior that the premises is used in whole or in part for any purpose other than a dwelling. The premises retains the characteristics of a residence. There is no outside storage of materials directly related to the business. No premises shall be used as a headquarters for the assembly of employees for instruction, or for assembly of employees to dispatch for work at other locations, or for assembly of employees for other purposes. Business signs are restricted- per City of Sutherlin Ordinance - Title 17 Chapters 17.64 (Ord. 798 § 4.050, 1992).

**27. Rentals & Leasing: A dwelling may not be rented or leased.** The rental of a home will be allowed under extreme cases, if approved in writing by the Board of Directors. Written document from the homeowner is required with specific reasons on why the homeowner want to rent the property. If approved the upkeep, maintenance of the home and the lot shall be the responsibility of the owner. There will be a specific time limit if approved a rental. If approved, all listed stipulations must be strictly and continually maintained, and a valid Knolls Estate Owners Association (KEOA) Rental Approval Agreement must be signed by both the owner(s) and the Board of Directors. Conditions include, but not limited to, the listing For Sale of the property at the Fair Market Value for the area listed through a reputable Real Estate Agency. The property sale price must be properly adjusted by the realtor every 60 days for the duration of the Approved Rental Period. In addition, the property and its landscaping shall be maintained as stated above for the entire rental duration- per the Rental Agreement. The approved KEOA Rental Authorization Agreement may be revoked without cause and/or not renewed for any additional duration, and without the Association members being legally bound in any way to any additional extension or renewal of the Preapproved Rental Agreement. In addition, the approval shall remain revocable by Knolls Estates Board of Directors at any time without cause for the duration of the existing authorization period. Not allowed at any time; but not limited to: B&B's, bed-and-breakfasts, overnight lodging, Airbnb, or boarding house.

**28. Backflow Prevention:** Backflow prevention devices are designed for installation of sprinkler systems connected to potable (drinking) water supplies. Some municipalities require testing annually of backflows. Individual homeowners are responsible for the annual testing and costs. The primary reason backflow testing is essential is because of health concerns. If water travels backward, contaminants from the sewer system can pollute potable (drinking) water, which poses a risk to health.

**29. Main Water Lines:** Each property owner is responsible for the water line(s) damage starting from the main water meter-including meter (located near the curb) to their structure(s). Water lines from the street Water Main to the Main Water Meter inlet connection is the responsibility of the City of Sutherlin (in Phase I) or Knolls



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Estates Owners Association PUD (in Phase II & Phase III). Each property owner is responsible for all other water lines on their property. Should a water leak occur on an undeveloped (Lot) property past the water meter input valve (Phase 2 & 3), Knolls Estates PUD will perform preliminary repairs to prevent further water loss and/or damage-if necessary, and will invoice the property owner for the cost of these repairs.

**30. Board of Directors, 4.2 ByLaws, Powers and Duties:** The Board shall have the powers and duties necessary for the administration of the affairs of the Association and may do all such acts and things as are not by law, by the Declaration or by these Bylaws directed to be done by the Owners.

**31. President 5.1 ByLaws.** The President shall be the chief executive officer of the Association and shall preside at all meetings of the Association and of the Board. The President shall have all of the general powers and duties which are usually vested in the office of president of an association, including, **but not limited to, the power to appoint committees from among the Owners from time to time as the President may, in the President's discretion**, decide is appropriate to assist in the conduct of the affairs of the Association, and such other powers and duties that may be prescribed by the Board or these Bylaws.

**This gives the power of the president in turn to grant complete authority to the board of directors to create or dissolve committees. Which in turn can appoint qualified homeowners for those committees and also to remove any homeowner from any committee without a reason.**

**32. Solutions to problems: Complaints & Concerns.** Knolls Estates Homeowners: If you have any ideas, solutions to issues, complaints and/or concerns, that could improve our homeowner's association, in a positive manner, here are the steps to follow: 1st option, come to a monthly board meeting and address the board & homeowners attending in a respectful manner. 2nd option, send via email to Centerpointe Property Management I.E: Jennifer Young (Jennifer@cpm4rent.com) or mail a letter, to centerpointe via address; 3rd option, send via the board email(ske97479@gmail.com), which will be forwarded to property management. Coming to board members' homes is no longer an option for any reason for complaints and/or concerns. Any and all compliments are welcome in any form. Posting complaints, Concerns & any Grievance in a hateful, slanderous, disrespectful manner on any social media platform is strongly not recommended. Homeowners, prior to buying in the HOA, homeowners knew there were rules and regulations living in an association.

**33. Board Election Process:** If an election is needed for board members in any current year: clarification of the process is as follows. Around October 15<sup>th</sup> an email to all homeowners for the nomination process will be sent out, with the number of open positions for the board of directors. For those without emails, a paper notification will be sent. Homeowner Nominations for the board of directors will be taken via email either to [Jennifer@cpm4rent.com](mailto:Jennifer@cpm4rent.com) or [ske97479@gmail.com](mailto:ske97479@gmail.com). Those without email can send their nominations to centerpointe property management at their current mailing address. Nominations will be accepted Until October 31<sup>th</sup> @ 5pm. Centerpointe property management will produce a ballot with the nominations and send ballots to homeowners either via email or paper. Voting will start in November, voting ending November 30<sup>th</sup>. Centerpointe property management will tally the votes received. Example: If all 5 positions are open and if more than 5 nominations, top 5 vote getters will be on the board of directors. If only 2 open positions, top 2 vote getters will be on the board of directors. New Board of Directors will be announced around Dec 15<sup>th</sup> and will attend the December monthly board meeting. Please note that the elections are for general Board positions. Once the Board members are elected, then officer positions (President, Treasure/Secretary) will be determined by the Board at the annual meeting. The Board shall be composed of a minimum of five (5) persons, all of whom must be an Owner or a co-owner of a Lot.