

Arcadia Green Town homes (M&M Management)
3783 S 500 W, Suite 8
South Salt Lake City, UT 84115
801-566-1411

Dear New Homeowner,

Welcome! On behalf of Arcadia Green Town Homes Association, The Board would like to extend a warm welcome to you. Please become familiar with all the project documents and take time to learn about several important Association policies. Please read and become familiar with all the seller disclosure documents and The Project Documents contained on the [Arcadia Green Townhomes HOA.com](http://ArcadiaGreenTownhomesHOA.com) and any document that you should have received at the closing, when you purchased your home. If you have any questions, you may contact The Association Management Company at managementbymm@gmail.com and/or you may call and speak with Dave Matheson, or Jordan Andrews at (801) 566-1411.

Association Fee-See Article 7.05 in the CC&R's. As you know from the closing meeting in your home, all homeowners are required to pay a \$200.00 monthly association fee. The fee is due on the first day of each month and considered late if received after the 15th of the month. An 18% per annum interest charge is assessed on delinquent accounts. If accounts are delinquent for three months or longer, an Assessment Lien may be filed against the homeowner and your property. All filing fees and subsequent legal and any collection costs are the responsibility of the defaulting homeowner. **You will receive a monthly Intuit invoice approximately five days prior to when the monthly assessment is due. You may make your payment via an electronic ACH payment, or make checks payable to Arcadia Green Townhomes Association and mail your payments to Arcadia Green HOA and mail to the management office of M&M Management, 3783 S 500 W Suite 8, South Salt Lake City, UT 84115.** You may also contact Jordan Andrews at M&M Management at (801) 566-1411 or email: managementbymm@gmail.com, with any related questions.

Budget -The budget outlines the basic operations and capital expenditures and services that are covered by the Association. It is recommended that you consult the Association's Project Documents (which should have been provided to you at the time of closing) and can be found on the [Arcadia Green Townhomes HOA.com](http://ArcadiaGreenTownhomesHOA.com).

Insurance -The Association has a Master Policy consistent with what is required in the CC&R's for common areas and Townhomes. See Article XIII of the CC&R's. You must each carry an H-06 homeowners policy to cover your personal property and liability with schedule A coverage with a minimum of \$10,000.00 to cover the deductible on the Master policy. Please consult your personal lines insurance agent regarding the amounts of coverage you are required to have on your personal HO-6 homeowners policy, and you are also directed to the website [Arcadia Green Townhomes HOA.com](http://ArcadiaGreenTownhomesHOA.com) and review the information regarding Insurance.

Exterior Antennas and Satellite Dishes -See 11.02 In Article XI of the CC&R's

Swamp Coolers - The start up, shut down, and maintenance of the swamp cooler and/or air conditioner equipment is the sole responsibility of each individual homeowner. Please note that individual homeowners are NOT ALLOWED to be on the roof at any time to service the equipment, or for any other business, and you should contract with a licensed and insured Vendor to help you with the installation and seasonal maintenance that is required.

Garbage -The Association has one garbage receptacle on the property. Please dispense with bagged household garbage only. Keep lids closed at all items. Do not dispose of any furniture, carpet, hazardous, or any items that should go to the city waste facilities. Please report any misuse or dangerous activity at or around the dumpster to an HOA officer, or the Management office.

Modification to Exterior - Any modification to the exterior of your townhome must be requested in writing with plans (gates, satellite, etc., or anything visible from the outside of your home.) This will be reviewed by the Association's confidential Modification Review Board consisting of three homeowners named to the Board, and you must follow all the provisions outlined in the CC&R's Article 10.

Parking -The immediate spaces in front of your garage and front door are designated parking for you. Visitor parking is any other designated parking space that is not a fire lane. Please do not park or allow your guests to park in front of fire hydrants, mailboxes, areas that are marked in red, or obstructing the flow of vehicular traffic. Violators will have their vehicles towed at their expense. See Article 11.04 of the CC&R's.

Playground - The playground is a common area and here for the enjoyment of owners and guests. Children **MUST** be supervised by an adult while playing on the premises. Any toys or garbage left on the premises should be removed and if left after your use, may be disposed of.

Pets - We require that pets (you and your guest's) be under your control, on a leash (while in the Common Area) and supervised at all times. Feel free to exercise and play with your pets in the common areas (including the area around your unit) but, pet waste must be immediately picked up and you should limit your pet's daily outdoor routine to your immediate back area. Pet owners may be required to pay for irregular damage that requires extensive re-landscaping. The Association has a \$50 fine should you fail to pick up your pets feces. The maximum number of animals allowed per home is 2 dogs and 5 cats, See article 11.07 in the CC&R's.

Rental of Units - You must comply with ALL provision in 11.01 Leasing of Units in the CC&R's. If you intend to rent your unit while you reside outside of the project, the Association **MUST** be notified by you with a written request not more than 90 days before the target rental date and must be rented within 30 days of the set forth date. The association monthly assessment is \$200 for all Units, whether rented or Owner Occupied. A new application must be submitted if the unit is not rented within 30 days of the target date. The application fee is \$200.00 which must be submitted to the Association at the time application is made. All rental arrangements are subject to approval by the Board of Trustees according to our rental ratio requirement of 70% owner occupied Units and 30% may be rented Units. There is a waiting list that you must be on to be considered to be able to rent your Unit. **NO RENTAL SPOTS ARE OPEN!**

Contacts and Assistance- Please visit the Association Arcadia Green Townhomes HOA.com
Please do not hesitate to contact us at any time if you have any questions or concerns about the Association, its Project Documents and/or its policies. Once again, welcome to Arcadia Green Town Homes.

Best Regards,

Arcadia Green Townhome Board