

# Rules and Regulations

Mill Creek Community Association



## Introduction

The following Rules and Regulations (hereinafter, "Rules") established by the Mill Creek Community Association ("Association") are for the benefit and security of the property Owners and their tenants and guests. These Rules have been put into place to provide a safe, secure neighborhood and protect our property values, the most vital asset of the Association.

The Rules are reviewed regularly by the Mill Creek Community Association Board of Directors and the Architectural Control and Covenants committees. These Rules supplement the restrictions provided for in the amended and restated Mill Creek Community Association Declaration of Restrictive Covenants. If there are any conflicts between this document and the Declaration of Restrictive Covenants, the Declaration of Restrictive Covenants shall prevail.

These Rules are binding to all tenants as well as Owners. Any violation is considered a violation by both the Owner and the tenant of the property in question. Penalties for violation of Association Rules are established by the Board of Directors in a Fine Schedule as provided in Article XIV of the Restrictive Covenants.

Condominium, townhome, and apartment sub-association communities may have additional rules and regulations that also must be followed within their communities. Fairway Fountains is a sub-association of single-family homes and may also have their own rules and regulations.

These Rules and Regulations were adopted by the Board on November 16, 2022

## Definitions

For brevity and clarity, certain words and terms used in this document are defined as follows:

1. **ACC:** The Architectural Control Committee of the Mill Creek Community Association.
2. **Assessment:** Any amount which the Mill Creek Community Association may assess or levy against a Owner, either individually or collectively, including regular annual assessments levied according to the Governing Documents, and fines.
3. **Association:** The Mill Creek Community Association
4. **Board:** The Board of Directors of the Mill Creek Community Association.
5. **Common Area:** All portions of the Property, except the homes and privately owned land, as designated on the plat maps of the Mill Creek Community Association.
6. **Cutting Preserve:** The natural vegetation buffer between properties as defined on the plat map.
7. **Fence:** A protective or confining barrier or enclosure.
8. **Governing Documents:** The Articles of Incorporation, By-Laws, Declaration of Restrictive Covenants, and Rules and Regulations of the Mill Creek Community Association and all amendments thereof.
9. **Invasive Plants:** Invasive plants are defined as bamboo, ivy, or any plant on the Snohomish County noxious weed list, including Class A Weeds, Class B Weeds, Class B Designated, Class C Weeds, and Non-Regulated Noxious Weeds.
10. **MCCA Website:** The Association's website, [www.mcca.info](http://www.mcca.info).
11. **Mechanical Equipment:** Air conditioning units, heat pumps, pool systems, hot tub systems, watering systems, generators, or any gas, electric, or solar-powered device located on a property.
12. **Native Trees:** Western Red Cedar, Douglas Fir, Hemlock, and White Pine.

13. **Parking Bay:** Any paved area within a resident's lot designed for parking a car or similar vehicles.
14. **Pets:** Animals such as domestic dogs, cats, or caged birds that are kept within the house.
15. **Recreational Vehicle:** Any vehicle built for sleeping, living, or preparing food. Any boat or road vehicle not licensed for regular street use.
16. **Resident:** An individual who resides in a Home and is either the Owner, a Related Party, a Tenant of the Owner, a contract purchaser of the home, or a relative of such Owner.
17. **Significant Limbing or Pruning:** Any limbing or pruning of a tree that requires a bucket truck or tree climber to complete OR removes more than 20% of the tree's limbs.
18. **Work Vehicle:** Any vehicle with attached equipment, apparatus for equipment storage, or company logos.

## Association Communication

The Mill Creek Community Association welcomes your questions and input. Please contact the MCCA office via email ([info@mcca.info](mailto:info@mcca.info)), phone (425-316-3344), or mail (15524 Country Club Drive, Mill Creek, WA 98012). The Association Bylaws, Article XIII, contains a formal Communication Policy. The office is open from 8 am to 4 pm Monday through Friday. Condominiums, Apartments, and Townhouses are managed by legal entities, separate from MCCA. MCCA does not handle issues concerning only these communities.

To keep mailing costs down, MCCA encourages all residents to provide the office with their email address and "opt-in" to electronic notification on the PayHOA system. MCCA uses PayHOA for billing, to store lot file information, Association documents, and communicating with residents via email.

## Assessments and Due Date

Regular Assessments are due on July 1 of each year. Payments are payable to "Mill Creek Community Association" unless otherwise directed. All other Assessments (fines or fees) are due within 30 days of Notice, or as otherwise indicated on the Notice.

All overdue accounts are subject to late fees and interest, including a late fee of \$25 (twenty-five) per month. Late fees are applied to past-due accounts on the 1<sup>st</sup> of each month. Interest on any delinquent assessments shall be charged from the date due, as provided in the Covenants, Section 6.9.

A late notice will be sent to each delinquent resident after the 1<sup>st</sup> of each consecutive month after the due date advising the resident of the account status and penalty. Failure of the Association to provide notice shall not invalidate any Assessment, nor relieve an Owner from their obligation to pay the Assessment or any late fees or interest associated with an Assessment. Any account in arrears for more than 90 days may be forwarded to the Association's attorney for collection, and a lien may be placed on the property.

Any legal fees incurred in the collection of dues by the Association are charged to the resident's account per the Association's Governing Documents.

## Enforcement Policies and Procedures

Refer to MCCA Fine Schedule / Due Process document and Article XIV of the Covenants for information on the policies and procedures related to covenant enforcement.

## Fines

Refer to the MCCA Fine Schedule / Due Process document for information on fines.

## Architectural Control and Exterior Appearance

Residents must obtain written approval from the Architectural Control Committee for any significant landscaping or architectural changes in both the front and back of the property (Declaration of Restrictive Covenant, Article VIII). This includes, but is not limited to, lawn removal, tree removal, patio or deck installation or replacement, driveway replacement, exterior paint, window or door replacement, exterior mechanical equipment, and fence installation. All applications are available on the Forms page of the MCCA website, or in the ACC Applications folder in the Documents section in PayHOA. Residents can also find applications at the MCCA office.

### Awnings

Residents must apply and receive approval for any awnings or sunscreens from the ACC. Installations must comply with the following guidelines:

1. All rails, housings, and other components must blend into the structure's color to which it is attached.
2. Sunscreens for windows are permitted on the inside of the window only.

Plastic, fiberglass, aluminum, or other metal awnings are not permitted. Parking bay covers are not permitted in any material.

### Doors

The ACC must approve all exterior doors, garage doors, and screen doors before installation. Doors must match the style of the home. Please include a picture and color sample with the application. Front doors may be an accent color. Garage doors must match the body or trim color of the home. Screen doors must match the trim color of the residence. If you are changing the door color, paint a color swatch 1'x3' on a piece of poster board and place it by the door before submitting your door or paint application.

### Driveways and Paved Surfaces

Concrete, concrete aggregate, or concrete or stone pavers are acceptable materials for driveways and other paved surfaces. Any other materials require the written approval of the Architectural Control Committee. Paved surfaces must be maintained and kept clear of debris, weeds, grasses, moss, and mildew growth. Crumbling concrete and broken slabs must be repaired or replaced for the sake of safety and appearance. Driveway coatings, except for clear coatings, are not allowed.

Outdoor parking areas for recreational vehicles, boats, trailers, etc., are not permitted.

### Exterior Lighting

Owners must obtain ACC approval for all exterior lighting, including house, security, landscape, and string/rope lights; the only exception is holiday light installations.

The ACC will consider these rules when exercising its discretion in making decisions and/or acting with respect to a residential lot's outdoor lighting. However, since several factors including, but not limited to, angles, distances, landscaping, and house architecture, can cause the same or similar outdoor lighting configurations to appear differently between residential lots, the ACC's primary objective will be to ensure that a residential lot's outdoor lighting adheres to the values of the MCCA.

At any time, MCCA may evaluate unduly bright lights that are a nuisance to adjacent owners and have received complaints. In applying these restrictions, safety considerations will be balanced against aesthetic/nuisance considerations.

## House Lights

House light installations must abide by the following rules:

- Lights attached to the house or garage should be no higher than 10 feet above ground level except when used at a second-story entry.
- Light output should not exceed 800 lumens.
- Only clear or frosted bulbs for house lights (except for holiday décor) are allowed.
- All wires must be out of view.
- String lights may not be used as house lights.
- Flashing or blinking lights are not permitted.
- Sport Court lights must be shielded so as not to shine into neighboring homes.

## Security Lights

Security light installations must abide by the following rules:

- Maximum brightness of 1300 lumens.
- Lights must be pointed down or shielded so they do not shine into neighboring homes.
- All wires must be neatly tucked away if not hard-wired.
- Use of motion detectors is required; duration setting cannot exceed 5 minutes.
- Installed no higher than 10 feet above the ground.

## Landscape Lights

Lighting designs should be made to prevent landscape lights from shining into neighboring homes. Only clear or frosted lights will be approved. Colored or multi-colored landscape lights are not permitted.

## String/Rope Lights

String/rope light installations must abide by the following rules:

- May be installed in the backyard only.
- Must be turned off by 11:00 PM. We encourage residents to use timers.
- Must be clear or frosted. No colored lights are permitted.
- Must be firmly attached to the inside of a structure, such as a gazebo, covered patio, or fence.
- Small clear lights may be used to decorate a small tree (no more than 6 feet tall).
- May NOT be strung between a house, tree, pole, or other structure.
- Are NOT considered lighting for safety or security concerns.
- Flashing or blinking lights are not permitted.
- All cords must be kept in a neat and tidy manner.
- Under-eaves, rigid, white LED lighting is permitted. The colored feature of these lights is permitted for holiday displays only.

## Holiday Lights

Holiday light displays do not require an application. Residents may start installing winter holiday lights in November but cannot turn them on until Thanksgiving weekend. All winter holiday displays must be removed by January 31. Other holidays during the year may be celebrated with light displays installed two weeks before the holiday and removed two weeks after the holiday.

## Fencing

All fencing, hedges, or boundary walls require the Architectural Control Committee's written approval before installation.

All new fencing must comply with the following guidelines:

1. Fences must blend in with the landscaping and surrounding structures.
2. Fencing is to be no higher than six and one-half (6.5) feet measured from the finished grade surrounding the fence and must conform to the Mill Creek Municipal Code 17.22.040.
3. An arbor or archway that is part of a fence should not exceed seven and one-half (7.5) feet tall.
4. The finished side of the fence must face the street, adjoining properties, and common areas.
5. Chain link and similar metal fencing and dog runs are strictly prohibited.
6. Fences must be left as natural wood, sealed with a clear sealer, or stained with a transparent or semi-transparent stain. Painted fences will not be approved.
7. Townhomes, Condominiums, and Apartment complexes are permitted to stain fencing with a single color for their entire sub-association.
8. Front fence panels, shared with adjoining properties, shall be maintained as natural wood unless adjoining property owners agree on a common stain color.
9. Fencing along the fairway of any property must be wrought iron with stone or brick pillars.

All existing fencing must be maintained as follows:

1. Fences must be cleaned and treated to prevent the growth of moss and mildew.
2. Rotten posts, boards, caps, and other fence parts must be replaced.
3. Loose boards must be reattached or replaced.
4. Existing painted fencing must be repainted when surfaces are peeled, blistered, stained, faded, or weathered. Existing painted fences will be allowed to be repainted with a color consistent with the adjoining residence. Residents are encouraged to move to a clear sealer, transparent, or semi-transparent stain as they replace fencing runs.

## Flag Poles

The ACC must approve all flag pole installations. Only commercial types of flag poles are permitted, and installation must adhere to the manufacturers' instructions and governmental codes. Permitted flag poles must:

1. Be 25' high or less
2. Fly only the U.S. Flag (Stars and Stripes)
3. Be paired with a flag size that is suitable for the pole
  - a. 3'x5' for flag poles up to 20' high
  - b. 4'x6' for flag poles up to 25' high
4. Be located outside the utility easement
5. Be located one flag length plus 1 foot away from any structure
6. Use nylon or plastic fasteners to reduce noise

All flag installations must follow Title 4 of the U.S. Code found on the U.S. government [website \(https://uscode.house.gov/view.xhtml?path=/prelim@title4/chapter1&edition=prelim\)](https://uscode.house.gov/view.xhtml?path=/prelim@title4/chapter1&edition=prelim).

## Holiday Decorations and Displays

Decorations for the winter holidays may be installed no earlier than Thanksgiving weekend and must be removed by January 31.

Decorations for all other holidays may be installed up to two weeks before, and must be removed no later than two weeks after the holiday.

## Landscaping

Residents are required to:

1. Maintain lawns by keeping them mowed, edged, and reasonably free of weeds and moss. Lawns must be reasonably green except in times of water rationing decreed by the Washington Department of Ecology.
2. Trim trees and shrubs to prevent them from becoming unreasonably overgrown.
3. Remove dead, dying, or diseased trees and shrubs.
4. Trim and maintain hedges at a maximum height of eight (8) feet unless otherwise approved by the Architectural Control Committee.
5. Keep planting beds reasonably free of weeds and dead vegetation.
6. Refrain from using invasive plants that will spread beyond their property lines into neighboring properties or common areas.
7. Remove tree stumps, except for tree stumps aesthetically incorporated into landscaping plans.

## Artificial Turf

Please use a Landscape Application to apply for artificial turf installations.

**Landscapes:** Artificial turf may be installed with prior approval of the ACC. Materials used must be approved by the committee and subject to the following guidelines:

1. Only premium, high-quality products that appear to be real grass may be used. A minimum weight per square foot of 80 ounces and a minimum blade length of 1.5 inches is required.
2. If the resident wishes to use a product other than those pre-approved by the ACC, they must supply a sample and specifications of the product to the committee. Residents should expect an extended approval time for new products.
3. A complete landscaping plan must accompany the resident's application.
4. Residents should follow proper installation processes as recommended by the manufacturer. Maintenance of artificial turf is required. Leaves, debris, and weeds must be removed. The turf must remain flat and firmly anchored to the ground. If neglect occurs and the turf becomes unsightly, the resident may be required to repair or remove it.

**Other Uses:** There are artificial turf products with a low nap and low face weight designed for use in designated areas such as dog runs, putting greens, or as a base for play equipment. If used in this manner, the turf designed for this use must still be approved by the ACC and may not be used in landscapes.

## Fire Pits

All fire pit installations must meet Snohomish County Fire District outdoor burning regulations. Fires create smoke that must not unreasonably interfere with neighbors' use and enjoyment of their homes.

## Gazebos, Trellis, Arbors, and Archways

The Architectural Control Committee must approve gazebos, arbors, and archways. Trellis structures over six (6) feet tall also require ACC approval; a trellis under six (6) feet tall does not require approval.

## Mailboxes

The MCCA-approved locking mailbox is the Mail Boss 7106 in black or the Oasis Tribolt XL in black. You can purchase your locking mailbox online; we suggest using [Amazon](#). When you receive your mailbox,

please contact the MCCA office, and we can schedule our maintenance department to help you with the installation. MCCA maintenance will only install the MCCA-approved mailbox.

To further protect from identity theft and fraud, we suggest that you place outgoing mail in a locked USPS collection box for pick up. You can search the [USPS website](#) for the location of nearby collection boxes.

### Mechanical Equipment

Residents are required to apply for and obtain written approval for all mechanical installations. Refer to Architectural Control and Exterior Appearance on page 2 for instructions on how to obtain an application. All mechanical installations must adhere to the following guidelines:

1. Mechanical equipment such as air conditioners, heat pumps, etc., must be screened from view of the street and neighboring properties.
2. Mechanical equipment must be strategically placed and shielded to minimize noise impacts on neighboring properties.
3. Whenever possible, install mechanical equipment away from the adjacent neighbor's bedroom area.

### Paint

Before beginning any exterior paint project, including repainting with the existing colors, residents must submit a Paint Application with samples to the MCCA office and receive written approval from the ACC.

Neutral, earth-toned colors are encouraged. Any color chosen must conform and harmonize with the home's surroundings. The colors in the palette submitted – body color, trim, doors, etc., must work together and coordinate with the building's existing roof, brick, stucco, and window colors.

The proposed paint colors must be different from neighboring homes. The difference must be significant and easily observed by the passerby. Same color homes will be allowed within sight of each other provided there is a definite difference in tone, such as a light shade of color vs. a dark shade of color.

### Rain Barrels

Rain barrels up to 100 gallons in size are allowed. Rain barrels must be either shielded from view of the street and neighboring properties or designed to blend in with the surrounding structure. Larger rain barrels require written approval from the ACC. Please submit a Landscape Application.

### Roofing

Before beginning any roofing project, including re-roofing with the same material, residents must submit a Roofing Application to the MCCA office and receive written approval from the ACC. Cedar shakes, cedar shingles, concrete tile, some composite shingles, or earth-tone concrete tiles are approved roofing materials. Flat asphalt roofs are approvable when shielded from public view. MCCA maintains a list of approved composite roofing materials on the Roofing Application, found on the Forms page of the MCCA website. All composite roofing must be 340 lbs. per square or higher.

Any other roofing materials must be reviewed and approved by the Architectural Control Committee and the MCCA Board of Directors. Approval times for new materials may exceed 30 days. Please submit samples and brochures with technical specifications of any new roofing materials submitted for review.

### Satellite Dishes, Aerials, and Antennas

Per the Telecommunications Act of 1996, MCCA permits the installation of satellite dishes that are less than 39 inches (1 meter) in diameter. MCCA requests that residents avoid mounting satellite dishes,



aerials, and antennas on the front of their residences if possible. The installation of a satellite dish, aerial, or antenna on common property is not allowed.

## Siding

Before beginning any siding project, including re-siding with the same material, residents must submit an Exterior Siding application to the MCCA office and receive written approval from the ACC. The following materials are approved:

1. Wood
2. Brick
3. Stone
4. Masonry (stucco)
5. Hardiplank or similar products made to look like wood siding

## Signs

### Real Estate

A single "for sale" sign, not larger than 18" x 24" with a single post and cross arm, is allowed on each lot.

A-board "Open House" signs, no larger than 24" x 24" in size, are permitted on MCCA property during the period when a person sponsoring the event is present at the location advertised. The sign must be removed after the event and every evening if the event goes beyond one day. Directional signs are limited to a single sign per turn. Signs may not have any balloons, signage, or other items affixed to them.

### Estate Sale Signs

Residents holding estate sales must submit an Estate Sale Application to the MCCA Office and receive approval for their sign plan a week before their sale date. Estate sale signs must follow the Real Estate Open House sign policy.

### Home Security Signs

Signs not larger than 10" x 10" with a single post are allowed on each lot for home security systems, camera surveillance, and pets. No more than 4 such signs are allowed per lot.

### Political Signs

Political yard signs are allowed 60 days before and three days following a general, primary, or special election. The sign must be placed a minimum of 10 feet from the street, and the height may not be more than 4 feet above the ground. The total sign area for an individual residence may not exceed 6 square feet.

### Solar Panels

Solar panels are allowed when installed in compliance with RCW 64.38.055. Residents who want to install solar panels must obtain written approval from the ACC and must submit an Additions Application to the MCCA Office with detailed drawings showing that:

1. All frames, support brackets, visible piping, or wiring will be painted to blend in with the home's roofing and siding.
2. All panels are not visible above the roofline.

Solar panels are permitted on a roof facing the street if:

1. The solar panel conforms to the slope of the roof.
2. The top edge of the solar panel is parallel to the roof ridge.



The Board can require the removal or repair of non-functioning solar panels. Free-standing solar panel arrays are not permitted.

## Storage

Residents must:

1. Ensure stored cordwood or log rounds are not directly in view from the street or neighboring properties.
2. Ensure debris, tools, mechanical equipment, and discarded items are not directly in view from the street, neighboring properties (not seen from a neighbor's front, side, or back window), or common area.
3. Use only brown-colored tarps when temporarily protecting an item from rain, cold or other elements. Tarps are considered a temporary measure and not a long-term solution.

## Structures

No accessory dwelling units (ADUs), trailers, temporary carports, or any other structure may be erected or maintained on any lot. Residents must receive written approval from the Architectural Control Committee before installing any additional structures on their lot.

### Play Structures and Tree Houses

Residents must submit a Landscape Application and receive approval before installing any play structure, big toy, treehouse, etc. Please include a sketch showing the location, finished dimensions, materials, roofing colors, a clear picture, and steps taken to screen the structure from neighboring properties with the application. The platform of the structure must not exceed 36 square feet.

## Sheds

Storage containers, sheds, enclosures, and buildings for use within side and backyards must comply with the following guidelines:

1. Structures attached to a home must match the siding materials, color, texture, and general trim and finish of the home to appear as a matching extension of the building.
2. Free-standing sheds and storage buildings must:
  - a. Have a maximum height of eight (8) feet and have a footprint of no more than eighty (80) square feet unless otherwise approved by the Architectural Control Committee.
  - b. Hard rubber, plastic, aluminum, and vinyl sheds will not be allowed unless the Architectural Control Committee can verify the shed is completely shielded from view.
  - c. A five (5) foot setback from all fence lines is required if the peak to ground distance is over six (6) feet unless otherwise approved by the committee.
  - d. Have a roof, siding, and other construction materials that match the adjoining home's color and appearance.

## Sport Courts

Sports courts for family and personal use are permitted on lots that are 15,000 square feet or larger. Team practices and mechanical ball machines are not allowed. Residents are encouraged to consult their neighbors during the planning process. Use the Exterior Additions application to apply for a sport court.

Applications for sports courts must include the following:

1. A drawing that includes court dimensions, distance from property lines, buildings, and large trees
2. A lighting plan that includes a method for shielding the light from neighboring homes

3. Plans for water run-off and drainage
4. Plans for any additional fencing or shielding

### Swimming Pools

Permanent in-ground pools are permitted in backyards only. Residents must maintain swimming pools in proper condition. Children's temporary, soft-sided pools are allowed on a seasonal basis in the backyard only. Permanent above-ground pool structures are not permitted at any time.

### Trash, Yard Waste, and Recycling

All trash, yard waste, and recycling must be kept in a suitable container. The container must be kept in a clean and sanitary condition. Piles of loose yard debris are not permitted. The following rules apply to the collection and storage of garbage, yard waste, and recycling materials:

1. Store containers for trash, yard waste, and recycling in an area not directly in view from the street and neighboring properties.
2. Move containers to the street the day before pick-up.
3. Return containers to their storage site within 24 hours of pick-up.
4. Containers must be emptied on a routine basis to avoid health and safety concerns.

### Tree Trimming and Removal

The property owner is responsible for knowing their property lines and following state and local laws for tree trimming and removal.

1. All trees that are 6" in diameter when measured 4.5' from the ground or larger require approval from the ACC before removal.
2. Native trees such as Western Red Cedar, Hemlock, White Pine, and Douglas Fir are protected. An arborist report may be required for removal. Replacement trees are required on a 1-to-1 ratio with another native tree specified by the ACC.
3. MCCA works with an arborist to determine the type of replacement tree. The ACC may require the replacement tree(s) be planted on the resident's lot or be brought to the MCCA Office for planting in the MCCA common area, or both.
4. Residents must receive the ACC's written approval before significantly limbing or pruning native trees, or trees within Cutting Preserves. The Application must disclose if the trees to be trimmed belong to the Owner or are on another Lot or Common Areas.

### Visual Noise

Hanging articles in a window other than draperies, curtains, or shades are not permitted. For example, signs, clothing, sheets, blankets, and laundry are not permitted to hang on a resident's Lot or be used as window coverings.

### Animals and Pets

Residents must leash their pets when they are not on their personal property. No more than three (3) pets may reside in a home. Breeding for commercial purposes is not allowed. Condominium, Townhome, and Apartment sub-associations may have more restrictive pet rules.

Residents must pick up after their pets and properly dispose of the waste.

## Common Area Rules

Residents must receive approval from the MCCA Board before making any changes in MCCA Common Areas. Residents who alter or dump debris in the Common Areas may receive an invitation to appear before the Covenant Hearing Board, who may assess a fine according to the published MCCA Fine Schedule, and may assess any costs incurred by the Association to the Resident.

Residents may not plant, build or make any other alterations to the Common Areas without receiving permission in writing from the MCCA Board of Directors. If a resident gains permission to alter a portion of the Common Area, that resident will be obligated to continue to maintain that area. This obligation carries on to successive Owners of the property. If a resident alters the Common Area without permission from the Board of Directors, the resident may be required to maintain or restore the area at their expense. Such permissive use of the common areas may be withdrawn by the Board at any time and for any reason.

## Noise, Neighborly Etiquette, and Offensive Activity

MCCA expects all residents to follow the City of Mill Creek noise ordinance. Parties that produce excessive noise after 9 pm are not allowed. Construction and landscaping activities should not begin until after 7 am on weekdays, and 8 am on weekends or legal holidays as defined in RCW 1.16.050.

Residents who have an issue with a neighbor due to noise, lighting, tree, fence, or other matters, should contact their neighbor to talk about the matter before bringing their complaint to the Board of Directors or the MCCA office. The Board will not take any enforcement action unless the resident first attempts to work towards a solution with their neighbor.

## Rentals – Single Family Home Rules

MCCA does not allow short-term rentals. Rental terms cannot be less than 6 months or more than 12 months for single-family homes. MCCA does not allow residents to rent less than the entire home. Owners must live in their home for 12 months before renting it out. MCCA also does not allow the construction of Accessory Dwelling Units for rental separate from the main house.

Managing a property from a distance is challenging. As an Owner, it is your responsibility to provide MCCA with your updated contact information and your renters' names and contact information within ten (10) days of occupancy. A simple letter from MCCA is sometimes all that is needed to focus a renter's attention on taking care of your property.

All Owners are responsible for providing their renter(s) with the MCCA Covenants and By-Laws and ensuring that their renter(s) comply. Any fines assessed due to the action or inaction of a tenant are assessed to the property and are the property Owner's responsibility.

Condominium, Townhome, and Apartment sub-associations may have different or more restrictive rental rules. All sub-association residents should consult their sub-association's Covenant Restrictions for more information.

## Sale or Transfer of Ownership

Selling Owner(s) or their attorney or escrow company must submit written notice to the Association office of the sale twenty-one (21) days before closing. It is the responsibility of the Owner to notify the Association regarding a transaction involving their home and provide contact information for the escrow company handling the transaction. The Association assesses a \$250 transfer fee for every change in ownership. The escrow officer may assign the transfer fee to the purchaser, the buyer, or any combination

of the two. Selling Owners must inform the purchaser that their home is within the Mill Creek Community Association.

## Vehicles

Residents cannot park the following types of vehicles on their driveway or outside on the property:

1. Vehicles with equipment or attachments for equipment (such as ladder holders)
2. Vehicles with logos, advertising, or any wording other than the standard car manufacturer decals
3. Vehicles that are inoperable, rusted, damaged, on blocks, etc.
4. Vehicles without license tabs or with expired license tabs
5. Commercial vehicles such as box trucks, cargo vans
6. Recreational vehicles such as motorhomes, campers, camper tops, camper vans, trailers, boats, ski-dos, or dune buggies

The vehicles listed above may be parked in an enclosed garage. Service contractors may park a work vehicle (with a logo and/or equipment) on the driveway during the day while working on a resident's home.

Car covers of any type are not permitted.

Residents can receive special permission from the MCCA Office to park a recreational vehicle in their driveway 24 hours before and 24 hours after a planned trip. Residents must limit these requests to no more than twice per month. Please note that a permit from the City of Mill Creek is required to park large recreational or commercial vehicles on the road.