

Yorkshire Village

HOMEOWNERS ASSOCIATION



Resident Manual

Rules & Regulations

● *Updated June 2022* ●

IMPORTANT CONTACTS

Emergency	911
Fire Department	435-716-9500
Police Department	435-716-9300

Hospital & Health

Logan Regional Hospital	435-716-1000
Cache Valley Hospital	435-716-9700
Bear River Health Dept.	435-792-6500
Poison Control	1-800-222-1222
InstaCare	435-713-2710

Utilities

City of Logan Utilities	435-716-9208
Utilities (After Hours)	435-716-9090
Xfinity Cable Company	800-934-6489
Questar Gas Company	800-323-5517

General

North Logan Post Office	1721 N. 400 E. North Logan
Motor Vehicle Registration	435-755-1610
UT Driver's License Division	888-353-4224
Voter Registration	801-983-0275

Recreation

Logan Aquatic Center	435-716-9280
Logan Recreation Center	435-716-9250

North HOA Management **435-774-2005**



Welcome to Yorkshire Village!

We are excited that you're here. Whether you are an owner or a renter, we hope your stay in Yorkshire will be a good one.

This booklet has been put together to help you get acquainted with the rules and regulations of Yorkshire Village. If there are questions that are not covered in this booklet, please contact North HOA Management or a Board Member.

We are here to help. If you have any questions or concerns, don't hesitate to contact us! Our office number is **(435) 774-2005**

Feel free to stop by our office, it's located at **2723 S. Hwy 89 Suite 1 Wellsville, UT 84339** we are open from **9-5 Monday-Friday**. You can also email **service@northhoa.com**.

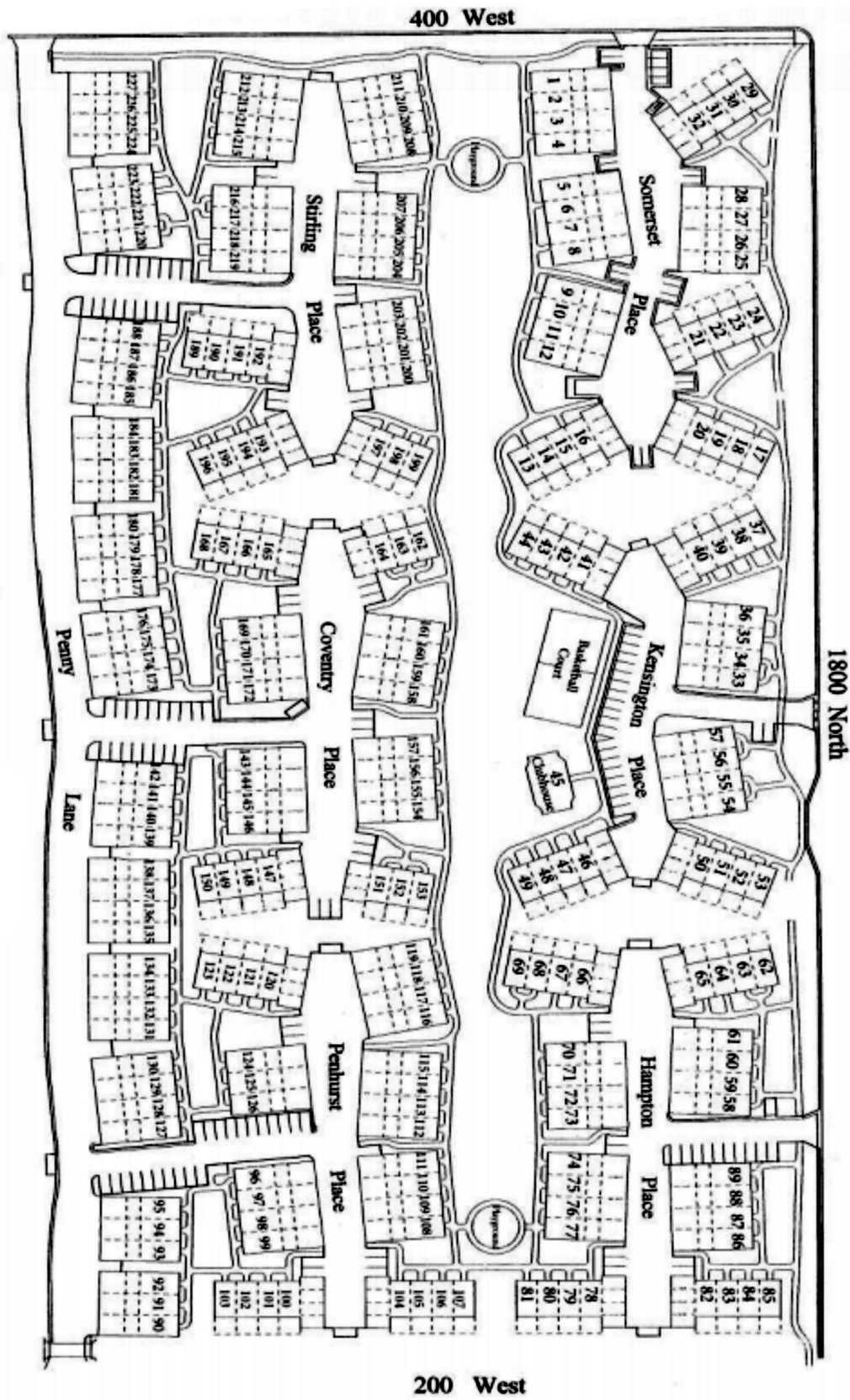
- NORTH HOA *Management Team*



service@northhoa.com • (435) 774-2005

2723 S. Hwy 89 Suite 1 • Wellsville, UT 84339

Map of Yorkshire



Payments

ONLINE PAYMENTS

To make online payments using either e-check or credit cards, please go to <https://nhoa.cincwebaxis.com>.

On your first visit to the website, you will need to register. Simply click on the “Register” button and complete the information required. Once your registration request is validated by North HOA, you will receive an email with a link to set your password. You can then log in with your email address and new password to make payments and access information about your community.

AUTOMATIC DEBIT (ACH)

With ACH your assessment payment will be automatically deducted from your checking account each assessment due date. Payments will pull the 1st of every month or the next business day. The full amount owed on your account will be pulled. To fill out our ACH form, visit <https://northhoa.com/yorkshire-village/> and click “SET UP AUTOMATIC PAYMENTS”.

RECURRING PAYMENTS WITH CREDIT CARD & E-CHECK

Go to <https://nhoa.cincwebaxis.com> and click the ‘Pay Assessments’ link. On the ‘Pay Assessments’ page, you can choose to set up your recurring payments for e-checks or credit card by clicking on the ‘New Recurring E-Check’ or ‘New Recurring Credit Card’ link.

PAY BY CHECK

When writing your check, please make sure to make it payable to **Yorkshire Village**. If you are currently using an online bill payment service or paying online through your personal bank’s online payments service, you must update your payment to send to:

Yorkshire Village HOA
c/o North HOA Management
PO Box 271062
Flower Mound, TX 75027

— *Move in Checklist* —

Here are some helpful things to remember when moving into
Yorkshire Village:

- ◆ Read the Rules & Regulations contained in this booklet to know the rules all residents of Yorkshire must abide by.
- ◆ Contact North HOA Management to make sure that the homeowner is invoiced properly for monthly dues and to provide contact information.
- ◆ Make sure you have the mailbox key from the previous homeowner or renter. Key replacement can only be obtained through a locksmith. Neither North HOA Management nor the HOA Board have duplicate or master keys.
- ◆ Contact Logan City Light & Power (435-716-9700) to set up your power.
- ◆ Contact Dominion Energy (800-323-5517) to set up gas.
- ◆ Yorkshire units are wired for cable TV. Contact Xfinity at (800-934-6489) to set up an account.
- ◆ Although it is not prohibited, homeowners and tenants are strongly encouraged to use cable TV rather than a satellite dish to avoid damage to roofs & stucco. If a satellite is chosen, North HOA Management and the Yorkshire on-site Manager must be contacted prior to installation.
- ◆ If a homeowner is renting out their unit, they must provide a copy of the Rules & Regulations to the tenants. Homeowners must provide North HOA Management with the rental agreement and contact information for the tenant(s).

— *Move out Checklist* —

Here are some helpful things to remember when moving out of Yorkshire Village:

- ◆ Pick up a change of address form from the Post Office or go to <https://moversguide.usps.com> so your mail will be forwarded to your new address.
- ◆ Leave the mailbox key for the next homeowner or tenant. Key replacement can only be obtained through a locksmith. Neither North HOA or the Board has master keys.
- ◆ Close your cable TV account and return any equipment.
- ◆ If you have a satellite dish, contact North HOA Management and the Yorkshire on-site Manager to ensure that it gets removed properly.
- ◆ Contact Logan City Light & Power (435-716-9700) to discontinue power.
- ◆ Contact Dominion Energy (800-323-5517) to discontinue gas.
- ◆ Remember to clean the unit thoroughly.

REINVESTMENT FEE:

An amount of 0.5% (1/2%) of the purchase price shall be paid by the buyer of the property unless otherwise agreed in writing by the buyer and the seller of the burdened property.

See the "Notice of Reinvestment Fee Covenant" it is available on the website, or by contacting North HOA for a copy.

— *Seasonal Reminders & Tips* —

Parking

- ◆ All vehicles **MUST** be parked in a parking stall **NOT** behind garages or any non-approved areas.
- ◆ Vehicles **MUST** have a current registration that is displayed outside of the vehicle.
- ◆ Large vehicles, trailers, campers, boats, etc. are **NOT** allowed to park anywhere at Yorkshire besides the **INSIDE** of a garage.
- ◆ We encourage you to use your garages to park your vehicles as there are no guaranteed parking spaces outside of your garage.
- ◆ Parking is monitored 7 days a week. **Any violations are subject to tickets, booting or towing.**
- ◆ Booting may occur between 9 PM and 7 AM.
- ◆ Booting Fees: \$75 For the first 24 Hours
\$25 For each additional 24 Hours

Pets

- ◆ Pets are to be on a leash when outside in public.
- ◆ **Clean up all pet waste!**
- ◆ **DO NOT** leave your pet unattended on your patio, in your garage (day or night), or in the common areas.

Freezing Pipes

- ◆ Do not turn off your furnace or water when leaving on trips during the winter. Doing this will help ensure that your pipes will not freeze or break.

— *More Reminders & Tips* —

Filters / Maintenance

- ◆ Maintenance inside of your town house is your responsibility.
- ◆ Light bulbs, furnaces, vents, appliances, etc. are the responsibility of the homeowner.
- ◆ If you change your furnace filter regularly, the efficiency and longevity of your furnace will be enhanced.

Garbage

- ◆ **DO NOT** leave any garbage on your front porch, back patio, or around the common areas.
- ◆ Dispose of your trash in the garbage dumpsters that are located throughout Yorkshire.

Noise

- ◆ Please be courteous to your neighbors by keeping noise from music, parties, and gatherings to a minimum.
- ◆ Please also keep noise to a minimum in the early hours of the morning between 1-7 am.
- ◆ The Logan City noise ordinance is 10:00 PM.

Rules & Regulations

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1. Terms

- a) Homeowners Association (HOA) - All property owners in Yorkshire.
- b) Board - Members elected by the HOA to govern and manage Yorkshire.
- c) Declaration of Covenants, Conditions and Restrictions (CC&R's) - Rules and regulations governing Yorkshire. You can find the full CC&R's at **northhoa.com**.
- d) Town house - A single unit at Yorkshire
- e) Homeowner - The legal owner of a Yorkshire unit.
- f) Tenant - The person(s) living in a homeowner's unit.

2. Preface

This manual has been prepared to provide reference to the Rules and Regulations that each homeowner and tenant are required to observe. The Rules and Regulations were enacted for the purpose of protecting you, your property, your investments; and insuring that Yorkshire will be a pleasant and safe place to reside.

Living in a Planned Unit Development (PUD) can be a rewarding experience for the homeowner. Town house living frees the owner from a great deal of personal effort and also allows residents the luxury of having attractive and well-maintained common areas.

While these Rules and Regulations are to be as encompassing as possible, it is not possible to anticipate every problem or contingency. It is hoped and expected that members of Yorkshire will exercise common sense and good judgement at all times.

3. General

1. Within 30 days of taking title, the homeowner shall contact North HOA Management with their contact information. If the property is an investment property, the homeowner must provide their mailing address, the rental agreement, and a list of the tenants occupying the unit at Yorkshire.

2. Occupancy of the town house shall at all times comply with the Logan City Ordinance and the CC&R's. The full CC&R's can be found at **northhoa.com** and the ordinances can be found by contacting Logan City.

a) The City of Logan Land Development Code §17.06.020 states the following for occupancy limitations: Residential occupancy of a dwelling unit by a family, or no more than three (3) unrelated adults.

3. Unit residents shall exercise due consideration at all hours in the operation of music, televisions, musical instruments or any other items to ensure that the sound will not disturb others.

4. No obnoxious or offensive activity shall be conducted on the premises, nor shall anything be done therein which may become an annoyance or nuisance to the other residents.

5. Garbage will be placed in trash bins and **NOT** in common areas, roadways, or adjoining property.

6. No Commercial soliciting in Yorkshire.

7. Home-based businesses in Yorkshire are allowed only if there is **NO** significant or consistent foot traffic associated with the business. The use of garages is not allowed for home-based businesses. There should also be no additional parking needs associated with any home-based business. The business should not create any physical impediment to other residents. There should be **NO** signs associated with, or displayed in any home-based business in Yorkshire.

8. All owner obligations and restrictions contained in the CC&R's are hereby incorporated by reference.

9. A violation of any rule or a violation of the CC&R's shall subject the owner to a fine as set forth in section 12.

4. Lease / Rental of a Town House

1. It is required that all homeowners who are renting their unit must provide a signed copy of the lease / rental contract to North HOA within five (5) days of the unit being leased / rented. A list of all the tenants' names and phone numbers must also be provided with the contract. If there is a change of tenants during the period of the contract, an updated list must be provided to North HOA within five (5) days of the change.

2. It is required that all homeowners who are using a property management company must provide North HOA with the name and phone number of the property management company.

3. It is the responsibility of all homeowners who rent to provide tenants with a copy of the Rules and Regulations. The terms of the CC&R's and any rules shall be included as part of the lease / rental contract.

4. The Homeowner is responsible for any actions by a tenant that damage Yorkshire Property, or actions that require increased cleanup by Yorkshire Management or neighbors, or that violate any rule, covenant, condition, restriction, or law.

5. A violation of any rule of a violation of the CC&R's by anyone within the town house being leased / rented shall subject the homeowner to a fine as set forth in section 12.

6. Occupancy of the town house shall at all times comply with the Logan City Ordinance and the CC&R's. The full CC&R's can be found at **northhoa.com** and the ordinances can be found by contacting Logan City.

a) The City of Logan Land Development Code §17.06.020 states the following for occupancy limitations: Residential occupancy of a dwelling unit by a family, or no more than three (3) unrelated adults.

7. A homeowner may not sublease or rent out their garage to another party of another homeowner for storage or any other purpose.

5. Structure and Appearance

1. Aluminum foil, newspapers, cardboard, bed sheets, window film, or other like material is not an acceptable window covering. These items and any similar items are not to be used for the purpose of window coverings.

2. Any work that alters the exterior appearance of the town house is not permitted. Maintaining the consistency and nature of the Yorkshire look will help maintain property values and the beauty of Yorkshire.

3. There will be **NO** permanent covering, structural alteration, or canopy installed in a resident's patio area.
4. Homeowners are responsible for the care, upkeep, and painting of the wood trim on and around the back door of their unit and inside garage entrance. The selected color of the trim is Dover White.
5. No item(s) whatsoever may be hung on or over the walls and fences such that the item can be viewed from the common area, adjoining property, or the street.
6. If any common element, town house(s), or Yorkshire property is damaged or destroyed through negligent or culpable act of a homeowner, tenant, guest, or contractor hired by an owner, the Board may make all necessary and proper repairs and thereafter bill the owner for all costs incurred. Payment must be made within ten (10) days.
7. Homeowners may **NOT** under any circumstances make structural alterations to the town houses or garages. Structural alterations include modifying or removing any structural beam or outside panel.

6. Automobiles and Parking

1. All vehicles shall be parked in marked stalls **ONLY**.
Vehicles shall **NOT** be parked behind other vehicles (double parked), behind garages, on Penny Lane, or in front of garbage dumpsters.

2. There shall be no boats, trailers, campers, buses, large trucks (vehicles that do not comfortably fit in a parking space and / or vehicles that stick out creating a hazard) or other large non-personal vehicles parked in designated parking spaces or along Yorkshire roadways.

3. All vehicles parked in Yorkshire shall have a current registration that is displayed outside the vehicle and must be in running condition.

4. No vehicle work, tune-ups, or oil changes may be performed other than in the homeowner's garage. Oil or other residue must immediately be cleaned up and legally disposed of off the property. All work performed must be done in a manner that does not violate the Rules and Regulations or the CC&R's. Violations include (but are not limited to) excessive noise, health hazard, or unsightly appearances.

5. Parking is monitored seven (7) days a week. Booting may occur between 9 PM and 7 AM.

Booting Fees:

First 24 Hours.....\$75

Each additional 24 hours\$25

In addition to all other remedies provided in these rules any vehicle in violation of these rules may be ticketed, booted, and / or towed at the owner's expense.

7. Pets

1. All dogs and cats must be walked on a leash and under the owner's full control at all times.

2. The number of ordinary / non-exotic house pets, excluding caged birds or those in a terrarium or aquarium, shall not exceed two (2) per unit.
3. In the owner's absence, pets must be confined to the individual town house and not be left tied up in the common areas, on their patio, or roaming the grounds.
4. Pet owners are required at all times to monitor the activities of their pets so that pets do not create a disturbance or constitute a nuisance to neighboring residents.
5. Pet owners are required to clean up promptly after their pets and ensure that animal waste does not litter the walks or the common areas or create an unsanitary, unsightly, or obnoxious situation. This includes the resident's patio.
6. Exotic and / or dangerous pets are strictly prohibited. Aggressive or violent pets shall **NOT** be allowed. Such pets may be subject to removal by animal control officers.

8. Satellite Dish Installation

The Yorkshire board has defined the following requirements for installation of satellite dishes and antennas within the community. These specifications were designed to allow homeowners to install satellite dishes on their property while preserving the aesthetic value and beauty of the community.

1. Homeowners **MUST** contact the Yorkshire Professional Manager before installing a satellite dish.

2. Homeowners may not install satellite dishes with a diameter greater than one meter.
3. It is recommended that the satellite dish be installed by a satellite dish installation professional. Installing and attaching a satellite dish on the stucco is strictly prohibited.
4. The satellite dish must not cause any visual distraction to the look of Yorkshire.
5. The dish may be installed on the garage roof panel visible from the back door or on the back roof panel, but not on the apex (highest point) of the roof. The dish may also be installed on a pole no longer than 6 ft. high located inside the back patio of the unit.
6. The homeowner is responsible for all maintenance, fees, or damage caused by the installing and removing of the dish.

9. Clubhouse

1. The Yorkshire Clubhouse is available for homeowners and tenants on a first come, first serve basis. The Yorkshire Clubhouse will not be rented to non-Yorkshire homeowners or tenants.
2. All usage of the clubhouse must be coordinated through the Clubhouse Coordinator.
3. The dates for activities at the clubhouse can be reserved no earlier than three (3) months in advance and no later than four (4) days in advance.

4. There is a usage fee for renting the clubhouse. This fee may change over time upon the HOA's approval. The clubhouse reservation must be accompanied by the usage fee (cash or check). For renters at Yorkshire a deposit is required (check is preferred) to the Clubhouse Coordinator. For Yorkshire Owners no deposit is required. Instead a fee will be assessed on the next HOA statement (up to \$75 + cost of total damages). Any activity over 75 people (reception, open house, etc.) will require a higher usage fee.

5. Failure to deliver the usage fee and deposit in a timely manner will result in the loss of the reservation. In order to complete the reservation of the clubhouse, the renter must read and sign the Release and Rules document which further explains the Clubhouse Rules.

6. After the event, the Clubhouse Coordinator and clubhouse renter will inspect the clubhouse. If the inspection reveals damage, the renter will be informed of the damage. If it is determined that the damage, inside or outside of the clubhouse, is significant, the deposit will be forfeited. If damage costs exceed the amount of the deposit, the home owner is responsible for the additional cost of repair.

7. Clubhouse renters are discouraged from renting the clubhouse for third parties, organizations, or outside family and friends. The clubhouse renter is responsible for the damage and actions of those who they invite to the clubhouse.

8. Clubhouse renters are allowed **three (3)** parking spots by the clubhouse. All other guests at clubhouse events **must park on 1800 North.**

9. Clubhouse hours are from 8:00 am until 11:00 pm. The clubhouse must be cleaned and vacant by 11:00 pm.

10. Alcohol and smoking are strictly **prohibited** in the clubhouse.

10. Playground

1. The playground and common areas should be kept clean and free of toys. Toys and items that are left at the playgrounds will be collected and donated to charity.

2. The playground will be closed from 9:30 pm to 8:30 am each day.

3. Parents are responsible for the supervision of their children and for any damage caused by their children. Yorkshire will not be held responsible for injuries to children.

4. Children eight (8) years and under must be under adult supervision at all time in all common areas.

11. Real Estate Signs

1. When selling a town house, the homeowner may place only one (1) "For Sale" sign in the front window or patio of the town house and no more than one (1) "For Sale" sign on the garage.

2. The "For Sale" signs may be no larger than 2.5'x2'; the normal size of professional real estate signs.

12. Smoking

1. Smoking is not permitted within 25 feet of any residential dwelling, building or within 25 feet of the clubhouse.

2. Smoking is not permitted within the clubhouse, recreation areas, the tennis courts, or within 25 feet of any outside amenities.
3. Smoking is not permitted on any Common Area, whether enclosed or not enclosed of the Property.

For more information, see the “Yorkshire Village Homeowners Association Management Committee Resolution-No Smoking Policy”. It is available on the website, or by contacting North HOA for a copy.

13. Rule Enforcement & Procedure

In accordance with the CC&R's, Rules and Regulations, and applicable Civil Codes, the Board is charged with the responsibility for maintaining and managing the common areas of Yorkshire and for enforcing the provisions of the governing documents and these rules. The procedures described herein shall be enforced in Yorkshire to provide conformity within the community.

Procedure

1. If the On-Site Yorkshire Professional Manager, Board member, or North HOA observes or is informed of a possible violation of these rules, the matter will be investigated by the Manager and the Board.

In the event a violation of these rules is found, a written notice shall be sent to the homeowner advising the nature of the violation and specifying the time limit remedy the situation. The time limit for remedying any violation of these rules shall be 48 hours.

2. In the event the violation is not remedied within the prescribed time period, North HOA may levy a monetary penalty as set forth below but not to exceed \$500 per month for a continuing violation. In the event that there are physical damages, the homeowner shall also be responsible for all repair / replacement costs. The fee will be assessed to the homeowner's account as outlined in the fine schedule below:

1st Violation.....	\$100 Fine
2nd Violation.....	\$150 Fine
3rd Violation.....	\$200 Fine
Further Violations.....	Fine each Occurrence

3. A homeowner who is assessed a fine may request an informal hearing before the Board to protest or dispute the fine within thirty (30) days from the date the fine is assessed. The Board shall determine if there is a preponderance of evidence against the homeowner and a violation has occurred. The Board shall give written notice of the time and date of the hearing not less than ten (10) calendar days prior to the hearing. The homeowner may appear and present evidence in person or through an attorney. The Board shall issue a written decision within ten (10) days following the hearing unless additional time is necessary through no fault of the Board. No interest or late fees may accrue until after the hearing has been conducted and a final decision has been rendered.

4. A homeowner may appeal a fine issued by the Board by initializing a civil action within 180 days after:

- a) A hearing has been held and a final decision has been rendered by the Board; or
- b) The time to request an informal hearing has

expired without the homeowner making such a request.

5. A fine assessed, which remains unpaid after the time for appeal by civil action has expired, becomes a lien against the homeowner's interest in the property in accordance with the same standards as a lien for the nonpayment of common expenses.
6. If a violation results in damage to Yorkshire property, the assessment shall also include the full cost of repair in addition to a penalty assessment. The Board will establish a "cure date" prior to the due date of a penalty.
7. The Board may suspend the right of a homeowner, their tenants, and guests to use any of Yorkshire's recreational facilities in accordance with the Bylaws and CC&R's.
8. The Board may suspend a homeowner's voting privileges in accordance with the Bylaws and CC&R's.

13. Assessment Collection Policy

Yorkshire has monthly dues that each homeowner is responsible for. These dues are used to pay for exterior maintenance, insurance, lawn care, and other necessary functions.

Statements are prepared and mailed around the 15th of each month. It is each homeowner's responsibility to provide North HOA Management with a current mailing address to receive monthly statements.

Make checks payable to:

Yorkshire Homeowners Association. Payments can be

made online, mailed to **2723 S. Hwy 89 Suite 1, Wellsville, UT 84339**, placed in the mailbox outside of the Yorkshire Clubhouse, or automatic payments may be set up. **Include the unit number on the “memo” line of the check to ensure the payment is applied to the correct account.**

Monthly dues must be paid **whether or not you receive a monthly statement.** Neither the Board or the Management company is responsible for the actions of the postal service. In order to avoid late fees and other penalties, be sure to allow enough time for your payment to be delivered and received. The following are procedures if a homeowner becomes delinquent in paying their homeowner dues:

a) **After 5 days delinquent:**

A \$10.00 late charge will be assessed to the homeowner's account per the CC&R's.

b) **After 30 days delinquent:**

A delinquent letter will be sent to the homeowner on behalf of the Association explaining that if full payment is not received within 60 days, the delinquent account may be subject to lien proceedings and late fees will be applied.

c) **After 60 days delinquent:**

An “Intent to Foreclose” letter shall be sent to the delinquent homeowner notifying them that their account will be referred to an attorney to begin foreclosure proceedings. A “Notice of Lien” may be recorded at the County Recorder’s Office against the property on behalf of the Association.

d) **After 90 days delinquent:**

A “Notice of Lien” will be sent via certified mail to

the homeowner. The Board will authorize the Yorkshire Attorney to sign the "Notice of Lien" on behalf of the Association. The delinquent account will be assessed fees to cover filing and attorney fees to prepare and file the lien.

e) After 120 days delinquent:

Foreclosure proceedings may start against the delinquent homeowner's property. The Legal cost and attorney's preparation fee will be assessed to

Your account will accrue a collection fee for every step taken after being 15 days delinquent. The Board will review requests for adjustments to collection fees for just cause. Date of receipt of payment will be determined by the date received by North HOA Management

The Board may make reasonable policy and rule changes if it is made in writing and proper notice is given to all owners. Owners and tenants are bound by all policy and rules. Such rules may be changed or modified at any time with a 30 day notice to owners.

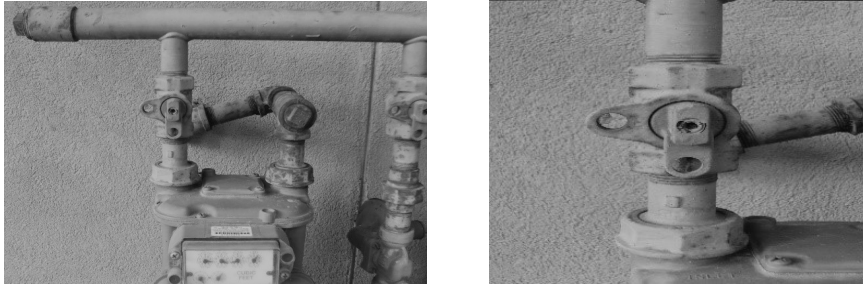
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If you have any questions or concerns about the Rules and Regulations for Yorkshire Village feel free to contact the Board or North HOA Management.

Thank you!

Emergency Shut Offs

Natural Gas Shut Off



In case of any emergency that may cause a gas leak, locate the gas meter. It is usually in the front of your unit. Look for the valve shown above. **Use a crescent or box type wrench of the appropriate size and turn until the holes line up.**

Electrical Shut Off



To turn off the power to your unit, locate the main box on the outside of the unit. Locate the small cover next to your unit number & switch it to off. This will stop ALL power to your unit. **Do only in times of emergency.**

Water Shut Off



There are 2 water valves. The main is outside & requires a special tool to shut off. So, in case of any emergency that requires you to stop water flow into your home, use the valve shut off in the utility closet. **Look for a handle on a copper pipe coming out of the floor & turn it to the off or horizontal position.** This will stop water from entering your home pipes to that point.



service@northhoa.com • (435) 774-2005

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