

Trails at Brittany Neighborhood Guidelines

Trails at Brittany (TAB) is one of the premier subdivisions in Champaign-Urbana. The Trails at Brittany Homeowner’s Association (TAB HOA) was organized to administrate and operate the property owned, including the management and control of the commons areas, lakes, and entrances. The TAB HOA has the authority to enforce the Covenants, to levy assessments, and is further guided by the By-Laws and these Guidelines to promote the health, safety, and welfare of its members and to maintain the properties that are common to all members. All 169 lots in Trails at Brittany have been built upon, with 167 homes.

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HOA Contact Information and Calendar

The TAB-HOA’s email is read by several members of the TAB-HOA Board of Directors with most responses sent within 48 hours. The website is open to all and provides access to our Covenants, By-Laws, Guidelines, and various request forms.

Email: trailsatbrittany@gmail.com
Website: trailsatbrittany.org
Address: Trails at Brittany Homeowners Association
P.O. Box 6904
Champaign IL 61826-6904

- Invoices for HOA fees are sent out to homeowners by email during the first week of January. Thus it is imperative that the HOA be informed of the best email address for each household. Fees are due within 30 days of receipt of the invoice, after which time late fees will be assessed.
- The Annual Homeowners HOA Meeting is held mid-January. Homeowners are strongly encouraged to attend. If that isn’t possible, they should send in a proxy authorization form so business can be conducted.
- Periodically through the year the HOA will organize and support social gatherings. Let the Board know if you have an idea for one!

- The Trails at Brittany Newsletter is sent out via email 2-3 times a year.
- Homeowners are encouraged to join the free neighborhood app, *Nextdoor* (nextdoor.com). During registration providing your address will automatically assign you to the Trails at Brittany neighborhood. Periodically the Board and the City of Champaign will post notes and reminders to *Nextdoor* but it is primarily to find out about missing pets or to get/give recommendations for local services.

Maintenance of Structures

Homes and other structures shall be maintained in good repair.

- Painted or stained surfaces should not be chipping or peeling or showing mold, algae, rust, or other signs of deterioration.
- Roofs should be in good condition with no missing, damaged, or excessively worn shingles. The preference for roofing materials is shakes, asphalt shingles, or materials that appear the same as asphalt shingles (vividly colored paint, metal-colored roofs, and fences are discouraged).
- Fences should be well maintained (not leaning or falling over and, if painted, should not be chipping or peeling).
- Broken or cracked window glass and torn screens should be replaced and windows should not be boarded over except for the immediate need arising before replacement.
- Swimming pools should be properly maintained, debris should regularly be removed, and the water treated to control algae and insects such as mosquitoes. All pools must be fenced in.
- The preference is for exterior surfaces (roofs, doors, garage doors, decks, etc.) to be finished in a color consistent with the color pallet typical of TAB structures.

Landscape Maintenance

A poorly maintained landscape not only negatively affects the appearance of that property, it also adversely affects the appearance and value of the neighborhood.

Homeowners are responsible for the maintenance of trees, bushes, shrubs, ornamental grasses, and any other vegetation located on their property.

- It is expected that lawns will be well maintained, never allowed to be more than six (6) inches in height (Champaign city ordinance).
- Leaves should not be raked or blown onto the street as they are a fire hazard and can clog drains. Leaves must be bagged for city pick up, contracted leaf collection, or raked and managed by a professional landscaping company.
- Bags or bundles of yard waste may be taken to an area behind the Champaign Township Assessor's office at 3900 Kearns Dr, Champaign, IL 61822. You will need to sign in at the office. This service is provided as part of your taxes and is for homeowners, only.
- Borders and flowerbeds should be weeded regularly.
- Sidewalks should be edged regularly. Not only does this contribute to making a yard look neat and trim, but it will also make the sidewalk easier to remove snow from in the winter.

- Bushes and shrubs will be trimmed and not allowed to become overgrown.
- Plants, trees, and shrubs should not obstruct a sidewalk or driveway or infringe on a neighboring property.
- Although it's not required by the City, timely removal of snow from sidewalks is appreciated by walkers, delivery people, and guests.
- Leaves and other landscape waste shall not be burned; it may be taken to the recycling center or bagged for pickup.

Trees are a major long-term determinant of the general appearance of the subdivision and thus planting trees is encouraged. Dead trees are both unsightly and a safety issue and should be removed. Dead limbs should be pruned. "Suckers" at the base of trees must be removed regularly for the health of the tree. Mulch should never be piled up around a tree above the "throat" of the trunk as this leads to the death of the tree.

Planting trees in the parkway, the area between the street and the sidewalk, is recommended. However, homeowners must contact the Champaign city public works department for guidelines as to what trees are approved for the parkway in front of their home. Approval may be required before planting in the parkway or city maintenance crews will cut down the trees. A list of allowed and not allowed trees for the right-of-way is available on the City of Champaign Forestry Services website (champaignil.gov/public-works/find-a-service/forestry-services/).

Vegetation, trees, or shrubs must not prevent the free and unobstructed travel of pedestrians upon a public sidewalk or upon the TAB "trails/walkways". Trees, shrubs, and plantings must be fully within the property lines of the home. Any that overhang may be removed by the HOA at the property owners' expense. The branches of trees must be trimmed to a height of no less than eight (8) feet above the sidewalk. The trees must be watered when newly planted and maintained to promote healthy growth.

New Structures and Additions to Existing Structures

The Architectural Committee (AC) must approve any new structures as well as exterior additions and major renovations to existing structures. The AC is charged to ensure that proposals meet Covenant requirements and will benefit and enhance the residential development.

- Free-standing garden sheds are not allowed. Plans for fences, gazebos, playhouses, swimming pools, extended concrete play areas, etc. must be approved.
- Fences shall be aesthetically pleasing from both sides. It is recommended that black, beige, or matching color ornamental aluminum or steel fences are purchased. Wood fences often are not approved unless there are extenuating circumstances. Approval by the AC will ensure that all HOA requirements are met, minimize the potential for complaints by neighbors, and avoid legal action by TAB-HOA.
- Approval is not required for interior renovations, masonry repairs, or replacement of windows, doors, or roofs. No approval is required to install roof-top solar panels, though the AC appreciates receiving notice of this renovation.

Commercial Activities

Trails at Brittany is a residential community and thus commercial and similar activities are not allowed. An occasional yard/garage sale is allowed, as is a home office so long as it does not involve regular meetings with customers or clients. Livestock of any kind may not be kept on a property.

Yard Signs

No signs of any kind shall be displayed to the public view on any lot or property except one professional sign of not more than 5 square feet advertising the property for sale/rent. Signs promoting a political candidate for elected office or regarding a referendum may be displayed during the 90 days prior to an election and must be removed within 5 days following said election. Signs identifying contractors serving the home should be displayed only for the duration of the work being done. Signs in support of local fundraisers and organizations may be displayed 2 weeks before the event and must be removed within a week after the event.

Lighting

Trails at Brittany was developed without streetlights. Therefore, to provide lighting to discourage criminal activity and to provide for the safety of individuals walking the sidewalks at night, each homeowner is required to have a functioning post light or equivalent illumination in the front of the home. The light(s) shall be equipped with a sensor device that turns the light on at dusk and off at sunrise. In addition, TAB Covenants require a post light in the rear property line for every home that is on any commons area. If your annual dues assessment is 1/3 then you or the original builder may have received an exemption. All lights must be well maintained and in working condition year-round. Traditional decorative holiday lighting is welcomed as it adds to the festive atmosphere of the neighborhood. The holiday lights and décor shall be removed shortly after the holiday season as weather permits.

Vehicles

A vehicle may not be parked overnight on the street. Vehicles may not be parked on the yard. HOA Covenants require vehicles to be parked in garages or driveways overnight. Vehicles such as campers, motor homes, boats, and trailers as well as non-operative vehicles (a vehicle without current license tag, with deflated tires, or not fully equipped to operate on a public street) may not be parked outside on the street or driveways. Vehicles parked on the street for more than a few days may be towed at the homeowners' expense and ticketed by the Champaign Police Department.

Garbage Service

Each property shall have regular garbage service. The garbage/trash and recycling containers shall have tight-fitting lids and shall not be visible from the street or sidewalk except when placed near the street for pick up by the garbage service provider. All recyclables and trash must be in closed bins. If there is a large amount of garbage, we recommend that it is put at the curb over a period of weeks instead of piled on one pick-up day. If special arrangements have been

made with the hauler for items such as appliances, furniture, etc. to be removed, these items must be put to the curb on the day of pick-up and not allowed to sit at the curb for more than 24 hours.

Yard Debris

Junk, trash, debris, equipment, and other items not in use shall not be left in the yard. This includes auto parts, appliances, building materials, tires, paper, cardboard, plastic, and landscape waste such tree or brush trimmings. Items not in use include such items as camping equipment, ladders, bicycles, and toys. Generally, any equipment, materials, or furnishings not normally used outdoors may not be stored outdoors.

Pets

Many homeowners in TAB have pets and they are a wonderful addition to a neighborhood. Therefore, we ask that pets' safety and care be attended to by keeping them within property lines. When off their property, homeowners are required to keep pets on a leash and not allow them to run unattended. Any loose/roaming dogs will be subject to a call to Animal Control. Barking dogs must be controlled for the peace of the neighborhood. When walking dogs, pet waste must be immediately picked-up and disposed of properly. *These policies are City of Champaign ordinances.*

Lakes and Commons Area Usage

The three TAB Lakes and Commons area are for the enjoyment of the homeowners and their escorted guests only. HOA fees are used to keep the approximately 18 acres of property maintained. This includes mowing, fertilization, weed control, lake algae control, tree trimming/removal, etc. There are several rules that must be followed for the safety and maintenance of these areas.

- All those using these areas will ensure they are kept clear of debris and trash.
- There will be no private parties after 10 p.m.
- There will be no fires built in the commons areas. No firepits may be constructed on commons property and must be kept within the homeowners' property lines.
- No privately owned items may be kept or stored on commons areas. This includes firepits, trampolines, dog runs, jungle gyms, swing sets, gardens, etc.
- No swimming, rock throwing, ice skating, or motorized boats are allowed.
- Only catch-and-release fishing is allowed. Barbless hooks only. Barbs on hooks should be flattened with pliers. All fish should be handled and released carefully. Time out of water should be minimal and kept to 30 seconds or less to ensure complete recovery. Carp may be removed from the lakes for the benefit of the fishery. Some of the carp in the TAB lakes may be up to 4 feet long. Future changes in the fishing regulations and/or catch and release policy may occur and will be communicated as appropriate.
- All guests must be accompanied by the homeowner. No guest will be allowed to use the property without the homeowner present. No trespassing signs have been posted around the lakes and police will be notified of violators.
- Age-appropriate supervision of all children using the lake and commons areas is required.

- All pets are required to be on a leash and pet waste should be immediately removed. Any loose/roaming dogs will be subject to a call to Animal Control.
- Fireworks are NOT permitted anywhere within Trails at Brittany in accordance with Champaign city ordinances. Police may be called.
- Small motorless watercraft are permitted, e.g., paddle boats, paddleboards, kayaks, canoes, etc. However, the watercraft must be kept at the homeowner's property or stowed on the rock part of the lakes. Any craft that is on the grassy areas and impedes the maintenance of the property will be moved or confiscated. It is strongly recommended that all persons using small watercraft also wear appropriate flotation devices at all times.

These rules are required under the TAB insurance coverage and city ordinances. City police may be called and Violators will be prosecuted.

Compliance

An overwhelming majority of homes comply with the requirements set forth herein. Instances of homeowners not in compliance may be brought to the attention of the Association. The following procedures may be followed:

- a) Homeowners may lodge a complaint with any member of the Board. Email at: trailsatbrittany@gmail.com
- b) If the complaint is regarding an issue that has not been considered by the Board, the Board will discuss the action to be taken, if any. The Board encourages homeowners to speak to the offending neighbor first, if at all possible, prior to contacting the HOA Board. However, we recognize that this is sometimes not possible.
- c) If the Board agrees that there is a violation, a letter will be written to the homeowner that a complaint has been received and ask that action to remedy the problem be taken by a specified date.
- d) If the homeowner does not comply, the Board may take further action. Among the actions the Board may consider are:
 - Direct a member of the Board to continue to work with the homeowner to seek a remedy.
 - If appropriate, refer the issue to the Champaign City department or the County Health or Zoning and Planning Commissions authorities for action.
 - If there is a violation of the Covenants, the legal actions specified therein may be followed, including property liens.
 - The Board may contract to have the problem remedied and invoice the homeowner. (i.e., mowing unkempt lawns, trimming overhanging branches/shrubs). If after several requests for action to be taken the homeowner has not complied, the Board may assess a monthly compliance incentive fee. Any assessment or costs of remedial actions will be added to the homeowner's annual assessment.
- e) At any point in this process, a homeowner may meet with the Board to discuss any of the above actions or decisions. (Refer to the Covenants for homeowners' rights to call a meeting).
- f) You are encouraged to read the TAB Covenants and By-Laws for additional information and guidance. These can be found on the TAB website: www.trailsatbrittany.org

Summary

In summary, these policies address issues not directly covered in the Covenants and/or by-laws and expand upon some for clarification regarding the maintenance of commons and individual properties and conduct within the neighborhood. The policies are based on provisions in the Covenants under which directors are bound to promote the health, safety, and welfare of the members and has the powers to promote the common benefit and enjoyment of the members of the Association and to enforce any and all Covenants, restrictions, and agreements applicable to all and to levy assessments in the maintenance of all commons areas. Further, all members, as a condition precedent to ownership agree to accept and maintain membership in the Association and be bound by the reasonable rules and regulations of the TAB HOA, Inc. The Association shall have the authority to enforce these Covenants, by-laws, and policies for the maintenance of the commons areas and the safety and well-being of the membership. We encourage each HOA member to contact the Board with questions or suggestions by emailing trailsatbrittany@gmail.com. Thank you for your continued support in maintaining the safety and enjoyment of our neighborhood.

These policies may be updated periodically, please go to www.trailsatbrittany.org to read the latest version.

Adopted January, 2024; Trails at Brittany HOA Board