



LA ESTANCIA

HANDBOOK

Neighborhood Rules & Regulations

The La Estancia Homeowners Association Board of Directors' (BOD) goal is that La Estancia will always maintain the highest standards for community living and beautification, and that the decisions made will help safeguard and preserve homeowner investment in our community.

To accomplish the goals, the BOD created the La Estancia Neighborhood Handbook (hereinafter Handbook). This document helps to define basic rules that have been adopted by the Current BOD as per the date listed above and may be changed from time to time.

In addition to the Handbook, we hope you will become familiar with the La Estancia Covenants, Conditions, and Restrictions (hereinafter CC&Rs) and Bylaws. They represent the rules that each Owner agrees to abide by when a property is purchased within the community. The CC&R's are a binding Legal Document that is recorded at the Kane County Recorder's office and is available on the community website for review at any time. We hope you will review all documents related to our wonderful community which can be found at:

<https://www.laestanciakanab.net/meetings--documents.html>

We welcome and appreciate your assistance, cooperation, and suggestions and encourage you to become familiar with these resources. If you have any questions, please contact a Board member.

Thank you.

La Estancia Board of Directors

General rules

The rules apply to everyone including Residents, Homeowners, Lot Owners, Renters, Guests, Tenants and Visitors in all areas of La Estancia including Limited Common Areas, Amenities, Roads and Open Space.

Amenities are accessed through Electronic gates in two ways.

1. One single key Fob will be issued for each Pad or Lot. It is non-duplicable. If your Key Fob is lost, there will be a **\$250.00** charge to replace it.
2. Access may be granted through our TOUCH App that can be used from your smartphone. Access can be given to 2 homeowners.

Please do not permit noise or conduct that may be offensive to La Estancia residents or result in disturbance of the neighborhood peace. Something that is objective and easy to remember: Noise (e.g. music, voices, machinery, etc.) must be low enough that it can not be heard by a neighbor or by a person(s) walking in the street by the sound source. Failure to abide by the rules in this document will result in loss of usage privileges for the clubhouse, pools, spa, and dog park.

Amenities

Amenities are open seven days a week. Below are rules that we ask you and your guests abide by as you enjoy them to help keep our community clean, safe and enjoyable for everyone.

Dog Park

1. Open dawn to dusk. With specified hours for small dogs and leash only hours. Please be respectful as homes surround the dog park. Please do your best to be courteous to all others.
2. Small Dog Only Hours
 - a. Daily Dawn to 8:30am
3. Specific Leash Only Hours
 - a. Every M - W - F 11am - 1pm
4. Owners shall be in the Dog Park at all times when their dog is using the Dog Park and observing their dogs.
5. Park users and dog owners assume all risks and responsibilities related to dog park use.
6. All dogs must have current vaccinations and wear a collar with a current dog license/rabies certification/identification.
7. Aggressive dogs are not allowed. (any dog that has a history of being aggressive may be banned from the Dog Park)
8. Please pick up dog waste. Bags and receptacles are provided. Keeping the Park clean benefits everyone and their pets.
9. No alcohol, smoking, drug use, or illegal substances.
10. No human food please.

Small Dog Hours for Dog Park

Daily Dawn to 8:30am

Dogs under 12 lbs only are allowed in dog park during these hours.

Leashed Dogs Only Hours

Every Monday, Wednesday and Friday 11am - 1 pm

1. Assures a calmer, less chaotic place for controlled exercise
2. Allows older dogs with slowed mobility to enjoy the park without worry of being pestered by other highly energetic and playful dogs
3. Leash introductions to other dogs provide a controlled and safe way to help dogs develop their social skills
4. Provides dogs with all the fun of new and different smells of a dog park that they won't often get on typical leash walks around the neighborhood

REQUIRED STEPS before entering the La Estancia Dog Park

Dog Park Safety Tips from Franklin D. McMillan, DVM

1. **Make sure your dog is fully vaccinated** - Wherever dogs interact socially the spread of contagious illnesses is a risk, and it is therefore essential that your dog is fully vaccinated before coming to the dog park.
2. **Provide your dog with reliable identification** - Because dogs can slip through gates – even double gates if someone is not paying full attention – you will want to provide your dog with reliable identification so if she escapes she can eventually make it back home. Reliable means an ID tag on a secure collar that won't slip off or a microchip – preferably, both.
3. **Ensure that your dog has basic training skills** - Dog parks are inherently distracting environments for the dogs and it is easy for animals to become so engrossed in their activities that you aren't able to get their attention at critical times, such as when conflicts erupt between dogs. Make sure your dog has acquired basic training skills and responds to the standard training cues, such as “come” (the most important), “sit,” and “stay” – even in distracting situations. The dog park would be an extremely safe place if every dog in it were well-trained.
4. **Avoid the heat** - Unless you are new to the area you know that summers can get extremely hot in southern Utah. The advice for humans to avoid exercise in extreme heat applies equally to dogs. And this is of even more vital importance for short-nosed (brachycephalic) breeds, whose breathing can become impaired and be truly life-threatening. If you think it might be too hot out for your dog, then it probably is. Put off the dog park until it cools down.

REQUIRED STEPS while in the La Estancia Dog Park***Dog Park Safety Tips from Franklin D. McMillan, DVM***

1. **Stay attentive and supervise your dog at all times** - Interactions between dogs – even involving your own canine angel – can be unpredictable and change emotional tone in an instant. Your dog is depending on you to keep him safe – so don't use the dog park for reading, emailing, texting, social media, or all-consuming interactions with other dog parents. Keep a close eye on your dog the whole time – just the way he'd want you to.
2. **Carefully weigh the pros and cons for small dogs** - Small dogs are at a disadvantage at dog parks, as they can easily be injured by larger dogs not only intentionally (nips and bites), but even getting bumped hard or rolled on by a friendly but much heavier dog during rambunctious play. If you believe that your small dog may be at risk of such mishaps, then it is best to visit the dog park when it is not busy.
3. **Be protective of timid and older dogs** - Timid dogs and many older dogs who have lost some of the mobility of their youth may not be able to cope well with other dogs approaching them. For their own safety and peace of mind, these dogs should either not visit the park or do so only when there are very few or no other dogs present.
4. **Pick up after your dog** - Removing your dog's poop is, for obvious reasons, a matter of common courtesy. But it is very much a safety issue, too, as many parasites and infectious microbes are spread through dogs' droppings. The La Estancia Dog Park provides poop bags – all responsible dog owners can and should use them when needed.
5. **Are toys a good idea in dog parks?**- Toys – like tennis balls, Frisbees, and the like – can be great fun for your dog in the park. But because they can quickly become something to compete for, it's best to either leave them at home or limit their use to when yours is the only dog in the park.
6. **Be prepared for emergencies** - Even with the best supervision by the best pet owners, sometimes accidents and injuries occur and being prepared for anything is crucial. First, always have your cell phone with you and have the contact number for emergency veterinary care handy. Likewise, anytime you and your dog are at the dog park always know where the nearest veterinary services are available. Finally, all pet owners should have a pet first aid kit in their home, and the smaller types can be brought along to the dog park (many excellent kits can be found online).

Franklin D. McMillan, DVM

8/31/21

Clubhouse Hours

1. Clubhouse hours at 5 am to 11 pm. Please be respectful as homes surround the Clubhouse.
2. Do not prop open any outside doors or gates at any time for security or safety reasons.
3. No illegal substances are allowed into the facility or onto any part of the La Estancia premises.
4. Items cannot be tacked, taped, stapled, hot-glued, or nailed to the walls, ceiling, windows, doors, or woodwork.
5. Clubhouse furniture may not be moved.
6. Animals are not permitted inside the clubhouse or pool areas.
7. Food is not to be prepared in the facility; however, warming of food in the kitchen ovens and microwave are permissible.
8. When leaving, please turn off all lights in all rooms, fans, and TVs as you leave.
9. Do not place any items – food, drink, bags, purses, etc . . - on the pool table. Exception pool balls and racking triangle.
10. When you leave, please clean up after yourself.
 - o Wipe down all surfaces.
 - o Sweep and mop floors.
 - o Empty and clean-out refrigerator.
 - o Remove all trash off premises. There is no trash removal service for clubhouse
 - o Put tables and chairs away.
 - o Turn off all lights and TV sets.

Exercise Room

1. Hours are 5 am to 11 pm
2. Please clean the equipment you have used and sanitize when finished
3. Please report any damaged equipment to a board member via email board@laestancianab.net
4. Remove your own trash (off premise).
5. Turn off all equipment, fans, lights and TV sets.

Indoor Pool, Outdoor Pool, Spa

1. Hours are 5 am to 11 am
2. THERE IS NO LIFEGUARD ON DUTY AT ANY TIME. USE FACILITIES AT YOUR OWN RISK
3. Do not prop open doors in the clubhouse or pool at any time.
4. Do not prop open any gates.
5. Shower before using any pool.
6. No running.
7. No diving.
8. No glass or breakable objects.
9. No diapers in the pool.
10. No alcohol, smoking, drug use, or illegal substances.
11. No pets allowed in the pool area.
12. Please be courteous and considerate of others. No offensive language or disturbance.
13. Clean up the area and remove your belongings and garbage when you leave.
14. Return outdoor pool furniture to the original spot.

15. Turn off fans and lights.

Spa Rules

1. Children under the age of 5 years are prohibited from using the spa.
2. Elderly persons and those suffering from heart disease, diabetes, or high blood pressure should consult a physician before using the spa.
3. Persons suffering from a communicable disease may not use the spa.
4. Pregnant women should not use the spa without consulting their physician

Parking and Roads

1. All roads and parking areas are private
2. All vehicles must be parked in your garage or on your concrete driveway.
3. No parking on gravel areas or Limited Common Areas
4. No street parking. *(See page 19, Section 8.3, Paragraph 2)*
5. All streets within La Estancia have a maximum Speed Limit of 20 miles per hour.
6. Walk your dog on a leash and pick up your dog's waste.
7. Only operable and licensed vehicles that fit in your garage are permitted to park in your driveway.
8. Trailers, campers, RV's, boats, ATVs, are only permitted on the street for 48 hours for loading and unloading purposes.
9. The storage of trailers is not permitted on the private streets in the community.
10. Do not park with wheels on curbs or sidewalks.
11. Any vehicle that does not fit in your garage, must be stored off your property and outside the community.

****Any damage to La Estancia Common Property (Clubhouse, pools, spa, and dog park) by a Homeowner, a Homeowners Guest or Tenant will be the responsibility of the Homeowner.**

Dues for the community

Monthly Dues Amounts - Effective 1/1/2021

Home Owners: \$154 /month

Lot Owners: \$50 / month

Please make your payment payable to **La Estancia HOA.**

To assure your dues are properly recorded please include the following 3 items with your payment:

1. La Estancia Lot #
2. Name
3. La Estancia Address

Payment Options

1. Regular mail:
Mail to: La Estancia HOA
P.O. Box 122

Kanab, Utah 84741-0122

2. Personal Bill Pay (you direct your bank to send a check):
Set up an account with your bank to send a monthly check:
Send to: La Estancia HOA
P.O. Box 122
Kanab, Utah 84741-0122

3. Automatic Payment (you authorize State Bank to draw from your bank):
Set up an automatic Demand Deposit Account (DDA) into:
State Bank of Southern Utah
Account: 7112691
Routing #: 124301779
Phone: 435-644-5828

Questions Contact:

Ben Beckstead, CPA
La Estancia Financial Manager
435-644-3801
ben@precisetaxcpas.co

Home and Yard modifications

Any and all proposed Home and Yard modification must be submitted by the homeowner and pre-approved by the La Estancia Architectural Control Committee (ACC) prior to starting. The value of our homes depends on holding a standard of excellence in La Estancia. All improvements and changes to your home, front yard, and back yard must be handled in the following manner:

1. Submitted plans should include plans, specifications, renderings with measurements and a description of materials and proposed colors. Plans must also show all water and irrigation designs.
2. If additional irrigation controllers and timers are installed, they must be compatible with the existing timers which are currently Rainbird brand.
3. Homeowners are responsible to maintain and replace their driveways and sidewalks from their driveway or street to the home.
4. The HOA is responsible to maintain the sidewalk parallel to and adjacent to the street in front of a home – if one exists.

If you have any questions, please refer to the CC&R's in Section C for requirements or email Jeff Peterson - jeff@utahhomebuilding.com

Yard Modifications

La Estancia is a high desert Xeriscape landscape community. The landscaping of this community has been planned and researched to complement the natural desert surroundings and the architecture of the homes. All landscaping plans must be approved prior to the beginning of installation of Landscape. All materials that are to be planted, placed or installed must also be approved by the ACC including layout, drainage, plant species, grasses, water features, yard ornamentation etc. Homeowners are allowed to plant a maximum of thirty-five percent of the total Limited Common area in turf.

Warranty

Once initial landscape and hard surfaces are placed, a walkthrough will be conducted by the ACC Representative or a Board Member. The completed work will be documented to begin the warranty period of not less than one year. At the end of the one year warranty, another walkthrough will be conducted by the HOA to accept the improvements placed in the Limited Common Areas or provide documentation that certain improvements must be repaired or replaced prior to the HOA accepting said improvements.

Artificial Turf

Artificial turf is approved in LE but the product must be approved. The brand name that is currently approved is Synthetic Turf and the model is “Emerald Carpet.” If another product is suggested, it must be pre-approved by the HOA ACC. After installation, the artificial turf must be kept in good condition or replaced in order to keep a similar standard of appearance as the yards with natural grass. The use of artificial turf will not reduce any monthly assessments and dues owed by the homeowner.

Fences, Hedges, and Trees

No fences, boundary hedges, or trees shall be installed without prior approval of the ACC. Approved fencing materials are colored and approved block, approved steel fencing, three rail split rail fencing with and without mesh. All materials must be approved prior to installation. Generally boundary hedges will not be approved because of landscape maintenance requirements. All trees must be approved before planting in an effort to maintain view corridors between neighbors.

Landscape services

The following landscape services are provided in our community for the following areas:

Common Grounds:

1. Entrance and Islands into the community
2. Waterwheel area. This includes the waterwheel, “four corners” of the streets intersecting the waterwheel, and the 300 North street island from the waterwheel to N. Vermillion Circle.
3. Clubhouse and Pool Area
4. Dog Park
5. Play Ground

Residential properties:

In La Estancia, there are two types of properties: Lots and Pads as defined in the CC&R’s. Knowing which kind of property you own is important. The following is a brief overview of what the La Estancia HOA will provide for each:

Pads.

The scope of work is for general landscape maintenance which includes, but is not limited to, maintenance of finished landscape areas including maintenance of decorative gravel areas; maintenance of grass, shrubs, and trees; pruning, weeding, replacement planting, irrigation repair and maintenance, and spring and fall clean up.

Lots

As per Section 7.2 in the CC&Rs homeowners of *Lots* shall be responsible for maintenance of the entire Lot and any structures thereon.

All problems noticed in the community should be reported to the Board of Directors at board@laestancianab.net.

Snow and Ice removal

Snow on the roads happens occasionally in La Estancia. When it happens, the following rules apply:

1. Removal (plowing, blowing, or shoveling) of snow will be initiated only if there is approximately eight (8) inches of accumulation on the streets and the snowfall has ceased. Waiting for the snow to stop before starting snow removal is to keep from having to plow multiple times for one snowfall.
2. If there is a snowfall of over 12 inches, snow removal may start before it has stopped snowing. Blown snowdrift heights will not be used to determine when to take action. It is possible that if forecasts over the next several days call for a reasonable chance of warming, plowing may not be initiated regardless of snow depth.
3. The HOA will be responsible for initiating snow removal.
4. Your home's driveway and sidewalk are your responsibility and the HOA does not perform any services on your Lot or Pad.

Priority

1. The first priority will be to shovel the two walkways into the clubhouse and to shovel a clear pathway to each mailbox at the two mailbox areas.
2. The second priority will be to plow both the clubhouse parking lot, the south mailbox parking lot, and the sidewalk to the north gate of the Dog Park.
3. The last priority will be to plow each street that passes by a home's driveway. One pass on each side of a street that has a driveway.
4. The HOA does not plow residential driveways and does not plow or shovel sidewalks in front of homes.

Ice

1. No salt or any other corrosive chemicals will be used to remove ice due to the corrosive and long-term harm to our streets, curbs and sidewalks. Extreme caution must be used whenever ice exists.
2. Depending upon the availability and schedule of snow removal contractors and equipment, there may be times when snow can't be removed from La Estancia in a timely manner. Therefore, conditions (snow or ice) may be very dangerous. La Estancia cannot guarantee you, your guests, or any visitors are safe from serious injury due to weather conditions.

****Note*** Unusual conditions (e.g. weather extremes) may cause the Board to manage differently than is stated in this document.

Vacant lots

Maintenance standards

If you own a lot in the community that does not have a home built on it, that is defined as a Vacant lot. If that is the case, you are responsible for all maintenance of the Vacant lot. This includes all

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Version 14.2

meeting the criteria for the current federal StormWater Pollution Prevention Plan (SWPPP) regulations. In addition to SWPPP policies, you are also responsible for the following:

1. Your lot must be mowed or trimmed a minimum of twice a year. Weather dependent, one mowing or trimming must be done between July and August, and the other mowing and trimming must be done between October and November. These dates are critical.
2. All non-natural (i.e. native) foliage shall be maintained at a height of twelve (12) inches or less. Native bushes and shrubs do not need to be mowed or cut low.
3. No foliage should be allowed to overhang any part of the sidewalk or curb. All foliage within three (3) feet of sidewalks and curbs must be no higher than 12 inches. If growth exceeds the desired amount stated above, the HOA shall issue a notice to the lot owner that it needs to be brought into compliance. If no action is taken after 30 days, the HOA will hire the contractor to maintain the lot for the lot owner. The mowing will be billed to the lot owner at the rate of \$200 per lot. If the billing is not reimbursed by the lot owner within 30 days, the HOA will file a lien on the lot in question and all filing fees, collection costs, and interest fees on what is owed will be added to the lien.
4. Debris Removal. When lots are mowed, the scattered mowing debris must be removed from adjacent sidewalks, curbs and street areas next to the lot. When larger plants and/or weeds are cut, that debris must be removed from the lot and from La Estancia, in addition to being removed from adjacent sidewalks, curbs and street areas around your lot.
5. Erosion occurs naturally or from storms. As a lot Owner, you must control the flow of water and mud from your lot. This can be accomplished several way:
 - a. cut back of dirt from curb or edge of sidewalk
 - b. Installation of silt fence or straw wattle

If you need a recommendation about how to do this, please contact Jeff Peterson
jeff@utahhomebuilding.com

Reference Information

The La Estancia Covenants, Conditions, and Restrictions (CC&Rs) specify the following:

1. Section 7.2: “Exterior Maintenance by Owners of Lots. Each Lot Owner shall be responsible for maintenance of the entire Lot and any structures thereon.”
2. Section 8.12: Noxious or offensive weeds. Lots shall be kept free of all tall, noxious or offensive weeds and plant growth by the owner of said Lots. Should excessive growth occur on any Lot, the Owner shall be notified by the Architectural Control Committee (ACC), in writing, of such condition and shall be given thirty (30) days to correct the same, after which time the ACC may order such correction effected, the expense of which shall be charged to the Owner of the Lot or Lots.
3. Section 8.25: Garbage Refuse and Disposal. All rubbish, trash and garbage shall be regularly removed from the Lots and Pads and shall not be allowed to accumulate thereon. Garbage shall be placed in proper containers. No unsightly materials or other objects are to be stored on any Lot or Pad in the view of the general public or Neighboring Lot or Pad Owners.

La Estancia communications

Effective communications is a necessary ingredient to assure proper management and an informed neighborhood. The following are attempts to promote communications with and among our neighbors:

Monthly Board of Directors meetings.

Open to La Estancia HOA members and held on the third Wednesday of each month at 6:30 p.m. and the meeting is usually held at the Clubhouse. The Rules of Decorum, Agenda and meeting minutes of all meetings are published on the community website.

www.laestanciakanab.net

La Estancia's website is an informational website owned and managed by La Estancia. The contains a list of contact information for Board Members, and a historical listing of all Board meeting minutes and other relevant information that is useful to our membership.

www.laestanciaut.nextdoor.com

A private, social, website established in 2012 for La Estancia residents to better communicate with each other, share referrals and recommendations for service providers (e.g. handymen, painter, electrician, etc.), post items you have for sale, find a hiking partner, and more.

Each resident must take action to join. It is 100% volunteer. How do you join?

- Please go to the following web site (Note: the UT after laestancia):
www.laestanciaut.nextdoor.com/unverified.
- You will be asked to provide your email address and your La Estancia street address.
- Create a password - that's it.
- The more people who join and use laestanciaut.nextdoor.com the better its communication and networking power. Please sign-up today.

Landlord guidelines

Renting your home

Long and Short Term rentals are allowed within La Estancia based upon Section 8.28 of the CC&R's Dated 12/28/2017 with the exception noted in the Fourth Amendment Dated 1/12/2018 noted as a Scriveners Affidavit intended to correct a one word error in the Third Amendment.

Board of Directors

The La Estancia Board of Directors are an elected body of Owners who volunteer their time during a 2 year term. They work together as a team of five members, to make decisions for the good of the neighborhood. They always strive to rise above their own self-interest to oversee and thoughtfully carry out their duties and responsibilities with passion and vision. A well-managed neighborhood requires dedicated volunteers to govern, research, lead, decide, implement guidelines, rules, and establish a dues structure to cover the maintenance and improvements to La Estancia. Active and robust interest in neighborhood management is essential.