

Property Owners Guidebook

VOLUME 3 ISSUE 1

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Section I. Welcome to Shadow Lakes

A. What is Shadow Lakes?

Shadow Lakes is a common interest community within the City of Braidwood, Illinois. It is a gated community with a number of amenities. Among these are stocked fishing lakes, swimming pools, a swimming beach, an Amenity Center, and a 226 acre Nature Preserve. There are approximately 914 lots within Shadow Lakes. Shadow Lakes is currently divided into 6 Villages; Explorer Village, Tully Monster Village, Fossil Cove, Fisherman's Village, Lighthouse Cove and Boardwalk Bay.

B. Association Office

Hours of Operation:

Normal Business Hours: Tuesday through Saturday, 9:00 a.m. to 5:00 p.m.

Special Appointments: If an appointment is needed at a time other than during regular business hours, please call the office at least five (5) days prior to arrange a date and time. You may leave a voice mail message at any time. We will do our utmost to meet with you. Please advise us of the purpose of the appointment so that we may be prepared to assist you.

	Phone Numbers:
Association Office:	815 458 3647
FAX Number:	815 458 3697
Amenity Center Office:	815 458 3694
E-mail Address:	sl2hoa@aol.com
Web Site Address:	www.shadowlakesassociation.com
Security Cell Phone:	815 953 2010
Police emergency	911
Fire Department	911
Rescue Squad/Paramedics	911
Police non-emergency	815 458 2341

The following services are available from your Association office:

1. Gate cards, boat and golf cart stickers (registration and purchase).
2. Current status of your account balance for dues, special assessments, violations, etc.
3. Questions or problems regarding water or sewer service.
4. Service requests or questions pertaining to the general maintenance of the property.
5. Requests for copies of Association Meeting Minutes, Bylaws, Property Owners Guidebook, and the Declaration of Covenants and Restrictions.

6. Request for Review of Plans for any new construction on your property. You may also obtain a copy of the Architectural Guidelines publication that contains the current Building Requirements.
7. Disclosure Statements regarding the sale of your property.
8. General questions, comments or suggestions pertaining to Association-related business

Confidentiality of Association Records

The rules for accessing Association Records are as follows:

1. Association Personnel files and Property Owners files shall be deemed confidential. Any Member of the Association may view these files, upon the Association's receipt of a signed letter from the person whose file/s are to be viewed, granting such a viewing.
2. Control and organization of Association Personnel files and Property Owners files shall be the responsibility of the Association Manager and/or Registered Agent of the Association.
3. Access to the Association Office during non-business hours, to conduct Association-related business, must be scheduled with the Association Manager.
4. In accordance with the Illinois General Not For Profit Act, Section 107.75. Books and Records. "All books and records of a corporation may be inspected by any members entitled to vote, or that member's agent or attorney, for any proper purpose at any reasonable time".
Any members wishing to view these financial records may send a written request to the Association Office, stating the purpose of the viewing, what they desire to view and the time they wish to view the records.

C. Security Officers

There can be one full-time security officer, part time security officers and a number of volunteers who patrol the property on a regular basis. They are here to assist the Members, help insure the safety of the Members and their property, and to enforce the Bylaws, Covenants, and the rules of the Shadow Lakes II Association as listed herein. These officers can issue warnings and violation notifications (which can have fines attached to them). The security patrols will call the Braidwood police if they observe any criminal activity.

If you have been issued a violation notification and wish to appeal, you may do so by notifying the Association office, in writing. They will schedule you to meet with the POAC Appeal Committee.

D. Membership in Shadow Lakes II Association

All property owners are Members of Shadow Lakes II Association (the Association) and are entitled to participate in the decision making process. When a vote is required, each Association Member is entitled to one (1) vote per Lot owned.

E. The Board of Directors

The Board of Directors is the governing body of the Shadow Lakes II Association. The Board consists of five (5) elected members. Each Board Member serves a three (3) year term. Anyone who is a Member of the Association in good standing is eligible to run for the Board. (Refer to the Bylaws)

F. Dues and Fees

Each year, prior to the Annual Meeting, the Board of Directors adopts an operating budget. The Board then levies an assessment to each individual lot. (Refer to the Bylaws)

Invoices for the assessments are sent to all Members in early December.

There are two payment options:

Option 1 requires full payment on or before February 1st of each year.

Option 2 allows the first payment of ½ of the total assessment to be made on or before February 1st. The second payment is due on or before April 1st and includes a 3% interest charge on the balance (1 ½ % per month, for 2 months).

If the dues are not received on time, the Member will be subject to an immediate 10% penalty, and interest assessment of 1 1/2 % for each month the Annual Assessment remains unpaid; after 60 days a Notice to Lien will be mailed, after an additional 30 days a Lien will be filed with Will County Recorder and a \$200 Lien Fee will be invoiced to the Lot. At the direction of the Board of Directors, the Association Attorney will begin Foreclosure Proceedings against the property. All Attorney fees and associated costs shall be invoiced to the Lot. Upon receiving a Default Judgment against the Member in a Court of Law, the Association will proceed with a foreclosure sale. Proceeds from the sale of the Lot will first be used to satisfy the Association's latest open account balance on the Lot and all costs involved with the sale of the Lot. Proceeds above those owed to the Association will be forwarded to the former Owner/Member.

Replacement of canceled gate cards will be charged the same fee as lost or stolen cards, but are reissued only after all outstanding dues, assessments, fines, and fees have been paid. If dues, penalties, and interest continue to go unpaid, a lien will be recorded with the Will County Recorder's Office and a lien fee will be invoiced to the Member. When this occurs, the Member cannot obtain a clear title to the property.

G. Meetings of the Board

Meetings of the Board are normally held every other month except December. The October meeting is the Annual Meeting. The dates for the regularly scheduled meetings are published in the Fossil Footprints Newsletter. Special Meetings are held periodically. Notification for these is posted on the web site, on the bulletin board at the Amenity Center and at the various gates.

H. Property Owners Association Committee (POAC)

The Property Owners Association Committee is an advisory body to the Board of Directors. The POAC is made up of Association Members and Associate Members who wish to serve on a voluntary basis. The POAC Members serve a three-year term. The POAC is comprised of two Representatives from Explorer's Village, Fisherman's Village, Tully Monster Village, and Fossil Cove. There is one Representative from Lighthouse Cove and from Boardwalk Bay. The POAC Members devote time reviewing the concerns of the Association Members and helping in developing rules and regulations. The recommendations are passed on to the Board for approval. These are the rules and regulations under which the Association is governed.

Association Members and Associate Members who would like to serve on the POAC should make their desire known to the Association Office. When an opening occurs, the POAC reviews the individual's qualifications and selects the most qualified as POAC Members.

Anyone interested in working on the POAC should contact the Association Office in order that their name can be placed on a list of future nominees.

All Association Members are encouraged to join any of the POAC subcommittees listed below:

1. Activities
2. Architectural Appeals
3. Beautification
4. Community Relations
5. Maintenance
6. Security/Violations Appeals

I. Meetings of the POAC

Meetings of the POAC are held on the third Saturday of each month, except for the months of October, December and January. There are no meetings scheduled in these months. The POAC meetings are held in the Amenity Center. Actual dates can be found in the Fossil Footprints Newsletter, Shadow Lakes Association web site and are posted on the Association Bulletin Boards.

J. Sportsman's Fishing Club

This is an organization open to all residents of Shadow Lakes. The club raises money for fish stocking, works with fisheries' biologists to determine what is best for our lakes system and sponsors many events during the year. It is a place to meet other fishermen and to learn more about fishing whether you are a novice or an expert.

Meetings are held on the third Sunday of each month at the Amenity Center. Additional information can be found on the Fishing Club Bulletin Board in the Amenity Center on the Association web site, on the Fishing Club web site and at the various Bulletin Boards around the property.

K. Fossil Footprints Newsletter

Fossil Footprints Newsletter is the official publication of the Association. It provides a schedule of upcoming events and other items deemed to be important to the Members. The Fossil Footprints Newsletter is published at least 4 times per year.

L. Shadow Lakes II Association Web Site

The Association has a web site, which contains up to date information on activities scheduled within Shadow Lakes. The web site also provides access to Copies of the Property Owners Guidebook and the Architectural Guidelines. There is also a link to the Sportsman's Fishing Club web site. The Association web site address is www.shadowlakesassociation@aol.com.

Section II. Rules and Regulations

A. General

Members are responsible for the conduct of their Guests while they are in Shadow Lakes. If you, the Member or your Guest commits a violation, you as the Member will be fined. Example: if a Guest breaks a gate arm, they will be arrested but you will receive the fine.

Please remember to instruct all your Guests to follow all of the Rules and Regulations while in Shadow Lakes.

1. Fines:

Fines are issued on a class basis. A schedule of the amounts of the various fines is included in the Appendix.

2. Procedure for Issuing Fines:

The following is the procedure for issuing violation fines:

- a. A letter of notice of violation shall be sent to the Member who is responsible for the violation, stating if it is a first time warning or a direct violation. This letter shall identify the violation and set forth a time for the correction of said violation.
- b. If compliance is not attained within the time set fourth, a fine shall be assessed, according to the published amount shown in the "Property Owners Guidebook" or Corporate Resolutions, against the Lot by the Association.
- c. If the fine is not paid within 14 days of the assessment, the Association shall direct that the gate cards issued to the subject Lot be to be voided from the access system.
- d. New gate cards will be issued to the Member only upon payment of the assessment, and the current fee for replacement of gate cards.
- e. If compliance is not attained and fines are not paid, a \$ 5.00, per day, fine will be accessed until the violation is satisfied.
- f. When the total fine reaches \$ 350.00, a lien will be recorded on the property and a Lien Fee of \$ 200.00 will be invoiced to the lot.

- g. At the direction of the Board of Directors, the Association Attorney will begin Foreclosure Proceedings against the property. All attorney fees and associated costs shall be invoiced to the lot.
 - h. Upon receiving a Default Judgment against the Member in a Court of Law, the Association will proceed with a foreclosure sale. Proceeds from the sale of the Lot will first be used to satisfy the Association's latest open account balance on the Lot and all costs involved with the sale of the Lot. Proceeds above those owed to the Association will be forwarded to the former Owner/Member.
3. Procedure for Requesting an Appeal:
The following is the procedure for appealing a fine violation:
- a. A Member may request, in writing, an appeal of a fine before the Property Owners Association Committee (POAC) Appeals Committee, prior to the date set for payment of the fine. If an appeal is requested, invoicing of the fine will be held in abeyance, until after the Appeals Committee ruling.
 - b. If the Appeals Committee upholds the violation, the Member may appeal the determination of the Appeals Committee to the Board. Such appeal must be in writing and must be received by the Board within ten (10) days after the ruling of the Appeals Committee. In the absence of a timely appeal, the determination of the Appeals Committee shall be final.
 - c. The decision of the Board of Directors is final.

B. Conduct

1. Full Time Residency

If you reside or live in Shadow Lakes for eight (8) consecutive months, or more in any one year, you are required to apply and be approved for Full Time Residency. Contact the Office for details.

2. Gate Cards

The Association does not issue gate cards to guests of Members. In order to improve security for all of us, it is important that Members be responsible for allowing access to their guests. If you are unable to meet your guests at the gate, please make arrangements for them to call you when they arrive in the area.

From time to time unverifiable cards are deleted from the system. If for any reason you have a card that no longer works, please bring it to the Association office. We will work with you to determine what the problem is. If the card has been accidentally deleted, we will reactivate it for you. If the card is damaged, the Broken Gate Card Replacement Program is:

- a. The cost to replace a broken gate card is \$7.00 per card.
- b. The cost to replace a lost or stolen card is \$25.00.
- c. The cost to replace cards that have been cancelled for violations is \$25.00 per card.

Contractors who wish to post a security bond with the Association may obtain up to 4 cards that will allow access to the property for business purposes only. If you are having work done and the tradesman does not have and/or does not wish to obtain a gate card by posting a security bond, it is the Member's responsibility to meet the tradesman at the gate in order to provide access. Association personnel will not open the gates for these people, nor will they simply give them a gate card.

3. Gate Violations

Avoiding Gate Arms: No person is allowed for any reason to:

- a. Lift a gate arm,
- b. Drive around a gate arm,
- c. Drive under a gate arm behind another car (tailgate) or
- d. Drive through any opening not for motor vehicles. Example, the golf cart opening at the Shadow Lakes Realty sales office near Gate 1.

Fine: Class A –Direct Fine

Breaking Gate Arm: Anyone found breaking a gate arm.

Fine: Class X – Direct Fine and Prosecution

4. Burning

No one may burn household garbage or grass. Only clear wood, tree logs, branches, and clear construction materials may be burned. No Wolmanized or Creosote wood is allowed to be burned, as it is a health hazard. Burning of any materials MUST be consistent with the City of Braidwood's Ordinances.

Fine: Class D – Warning

Open fires MUST always be attended by an adult. Leaving a fire unattended will result in a fine.

Fine: Class C –Warning

No fires are allowed in the Nature Preserve. No fires are allowed on Common Property except at Association designated areas.

Fine: Class X-Direct Fine

5. Lot Numbers

All Lots must have Lot Numbers posted in a conspicuous place. This rule is to assist those responding in an emergency. Lot number/s must be affixed to a post, shed, travel trailer, park model, or stick built home so they can be seen from the road. The numbers must be a minimum of 3" high and be of a reflective or luminous material.

5. Signs that advertise a business, corporation, sale, political event, other advertisements or warning signs will not be allowed on any Lot, or on or in any Recreational Vehicle, Park Model or Permanent Structure without written permission from the Association office. Ornamental lawn signs are allowed as long as they are not obscene or in bad taste. Owner Identification signs are permitted. They shall be no larger than 1.5 square feet in size and the design approved by the Association.

Contact the Association for details on approved signage.

Fine: Class D –Warning

Contractor's Signs

Contractors are not allowed to put their advertising signs on any work site.

Fine: Class A- Warning

7. Pets

A maximum limit of (3) pets (cats and/or dogs) is allowed per lot. More than (3) pets shall be considered a kennel. All pets must be restrained at all times. They must be on a leash when they are off of the Lot Owner's property and being walked on Shadow Lakes' private roads and common areas. They are not allowed to roam free. Pet owners are required to carry with them and use feces clean-up bags / devices when walking their animals.

Fine: Class D – Warning

Should a pet attack another person's property while off of the Member's Lot

Fine: Class A – Warning

Should a pet attack another person while off of the Member's Lot

Fine: Class X –Direct Fine

No animals, livestock or poultry of any kind shall be raised, bred, or kept on any Lot. Dogs, cats or other common household pets may be kept, provided that they are not kept, bred or maintained for commercial purposes.

Fine: Class X- Direct Fine

8. Guest Camping

Members wishing to place a 2nd RV or erect a tent upon their Lot for short-term guest camping may do so only with the written permission of the Association. The request should be in writing. Camping is not allowed in the Nature Preserve or on any of the Common Areas.

Fine: Class D - Warning

9. Firearms

No Firearms (rifle, shotgun, pistol, pellet, or BB gun) may be discharged anywhere on Shadow Lakes property. This includes crossbows, bow and arrows and similar type weapons.

Fine: Class X – Direct Fine

10. Hunting

No person may hunt or trap on Shadow Lakes' property without written permission from the Association.

Fine: Class X – Direct Fine and arrest.

11. Fireworks

The use of fireworks that are illegal within the State of Illinois will not be allowed on Shadow Lakes property. Only fireworks sold legally may be used.

Fine: Class X – Direct Fine

12. Satellite Dishes

Dishes may be installed on the Member's property. These are limited to the size of approximately 18", included are the DirecTV and Dish Network size dishes. Larger dishes must be removed.

Fine: Class D - Warning

13. Failure to Cooperate

Any Member or guest that fails to cooperate with any Security Officer or Shadow Lakes Employee, when asked for identity and/or lot number, will be in violation of this rule.

Fine: Class D – Direct Fine

14. Association Employee Protection

Anyone who assaults (verbal attack) an Association employee or its assign (volunteer), while performing his or her duties of office, is in violation of this rule. This rule also includes POAC Members and the Members of the Board of Directors.

Fine: Class A – Direct Fine

Anyone, who commits battery (physical attack) to an Association employee or its assign (volunteer), while performing duties of office, is in violation of this rule. This rule also includes POAC Members and the Members of the Board of Directors.

Fine: Class X – Direct Fine and Arrest

15. Disorderly Conduct

Any person causing a disturbance, by using loud or profane language, abusive, intoxicated behavior, or acting in a manner that is disturbing to other Members and their guests will be in violation of this rule.

Fine: Class C – Direct Fine

16. Vandalism

Any person committing vandalism to Shadow Lakes' property is subject to a fine and cost of cleanup, repair and/or replacement of damaged property and arrest.

Fine: Class X – Direct Fine and arrest

Any person committing vandalism to a Member's property is subject to a fine and prosecution by the Member.

Fine: Class A and possible prosecution by the owner.

17. Trespassing

No person is allowed to enter another Member's lot without permission from the Member. This includes fishing from the other Member's dock or allowing their children or guests to play or swim from the other Member's beach or dock.

Fine: Class C - Warning

18. Curfew

All children under the age of 16 years must be on their own lot or accompanied by an adult after 11:00 P.M.

Fine: Class D - Warning

19. Rental or Lease of Property

No Member is permitted to rent, lease or sub-lease his Lot, without prior written consent of the Association.

Fine: Class X – Direct Fine

20. Noise Rules

Overview of Noise Rules:

As with the Lighting Standards a principle concern is to promote the enjoyment of one's lot with out interfering with or being interfered by someone else's activities. The natural surroundings should allow for the enjoyment of the sounds of nature; birds, wind, water, etc.

In this atmosphere sound travels a long way. Intrusive sound is noise especially when it is loud or harsh. The problem that exists is one man's music is another man's noise. "Sound trespass" is more difficult to control than "light trespass". These rules attempt to provide a compromise that all can "live with".

The Noise Rules are:

- a. Radios, tape players and other similar electronic devices, when operated outdoors, must be used with discretion. Volume must be at such a reasonable level so as not to bother the neighbors. Persons operating such devices must be present when the devices are in operation; they must be off when unattended.

These devices may be operated only between the hours of 7am and 10pm. The Association, with the agreement of the neighbors, may grant special permission to operate these devices beyond 10pm.

These rules also apply when these devices on or in cars, boats or golf carts as well as on individual lots.

- b. The use of construction power tools must be limited to the hours between 7am and 10pm.
- c. The use of power mowers and other such machinery must be limited to the hours between 7am and 10pm.
- d. Loud abusive language and profanity are in violation of this rule.
- e. Excessively barking dogs are in violation and it is the dog owner's responsibility to control any such animals.
- f. Vehicles that cause excessive noise are in violation of this rule.

Fine: Class D – Warning

Occasionally the Association has social events for the benefit and enjoyment of the Members. Such events are exempt from these rules.

C. Vehicles and Traffic Regulations

1. Speed Limits

A 10 M.P.H. speed limit is applicable on all roads throughout Shadow Lakes. This is for the safety of all of us. Members are responsible for their guests as well as themselves. Please watch your speed. Tell your guests to watch their speed and watch for children in the road. We want to prevent any tragedies from happening in Shadow Lakes. Fines will be assessed when a motorist drives over 15 m.p.h.

16-25 m.p.h.-Fine: Class D – Direct Fine

Over 25 m.p.h.-Fine: Class C – Direct Fine

Failure to stop for Security when directed to pull over

Additional Fine: Class D – Direct Fine

2. Motor Vehicles

No licensed or unlicensed gasoline-powered vehicles are allowed on the Nature Trail or the Golf Cart bridges. No motorbikes, dirt bikes, ATV's, snowmobiles, go-carts, and any other recreational motor vehicle, are allowed on Shadow Lakes property (this includes the Nature Trail and the Golf Cart Bridge).

Fine: Class D – Direct Fine

3. Reckless Driving

All golf carts and motor vehicles must be driven in a safe manner. Reckless or negligent drivers will be fined.

Fine: Class C – Direct Fine

4. Parking

Parking areas and driveways shall be used for parking operable vehicles only, and shall not be used to park unlicensed (except battery-powered golf carts) or commercial vehicles. A commercial vehicle is defined as any truck that exceeds 8000# GVW or has any plate greater than a B-Truck Plate. Any commercial vehicle may be allowed to be parked within Shadow Lakes by permission of the Association ONLY. The Board may authorize that such vehicles, parked in violation of this rule, be towed away and such towing charge shall become a lien upon the Lot of the owner of the vehicle.

Fine: Class C – Warning and possible towing charge

No vehicle shall be parked on any street or roadway overnight, from 11:00pm to 5:00am, without written permission of the Association.

Vehicles may park on a roadway, during the day, if the Member is having a party and his lot is full. This is providing the parked vehicles do not create a traffic hazard.

Fine: Class D - Warning

5. Storage of RVs

Each Owner may have only one (1) Recreational Vehicle, Park Model or Permanent Structure on any Lot. No additional Recreational Vehicle may be parked or stored on any Lot, without prior written consent of the Association. All RV's MUST have a Full Bath with a Shower or a Tub. No RV's including Pop-Up Trailers can be stored on any Lot without permission of the Association.

Fine: Class D - Warning

6. Golf Cart Rules

General: All Golf Carts driven on Shadow Lakes' roads must be registered with the Association.

A Golf Cart Registration Form is available at the Association Office and MUST be filed with the Association, for EACH golf cart owned. This registration form must be submitted by July 1 of each year.

An Annual License Fee of \$2.00 must be obtained before July 1st of EACH Year, to register each golf cart with the Association and receive the Annual License Decal. The Annual License will expire June 30th of the following year. After July 1st, the cost of the Annual License Fee will be increased to \$10.00.

A Certificate of Insurance, for Bodily Injury Liability of, no less than \$ 100,000, per person / \$ 300,000 per accident, must be filed with the Association by July 1st of EACH YEAR and must list Shadow Lakes II Association as a Certificate Holder.

All Golf Carts must adhere to the following rules.

- a. Must display Shadow Lakes Logo and Members Lot Numbers on Each SIDE of cart.

Fine: Class D -Warning

- b. Must display current Shadow Lakes Association Annual License Decal on EACH side of the cart below the Lot Numbers.

Fine: Class C - Warning

- c. Only two golf carts are allowed per lot. These must be maintained in operable condition.

Fine: Class D - Warning

- d. Golf Carts must be Electric Powered only.

Fine: Class B – Direct Fine

- e. No other types of Battery Powered Vehicles are allowed to be driven on any roadways or Common Areas of Shadow Lakes.

Fine: Class B – Warning

- f. Must have fixed electric lights on the front of the cart and electric lights OR Reflectors on the rear of the cart, IF driven after sunset or in darkness

Fine: Class C- Warning

- g. Can only be driven by a licensed driver, possessing a Valid Drivers License, a Driver with a Driver's Permit while accompanied by a fully Licensed Driver, or driven by a competent adult.

Fine: Class A – Direct Fine

- h. All passengers must be seated in a seat, and only as many passengers as there are seats are allowed on the golf cart. No one may stand up or hang off a golf cart.

Fine: Class C - Warning

- i. No golf cart may pull any persons behind it on any type of recreational equipment, i.e. bicycle, wagon, etc.

Fine: Class C -Warning

- j. Golf Carts must be driven in a SAFE manner at all times and obey the Illinois Rules of the Road regarding One Way Streets, No Parking Signs/Areas and Stopping at all Stop Signs.

Fine: Class C – Warning

- k. Golf Carts may be driven, ONLY, on the roads, on the Nature Trail or on other

designated area within the gated boundaries of Shadow Lakes. No Golf Carts are allowed on Green, Grassy Areas when conditions are such that driving on it may damage the ground.

Fine: Class A – Direct Fine

D. Lake Usage

1. Boat Rules

General: For these rules, a watercraft is defined as a: fishing boat, pontoon boat, sailboat, rowboat, canoe, kayak, paddleboat and inflatable.

ALL Boats located on Member's Lots or Designated Common Areas of Shadow Lakes, that are ALLOWED to be used on Shadow Lakes' waters, must be registered.

All rules and regulations as defined by the Illinois Department of Natural Resources (DNR) MUST be followed on Shadow Lakes' waterways. All watercraft must be registered with the DNR, have the proper identification decals and carry the required safety equipment. A copy of the DNR rules may be obtained by calling the local DNR office. All Boats and Boat Operators must follow the Illinois Boat Registration, Titling and Safety Act. A Boat Registration Form is available at the Association Office and MUST be filed with the Association, for EACH Boat owned, by July 1, of each year.

An Annual License Fee (Costs are posted at the Association Office) must be obtained by July 1st of EACH Year, to register each boat with the Association and receive the Annual License Decal. The Annual License will expire on June 30th of the following year.

A Certificate of Insurance, for Bodily Injury Liability of, no less than \$ 100,000, per person / \$ 300,000 per accident, must be filed with the Association by July 1st of EACH YEAR and must list Shadow Lakes II Association as a Certificate Holder.

The following rules must be adhered to:

- a. Must display Shadow Lakes Logo and Member's Lot Numbers on EACH SIDE of boat.
Fine: Class D - Warning
- b. Must display current Shadow Lakes Association Annual License Decal below the Logo and Lot Numbers on EACH SIDE of boat.
Fine: Class C - Warning
- c. All watercraft must be Electric Powered or hand operated only, when on the water. No gasoline engine may be mounted on watercraft while used upon Shadow Lakes' waterways.
Fine: Class B – Direct Fine
- d. Boats stored on Common Areas NOT having the Annual Decal will be considered abandoned and removed from the Common Areas in August of each year. When a boat is removed, for lack of a valid Annual Decal, the owner of the boat will be required to pay a \$ 25.00 fee, in addition to the fine for not having the Annual Decal, to retrieve it. Unclaimed boats will be disposed of after 6 months.
Fine Class C – Warning (see b above) plus a \$25.00 fee

- e. Boats stored on Common Areas posted with “No Boat Storage Allowed” signs shall be removed from said Common Area by the Association.
Fine: Class C – Warning
- f. All watercraft operators are required to operate their boats in a safe manner and to comply with all restrictions set forth by the Association.
Fine: Class X – Direct Fine
- g. All watercraft operators are required to operate their boats in a safe manner and to comply with all restrictions set forth by the Association.
Fine: Class X – Direct Fine
- h. No motorized watercraft shall create a wake within 20 feet of any shoreline. This rule is to insure the safety of those swimming in the lakes and to minimize erosion of the shoreline.
Fine: Class B - Warning
- i. Watercraft stored on a Member’s Lot and used outside of Shadow Lakes must conform to the covenants (maximum 21-foot length). There may be only one boat not used on the Shadow Lakes waterway stored on a Lot.
Fine: Class D – Direct Fine
- j. No watercraft may have more than (2) motors that’s combined maximum thrust exceeds seven (7) horsepower.

2. Fishing

Fishing is permitted in all of the lakes on the property with the exception of the Rearing Pond. Fishing is allowed in the Rearing Pond for special events. Size and quantity limits are posted throughout the property. These limits are subject to change due to changes in the fish population or the State of Illinois requirements. All persons fishing in Shadow Lakes must have a valid fishing license. Members are responsible for their guests as well as themselves and should make sure that anyone fishing knows the regulations and is respectful of the rules and other Member’s property.

When a Member invites guests or relatives to fish in our lakes:

- a. The Member **MUST** be present with them or at the Member’s lot, or
- b. The Member must give them written permission if the Member is not going to be present at his lot.
- c. The Member may allow his contractor to fish **ONLY** from his lot, and the Member must be present.
Fishing Club recommended fish limits must be followed and the State of Illinois limits must not be exceeded.
Fine: Class B – Warning

The placement of fish habitat structures without the approval of the Association is forbidden.

Fine: Class D-Direct fine and removal of the structure, the cost of removal will be invoiced to the Lot.

E. Amenity Facilities Usage

1. Beach and Fishing Pier

No Animals, Golf Carts, Boats, glass or alcoholic beverages will be allowed on the Fossil Cove Beach or the Explorer Village Fishing Pier area.

Fine: Class D – Direct Fine

2. Amenity Complex

No alcoholic beverages are allowed in the Amenity Complex.

Fine: Class D – Direct Fine

Any person causing a disturbance, by using loud or profane language, being under the influence of alcohol, exhibiting erratic behavior, or acting in a manner that is disturbing to other Members and their guests are in violation.

Fine: Class C – Direct Fine

All posted rules and regulations regarding the swimming pool and Amenity must be obeyed. Failure to do so could result in a fine or ejection from the pool, the Amenity Center or both.

Fine: Class C – Direct Fine

F. Property Upkeep

1. Portable Toilets

Portable toilets, not connected to the sewer system, may be allowed by written permission of the Association for special use purposes.

Fine: Warning

2. Maintaining Property

All Lots whether occupied or unoccupied, and any improvements placed thereon, shall at all times be maintained in such a manner as to prevent them from becoming unsightly, unsanitary, a nuisance or a hazard to health.

If not so maintained, the Association shall have the right, following proper notification, through its agents, assigns and employees, to make such Lot comply with this requirement. The cost of such compliance shall be added to the annual assessment to which the responsible Member is subject. Neither the Association, nor any of its employees, agents, assigns or contractors shall be liable for any damage, which may result from any work performed in a workmanship like manner.

Members are required to keep their lots clean and presentable. Allowing junk to pile up decreases the value of the Member's property and that of his neighbor's.

Fine: Class C - Warning

3. Ditches and Swales

All Members are required to keep drainage ditches and swales located on their Lot free, unobstructed and in good repair. The Member shall allow the installation of culverts upon his Lot as may be reasonably required for proper drainage. Each Member shall take all reasonable steps to prevent erosion on his Lot.

Fine: Class D – Warning

4. Grass Cutting

The Association is responsible for the cutting and trimming of grass and weeds in all common and green areas, except for those designated as wetlands or natural areas. The Members are responsible for the cutting and trimming of the grass and weeds on their lots. Any Lot, on which grass or weeds reach a height of twelve (12") inches or more, must be cut by the Member. If it is not cut, the Association will cut the Lot and invoice the Member for the work. The charge for a single cutting is \$60.00. We suggest that the Members contact a Lawn Maintenance Contractor to mow their Lot, if they are unable to do so themselves. The Office can provide contractors names.

The Association will follow the procedure as outlined below, to assure there is just cause to cut individual Lots:

- a. Surveys of Lots will be made on a periodic basis during the growing season.
- b. Photographs will be taken of those Lots, which are 12” high or more in height. The photos will show the Lot number, date taken and a close up of the actual grass or weed height.
Fine: Warning
- c. First of the week, Lots are checked. If grass or weeds are too high, Lot Owner will be called and asked to cut their Lot.
Fine: Warning
- d. A purchase order will be issued to cut the Lot.
- e. The Lot will be cut and an invoice issued for \$60.00 to the Owner. This charge will be raised an additional \$15.00 each time the same Lot is cut. Initial charge \$60. 2nd cut \$75, 3rd cut \$90 and 4th cut \$105.
Fine: Direct Fine
Should a question arise, regarding the cutting of the Lot, photographic evidence will be used to document the violation. Members may appeal this charge to the Appeals Committee of the POAC.

5. Watering of Lawns

Lawn sprinkling is banned except for the hours of 7:00 p.m. to 9:00 p.m. Monday through Friday on even-numbered days unless otherwise directed by the City of Braidwood. Hand-held hoses may be used to water flowers and bushes only. If on a waterfront lot and a pump is used that takes water from the lake, these restrictions do not apply.
Fine: Class D – Direct Fine

6. Refuse Disposal

There are several compactors located at various locations within Shadow Lakes. These compactors are for household garbage only. Large items and yard waste need to be placed near one of the three compactors. The Maintenance Personnel will dispose of these items on a daily basis.
Aluminum cans may be recycled by placing them behind the fence, at the Amenity Center. All cans must be bagged. The proceeds from their sale are used by the Activity Department to enhance its programs.
Newspapers may be recycled by placing them in the Recycle Container, near the Gates 3 and 4a compactors, in Tully Monster Village and Explorer Village.
Small appliances, batteries, car parts, construction materials, or yard waste are not allowed in any compactor, place these next to the compactor.
Yard waste (grass and leaves) must be in paper bags and brush bundled and tied with a cord. Bundles must be of a weight, size and shape such that one person can handle them.
Fine: Class D – Warning

Major appliances (white goods) are not allowed to be put into any compactor. The following items are included:

Washers	Dryers	Refrigerators	Freezers	stoves/ovens
Television sets	Microwave ovens	Water Heaters		
Air Conditioners				

Any item which contains Freon (Refrigerators, Air Conditioners etc.) requires a qualified contractor to evacuate this gas from the item before it can be disposed of.

Methods of disposal

- a. Member may call an outside contractor to pick up the item at their Lot and have it properly removed. Contact the Office for names and phone numbers of local contractors. Many times if new appliances are delivered the delivery persons will take the old appliances.
- b. Put the item in the designated area, located near the Association garage. Do not place these items at the compactors or on Association Common Areas. The Association will have the item disposed of, by a qualified contractor.
Fine: Class X –Direct Fine for each item that is left at a compactor or on the Common Area.

Contractors Refuse

Contractors are not allowed to put construction materials into Association Compactors. They must provide their own dumpster or a means of removal. Contractors must have a dumpster on a construction site for stick-built homes, and additions.

Fine: Class C – Direct Fine

7. Storage of Building Materials

It is important for everyone's enjoyment of the property that each site and area be kept clean and orderly. Please arrange to meet all deliveries to your site and have the materials stacked in an orderly fashion.

Do not store construction materials on your property for an extended period of time.
Fine: Class B - Warning

8. Storage of Equipment

Storage of cycles, garden and lawn equipment and similar kinds of personal property must be kept in a shed in order to keep the lot presentable. Boats and boat trailers may be stored on the Lot with the permission of the Association.

Fine: Class D - Warning

9. Trees

No living, dead, damaged or diseased trees over 2 inches in diameter may be cut without written permission from the Association office. This applies to all lots. Do not cut down any living tree within 5 feet of your property line without receiving approval from the Association.

Fine: Class C – Direct Fine

The Association shall have the right to enter upon any Lot, without the Member's permission, in order to remove any diseased or damaged tree. The cost of the removal shall be borne by the Member.

No live tree or planting may be cut or removed from any Common Area or from the Nature Preserve.

Fine: Class C – Direct Fine for each tree.

10. Littering

Any person observed littering within Association property, including introducing any type of structure or material in the lakes' system will be fined.

Fine: Class D – Direct Fine

11. Junk and Stored Vehicles

Any auto that is not in running condition, properly licensed, or used on a regular basis may not be stored on any lot in Shadow Lakes. Members who close their RV's or homes for the winter may leave ONE vehicle on their lot over the winter, IF the vehicle has current license plates and is in good physical condition.

Fine: Class D - Warning

G. Building Regulations

1. Permits

All construction, over \$200.00 in value, must have an Association Plan Review and be issued a permit from the City of Braidwood, before any construction can begin. Construction without these two items will be stopped and no further construction will be allowed until the permit is issued.

Fine: Class C – Warning

2. Variances

Any construction project that is not in accordance with Shadow Lakes Architectural Guidelines requires a variance. Failure to obtain a variance may cause whatever was built, to be removed at the Member's expense.

Fine: Class C - Warning

3. Treated Lumber

The use of creosote treated lumber is banned from use within 25 feet of the water's edge. This is the type of wood generally used for telephone poles and railroad ties. This does not prevent the use of these materials in appropriate locations, greater than 25 feet from the water's edge. The use of C.C.A. pressure-treated lumber (commonly referred to by the trade name of "Wolmonized," "Osiose" or other popular names) is allowed. This material is recommended for docks, piers, and immersion in fresh water.

Fine: Class D – Warning & Removal

4. Fences

All property lines shall be kept free and open and no hedges or privacy fences shall be permitted. However, split rail fences of a type approved by the Association may be constructed on the property lines.

No chain link fences or enclosures are allowed (except by special permission of the Association office).

Fine: Class D - Warning

5. Skirting Park Models and RVs

a. Park models must be skirted within 60 days after being placed on a lot. Damaged or missing skirting must be repaired or replaced.

Fine: Class C – Warning

- b. RVs may be skirted. Skirting on RVs must be approved by the Association prior to installation. Damaged or missing skirting must be repaired.

Fine: Class C – Warning

6. Lighting Rules

General: The principal concern for lighting controls and standards is to promote the enjoyment of one's lot without interfering with, or being interfered by, someone else's activities.

There are two principal methods to controlling both light trespass and light canopy. The main methods for controlling light trespass are the positioning of the lights and the screening or shielding of the point sources of the light. Both of these are fairly easy to implement and control and should definitely be considered as lighting is being installed.

The area or light canopy is a little more difficult to implement and maintain. The principal problem is caused by the intensity of the light source but can also be increased by the surfaces off which the light bounces.

It is important to review the lit surfaces when someone proposes to add or increase the intensity of lighting on their property. For example, your lighting should be controlled so that it does not bounce off of the water and trespass onto other properties.

Fine: Class D – Warning

The overall lighting rule is:

- a. All permanent lighting will be installed so as to minimize the effect of light trespass on adjacent lots, as well as public areas including the roadways and lakes.
 - All lighting will be installed at the minimum intensity or wattage required to achieve the desired lighting effects.
 - Consideration will be given to the amount of light that will be reflected by the surfaces being lit.
 - The installation of dimming controls within exterior lighting circuits is strongly recommended.
 - No lights are to be left on when property is not in use, except for Malibu Lights that are plugged into a timer programmed to turn lights OFF at 12 midnight, or earlier.
- b. High Intensity Discharge (H.I.D.) Lighting: ARE NOT ALLOWED.
- c. Entrance Door Lights: Only one (1) maximum 60 watt, or less, incandescent or equivalent bulb per fixture is ALLOWED, adjacent to an entry door. These should be of amber or yellow (bug light) color. They must either be on a motion detector or a timer that is programmed to turn the lights OFF at 12 midnight, or earlier.
- d. Post Lights: A maximum of two (2) posts may be installed on a Lot, and are ALLOWED, with the following conditions:
 - A post containing one (1) single light fixture is limited to a maximum of 60 watts, or less, incandescent or equivalent bulb.
 - A post light containing more than one (1) lamp or bulb is limited to a total maximum of 60 watts, or less, incandescent or equivalent bulb.

- The bulb/s should be of amber or yellow (bug light) color. They must be manually switched off, or on a timer that is programmed to turn lights OFF at 12 midnight, or earlier.
 - A post light containing more than one (1) lamp or bulb is limited to a total maximum of 60 watts, or less, incandescent or equivalent bulb.
 - The bulb/s should be of amber or yellow (bug light) color. They must be manually switched off, or on a timer that is programmed to turn lights OFF at 12 midnight, or earlier.
- e. Pathway and Landscaping Lights: Malibu-type lights for pathways and landscape lighting ARE ALLOWED with the following conditions:
1. The quantity installed shall be the minimum required to accomplish the lighting objective of preventing light trespass to adjacent lots, roadways and lakes.
 2. It is recommended that each fixture not exceed 7 watts.
 3. The fixtures will be of the type, which direct the light downward or have muting lenses. Fixtures that direct light upward are NOT ALLOWED.
 4. Dimming controls should be used when available to fine-tune the intensity of the lamps.
 5. They must be manually switched off, or on a timer that is programmed to turn lights OFF at 12 midnight, or earlier.
- f. Decorative & Rope Lighting: Decorative lights include; rope lights, hanging party lights, chasing motion lights, and icicle lights. This type of lighting is ALLOWED, with the following conditions:
1. These lights shall only be used for party decoration lights and holiday celebrations.
 2. They are not allowed to be used as a primary source of light at any time.
 3. They are only allowed to be on when entertaining guests or during a holiday season.
 4. They must be manually switched off, or on a timer that is programmed to turn lights OFF at 12 midnight, or earlier.
- g. Spotlights & Floodlights: Only one (1) maximum 50 watt bulb, or less, per fixture is ALLOWED, with the following conditions:
- They are NOT to be left ON for extended periods. They must be on a motion detector and directed downward and not toward the adjoining lots, roadways or lakes.
 - Ground mounted spot lights or up lights, mounted on posts or poles, are NOT PERMITTED, with the EXCEPTION for FLAG illumination that is specifically approved for use by the Association and Association Gate Entry Signs.
- h. Solar Lights: ARE ALLOWED.
- i. Deck & Dock Lighting: Malibu-type lights for deck and dock lighting are ALLOWED with the following conditions:
- The quantity installed shall be the minimum required to accomplish the lighting objective of preventing light trespass to adjacent lots, roadways and lakes.
 - It is recommended that each fixture not exceed 7 watts.
 - The fixtures will be of the type that direct the light downward or have muting lenses. Fixtures that direct light upward are NOT ALLOWED.
 - Dimming controls should be used when available to fine-tune the intensity of the lamps.

- They must be manually switched off, or on a timer that is programmed to turn lights OFF at 12 midnight, or earlier.
- j. Safety and Security Lighting: Outside lighting required for safety, security or emergency situations may be left on, as required. Care must be taken to minimize the effect of light trespass on adjacent lots, as well as public areas including the roadways and lakes.

All Lighting Rules Fines: Class D – Warning

Property Owners Guidebook

APPENDIX A.

Schedule of Fines:

The following Schedule of Violation Fines is currently in effect, however, it may be changed by the Board of Directors.

<u>CLASS OF VIOLATION</u>	<u>1st Offense</u>	<u>2nd Offense</u>	<u>3rd Offense</u>	<u>4th Offense</u>
Class D	\$25	\$50	\$100	\$200
Class C	\$50	\$100	\$200	\$400
Class B	\$75	\$150	\$300	\$600
Class A	\$100	\$200	\$400	\$800
Class X	\$200	\$400	\$500	\$1,000

Offenses will be considered included if committed within 12 months of the initial infraction or warning.

General:

Lot Owners are responsible for the conduct of relatives or friends while in Shadow Lakes. If you, the lot owner or they commit a violation, YOU, as the lot owner, will be fined. Example: If a friend/relative breaks a gate arm, they will be arrested but you will receive a Class X Violation Fine of \$200.00, for a first offense.

Please remember to instruct all your Friends & Relatives to follow all of the Rules and Regulations while in Shadow Lakes.

Approved by the Board of Directors: June 27, 2009