

Property Owners Guidebook

REVISED FEBRUARY 27, 2016

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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:

May through September

Tuesday through Saturday: 9am to 5pm

Sunday: 11am to 3pm

Monday: 11am to 3pm

October through April

Tuesday through Saturday: 9am to 5pm

Sunday: Closed

Monday: Closed

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
Activities Center Office:	815 458 3694
E-mail Address:	sl2hoa@yahoo.com
Web Site Address:	www.shadowlakesassociation.com
Security Phone Numbers:	815 953 2010 or 815 557 7226
Police, Fire and other emergency	911
Police non-emergency	815 458 2341
Maintenance emergency	815 666 5701

The Association Office is dedicated to taking care of the business of the Association.

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. For Waterfront Lots, any new construction will also need Shoreline Stabilization Plans submitted at the same time.
7. Disclosure Statements regarding the sale of your property.
8. General questions, comments or suggestions pertaining to Association-related business.

C. Resale of Property

As required by 765 ILCS 605/18/5, upon request in connection with the sale of a property, information pertaining to a property's status with the Association is available. The fee for this disclosure is \$100.

D. 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 Office Supervisor.
3. Access to the Association Office during non-business hours, to conduct Association-related business, must be scheduled with the Association Office Supervisor.
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.

E. 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 ensure 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.

F. Membership in Shadow Lakes II Association

All property owners are Members or Associate 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 in good standing is entitled to one (1) vote per Lot owned.

G. 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 for details regarding the election process.)

H. 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 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).

Collection and lien procedures are detailed in the Bylaws.

If dues, penalties, and interest continue to go unpaid, a lien will be recorded with the Will County Recorder's Office. When this occurs, the Member cannot obtain a clear title to the property.

I. Meetings of the Board

The Board regularly meets at least four times per year. The Association meeting is typically held in October. 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 and the Association bulletin boards.

J. 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 are in good standing and 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. 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 consideration.

Association Members and Associate Members who are in good standing and 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. Architecture
3. Beautification
4. Community Relations
5. Maintenance
6. Security/Violations Appeals

K. Meetings of the POAC

Meetings of the POAC are normally held on the third Saturday of each month that the Board does not meet, except for the month of December. The POAC meetings are held in the Amenity Center or the Community Center. Actual dates can be found in the Fossil Footprints Newsletter, the Shadow Lakes Association web site and the Association Bulletin Boards.

L. 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 or the Community 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.

M. 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.

N. Shadow Lakes II Association Web Site

The Association has a web site, which contains information on activities scheduled within Shadow Lakes. The web site also provides access to copies of the Property Owners Guidebook, the Architectural Guidelines and Fossil Footprints. The Association web site address is: www.shadowlakesassociation.com.

O. A Note About This Guidebook

The Association Covenants and Bylaws are the official governing documents of the Association. In case of a conflict between this Guidebook and the Covenants or Bylaws, the Covenants or Bylaws will control.

Section II. Rules and Regulations

A. General and Fines

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 intentionally 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 fine. This letter shall identify the violation and set forth a time for the correction of said violation.
- b. Unless otherwise stated, if compliance is not attained within 30 days, a fine shall be assessed, according to the published amount shown in the "Property Owners Guidebook" against the Lot by the Association.
- c. If the fine is not paid within 14 days of the assessment, the gate cards issued to the subject lot are 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 the fine is not paid within 30 days of the assessment, a \$5.00 per day fine will be assessed until the violation is satisfied.
- f. When the total fine reaches \$350.00, a lien will be recorded on the property.
- g. At the direction of the Board of Directors, the Association Attorney will begin Foreclosure Proceedings or other appropriate legal proceedings against the property. All attorney fees and associated costs shall be invoiced to the lot.
- h. Upon receiving a judgment against the Member in a court of law, the Association may 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 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. Architectural Guideline fines shall be appealed directly to the Board.
- d. The decision of the Board of Directors is final.

B. Conduct

1. Guests

A Member must register with the Association the name and regular address of any guest who will reside on the Member's property for over fourteen (14) days.
 Fine: Class X; warning permitted

2. Gate Cards

- a. 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.
- b. 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.
- c. The amount to replace lost, broken, or stolen gates cards will be \$10.00. 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.
- d. Each lot is allowed four (4) gate cards. A fifth gate card may be issued to a lot for a \$100 nonrefundable fee. Up to two (2) additional cards may be issued to a lot for the purpose of allowing access to medical providers for up to 60 days. Failure to timely return any medical gate card will result in a \$50.00 fee being charged to the Member. The Association will issue a medical gate card only if Security registers the provider and approves the provider's access.

Contractors who post a security bond with the Association may obtain up to two 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.

Contractors wishing to purchase gate cards to do work in Shadow Lakes will pay a \$500.00 contractor bond and will be issued only two (2) gate cards. They will only be allowed to access Shadow Lakes to conduct business. They will not be allowed to use any of the amenities in Shadow Lakes. Violators will lose gate cards.

3. Gate Violations

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

- a. Lift or otherwise tamper with the operation of 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 Community Center.
- e. Anyone purposely breaking gate arms will be assessed a fine.

Fine for “a” – “d”: Class A

Fine for intentionally breaking gate arm: Class X, arrest and prosecution

4. Burning

No one may burn household garbage or grass. Only clean wood, tree logs, branches, and clean construction materials may be burned. Contractors are not allowed to do any burning. 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 permitted

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

Fine: Class C; warning permitted

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

Fine: Class X

5. Lot Numbers

All Lots must have Lot Numbers posted in a conspicuous place on the roadside of the house and be visible from the street. Lakeside properties must post Lot Numbers on the lakeside of the residence 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. The numbers must be a minimum of 3” high and be of a reflective or luminous material.

Fine: Class D; warning permitted

6. Signs

Signs that advertise a business, corporation, sale, political event, and other advertisements 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. One real estate sign is allowed in your front window, and one sign is allowed in a lakeside window. You are allowed to have a flyer box in your front lawn. Also, ornamental lawn signs are allowed as long as they are not inappropriate. Appropriate owner identification signs are permitted. Contact the Association for details on approved signage.

Fine: Class D; warning permitted

- a. "FOR SALE" signs will be allowed on your golf carts and vehicles if you are trying to sell them. The signs must be no larger than 8" x 11" in size.
- b. "WARNING SIGNS" such as: "No Trespassing" and "Dog on Premises" are also allowed. These signs must be no larger than 8" x 11" in size. Warning signs shall be appropriate, and no more than four will be allowed.
- c. "CONTRACTOR'S SIGNS" Contractors are not allowed to put their advertising signs on any work site.

Fine for "a" – "c": Class A; warning permitted

7. Pets

A maximum limit of (3) pets are allowed per lot. 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. All animals must be up to date on rabies and other required immunizations, and required tags must be worn at all times. All dogs must wear a collar or harness.

Fine: Class D; warning permitted

Should a pet attack another person or pet while off of the Member's Lot the Member will be assessed a fine.

Fine: Class X

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

Fine: Class X

Effective as of January 1, 2015, if a pet attacks another person or pet while off the Member's lot more than once, the pet shall be considered dangerous, and the owner shall not be permitted to keep it within Shadow Lakes.

Fine: Class X

Any member that permits a guest to bring a pet is responsible for the behavior of such pet. This includes responsibility for following the rules above. Any fine issued for not complying with such rules will be issued to the Member.

Dog Park: The Dog Park is by key admission only. Dog park keys shall be available in the office for \$5.00. All Dog Park rules must be followed.

Fine: Class D

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 without written permission of the Association.

Fine: Class D; warning permitted

9. Firearms

No Firearm (e.g., rifle, shotgun, handgun, air rifle, crossbow, bow and arrow, etc.) may be discharged anywhere on Shadow Lakes Property. No person may possess a Firearm on Shadow Lakes Property, except that a Member may possess or transport a Firearm while in or on a properly Licensed Motor Vehicle and travelling directly (i) to his or her Lot from a Shadow Lakes Gate or (ii) to a Shadow Lakes Gate from his or her Lot, as long as such possession or transportation is otherwise permissible under applicable law. Notwithstanding the foregoing, (i) nothing in this rule shall prevent a Member from lawfully owning or possessing a Firearm within the boundaries of his or her Lot if such ownership or possession is otherwise legally permissible, and (ii) law enforcement and military personnel may possess Firearms on Shadow Lakes Property while in the proper performance of their duties. For purposes of this rule, "Shadow Lakes Property" means the Lots, Common Property, Lakes and channels subject to and defined by the Association Covenants. "Licensed Motor Vehicle" includes automobiles, SUVs, trucks and motorcycles, and does not include any golf cart unless it is street legal in the City of Braidwood.

Fine: Class X

10. Hunting

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

Fine: Class X; arrest and prosecution

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

12. Satellite Dishes

Dishes may be installed on the Member's property. These are limited to the size of approximately 18". Standard sized AT&T, DirecTV, Dish Network and similar provider dishes are permissible. Larger dishes must be removed.

Fine: Class D; warning permitted; dish removal

13. Failure to Cooperate

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

Fine: Class D

14. Association Employee and Volunteer Protection

Anyone who assaults an Association employee or volunteer while performing his or her Association duties is in violation of this rule.

Fine: Verbal warning followed by Class A Fine

Anyone who commits a battery upon an Association employee or volunteer while performing his or her Association duties is in violation of this rule.

Fine: Class X; arrest and prosecution

15. Certain Crimes

Any person committing on Shadow Lakes property the crime of Battery, Burglary, Criminal Damage to Property, Robbery or Theft (as those terms are defined in the Illinois Criminal Code of 2012 or a successor Code) will be in violation of this rule.

Fine: Class XX; possible arrest and prosecution

16. Disorderly Conduct

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

Fine: Class A; possible arrest and prosecution

17. 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; arrest and prosecution

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

18. 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 permitted

19. Curfew

All children under the age of 17 years must be on their own lot or accompanied by an adult after 11:00 P.M.

Fine: Class D; warning permitted

20. Rental or Lease of Property

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

Fine: Class X

21. Noise Rules

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 are 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 and/or 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 for "a" through "f": Class D; warning permitted

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

22. Bridge Jumping or Diving

Jumping or diving off bridges in Association common areas is not allowed.
Fine: Class A

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
25-34 m.p.h. Fine: Class C
Over 34 m.p.h. Fine: Class X

Failure to stop for Security when directed to pull over
Additional Fine: Class D

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, or any other recreational motor vehicle, are allowed on Shadow Lakes property (this includes the Nature Trail and the Golf Cart Bridge) with the exception of the Association's vehicles.
Fine: Class A

3. Nuisance Cruising Prohibited

Automobile and motorcycle cruising is prohibited if a nuisance.
Fine: Class D; warning permitted

4. Rules of the Road

All motor vehicles must be driven in a safe manner at all times and obey the Illinois Rules of the Road including one way streets, no parking signs/areas and stopping at all stop signs.
Fine: Class D

5. Reckless or Negligent Driving

Reckless or negligent driving is prohibited.
Fine: Class A

6. 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. You cannot have a vehicle parked in Shadow Lakes with a Plate registered greater than a "B" plate which is nothing greater than 8,000 lbs of gross vehicle weight. Permission is necessary from the Association Office for any vehicle different than stated above.

Fine: Warning for first offense

Second and subsequent offenses: Class C Fine and possible tow

All vehicles parked in common areas and near a gate must display a parking placard. Parking placards are available in the office. Should your guest arrive after office hours, display your lot number in the windshield and, if possible, contact Security and notify it of the presence and location of your guest's vehicle. Unauthorized vehicles may be towed at the owner's expense.

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 and possible tow; warning permitted

7. Handicapped Parking

No vehicle may be parked in a handicapped zone unless the operator displays disability license plates, a handicapped parking placard or Disabled Veteran license plates.

Fine: Class A

8. 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 permitted

9. Golf Cart Rules

Must follow the Illinois Rules of the Road

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 \$3.00 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 Members Lot Numbers in contrasting color on each side of cart. The Lot Number shall be visible at all times and be at least 2” high.
Fine: Class D; warning permitted
- b. Must display current Shadow Lakes Association Annual License Decal on each side of the cart.
Fine: Class D
- c. Only three golf carts are allowed per lot. These must be maintained in operable condition.
Fine: Class D; warning permitted
- d. Golf Carts must be electric powered only.
Fine: Class A
- 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 permitted
- f. Must have permanently 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 A
- g. Can only be driven by a licensed driver, possessing a Valid Driver’s License, a Driver with a Driver’s Permit while accompanied by a fully Licensed Driver, or driven by a competent adult.
Fine: Class A
- 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 A; warning permitted

- i. No golf cart may pull any persons behind it on any type of recreational equipment, e.g, bicycle, wagon, skateboard, etc.
Fine: Class A
- j. Golf Carts must be driven in a SAFE manner at all times and obey the Illinois Rules of the Road including one way streets, no parking signs/areas and stopping at all stop signs.
Fine: Class D
- k. Golf Carts may be driven, ONLY, on the roads, on the Nature Trail or on other designated areas within the 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

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 if required, 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 Member's Lot Numbers in contrasting color on each side of boat.
Fine: Class D; warning permitted

- b. Must display current Shadow Lakes Association Annual License Decal below the Logo and Lot Numbers on each side of boat. Such Lot Numbers shall be at least 2" high.
Fine: Class D
- c. All watercraft must be electric powered, paddle, 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
- 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 below and the fine for not having the Annual Decal, to retrieve it. Unclaimed boats will be disposed of after 6 months.
Fine: Class D; warning permitted; \$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 permitted
- f. No boat shall be stored on any Common Area from November 10 through March 31. If the owner of a boat stored on a Common Area during such period can be identified, the Association will place the boat on the owner's lot and charge a \$50.00 fee to the owner. If the owner of a boat stored on a Common Area during such period cannot be identified, the boat will be considered abandoned, and the Association will dispose of such boat as it deems appropriate.
- 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
- h. No motorized watercraft shall create a wake within 20 feet of any shoreline. This rule is to ensure the safety of those swimming in the lakes and to minimize erosion of the shoreline.
Fine: Class B
- 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
- j. No watercraft may have more than (2) motors with combined maximum thrust exceeding seven (7) horsepower.
Fine: Class D; warning permitted

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 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.
- d. Fishing Club recommended fish limits must be followed and the State of Illinois limits must not be exceeded.

Fine for "a" – "d": Class B; warning permitted

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

Fine: Class D and removal of the structure; the cost of removal will be invoiced to the Lot.

No fishing is allowed from any bridge.

Fine: Class D; warning permitted

No fishing is allowed at the beach area

Fine: Class D; warning permitted

Unattended fishing lines may not be left in the water.

Fine: Class D; warning permitted

E. 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; warning permitted

2. Amenity Center Complex (which includes the pool area, the Amenity Center structure and the pavilion) and Community Center

No alcoholic beverages are allowed in the Amenity Center Complex or the Community Center.

Fine: Class A

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 or their guests is in violation.

Fine: Class A

All rules and regulations (posted or otherwise) regarding the Amenity Center Complex and the Community Center must be obeyed. Failure to do so could result in a fine or ejection from the Amenity Center Complex or the Community Center.

Fine: Class C; possible ejection

3. No Dumpster Diving

No one is allowed in any Shadow Lakes dumpsters or containers or recyclable Containers (i.e., “dumpster diving”).

Fine: Class C

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: Class D; warning permitted

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.

Fine: Class A; warning permitted

3. Lake Water Use

Shadow Lakes II Association pursuant to its By-Laws hereby exercises authority over its Members' use of the channels, interior waters and lake waters of Dinosaur, Third Shadow, Little Shadow, Big Shadow and Hawk Lake.

- a. Members shall not fill any waterway with soil or other materials including but not limited to rip-rap, sea walls, boat docks, etc. or alter the shoreline in any way unless a permit with written approval is acquired from the Shadow Lakes II Association Board of Directors or a designated committee.

Fine: Class A; removal of structure and returning of waterway to its original condition prior to the violation.

4. 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 permitted

5. 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. Shadow Lakes Security will survey lots on a weekly basis during the growing season.
- b. If grass or weeds are too high, the lot owner will be called and asked to cut their Lot, by a specified date.
- c. If the lot owner fails to comply, the Lot will be cut and an invoice will be issued for \$60.00 to the owner. This charge will be increased an additional

\$15.00 each time the same lot is cut. Thus, initial charge \$60; 2nd cut \$75; 3rd cut \$90 and 4th and subsequent cuts \$105.

Members may appeal this charge to the Appeals Committee of the POAC.

6. 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

7. 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 permitted

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 fine for each item that is left at a compactor or on a 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

8. 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. Time frame that a property owner has to store construction material on their property is 12 months or upon completion of the job, whichever is sooner.

Do not store construction materials on your property for an extended period of time.

Fine: Class B; warning permitted

9. 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. Members may store an unenclosed utility trailer up to 5' x 10' and boat trailers up to 21' on their property without the permission of the Association. Nothing other than a boat may be stored on such trailers.

Fine: Class D; warning permitted

10. 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.

You should not cut down any living tree within your property boundary without receiving approval from the Association.

Fine: None

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 fine for each tree or planting

11. 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 C

12. 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 permitted; removal of vehicle

G. Building Regulations

1. Permits

a. If a City of Braidwood permit is required, the permit must be issued prior to the start of construction.

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

Fine: Class C; warning permitted

c. Failure to cooperate with the Associations' decision to stop any construction immediately following written notice by the Association will result in a direct fine which will be invoiced to the lot at the Members' expense.

Fine: Class XX

d. Failure to remove unauthorized structure(s) at the written request of the association within 30 days will result in a direct fine which will be invoiced to the lot at the Members' expense.

Fine: Class XX in addition to possible legal action from the Association.

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 along with the corresponding fines.

Fine: Class A and removal

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," "Osmose" or other popular names) is allowed. This material is recommended for docks, piers, and immersion in fresh water.

Fine: Class D; warning permitted; 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 permitted; removal

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 permitted

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 permitted

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.

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.

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.
- b. High Intensity Discharge (H.I.D.) Lighting: is 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. It is recommended that this be of amber or yellow (bug light) color.
- 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) bulb is limited to a total maximum of 60 watts, incandescent or equivalent bulb.
 - It is recommended that the bulb be of amber or yellow (bug light) color
- e. Pathway and Landscaping, Deck, and Dock Lights: Malibu-type lights for these areas are allowed with the following conditions:
 - (1) The quantity installed shall be the minimum required to accomplish the lighting objective thus 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.
- f. Spotlights & Floodlights: Only one (1) maximum 100 watt bulb per fixture is allowed with the following conditions:
 - (1) They are not to be left on. They should be on a motion detector and directed downward away from adjoining lots.
 - (2) Ground mounted spot lights are not permitted unless illuminating the American Flag.

- g. Safety and Security Lighting: Outside lighting required for safety, security or emergency situations may be left on, as required. Care must be taken to not to trespass on adjacent lots.

All Lighting Rules Fines: Class D; warning permitted

7. Water Service

The Association will turn on and turn off water for Tier 1 members once per year at no additional charge. The Association will charge a \$25 fee for any additional non-emergency water turn on during a year.

**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 and Subsequent Offenses</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	\$500	\$500	\$1,000
Class XX	\$1,000	\$2,000	\$2,000	\$2,000

The same type of offense may be considered an additional offense if committed again within 12 months of the initial infraction.

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 intentionally 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: February, 2016