

# Welcome to Country Club North

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## Your Home Town HOA

Country Club North is one of more than a hundred Home Owner Associations (HOAs) in Green Valley. We are like a small town with our own town council—the Board of Directors—and our own set of town ordinances—the Covenants, Conditions and Restrictions (CC&Rs). This packet will help you become an informed citizen of Country Club North and answer some of those famous Frequently Asked Questions.

**For up-to date information be sure to register on our website: [cnnhoa.org](http://cnnhoa.org)**

You will find the **CC&Rs** on the website at [cnnhoa.org](http://cnnhoa.org) > **Members Only** > **Governing Documents**. If you don't have an internet connection contact your Ambassador.

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Your Ambassador: \_\_\_\_\_

**Call 911** - It's your fastest route to call for help.

If you are in doubt about a difficult situation dial 911 anyway. Tell the operator that it is not an emergency but you need assistance. They will route your call to the appropriate agency.

- Pima County Sheriff. .... 520-351-6711
- Scam Squad. .... 520-351-6815
- Adult Protective Services. .... 1-887-767-2385
- Snake Removal ..... 520-629-9200

DO NOT attempt to contain the snake. A member of the snake removal team from the Fire Department will collect the snake. Keep an eye on the snake from a safe distance until they arrive.

### **Bee Removal**

DO NOT attempt to remove, spray or disturb the bees. Most all bee hives in Arizona are considered to be an African Hybrid.

We now have tab on our website to help with this!

On the home page click on the "Submit a Request Form" tab. Then click on the "Bee Issues" tab to get the help you need.

There are other exterminators who perform this service for a fee.

### **Bugs, Leaks, Termites, etc.**

The Green Valley Telephone Directory has a yellow page section listing pest removal services, plumbers, and other businesses. Or do a Google search on your computer.

### **Garbage, Trash, and Recycling**

Republic Services (520-745-8820) is our sole contractor for garbage and recycling removal. Your trash containers must be concealed in the garage, carport, or an approved enclosure. Trash and recycle pickup is every Thursday, except weeks with holidays and then one day later. Republic is very good about robo-calling customers to remind them about a change in the schedule. Trash must be at the curb by 6 a.m. Protect contents from wind. Call Republic for a current list of recyclables and for any special ways to prepare.

### **Utilities**

See our website: [ccnhoa.org](http://ccnhoa.org) > New to the Neighborhood > Community Service Contacts

## Your Role in Our Home Town HOA

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Country Club North is a self-governing community of 145 households. Each household has one vote, regardless of how many owners or occupants are involved. The homeowner's association is governed by Bylaws, CC&Rs, and Articles of Incorporation. You received a copy of these Bylaws and CC&Rs upon closing from the title company. They are also available on our website at: [ccnhoa.org](http://ccnhoa.org). > Members Only > Governing Documents

The annual meeting of the Country Club North Homeowner's Association is held each year on the third Tuesday in February. All residents of our Association are encouraged to attend. You will hear reports from committees, consider the budget for next year, make suggestions, and vote on proposed changes to our governing documents.

The Board of Directors is responsible for managing the affairs of our Association between annual meetings. There are five volunteer Board members, each elected for a three-year term. Board meetings are held on the third Tuesdays of January, April, October, and December. The meetings are announced by email *if you are registered on our website* ([ccnhoa.org](http://ccnhoa.org)) and by a sign placed in the median by the Abrego North Pool and Rec Center. These are open meetings with a designated period for member questions and comments.

***All homeowners are encouraged to attend these meetings and to volunteer for positions on our committees.***

Our By-Laws require four committees: Audit, Nominating, Landscaping Maintenance, and Architectural Control. Other committees are formed as needed. To learn more about the committees and their activities go to: [ccnhoa.org](http://ccnhoa.org) > About CCN HOA

### Finances

The Board of Directors presents a budget including dues at the annual meeting. Dues are determined by the Board to meet current and future expenses.

### Green Valley Recreation (GVR) and Green Valley Council (GVC)

Your mandatory membership in GVR entitles you to use its fourteen recreation centers, including our local meeting room and pool. Use your membership card for access. Call 520-625-3440 to arrange for cards and guest passes. Green Valley community is unincorporated so the GVC was organized to unite the various interests in our area and address area-wide concerns with a unified voice when working with Pima County. Most HOAs are members of GVC and pay an annual membership fee.

### Pets

All pets must be leashed and under your control when outside of your residence or fenced yard. Chronic uncontrolled barking or other noises will not be tolerated. Offending pets will be reported to Pima County Animal Control. Remember to pick up after them. And be aware - small pets are delicious food for wild critters.

In order to preserve harmony of the external appearance of homes in our neighborhoods, the Association requires homeowners to consult with the Architectural Control Committee before beginning remodeling, reconstruction, or any other changes. This rule also applies to walls, fences, awnings, sunshades, and any parts of the built environment.

Your interior decoration, of course, is up to you.

### The following do NOT require Committee approval:

- Routine maintenance, such as repainting with **no color change** (color changes must be pre-approved)
- Roof repair and re-coating
- Placing of crushed rock, flagstone, tile, or decorative rock with **no color change** (color changes must be pre-approved)
- Small plantings that are not expected to grow to over 10 feet high at maturity

### Here's what you need to do BEFORE remodeling, additions, or major landscaping:

1. Contact the Architectural Committee chair, Pam Kale at 317-679-6401 prior to planning your changes and for guidance through the process.
2. Download or submit a Home Improvement Request from the website or obtain a form from your Ambassador.
3. The request should include plans and specifications showing the nature, kind, shape, height, materials, colors and location of the project.

For further details see [cnnhoa.org](http://cnnhoa.org) > Members Only > Governing Documents > CC&Rs (sections 12-17 and 20)



## Common Areas

Our unique neighborhood is enhanced by 46 acres of common ground. The Landscape Committee employs an outside contractor to maintain it.

Since plantings in the common area are the property of Green Valley Country Club North, no alteration or plantings of any kind can be made on common ground by homeowners without approval by the Landscape Committee. However homeowners may help with routine maintenance such as removal of weeds, dead and broken branches, etc. In order to preserve the natural state of these areas, dumping of any private property onto common grounds is strictly prohibited, as is driving or parking vehicles on them. For details see [ccnhoa.org](http://ccnhoa.org) > Members Only > Governing documents > CC&Rs (Sec. 18)

**Problems** in the common area such as fallen tree limbs, dead cactus or shrubs can be reported by using [ccnhoa.org](http://ccnhoa.org) > Submit a Request Form > Common Area Maintenance Request

**Changes** to the landscaping in the common area can be requested by submitting a Common Area Change Request. Go to [ccnhoa.org](http://ccnhoa.org) > Submit a Request Form > Common Area Change Request

## Your own yard

Homeowners must maintain their yards – even when out of town for an extended period of time. Palm trees must be kept trimmed and shrubs cannot block the vision line if they are located near the road. Yards and adjacent areas must be kept clear of debris that will attract rodents. Maintenance includes timely weeding and pruning. If your property is not kept up the Board has the right to remedy the problem and assess the owner. Your area of responsibility includes two feet outside of your wall or edging border and from the front of your house to the street.

If you rent your property you are responsible for keeping that property maintained. You must notify your renters or management company to attend to this matter when you are out of town.

## Getting Rid of Your Yard Clippings

All clippings coming from your property **MUST** be disposed of by placing them in your Republic Service regular garbage container, OR taking them to the Landfill on La Canada at your expense. If you have any questions about green matter disposal please submit a Common Area Maintenance Request form from the website. The Landscape Committee will answer your questions.

If you hire a landscaper to maintain your private property, any clippings or green matter generated by them must be disposed of by your landscaper or bagged and left for your regular garbage pickup. Our landscape contractor does not dispose of private property green matter without prior approval. Our landscapers are not permitted to do landscaping chores on private property while they are working for CCN. If you require landscaping services on your private property and do not have a personal landscaper you may call the contractor to request their assistance at your expense.

### Winter Visitors

When you arrive:

- Check for critters that may have set up housekeeping while you were away—pack rats, snakes, bees, termites, etc
- Notify the Sheriff's Auxiliary Volunteers (SAV) at 520-351-6744

When you leave:

- Notify the Sheriff's Auxiliary Volunteers (SAV) at 520-351-6744. They will do outside house checks while you are away.
- Contact Republic to suspend service (520-745-8820). You can put a hold on trash pickup for up to 9 months. Instructions can be found at [ccnhoa.org](http://ccnhoa.org) > New to the Neighborhood > Community Service Contacts
- Arrange for someone to take care of yard maintenance while you are away. Everything grows exuberantly in the summer!
- Enlist someone to check on your property and give them your phone number.
- Stop the Newspaper and notify the Post Office
- Move outdoor items inside
- Shut off water and water heater
- Adjust thermostat or shut it off
- Turn off internet, cable, and similar services
- Unplug garage door opener and any appliances not needed
- Close curtains and open all interior doors to help with air circulation
- Saran wrap toilets and cover drains to reduce evaporation from the J traps
- Disconnect negative cable on cars and golf carts
- Leave 3 tablespoons of vegetable oil in dishwasher and garbage disposal to keep seals moist



- You must give the HOA contact information for all renters living in your house. This can be done by filling out the HUB Compliance form under the “Submit a Request Form” tab on our website.
- ***You must give a copy of the CC&Rs to your renters.***
- Check [cnnhoa.org](http://cnnhoa.org) > Members Only > Governing Documents > CC&Rs, sections 6 and 7. Also refer to the Rental Property Policy found on the Governing Documents page.

## Parking

Extra vehicles such as RVs, campers, ATVs, motor homes, trailers, boats, etc. cannot be parked on your property except to accommodate short-term guests, or for loading and unloading. And even then, the limit is 14 days in a calendar year.

The public parking spaces are intended for temporary visitors, but homeowners may apply to the Board of Directors for permission to use them for their own vehicles on an ongoing basis.

See [cnnhoa.com](http://cnnhoa.com) > Members Only > Governing Documents > CC&Rs, sections 13, 14, and 26.

## Frequently Asked Questions

- Q.** When did CCN start?    **A.** The Articles of Incorporation were filed on October 25, 1976.
- Q.** What are the dues and when are they to be paid?
- A.** Dues are adjusted annually as community needs change. Check the Board meeting minutes or contact your Ambassador for current rates. Invoices are sent out before the annual meeting in February.
- Q.** What do the dues pay for?
- A.** The two largest items in the budget are road repair and common area maintenance.
- Q.** How does the HOA deal with violations?
- A.** When a property is in violation of the CC&Rs, the owner is visited and notified. If the violation is not corrected a written notice is delivered. Further inattention is penalized by an increasing level of fines. See [cnnhoa.org](http://cnnhoa.org) > Members Only > Governing Documents > Violation Policy
- Q.** What do the Spanish street names in our neighborhood mean?
- A.** **Abrego** — Southeasterly Wind      **Paseo Maravilloso** – Wonderful Path  
**Placita Jazmin** – Jazmin Place      **Paseo Del Cervato** – Path of the Fawn  
**Placita Chistoso** – Amusing place      **Paseo Cerca** – Nearby Path  
**Calle Herboso** – Grassy street      **Paseo Azul** – Blue Path      **Paseo Verde** – Green Path

# Our CCN HOA web site

## Why register on the site?

### Here's what you can do if you register


- Get email announcements when things change such as updated documents, Board meeting minutes, landscaping and road updates, and upcoming event notifications.
- Contact the Board, the Landscape Committee, or the Architectural Control Committee.
- Submit request forms for common area maintenance, home improvements, and suggestions or questions.
- Find Board and Committee members.
- Find contact information for community services such as garbage, water, electricity, etc.
- Find contact information of your fellow HOA residents in the private directory.
- Find updated governing documents.



2:07 PM Tue May 25 ccnhoa.org 100%

Please [log in](#) or [register](#)

## Country Club North HOA



**Pages**

- Home
- Announcements
- About CCN HOA
- New to the Neighborhood?
- Members Only
- Fun Stuff
- Photo Gallery
- Submit a Request Form

### In Green Valley, Arizona

We are a neighborhood of 145 homes surrounded by 46 acres of common ground in Green Valley, Arizona. The members are self-governed by following our agreed-upon Bylaws, CC&Rs, and Articles of Incorporation. Each prospective homeowner will receive a copy of the [Bylaws](#) and [CC&Rs](#) as required by the State of Arizona.

We have a GVR swimming pool and meeting area for all members to use and enjoy. All homes are in the [Green Valley Recreation](#) (GVR) district, providing access to 13 pools and spas, 6 fitness centers, tennis, pickleball and other sports courts, over 1,000 classes and lectures, and more than 60 clubs for various interests. The GVR also hosts a wide variety of [arts & entertainment](#) events through the year.

Regular board meetings are held on the third Tuesdays of January, April, October, and December. The annual HOA membership meeting is held each year on the third [Translate](#)

