

RULES, REGULATIONS, and POLICIES for THE WILLOWS CONDOMINIUMS ASSOCIATION

The following Rules, Regulations, and Policies are provided by the Board of Directors of The Willows Condominium Association pursuant to The Willows Condominium Declaration, and the Articles, and Bylaws of The Willows.

Each condominium unit owner, guest, tenant, lessee, invitee agrees to fully comply, at all times, with these Rules and Regulations set forth below. The Rules, Regulations, and Policies may be amended or adopted by the Board of Directors from time to time. These Rules, Regulations, and Policies shall in no way amend or alter the Articles of Incorporation, Condominium Declaration, or Bylaws of the Association, but shall only be supplemental thereto.

Enforcement of The Willows Rules, Regulations, and Policies shall be by the assessment of fines and /or by corrective measures taken by the Board or Management Company. It will be the unit owners' responsibility to require family members, guests, and lessees/tenants to comply with all the Rules, Regulations, and Policies as set forth herein. The Condominium owner will be fully responsible for fines and cost associated with corrective measures being taken; no matter whether the violations were committed by the unit owner, guests, invites, or lessees/tenants.

Upon written receipt of a complaint, the Board of Directors will investigate the complaint, and if the complaint is substantiated, the offending party will receive a written warning; when applicable it will be sent to the Unit Owner. A second infraction results in a second written warning and a penalty fine/assessment of \$50.00 levied against the Unit Owner. A third infraction results in a third written warning and a penalty assessment/fine of \$100.00 levied against the Unit Owner. Additional infractions (of the same nature) will result in a penalty assessment/fine of \$150.00 levied against the Unit Owner per infraction and the Board exercising all available rights (By-Laws, Articles 4 section 2) to ensure future compliance and/ or eviction.

GENERAL

1. PLEASE USE COMMON SENSE AND RESPECT YOUR NEIGHBORS. PLEASE BE COURTEOUS WHEN PLAYING MUSIC OR CREATING A NOISE DISTURBANCE. QUIET HOURS ARE 10:00 P.M. TO 7:00 A.M. ON WEEKDAYS AND 12:00 A.M. TO 8:00 A.M. ON WEEKENDS.

1. ANIMALS. Each unit owner may keep and maintain two domesticated dog or cat so long as such pet is not a nuisance or obnoxious or troublesome to any other unit owner, guest, invitee, or lessee unless given written permission by the Board of Directors for an additional animal. The right to maintain two domesticated dog or cat as herein set forth shall be subject to the following conditions and reservations:

1.1 Pets shall be confined inside the unit; provided, however that if a dog is not inside the unit, it must be on a leash attended in person that is no longer than 8 feet in all common areas. Persistent or repetitive barking is considered a nuisance.

1.2 When dogs are taken outside of the unit and /or deck, the owner is required to immediately clean up any mess made by the pet and properly dispose of it.

A first violation of pet waste policy will result in a \$50.00 fine to the owner of the unit where the dog resides. A second violation will be \$100.00 and a third violation \$150.00. The owner will get the fine and will be responsible for notifying the tenant(s) in question. Each additional occurrence after the third will result in an assessment/fine of \$250.00 and potential eviction.

1.3 The condominium owner needs to approve tenants dog (s) before signing lease and the owner will be charged an additional fee of \$20.00 per dog per month for common area cleaning fees.

1.4 The owner shall assume full responsibility and liability for any damage to persons or property caused by his/her pet.

1.5 Guests, Invites, of the owner shall be permitted to visit with their dog as long as the rules and regulations are followed.

1.6 The above right to maintain two pets upon the condominium property is subject to revocation and termination at any time by the Board of Directors upon its sole determination that such pet is either vicious or is a nuisance to any other unit owners, guests, invites or lessees.

1.7 The following dog breeds that are considered 'vicious' Pit Bulls, Rottweilers, Akitas, Chows and Wolf-hybrids must be approved by the Board of Directors along with a letter from a veterinarian stating the dog is not a vicious dog.

2. NUISANCES. No obnoxious, offensive, or illegal activity or behavior of any nature shall be maintained or allowed within the Willows Condominiums and each unit owner, guest, invitee, or lessee shall occupy and use his/her condominium unit in a manner that is not offensive to the other unit owners, guests, invites or lessees.

3. NOISES. Owners and guests. Invites and lessees shall maintain as low noise levels as are reasonably possible at all times, and in no event, may maintain noise levels which are offensive to other residents within the Willows Condominiums. All outside noise will cease by 10:00 P.M.

4. PARKING. PARKING AREA: Each unit is provided one designated parking space assigned on the parking lot curb stop. **Unauthorized vehicles or vehicles violating parking rules are subject to towing at owner's expense.** Parking is only allowed in the designated parking area and overflow parking is on the street. Parking is not allowed on any common area landscape including the sides of the building. Parking is not permitted in the alley or in front or behind the mailboxes. Do not park in handicap parking. Following any substantial snowfall, all owners, guests, invites or lessees of motor vehicles shall upon set schedule or request remove the same from the parking area for snow removal operations

5. MOTOR VEHICLES. No motor vehicle shall remain parked upon the property of the Willows Condominiums unless in good working condition and used for actual transportation.

6. Off Road Vehicles. Motor bikes, mopeds, all-terrain vehicles, and other similar motorized vehicles shall **NOT** be stored in or around the walkways, hallways, entry ways of the Willows Condominium complex. Off road vehicles must be parked in the general parking lot in the unit's designated parking spot on a trailer.

7. RECREATIONAL CAMPING/TRAILERS. No recreational equipment shall be parked, stored, or maintained by any unit owner/tenant upon the exterior property of the Willows Condominiums. Recreational equipment is defined to include pull behind campers, pop up campers, heavy equipment trailers, RV's, tiny houses, or other similar equipment or devices. Campers in truck beds are allowed.

8. DRIVEWAYS, WALKWAYS, AND ENTRY WAYS. The driveways, walkways and entry ways within the Willows Condominiums shall at all times be kept free and clear of all trash, debris, large items, miscellaneous property obstructions, furniture, personal property, snow and ice.

8.1 No unit owner, guest, invitee or lessee shall park his/her bicycle (s) motor vehicle (s) on, or in any way obstruct free and unlimited access by the owners, guests, invites or lessees of any other condominium unit.

8.2 No laundry or articles of clothing shall be hung, stored, or maintained on the property, patios, or common areas except within the completely enclosed interior of the condominium unit.

8.3 Allowed items include 1-2 chairs, or a bench.

8.4 Items left unattended, not allowed, or permitted, or seem abandoned will be tagged once with a timed noticed, if not claimed/moved tagged items will be disposed of at the owner's expense.

9. COMMON LAND AREAS. The common land area of the general elements shall be kept and maintained by the Association. No Individual shall place, keep or maintain any items of personal property thereon without the prior written consent of the Owner's committee.

9.1 Use of any of the general or limited common elements will be done in such manner as to respect the rights and privileges of other unit owners, guests, invites or lessees of any other condominium unit.

9.2 Any damage to the general common elements caused by an owner, by the children of an owner or by the guests of a unit owner shall be required at the expense of that unit owner.

9.3 Immediately pick up the common area after each use. This includes chairs,

benches, BBQ's, bottles, trash, debris, food, and yard games.

10. TRASH. No trash, recyclables debris or refuse shall be deposited upon the common elements of the Willows Condominiums except only within the two trash containers located directly behind The Willows in the alley. Trash bags are not to be left by unit's doors. No fires or the burning to any trash, debris or materials shall be allowed outside of any unit within the Willows Condominiums. Unit owners and lessees are responsible, at their cost, for disposal of any non household garbage that don't fit into designate Association trash container, including but not limited to furniture, tires, appliances, building materials and other large items. Unit owners and lessees are further responsible, at their cost, for trash expenses incurred by the Association for trash pickup or disposal.

11. SUPPLIES, MATERIALS. All supplies, materials, or personal property pertaining to any condominium unit shall be stored, kept, and maintained within an enclosed area of the condominium unit. No items may be stored around the exterior of the building or common areas.

12. FIRE EXTINGUISHERS AND SMOKE ALARMS. In order to be in compliance with the requirements of the Willows Condominium Insurance Policy, each unit is to have a working fire extinguisher which is to be serviced annually.

12.1 Each unit is to have a smoke detector in the hallway on the main floor, and in each room if those rooms are to be used as bedrooms.

13. HEAT IN THE UNITS. Unit owners and/or lessees are required to set all heating thermostats in their units to at least 50 F at all times that freezing weather can occur. If any plumbing is frozen up under any building where the thermostats in any unit are all not set to at least 50 F the owners of such unit(s) will be required to pay for all costs of thawing out and/or repairing the plumbing as well as the cost of repairing the damage to the outside of the unit.

14. MAINTENANCE. Each owner and the occupants of a condominium unit shall maintain or cause to be maintained, in good repair, his/her condominium unit and all of the fixtures therein, and shall promptly pay all charges for utilities separately metered to such unit.

14.1 Unit owners and/or lessees are to keep the window screens in place at all times. In order to maintain the integrity of the outside of the Willows Condominiums, destroyed or missing screens are to be replaced at the sole expense of the owner via an assessment to that unit owner.

15. OCCUPANCY LIMITS. The maximum number of occupants allowed to live/stay per unit is 4 occupants.

16. TENANT LEASES. Condominium unit owners have the right to lease their units to those tenants who agree in writing to abide by the Rules and Regulations as set forth herein. Said agreement will be included in the original lease and/or sub-lease agreement.

17. HOME OCCUPATIONS. No home occupations of any nature shall be allowed within the Willows Condominiums, and no signs, advertisements, or notices shall be exhibited, inscribed, painted, or fixed on any part of the outside of the buildings by any owner.

18. COMMERCIAL SIGNS. No commercial signs of any kind or size can be on display on the outside or the inside window of a condominium unit; this includes advertising any item or any item for sale.

19. COMPLIANCE OF RULES AND REGULATIONS. Each owner, guest, invitee and lessee agrees to comply with and abide by all Rules and Regulation set forth above and as the same may be amended or adopted by the Board from time to time. The above Rules & Regulations shall in no way alter or amend the Articles of Incorporation, Condominium Declaration or Bylaws of the Association, but shall only be supplemental thereto. Each owner shall cause a copy of the Declarations, Rules and Regulations, and a copy of the Bylaws to be delivery to any Realtor upon contracting with agent to sell.

20. HAZARDOUS WASTER MATERIAL. All hazardous materials, including but not limited to: motor oil, antifreeze, paints, electronics, TV's, tires, must be removed from the property immediately and disposed of properly. Do not leave or store chemicals, oils, antifreeze, etc next the dumpsters. Owners will be fined and responsible for any expenses associated with any cleanup of such refuse found and associated with their unit.

21. EXTERIOR BUILDING MODIFICATIONS. Owners, tenants, lessees, guests, and invitees shall not alter, change, or modify the exterior of the building nor install wiring for electrical or telephone installation, television antennae, machines, or air conditioning units on the exterior of the building or that protrudes through the walls or roof of the building without the express, prior written approval of the Association and Board of Directors. This includes windows, doors, satellite dishes which are considered the unit owners responsibility.

22. INTERIOR BUILDING MODIFICATIONS. No unit owner or lessee may make structural, wiring, plumbing, mechanical alterations effecting the common elements without the prior written approval of the Board of Directors. Each owner or occupant of a condominium unit shall maintain it in good condition and repair, including all of the fixture therein.

23. SMOKING. There will be no smoking allowed on the common decks, stairwells, hallways, downstairs landings, besides the center common area in front of the building. Fines will be issued for non-compliance. Cigarette butts are trash and should be disposed of properly. Tenants and Owners who do not pick up their cigarette butts will be fined.

24. BICYCLES. No bicycles shall be kept, stored maintained in the common areas, hallways, entryways or loose upon the exterior grounds. All bicycles shall be stored in the bicycle rack provided by the Association.

25. VIOLATIONS AND FINES.

- A. Any violations of these rules and regulations will result in a \$50.00 fine per occurrence.
- B. Failure to remedy the situation leading to fines will result in additional fine of \$100.00 and cost of contract to remedy the situation.

26. BARBAQUES AND GRILLS. Gas and charcoal BBQ's and grills are not permitted on the upper balcony or in the lower alley access hallways. They are permitted in the center common area at least 10'-0" (feet) away from the building.

27. SATELLITE DISHES. Satellite dishes are only permitted on the alley side of the building and need the Board of Directors approval before installation.

Please sign below to acknowledge your compliance with all of the Rules and Regulations listed above. Any non-compliance may result in fines from the HOA.

Signature

Date

Signature

Date