

Belmont Townhome Condominium Association

House Rules

The following Rules are for the purpose of promoting harmonious living at **Belmont Townhome Condominiums**. These rules are meant to supplement the Declaration, Bylaws, and Articles of Incorporation of **Belmont Townhome Condominium Association**. It is the responsibility of all Owners and individuals occupying a unit who are not the legal Owner (hereinafter Occupants) to know and abide by the provisions of the Declaration, Bylaws, and House Rules.

The Board of Directors and/or the Managing Agent will work to enforce these Rules, but the participation and cooperation of every Owner and Occupant is essential to our success in maintaining a desirable residential community.

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I. EXTERIOR APPEARANCE AND COMMON AREAS

- The common areas are the land, foundations, main support walls, landscaped areas, walks, motor courts, and 33rd Place courtyard.
- Limited common areas are areas outside the units but reserved for the exclusive use of designated units (i.e. decks, patios, and door stoops)

Exterior Changes

- A. Nothing shall be attached to the building's exterior walls or trim.

Patio/Deck Maintenance/Landscaping

- A. All landscaping and common areas shall be planted, maintained and repaired by the Association.
- B. The care of plantings inside patio gates of units on the 33rd St. courtyard is the responsibility of each unit Owner. Each area shall be neatly maintained and be consistent with the landscape of the common grounds. No noxious weeds, invasive species, dead or overgrown plants are allowed. Owners may make arrangements for scheduled landscape care by contacting the property manager.
- C. Owners/Occupants shall neatly maintain all plants in their pots, containers and hanging baskets. Dead plants shall be removed immediately. Unused pots and baskets shall be removed from common and limited common areas.
- D. All plant containers placed on a deck or patio must be elevated off the surface of the deck or patio with ceramic legs or a non-corrosive, non-rusting stand to permit proper drainage. Containers shall be placed near edge of the deck/balcony, away from the building's siding.
- E. Plantings placed on second story decks must be hand-watered. Irrigation lines connecting the main irrigation system with second story decks are not be permitted.
- F. Each Owner/Occupant is responsible for removing standing water, snow and ice from decks and patios promptly. Be mindful of people and landscaping below when removing snow and water. Some decks have low spots and water puddles. These should be swept promptly so water does not accumulate and damage the deck coating.
- G. To ensure proper deck drainage, all furniture, planters, and other accessories must be placed on the decks so that drainage will not be inhibited.
- H. Decks will be cleaned by the Association in the spring. Owners/Occupants may need to clean their decks more frequently. Decks should not be cleaned with abrasive, corrosive, harsh, or acidic cleaners. It will damage the waterproof sealant. Baking soda is a good alternative cleaner.

Storing of Items

- A. All common areas must be kept clear, and storage of personal items shall not be allowed in common areas.
- B. Storage of hazardous or flammable materials on patios, decks or in garages is prohibited.
- C. Areas visible to the outside must be kept neat and free from clutter, garbage, broken furniture, dead plants, empty boxes or other unsightly objects.
- D. No unsightly tarps or covers shall be used to cover stored items on decks or patios.
- E. No bicycles or boats (i.e. canoes, rowboats, rafts and kayaks) shall be stored on patios, decks, walkways, or outside garages.
- F. Bicycles, skateboards, toys and similar items must not be left on the sidewalks, driveways, patios or decks.

Signs

- A. Professional For Sale or For Rent signs are allowed as follows:
 - 1. For those units facing Alder St. and Morrison St., one sign may be erected directly in front of unit in the landscaped strip between sidewalk and curb.
 - 2. For those units facing the 33rd St. courtyard, one sign may be erected on 33rd St. in the landscaped strip between sidewalk and curb.
 - 3. For those units on 33rd Place, one sign may be erected on Morrison St. if unit is in South Bldg. or on Alder St. if unit is in North Bldg. The sign should be erected in the landscaped strip between the sidewalk and curb near the entrance to 33rd Place.
 - 4. The signs should be removed immediately after the unit is sold.
 - 5. Owners selling units shall use a sign locating service to place sign and provide the certificate to Property Management.
 - 6. Any damage to the irrigation system, plantings or utility lines is the responsibility of the Owner and will be repaired by the Association and billed to Owner. Please provide a copy of these requirements to your real estate agency.

TV Antennas, Lights or Noise-making Devices

- A. No television antennas, radio antennas or satellite dishes shall be installed on the exterior of the building.
- B. No exterior lighting or noise-making devices shall be installed on any unit with the exception of temporary holiday lighting.

Grills

- A. Fire, gas and charcoal grills or similar devices used for cooking, heating or any other purposes shall not be used on any balcony, patio, under any overhanging portion of building, or within 10 feet of any structure.
- B. Use of lighter fluid is forbidden.

Vehicles/Parking

- A. Parking on the property is limited to the garages. No long-term parking is allowed in the motor courts or 33rd Place courtyard.
- B. Motorcycles and bicycles cannot be parked on sidewalks, patios, decks, outside garages in the motor courts, or in 33rd Place courtyard.
- C. Moving vans and delivery trucks shall not park in motor courts or in 33rd Place courtyard.
- D. No auto repair is allowed in the motor courts or 33rd Place courtyard with the exception of repairing a flat tire.
- E. Spills and stains in the motor courts and 33rd Place courtyard are the responsibility of the Owner/Occupant. In the case of neglected stains or hazardous spills a written notice will be sent, the Association will have the cleanup done, and the cleanup fee will be billed to the Owner.
- F. The Belmont Townhome Condominium Association accepts no responsibility for any vehicle or its contents.

II. PETS - please refer to Bylaw 7.5 D for specific restrictions

Owner's/Occupant's Responsibility for Pets

- A. Any damage by a pet shall be the responsibility of the pet's Owner.

Leash and Roaming

- A. Pets must be on a leash, carried or caged while outside the units.
- B. Pets may not be left unattended in common or limited common area leashed or unleashed.

Clean- Up of Animal Waste

- A. Owners must clean up after their pets immediately.
- B. All pet waste must be placed in a plastic bag securely tied and disposed of in the Owner's garbage container.

Noisy Pets

- A. Pet owners shall control pet noise so as not to disturb other Owners/Occupants.

Pet Problems

- A. Owners should report pet problems to property manager.
- B. The Board may at any time require the removal of any animal it finds is disturbing others unreasonably.
- C. Pet Owners shall be responsible for all expenses connected with pet removal.

Miscellaneous Pet Issues

- A. Pets that are poisonous to people are strictly forbidden.
- B. Owners/Occupants are responsible for visiting pets.
- C. Pet houses or beds are not permitted on the decks or patios.

III. GARBAGE AND RECYCLING

- A. All garbage and recycling shall be properly discarded. No part of the exterior of any unit or common area shall be used or maintained as a dumping ground for trash or other waste.
- B. All trash, recycling and compost bins are to be stored inside garages. They shall not be placed out at the end of the motor courts or 33rd Place courtyard until 5pm the evening prior to pick-up day, and they shall be returned to garages by 11 pm the day of pick-up.
- C. Owners contract directly with Waste Management for garbage disposal. It is not included in HOA dues.
- D. Waste Management will supply containers for recycling and compost. They offer small sized blue recycling and green compost bins, which are easier to fit in our garages.
- E. Owners shall label each container with their address.
- F. Place all bagged garbage inside trash containers and break down cardboard boxes according to recycling instructions.
- G. Do not place garbage or recycling in someone else's container unless you have asked that person if you can do so, and it should then be placed in the appropriate container.
- H. Do not leave extra items outside containers for pick-up. Waste Management will not take them. It is owners' responsibility to remove them.
- I. It is the responsibility of Owners/Occupants to take oversized items, which Waste Management will not remove, to a disposal site. All paint and hazardous materials are to be disposed of properly at a transfer station at the Owner's expense.
- J. Care should be taken when placing bins at the pickup points to ensure the building siding, plants and irrigation nozzles are not damaged.

IV. NOISE/OFFENSIVE ACTIVITIES

- A. Owners/Occupants shall take extreme care to confine noise to their own condominium between the hours of 9pm and 8am.
- B. No Owner/Occupant shall cause or permit any disturbing noise or disorderly conduct in their unit or on their premises or to permit acts that interfere with or otherwise prejudice the rights, comfort or convenience of other Owners/Occupants.
- C. All Owners/Occupants shall schedule or perform repair work (removal, installation, remodeling, etc.) with required operation such as hammering, sawing, drilling, sanding, etc. between the hours of 8am-6pm M – Sat and 9am -6pm Sun.
- D. Owners/Occupants shall ensure that no debris/mess is left in common areas or limited common areas after repair/remodeling projects and shall take responsibility for immediate clean up and removal.

V. UTILITIES & HVAC

- A. It is Owner's responsibility to maintain air conditioning and heating units (HVAC). Pioneer Gas Furnace installed our units and recommends yearly maintenance inspections for A/C and furnace.
- B. Water is included in the HOA dues. Owners/Occupants are asked to be conscientious about water conservation.
- C. Toilet flappers should be changed regularly to prevent leaks and water waste.
- D. Owners/Occupants shall repair plumbing leaks immediately.

VI. RENTALS

- A. Owners who are renting their unit are responsible for submitting renters' names and contact information (email and phone) to Management and the Board of Directors.
- B. Owners using a management company to manage their unit are responsible for submitting company name, contact name, email and phone to Management and the Board of Directors.
- C. Owners are responsible for providing governing documents to tenants.