

Old Broadmoor Road Condominium Association

Rules and Regulations

Introduction

These Rules and Regulations are created to provide more detail to the Declaration of Covenants, Conditions, and Restrictions which apply to the Association and may be modified at any time by the Board of Directors. The Board of Directors and Architectural Control Committee (ACC) will work together towards assuring full compliance by all Owners. They, like the Declarations, are intended to promote an attractive community, a livable environment and increasing property values.

Rule 1. Communication Policy

Formal communications with the Association's Board of Directors, through the Property Manager, such as suggestions and complaints, should be handled as follows:

The communication should be:

1. In writing, signed, and dated;
2. Specific and identify address where violation or suggestion applies, and what covenant is violated with appropriate covenant and section referenced.
3. Be clear as to whether confidentiality is expected.
4. Email, mail or fax the written communication to the Property Manager.

The Board will provide written acknowledge of submission and disposition. The Board will respect requests for confidentiality.

Rule 2. Exterior Modifications

The intent of the Declarations is to maintain high and uniform standards of exterior appearance in the Association. Any suggested modifications to exteriors, including landscaping, fences, walls, and attachments to exteriors must be approved by the Architectural Control Committee (ACC) and/or Board of Directors. All Owners must use the appropriate ACC request form together with any necessary sketches or supplemental material for any suggested exterior modifications. The Association may allow appropriate annual plantings by Owners in the immediate area around their unit and around the mailbox posts; however Owners must submit an ACC request for approval of perennials, shrubs, and trees. The completed ACC request form should be submitted to the Property Manager, which will be forwarded to the ACC and/or Board.

Old Broadmoor Road Condominium Association

Rules and Regulations

The ACC and/or Board will provide a written response to the Owner within thirty (30) days of receipt of the completed ACC request. Any completed request not acted upon within thirty (30) days of receipt will be deemed approved as submitted. No modification should be started until a written approval has been received. Owners shall have one (1) year from the date of the ACC request with which to complete the approved modification.

Rule 3. Pet Policy

Any single condominium unit shall have no more than one (1) dog of a mature weight of no more than thirty (30) pounds. All pets must be registered with the Association by completing the Pet Registration form, and updated by the Owner when necessary. A waiver of the weight restriction is made for any currently approved dog living in the community prior to the revised date of these Rules and Regulations. This waiver will expire upon the departure of the dog from the community. Owners are responsible to see that pets do not create a nuisance for other residents. Every pet owner shall maintain strict control over their pet and shall prohibit the pet from making loud, disturbing noises or any other objectionable behavior. Owners shall accompany their leashed pets whenever outdoors, and keep their pet under control at all times. Owners must remove and properly dispose of their pet's waste immediately. Owners are responsible for the immediate repair of any damage caused by their pets. No animals may be kept for commercial purposes.

Rule 4. External Antenna Installations

The intent of this policy is to make any installed antennas as unobtrusive and non-impacting as possible while complying with the letter and spirit of the Federal Communications Commission Regulations (FCC) in this area. Information on the FCC Regulations is available on-line and on file with the property management company.

The installation of any external antenna must be approved by the Association's ACC. Approval will be obtained in advance of any site survey or other installation activity. Owners must submit their request for such modification utilizing the appropriate ACC form; approval must be obtained prior to any installation. Any expense associated with selection, site, installation, and maintenance, including alternatives suggested by the ACC, shall be borne by the requesting Owner.

Old Broadmoor Road Condominium Association

Rules and Regulations

To the extent possible, antenna will be located so as to be invisible from the community streets or streets outside the community. Owners and their installers will be held strictly accountable for any damage to a unit caused by location surveys, installation or repair activity. Likewise, Owners are responsible for any secondary damage such as water leakage caused by an antenna installation.

Owners are responsible for immediately returning the exterior of their unit to its original condition upon removal of an antenna.

Rule 5. Home-Based Business

The intent of this policy is to provide explicit terms of conditions which govern the operation of a home-based business within the community. The operation of any business from within the community must obtain written approval by the Board of Directors. Failure to obtain written approval shall be considered a violation of the Association's covenants.

Any Owners and/or Tenant considering a home-based business should request approval in writing from the Board of Directors. All requests must include written description of the type of business and business license if applicable.

Any business that generates significant vehicular or pedestrian traffic, noise or other nuisance within the community will not be approved. Businesses involving distribution or manufacture from within the community are likewise unacceptable.

The Board's approval of a home-based business may be withdrawn at anytime if the original aspects of the business are violated. Written notice of such withdrawal will be provided the Owner and/or Tenant; whereupon the operation of such home-based business must cease immediately. Failure to comply with such notice shall be considered a violation of the Association's Declarations and subject to any and all remedies provided this Association.

Rule 6. Clean and Orderly Appearance

All parts of the community including homes, decks, patios, driveways, and yards are to be kept in a clean, orderly, and sanitary condition. No trash, litter, junk, debris, containers, etc. shall be exposed so as to be visible from the street or from another unit. No condition which is inconsistent with the design integrity of the community shall be

Old Broadmoor Road Condominium Association

Rules and Regulations

permitted. The Board of Directors reserves the right to determine acceptable conditions.

Rule 7. Frozen Pipes

Owners and/or Tenants are responsible for preventing frozen pipes. Residents should leave temperature settings so that freeze-ups will not occur, as well as taking other steps such as opening cabinets, draining water pipes, etc. during winter absences.

Garden hoses must be detached from all outside faucets at any time when temperatures are below freezing. Insurance companies may refuse claims in which the resident has not taken reasonable precautions to prevent freeze-ups and the Association shall not bear responsibility if any of the above conditions are not met.

Rule 8. Patios and Decks

Owners and/or Tenants are responsible for keeping patios and decks in a clean and orderly condition. They are not to be used for storage of items not normally kept on patios and decks. Outdoor furniture, gas barbeque grills and planters are acceptable. The Board of Directors reserve the right to determine what is acceptable.

Owners and/or Tenants are responsible for snow removal from their patios and decks. Caution should be exercised in removing snow so as not to damage patio and deck surfaces.

Rule 9. Garage Doors

In order to maintain consistency of appearance within the community, residents should keep overhead garage doors closed as much as possible. Garage doors will be maintained by the Owner in good appearance and in good working order. The Board of Directors reserve the right to determine what condition is acceptable.

Rule 10. Parking and Guest Parking

Owners and/or Tenants should park in their garages if possible, and in their driveways if not. Guests should park in the driveway of the resident being visited, or in the

Old Broadmoor Road Condominium Association

Rules and Regulations

designated Guest Parking if necessary. Guest Parking areas are not to be used by Owners and/or Tenants, except for very short term parking (possibly 2-3 hours) and no overnight parking. No boats, recreational vehicles, trailers, trucks over 10,000 lbs. gross weight, or inoperative vehicles shall be parked outside anywhere within the community except for the purpose of loading and unloading.

Rule 11. Collection Policy

Regular monthly assessments are due on the 1st day of each month and delinquent if not received by the Association or its management office by the 15th of the month. Any delinquent account will incur a \$10.00 late fee, which will be due immediately. All accounts not current as of the 30th will be charged interest in the amount of 12% per annum on the outstanding balance.

All payments shall be applied to outstanding balances in the following order of priority: (1st) Interest, (2nd) Late charges, (3rd) Legal Fees and costs, fines, and (4th) Assessments.

There shall be a \$25.00 handling charge, plus postage for all returned checks.

The following procedure will apply to any delinquent account:

1. Letter of demand for payment or notice of lien shall be sent by certified mail not less than thirty (30) days after due date (cost \$5.00 plus postage).
2. At sixty (60) days past due, the Association will place a lien against the Owner's property if the delinquent amount has not been paid, and a notice of intent to foreclose may also be sent at the same time as the lien is recorded. All costs related to these procedures will be charged to the Owner.
3. At ninety (90) days the Association may choose to either foreclose or file a Money Complaint for all assessments, costs, interest and legal fees (estimated costs of \$400.00 - \$1,200.00). All costs related to these procedures will be charged to the Owner.
3. Prior to release of any Lien, all assessments, late charges, interest and costs must be paid in full to the Association. All costs related to these procedures will be charged to the Owner.

Old Broadmoor Road Condominium Association

Rules and Regulations

4. Voting rights will be denied until all moneys owing are paid in full. All costs associated with collection of delinquent accounts will be assessed against the lot.

Costs are estimates and may in fact be greater than those stated and are subject to change without notice.

Rule 12. Pest Extermination

The appropriate extermination of pests will be provided by the Association, utilizing the following guidelines:

1. The Association will provide for the extermination of pests which are a danger to the physical property, such as termites, pine beetles, and rodents.
2. The Board of Directors reserves the right to determine the type of pests to be exterminated.
3. The Association will not pay for the extermination of interior or exterior pests that do not represent a danger to property or to the community, such as ants, roaches, fleas, spiders, etc.
4. The Association may pay for the extermination of some types of external pests at the discretion of the Board of Directors. The Board reserves the right to determine the level of the Association's responsibility to pay for any extermination.
5. The Association is not responsible for extermination undertaken by an Owner and/or Tenant without previous approval.

Rule 13. Signage

No advertising or signs of any character shall be erected or placed in the window of any lot or unit. Units which are being sold may display a single "For Sale" sign in the front yard of the unit being marketed, and an "Open House" sign only on the day of the open house and must be removed immediately after the open house. These sign may be no larger than six square feet. No signs are permitted in common areas.

Rule 14. Property Leases

An Owner may lease his property, subject to the following:

Old Broadmoor Road Condominium Association

Rules and Regulations

1. All leases shall be in writing.
2. All leases shall provide that the terms of the lease, complete with the lessee's names and contact information. A copy of such lease and any addendums must be provided to the Association's property management company with ten (10) days.
3. All Lessee's are subject, in all respects, to any and all governing document provisions, including the Declarations and Rules and Regulations of the Association and shall include such on an addendum to the lease. Any Lessee's failure to comply by the lease and any Association governing document shall be a default under the lease and subject to eviction.
4. After a hearing before the Board of Directors, the Board reserves the right to require an Owner to evict a tenant for continued violations of the Declarations, Rules and Regulations and/or any state or local law or ordinance.

Rule 15. Interior Fungus, Mold, Spores, and Radon Gas

The Association does not take responsibility to test for, monitor, clean up, remove, contain, make repairs, treat, decontaminate, detoxify, neutralize, abate, or in any way respond to or assess any effects of any "fungi," "mold," "spores" or radon gas nor does it carry insurance coverage for any of the above incidences.

Notwithstanding the foregoing, the Association may, at its sole discretion, include normal "fungus," "mold" or "spore" remediation steps as a part of other repairs for which it is responsible. These steps will be taken upon on a case by case basis and will follow the currently accepted remediation practices.