

## **Independence Square Condominiums Owner's Association**

### **RULES AND REGULATIONS**

These Rules and Regulations are set forth in accordance with the HOA By-Laws, Articles of Incorporation and the Condominium Declaration.

**Common Area:** The Common Area is defined as follows: Any place outside of the fenced patio area, including the structures, land, easements and appurtenances of the HOA property. This includes, but is not limited to the trees, shrubs, rocks, fences, mailboxes, gutters, siding, sidewalks, asphalt and the exterior portion of the structures. Tampering with the Common Area is not allowed.

Frisbees, balls, airplanes, kites or any similar articles are not permitted in the Common Area. For safety reasons, no skateboarding or roller blading will be allowed in the drive/parking areas. Personal items; toys or personal property left out in the Common Area will be considered abandoned and will be removed without notice. Climbing on the buildings, trees or fences is absolutely forbidden. No chalk art on the building, planter stone or asphalt drive is allowed.

Hardware for one flagpole, etc. may be attached to the exterior of the unit with approval of the Board of Directors with proper submission of request.

Drying of laundry is not permitted outside of the units.

Yard or Garage sales are not permitted.

**Design Review:** No Owner or Lessee shall install wiring for electricity, telephone, television, air conditioner or any other item to the exterior of the structures. For example: Installing fixtures, etc. Nothing may be permanently attached to the exterior of the structure without a written request for a variance to this rule. A written request must be submitted with a completed Design Review Form, including drawings of the project and specifications, to the Board of Directors, for their review and signed approval before the licensed contractor installation to the exterior of the structure is started. Do not permanently attach anything to the Common Areas without an approved Design Review first.

**Leasing:** In instances where Residents of Independence Square Condominiums are leasing and or renting from another Individual or Agent, the Owner of the unit is responsible for his or her Tenants and Agents.

The Owner must provide the Tenants and Agents with copies of the Rules and Regulations and Penalties.

The Owner must provide the Management Company with the Tenant's Name, Home and Work phone numbers. This allows prompt access to units if any urgent repair or unit problems occur.

The Owner shall be liable for any fines or penalties. The rental or lease of any unit and renewal of any rental or lease agreement must be in compliance with the Declaration, By-laws, Rules and Regulations and Articles of Incorporation of the HOA.

Copies of leases, with contact information and proof of renter's insurance must be submitted to the management company within one week of leasing to a new tenant.

**Parking:** There are only 2 parking spaces per unit. The 2 parking spaces are located in front of the garage door and in front of the porch or gate.

**Parking Cont'd. -**

You may not park at an angle in your driveway thus obstructing your neighbor from parking in his or her own driveway. You may park your car in your own unit's driveway only. No parking at all is allowed in the Firelanes. Vehicles will be towed at the expense of the Owner of the vehicle or the Owner of the unit in violation. Residents are responsible to tell their Guests where to park. If there is no space, park on the street. There is no parking or driving on the rocks or grass around the units. Violators may be towed without notice and a fine may be issued to the Owner of the unit.

Inoperable (Disabled) vehicles, unlicensed vehicles, flat tires, boats, trailers, motorhomes or vehicles over  $\frac{3}{4}$  ton are prohibited in the parking areas. They will be removed at the Owners expense. A written request will be placed on these vehicles to notify of the need to remove from the property or be towed.

**Trash:** Trash is picked up weekly. Trash is normally picked up one day after a holiday. Please put trash out **no earlier than 6PM the night prior to trash day.** Trashcans must be removed by the night of the trashday. Bottles, cans, paper, trash and personal property must not be left on the lawns or in the driveways. **The unit Owner shall make arrangements, and pay the trash company directly, for removal of the following items - televisions, furniture, (i.e.: couches, tables, beds, etc.). It is the unit Owner's responsibility to have these items removed; failure will result in fines plus any cost to remove these items assessed to the unit's Owner.**

**Windows:** Windows must be properly installed and in good repair. Absolutely no sheets, blankets, tin foil or other material may be used to cover the windows. Screens and Storm Doors must be in good repair at all times. Air conditioners may be mounted and finished with a clear plexi-glass only. No wood, cardboard or stickers are allowed in the windows. 2-Story units may permanently install A/C in the rear of the unit only. An approved Design Review Form is required before any licensed A/C installation or it must be removed. Do not attach anything to or through the buildings w/out a Design Review first. Repair or replacement cost will be recovered from the unit Owner. Design Review forms are available from any HOA Board Member.

**Signs:** No signs are permitted except as follows: For Sale, For Lease, For Rent, Burglar Alarm Co. or one 12" x 10" pet advisement sign. A For Sale sign may be placed in the window or on the fence, not to exceed 30" x 30". Only 1 sign is permitted per unit. Damage or repair from signs will be charged to the Owner.

**Pets:** No more than 2 dogs or 2 cats per unit. Tenants are bound by their lease agreement, however. Dogs or cats must be controlled on a leash when in the common area and also kept away from the bushes and shrubs. The pets Owner must remove any pet waste immediately. Yards must be kept clean. Owners and Renters, (All residents), shall restrain pets from making disturbing noises. Pets shall not be confined in garages at anytime. Owners and Renters must carry proper liability insurance on their pets. No Pit Bull breed are allowed. Owners and Renters must obey all laws concerning pets as published by the City of Wheatridge, Colorado. Wheat Ridge Animal Control – 303-237-2220.

Three complaints in regard to noise, waste or aggressive behavior will be reason to have the pet removed from the community. Any damage done to the common area ie exterior fences, gates, landscape material will be the responsibility of the owner to repair or replace. If the owner is negligent in repairing damaged common areas, after notification, the Association will make repair and charge all costs back to the owner.

**Noise:** The City of Wheat Ridge noise ordinance states that quiet hours are from 10 p.m. to 7 a.m. However, excessive noise or loud music is not permitted at anytime. If your stereo, television or party can be heard outside your unit – it is too loud. If necessary, police will be called. Landlords will be asked to terminate a lease and a possible fine will be assessed to the Owner. Please be considerate of all of your neighbors.

**Storage:** Storage sheds, gazebos, tents and trampolines are prohibited.

**Flammable Materials:** No flammable materials are to be stored in any Owner's unit or garage.

**Landscape:** Owners and Renters are required to keep their patio, yards and porches in a neat and sanitary condition which includes removal of weeds and dog waste inside of their fenced areas. Residents must also water their trees and shrubs and maintain the yard in front or behind their unit, except where automatic watering systems have been installed. Unit resident must keep landscape beds watered, as needed throughout the growing season.

Enforcement of the rules will be provided for as follows:

First Offense – violation letter

Second offense - \$50.00 fine with the opportunity to call a hearing

Third and subsequent offenses - \$100 fine for each week violation continues

Third offense for a pet violation – can be removal of the animal from the property

**In-House Business:** See Independence Square Condominiums Declaration.

The HOA provides many services for the community. Your cooperation in abiding by these Rules and Regulations is appreciated. Feel free to contact the HOA Board with any questions or concerns.