

Town North
Homeowners Association

Rules and Regulations

(revised January 2018)

Town North Condominiums
1140 Walnut Avenue
Grand Junction, CO 81501

PURPOSE

Whenever groups of people live together, rules and regulations must be established to safeguard the interests of the majority and the rights of all. The following rules have been developed by the Board of Directors to ensure that the Town North Homeowners Association provides a secure and well-maintained environment. This *Booklet of Rules and Regulations* is meant to supplement, but not to supercede, the *Declaration of Covenants, Conditions and Restrictions* (CCR's) under which the Town North Homeowners Association was formed. If there is a specific adopted policy or procedure that addresses any rule or regulation included here, that specific policy supercedes the overlapping rule or regulation but does not invalidate the remainder of this policy.

DEFINITIONS

Common Area:

- The entire Complex excluding all of the Units.

Guest:

- A person who does not formally live on the Premises, but who is on the Premises by the invitation of an Owner or Tenant.

Owner:

- The person(s) holding full or partial title to one or more Units within the Complex.

Tenants:

- The person(s) leasing / renting a condominium unit from an Owner. Roommates are considered Tenants.

RESPONSIBILITIES

ALL OWNERS, INCLUDING BUT NOT LIMITED TO THEIR TENANTS, FAMILY, GUESTS OR INVITEES, ARE SUBJECT TO ALL RULES AND REGULATIONS OF THE ASSOCIATION, THE CC&R'S, AND THE BYLAWS.

OWNERS WILL BE HELD RESPONSIBLE FOR THEIR ACTIONS INCLUDING BUT NOT LIMITED TO THE ACTIONS OF THEIR TENANTS, FAMILY, GUESTS OR INVITEES.

RULES FOR THE PREMISES

1. Disturbing the peace, including but not limited to excessive noise, loud voices, loud parties, loud music, barking dogs and honking horns is not permitted at any time. Enforce quiet hours are from 10:00 PM to 7:00 AM daily.
2. Parents are responsible for ensuring that their children behave in a way that does not disturb other people or disrupt the Condominium Complex. Children are not to play in the parking lot and must be supervised by an adult when playing in any Common Area.
3. The use of skateboards, roller skates, bicycles, scooters or motorized bikes and the like is not allowed in the Common Areas.
4. Trash, garbage and all other refuse must be deposited in the trash bins provided. If one of the bins is full the owner/tenant must try to dispose of the refuse in the other bin on the property. Recycle materia containers are located at the west end of the parking lot. Such items shall not be allowed to accumulate in any space other than inside the trash bins.
5. All mail (including junk mail) is the responsibility of the Owner / Tenant and is not to be left in the Common Area except in the trash containers provided.
6. No personal property of any type may be stored or left in the Common Area.
7. Patio or yard sales are not permitted.
8. Unsightly objects shall not be placed or stored on a patio where they may be seen by other Owners or by the general public. This includes but is not limited to towels, personal effects, appliances, cleaning items, etc.
9. Plants on individual patios affect the aesthetic value of the Complex and must be kept in presentable condition. Planters or decorative items will not be placed on fences, walkways ledges, hallways or stairs due to insurance considerations.
10. Any person who adjusts any equipment, valve, or connection—electrical, gas or water—within the Common Areas and thereby creates an inconvenience or malfunction of the equipment shall be subject to fines and assessed for the damages. Equipment in the Common Areas is to be maintained only by the proper maintenance service personnel, by the Board of Directors, or designee of the Board.
11. All Christmas trees brought into or removed from the Complex must be completely enclosed in paper or plastic wrapping to prevent littering of the Common Areas with branches and needles. Violation of this rule will result in a fine of twenty-five (\$25.00) dollars plus the cost of cleaning as billed by the vendor.
12. A non-refundable transfer fee of one hundred (\$100.00) dollars will be assessed to each new Owner at closing time. A fee of twenty-five (\$25.00) dollars will be charged for printed copies of governance documents or additional copies of these documents to distribute to their Tenants. ***It is the Owner's responsibility to furnish documents to each Tenant when they execute their lease.***
13. Realtor key lock boxes are to be placed only in the areas designated by the Board of Directors. "For Sale" or "For Rent" signs are not allowed on the Common Property of the Homeowners Association.
14. Access to electrical and/or maintenance rooms is restricted and must be coordinated with the property manager.
15. Owners are responsible for maintaining the security and privacy of fellow residents and are, but not necessarily limited to, being directly responsible for the actions of their family, tenants, guests and invitees in regard to allowing others access into the pool area via the perimeter gates. Town North Condominiums is the private property of the Association members.
16. Only vehicles that belong to Residents may be parked and washed in the Complex parking lot. Vehicles belonging to visitors, guests or other Non-Residents are to be parked on the streets surrounding the Complex.
17. In an emergency, contact the Homeowners Association management office at 1140 Walnut Avenue #16, Grand Junction, CO, 81501, (970) 549-1195, or the President of the Homeowners Association.
18. Concerns regarding Common Area damage (broken pipes, broken gates, roof leaks, etc.) are also to be directed to the attention of Association management.

RULES FOR LEASING / RENTING UNITS

1. All lease or rental agreements should contain a statement that failure to comply with the CC&R's, Bylaws or Policies, Rules and Regulations constitutes a default under the lease. This protects both the Owner and the Homeowners Association.
2. Within two (2) weeks after the agreement is executed, the Owner must provide the Association a copy of the executed lease or rental agreement or a certification letter stating that their lease is conforming to the CC&R'S, Bylaws and the Rules and Regulations of the Association.
3. An Owner has the obligation to evict a Tenant if the Tenant(s) continually refuse to comply with the Association CC&R's, Bylaws and Policies, Rules and Regulations.
4. It is the responsibility of the Owner to submit the "*Town North HOA Contact Information Form*" for recording of telephone numbers, email addresses and vehicle information. It is the Owner's responsibility to provide their Tenant(s) with a copy of the CC&R's, Bylaws, Policies, Rules and Regulations, security door and unit keys, and mail box keys.
5. Property Management service is provided ONLY to the Owner of a Unit. All Tenant concerns of Association functions are to be directed through the Owners to the Property Manager.

RULES FOR OCCUPANCY OF UNITS

1. **NO OWNER SHALL OCCUPY OR USE THE UNIT, OR PERMIT THE SAME OR ANY PORTION THEREOF, TO BE OCCUPIED OR USED FOR ANY PURPOSE OTHER THAN A PRIVATE, SINGLE-FAMILY RESIDENCE FOR SUCH OWNER AND THE FAMILY, TENANTS, GUESTS, SERVANTS, EMPLOYEES OR INVITEES.**
2. **ALL ROOMMATES MUST BE INCLUDED ON THE OWNER/TENANT LEASE AS LEASEHOLDERS.**
3. **AN INDIVIDUAL LIVING IN THE COMPLEX WILL BE CONSIDERED AN OCCUPANT AFTER FORTY-FIVE (45) DAYS IN ANY THREE HUNDRED AND SIXTY-FIVE (365) DAY PERIOD.**

RULES FOR THE POOL—BBQ—PATIO AREAS

1. **THERE IS NO LIFEGUARD ON DUTY. ALL PERSONS USING THE POOL DO SO AT THEIR OWN RISK.**
2. Pool hours are 9:00am to 10:00pm. BBQ and patio areas also close at 10:00pm. No loitering after hours.
3. Use of the pool, BBQ and patio areas is expressly limited to Owners, Tenants and their guests. Owners are responsible for the actions of their tenants and guests. Owners and Tenants are to be on the Premises when their guests are using the pool, BBQ and patio areas.
4. **No more than three (3) guests per Unit may use the pool, BBQ or patio areas at one time. Groups of four (4) or more persons in these areas require advanced approval by the Property Manager. The Board and Property Manager reserves the right to curtail or terminate such gatherings at its discretion.**
5. Access into the pool area is only allowed during operating hours. Jumping the fence at any time is strictly prohibited and subject to fine. The pool entry gate must not be kept propped open. This potential child safety issue will be enforced.
6. **No glassware, ceramic or breakable objects are permitted in or around the pool area at any time.** People are walking around in bare feet and broken glass is very dangerous.
7. **No food is permitted in the pool or in the pool area at any time.**
8. Residents are responsible for their own and their guest's cleanup, which includes placing any moved furniture back in its original position and discarding all trash into the provided trash containers.
9. **No street clothing, cotton or denim garments, cut-off jeans, t-shirts, shoes, sandals or the like are permitted in the pool. Only proper swimwear attire may be worn in the pool.** Cotton items clog the pool filter.
10. NO loud music from any device, speaker or other audio source will be permitted.
11. For health reasons, infants and toddlers must wear approved swimproof diapers or leakproof swim pants while in the pool and pool area. Anyone in diapers or not toilet-trained is not allowed to use the pool at any time.
12. **For health and safety reasons, animals are not allowed in the pool area at any time.**
13. NO running, jumping, pushing or rough horseplay is permitted in the pool area.
14. **So as not to disturb Residents who live near the pool and patio areas, noise levels must be kept to a minimum. NO yelling, screaming or loud talking. Behavior that is inappropriate, offensive or obnoxious is not permitted at any time and is subject to fine.**
15. The hinderance of, misuse of, tampering with or playing with any equipment and/or furniture in the pool area and in the BBQ and patio areas is not permitted at any time.
16. Children under the age of sixteen (16) must be accompanied and supervised **at all times** within the pool area by an adult who is eighteen (18) years of age or older. Children must have an adult in the pool with them.
17. Only two (2) inflatable flotation devices are permitted in the pool at any one time.
18. No scuba equipment, radio-controlled toys or similar toys or equipment are permitted in the pool or pool area.
19. It is important that all Residents be familiar with and follow the rules as posted on signs at the pool area and as distributed to Owners through the Homeowners Association. All Residents and their guests are requested and expected to keep the pool and BBQ and patio areas clean and to be respectful of others at all times

RULES FOR THE POOL AREA AS POSTED ON SIGNS **INSIDE AND OUTSIDE OF POOL**

1. Persons under the age of sixteen (16) are not permitted in the pool area without adult supervision. Children must have an adult in the pool with them.
2. Children in diapers are not permitted in the pool area.
3. **Glass containers are NOT permitted in the pool area. NO food in the pool area.**
4. NO Pets of any kind are allowed in the pool area.
5. Only proper swimming suit attire may be worn in the pool.
6. **Jumping, running & horseplay in the pool area is not permitted at anytime.**
7. Remove all items of personal property and trash when leaving the pool area.
8. Town North is not responsible for your personal property left in the pool area.
9. Pool hours are 9am—10pm. No loitering. Strictly enforced.

WARNING: NO LIFEGUARD ON DUTY. SWIM AT YOUR OWN RISK.

CAUTION: NO DIVING.

Please abide by these pool rules for your safety and enjoyment.

Pool Rules may be changed at anytime without notice.

Please read your Pool Rules for details and info on violations.

Pool is for the use of Owners, Tenants, and guests only.

RULES FOR PETS

1. OWNERS MUST SUBMIT A "PET APPLICATION FORM" TO THE TOWN NORTH HOMEOWNERS ASSOCIATION AND HAVE THEIR PET OR THEIR RENTER'S PET APPROVED PRIOR TO HARBORING A PET ON SITE. ALL PETS MUST BE CURRENT WITH VACCINATIONS AND REGISTERED WITH MESA COUNTY.
2. EACH UNIT MAY ONLY HAVE A MAXIMUM OF TWO (2) PETS IN CUMULATIVE TOTAL (INCLUDING CATS) AND ONLY THEN IF THEY ARE KEPT AS HOUSEHOLD PETS FOR PRIVATE USE AND NOT FOR COMMERCIAL PURPOSES.
3. **APPROVED PETS SHALL BE CONTAINED IN THEIR OWNERS UNIT OR ON A LEASH AND SHALL NOT BE PERMITTED TO RUN LOOSE.**
4. HABITUALLY BARKING DOGS AND VICIOUS BREEDS OF ANY TYPE OF ANIMAL ARE PROHIBITED.
5. NO HORSES, LIVESTOCK, PIGS, POT BELLY PIGS OR FERRETS OF ANY TYPE SHALL BE KEPT IN ANY UNIT.
6. ALL COUNTY AND CITY ORDINANCES PERTAINING TO ANIMALS SHALL BE ENFORCED IN ALL AREAS OF THE COMPLEX.
7. ANY EXPENSE INCURRED AS A RESULT OF DAMAGE BY AN ANIMAL TO ANY CONDOMINIUM PROPERTY, REAL OR PERSONAL, SHALL BE BORNE BY THE ANIMAL'S OWNER.
8. **IF A PET IS CURBED WITHIN THE COMPLEX, IT IS THE OWNERS RESPONSIBILITY TO CLEAN UP THE PET WASTE.** THIS IS A FINABLE OFFENSE. There are three (3) pet waste stations that dispense waste bags and contain a receptacle for the waste. Failure to comply could also be subject to City fines.
9. PET OWNERS MAY NOT ALLOW PETS TO URINATE OR DEFECATE ON PATIOS, IN GARDEN AREAS OR ON ANY COMMON AREA WALKWAYS AND SIDEWALKS. ANY INSTANCE OF PET WASTE THAT OCCURS AS THE RESULT OF AN ACCIDENT MUST BE CLEANED UP IMMEDIATELY SO THAT THE ODOR DOES NOT DISTURB OTHER RESIDENTS.
10. HOSING OFF PET WASTE IS NOT PERMITTED IF THE WATER CARRIES THE WASTE INTO COMMON AREAS OR ONTO THE PROPERTY OF ANOTHER RESIDENT.

RULES FOR PARKING

1. At no time may anyone park any vehicle in a way that obstructs entranceways or park anywhere except in a designated parking space.
2. Parking in an emergency lane or handicap access area is prohibited. Vehicles parked in these areas will be towed according to local and state ordinances at the vehicle owner's expense.
3. Owners and Tenants shall not park in the spaces designated as "Handicap Parking" unless their vehicle displays a valid handicap parking placard or handicap license plates.
4. Visitors and guests must utilize street parking.
5. No parking is allowed on the Common grounds except in designated parking areas. Boats, trailers of any kind, and other recreational and commercial vehicles of any kind shall not be parked on the Common grounds for a period that exceeds an 8-hour parking limit in any 31 day period.
6. Any vehicle that obstructs traffic, does not have current licensing and tags, or is inoperable or abandoned, will be towed away immediately.
7. Owners and Tenants are responsible for the removal of oil and grease spots caused by their vehicle.

RULES FOR EXTERIOR ALTERATIONS

1. Any exterior alterations, modifications, additions, etc., including but not limited to window units, unit front door, patio doors units, patio covers, patio shades, etc. are not permitted without approval from the Architectural Review Committee (ARC).
2. Aluminum foil or other opaque materials may not be used as a window covering under any circumstances.

ADMINISTRATION OF RULES

1. All Owners, Tenants, and other occupants of the Complex are asked to work together to enforce the Rules & Regulations and to do so in a courteous and cooperative manner. Anyone wishing to report a violation may do so in writing: *State the nature of the violation, the person(s) or Unit(s) involved, the date/time, the place of the violation(s)* and send to Town North Property Manager or to a Board Member.
2. An Owner, Tenant, guest or other occupant who acts in violation of the CC&R's, the Bylaws, or other Board-approved rule(s), and whose actions result in damage to personal or real property belonging to the Homeowners Association, shall be fined immediately without warning for the cost of repairing or replacing the damaged property. For less serious violations, an Owner, Tenant or other occupant is entitled to one (1) WARNING VIOLATION LETTER. Failure to remedy the condition or repeated additional violations will result in a FINE. Anyone who has been charged with a violation of the CC&R's, the Bylaws, or any other rule(s) will be notified in writing of the alleged violation, the amount of the fine, and how long they have to appeal the decision.
3. Any Owner/Resident(s) who violate(s) any of the rules set forth herein or covered in the CC&R'S or separate adopted policies of the Association are subject to the Town North Condominiums Association Policies and Procedures for Covenant and Rule Enforcement.

NOISE LEVELS

As most are aware, noise carries from Unit to Unit, especially from upper level to the lower level Units. It is requested that all Residents be mindful of their noise and the effect it has on their neighbors. It is requested that noise be held to a minimum, especially in late evening and early morning hours. **Enforced quiet hours are in effect from 10:00 PM to 7:00 AM daily.** Failure to comply is a finable offense. Excessive noise and failure to comply with property management and security guards will also result in a civil disturbance charge (police complaint).

ARCHITECTURAL REVIEW COMMITTEE

Architectural Review Committee (ARC) exists to promote an aesthetically appealing property through the conscientious development, re-evaluation and enforcement of our property's architectural standards. ARC monitors compliance with the Covenants, Conditions and Restrictions (CCRs) and the Architectural Design and Maintenance Standards of Town North, and evaluates homeowner requests for exterior modifications to their unit(s). All modifications to the exterior of a unit, window units, patio doors and entrance doors to the unit must be approved by the ARC prior to work or modifications.

Instructions:

1. Submit a separate ARC Modification Form for each modification request.
2. Include drawings, sketches, product brochure, color samples, or pictures, as applicable.
3. Submit the completed form and additional information by one of the following delivery methods:
 - a. Email the completed form and additional information to ARC@townnorthcondos.com
 - b. Place the completed form and additional information in the dropbox in the security door of Building A3.
 - c. Mail to:
Town North Condominium Association
1140 Walnut Ave, #16, Grand Junction, CO 81501

ARC Documents (available on the association website www.townnorthcondos.com):

- ARC Modification Request Form
- Door Specifications and Acceptable Manufacturers
- Window Specifications and Acceptable Manufacturers