

LEWISTON TOWNHOUSE CONDOMINIUMS
OCCUPANCY RULES AND REGULATIONS FOR OWNERS AND TENANTS
August 2021

Occupants: Occupancy is limited to four people in a 2-bedroom unit and six people in a 3-bedroom unit.

Rentals: No rental is to be of less than a **Twelve**-month duration. Vacation rentals are not permitted. Occupancy rules and regulations must be read and agreed to for compliance by the owner and tenant. Rental information and occupancy agreement form must be completed, signed and submitted to the Association before move-in. Owners are required to submit a security deposit/transfer fee in the amount of \$500.00 to the association at the time of initial tenant occupancy or change in tenant. Security deposit to be refunded provided no violations are outstanding. ** Owners or Owner's Agents shall cause their renters to furnish the Lewiston Townhouse Condominium Association within twenty (20) days of occupancy and thereafter on each policy anniversary date, "Evidence of Insurance" showing policy coverage of not less than \$20,000 on contents and liability coverage of not less than \$500,000. ***

Insurance: Unit owners will furnish annually to the Lewiston Townhouse Condominium Association "Evidence of Insurance" showing policy indemnity on their unit and liability coverage of not less than \$500,000, upon renewal or by October 1st of each year.

Pets: Pets shall not be kept, bred, or used for any commercial purposes. Pets must not be left unattended on patios or balconies. Pet caregivers are responsible for any damage caused by their pets. Pets are required to be under the control of a caregiver at all times, leashed when on common area property or placed in an animal carrier. It is preferred that pets are relieved in the front or rear of their residence unit; however, if such area does not exist, the common areas can be utilized. Persons with pets are responsible for immediately cleaning up after their animals and discarding securely bagged pet droppings in a proper bear safe waste container. No pet shall be allowed to become a nuisance or create any unreasonable disturbance. An initial warning of nuisance behavior will be given to offenders and subsequent violations will be assessed according to the violation assessment schedule. Residents are responsible for the pets of guests who visit their unit; such pets are subject to the same restrictions as resident pets.

Fire Safety: Barbeque Grills of wood, charcoal, pellet, propane, gas, or oil are allowed to be used on property. These devices must be kept 5' from structures when in use and monitored at all times by an adult. Grills when not in use for an extended period must have the propane or fuel disconnected. Combustible materials or firewood must be securely stored **INSIDE** the Unit garage. Flame producing devices are allowed within the LCE as long as the fuel source is 1 lb. or less and attended by an adult with a fire extinguisher present. Devices fueled by a source of greater than 1 lb. must have express written permission and their operation and placement approved by a qualified board appointed authority. All devices are not to be used during a fire ban.

External Devices on Buildings: Effective August 1, 2012. Placement of external devices (TV dishes, wiring, antennas, etc.) must be approved before installation. Devices placed on the roof of the units without prior written permission of the Lewiston Townhouse Condominium Association will void the roof warranty for their unit. Non-functional devices are to be removed.

Trash Removal: A dumpster for trash removal is provided and paid for by the association for resident household waste only. All trash must be placed **INSIDE THE DUMPSTER** and the lid closed and bear bar replaced. Parties moving in or out of units should use good judgment in their trash containment. All boxes should be flattened and placed in the dumpster. No construction materials, hazardous waste, electronic devices, furniture, appliances or commercial waste may be placed in the dumpster, tenants, unit owners or contractors must dispose of such materials elsewhere. Excessive or unusual use by an owner or tenant, such as bringing trash in from an outside source, will be subject to violation assessment.

Appearance and Noise: The outside appearance of all units is important to all owners and occupants. No outside clothes/laundry hanging is permitted. Due to the closeness of units, decks, and patios, care must be taken on noise volumes of TV's, radios, musical instruments, etc. Continual complaints by other occupants will be treated as a violation and subject to violation assessment. No unit will be allowed to become an eyesore to the common area or public view. Garage doors should be closed when occupants are gone for added security and to avoid view of visible stored items. Miscellaneous equipment, tools, trash cans, tires, wheelbarrows, ladders, play equipment, bicycles, etc. must be stored in the garage or in an approved enclosed storage container. Any change in the exterior appearance of the unit which would affect the commonality of the complex, such as deck or porch installations, security or privacy gating requires written permission of the HOA prior to change. These changes include installation of central air conditioners when they

are attached to the exterior of the building, installation or replacement of windows, window screens, entry and exit doors regardless of the style, color or finish. Items installed or displayed that do not conform to the appearance policy are subject to removal.

Assessments: The Board of Directors may authorize special assessments for common element maintenance, repairs, renovations and improvements. Any special assessment for these purposes shall be approved by a majority of the membership of the association.

Signage & Holiday Lighting: Holiday lighting and décor may be displayed for a period of no longer than 60 days. The displays are not to encroach upon any other unit, nor shall cause light to be emitted disturbing adjacent units or which is unreasonably bright or causes unreasonable glare. Signs placed for exterior view for property or personal goods sales, elections, religious or event notifications are required to be removed immediately after the event concludes.

Parking, Vehicle, Mediation, Collection and Violation Policies: Attached as accompanying documents to these regulations. Refer to these policies for enforcement and compliance to the Occupancy Rules and Regulations.

Enforcement: Arbitrary or capricious enforcement of these rules is strictly prohibited. The Board of Directors of the Association has a fiduciary duty to use due diligence, care, loyalty and confidentiality in exercising its duties, obligations and responsibilities to the owners of the Lewiston Townhouse Condominium Association.

General Common Elements (GCE): The following actions are NOT allowed without written request and prior permission from the HOA:
a:) Changing the landscaping in the general common elements by the addition or removal of any items, including fences, landscaping, rock material, bark/mulch material, shrubs, plantings, gardens, etc. Container gardens are only allowed within each units Limited Common Element. b:) Installation of any exterior lighting in the General Common Elements, this is to include string lights and rope lighting, solar stake lighting including landscape path and spot lighting.
c:) No items may be placed in the General Common Elements without prior consent of the HOA. Any items left in the GCE unattended or without permission will be considered abandoned and removed.

Limited Common Elements (LCE): Limited Common Elements are defined as patios, entrance area, porches, decks or the part of the General Common Element that is reserved for the exclusive use of the unit owner. Each owner shall maintain in a neat and attractive condition the limited common elements adjacent to or related to their unit. The exterior patio, porch or deck maintenance and upkeep is the responsibility of unit owners. The owner will be responsible for keeping the deck or patio in a good, clean, sanitary and attractive condition. Installation of any exterior lights in the LCE are to conform to the Estes Valley dark sky policy. The repair or replacement of the unit deck including supports, floor and railing is the owner responsibility. If it is determined that structural damage or lack of maintenance requires that the deck be replaced for safety reasons; the Board may require owners to replace such or can contract for the work to be done at the owners' expense. Any repairs or replacements of these areas shall follow the same architectural standard as they were previously and follow current building codes.

I have read and understand the above occupancy rules and regulations and hereby note my adherence to these policies:

Signature

Date

Signature

Date