

NORTHLAND CONDOMINIUM OWNERS ASSOCIATION, INC.

Board of Directors

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NOTE: This Resident Information Sheet (a.k.a. Northland House Rules) is a supplement to other governing information contained in the Northland Bylaws and Declaration of Condominium and Amendments

NORTHLAND CONDO OWNERS ASSOCIATION – BOARD OF DIRECTORS
Updated Periodically by Board of Directors
Adopted November 2006 – Reaffirmed & Re-adopted at
Executive Session of the Board of Directors meeting of 9/21/2021

COMMON WALLS BETWEEN UNITS: Owners/renters share a common wall in one of the bedroom areas. Therefore, we ask that you take that into consideration when installing electronic and/or audio equipment (TVs, radios, stereos, exercise equipment, etc.) on the shared wall. Please be aware of the noise that these devices might create. An unshared wall might be a better choice.

FENCES, BUILDINGS, POOLS, STRUCTURES: No buildings, fences, pools, or other temporary or permanent structures are permitted to be erected anywhere within the Northland Condo complex. This is per Article III, Section 2, “Restrictions”, Paragraph L “Architectural Control” in the Northland Condominium Declaration of Condominium.

FOUR-FOOT AREA AROUND EACH UNIT: Flowers and shrubs may be planted in the four-foot area around your unit. If you wish to plant a tree or make any improvements outside of the four-foot area, you must first get written permission from the Northland Condo Board. Owners are responsible for the maintenance of any flowers, shrubs, or trees that are planted. All planted materials in the four-foot area must be at least 18” from the soffit of the condo unit at all times. Owners must keep any trees that they are responsible for trimmed back from the street and any condo units that may be affected.

GARAGE DOORS: Garage doors will be closed between the hours of 11 p.m. and 6 a.m. except for the purpose of exiting or entering the garage.

GARAGE SALES, AUCTIONS, & TAG SALES: Garage, yard, and tag sales are not permitted inside or outside of the condo units or anywhere within the Northland Condo complex. Auction of real or personal property is also not permitted inside or outside of the condo units or anywhere within the Northland Condo complex.

GIVING INSTRUCTIONS TO CONTRACTORS: Owners must not give work instructions to any of the service contractor employees (mowers, landscapers, snow removal people, etc.). Rather, owners should notify the Northland Condo Board if they have any issues, recommendations, complaints, etc., regarding the contractors' work or personnel. The Northland Condo Board is responsible for establishing work instructions for all the maintenance contractors working within the Northland complex.

HANGING LAUNDRY OUTSIDE OF UNIT: The hanging of laundry, sheets, blankets, rugs, etc. outside of the condo units, patio enclosure, or common areas is prohibited. However, it can be hung inside of the condo units or patio enclosures.

HOT TUBS: Hot tubs must be placed inside the unit or inside the patio enclosure. They are not permitted to be housed outside of the enclosure.

ILLEGAL PARKING: Overnight parking on the street is strictly prohibited. No vehicle that blocks mailboxes or fire hydrants may be parked on the street at any time. In a short-term, special, or emergency situation, you may request an “**overnight parking permit**” from any Board member. This permit must be displayed on the dash of any vehicle parked overnight on the street. The Board has the right to have vehicles parked illegally overnight towed at the owner's expense. Vehicles parked on the street, even during the daylight hours, must be moved when snow removal or other snow treatment is taking place. **Overnight parking is defined as having any vehicle parked overnight on the street between the hours of 1:00 am and 6:00 am.** Parking on the grass, including all common grassy areas, of any kind of vehicle is strictly prohibited.

INSPECTION OF UNIT(S) EXTERIOR/GROUNDS: “A Board member cannot fulfill his/her duty to maintain the property unless he/she is aware of the condition of the property. A Board member must make certain that the property is periodically inspected . . .” excerpt from *Guide for Board Members of Community Associations* written by NCOA's retained law firm of *Kaman & Cusimano*. “Each unit Owner shall repair and maintain the Unit or Units, and all components thereof, owned by that unit owner . . .” (See Article IX, Section 2 “Individual Responsibility” as shown in the Northland Condominium Declaration of Condominium.) Therefore, Northland's Board of Directors, and/or Northland's Grounds Committee reserves the right to periodically inspect each unit's exterior area, including grounds. Inspections are usually done once a year, or as needed, at the discretion of the Board of Directors. Following these inspections, the Board will require Unit owners to make needed repairs/replacements of items as determined by the Board and/or Northland's Grounds Committee. Owners will be granted a reasonable timeframe to complete his/her needed repairs/replacement of items relating to each Unit exterior and grounds thereof.

MAIL DELIVERY: Mail is normally delivered in the afternoon. Please do not park vehicles on the street in a location that might block mail boxes. The postal delivery will not deposit mail in boxes that are blocked.

NOISE POLLUTION: Four-wheelers, all-terrain vehicles, dirt bikes, go-carts, snowmobiles, and other noisy/destructive vehicles with loud exhaust systems are prohibited from driving **anywhere** within the Northland Condo complex. In addition, the loud playing of radios, boom boxes, car

radios, stereos, etc., inside or outside, is prohibited, as this is disturbing to our residents. Please be courteous and respect your neighbors by keeping the noise at a minimum.

PARKING OF BOATS & OTHER LARGE VEHICLES RESTRICTIONS: Long-term parking on streets or in driveways of recreational vehicles, boats of any kind, trailers, semi-tractors/trailers, inoperable vehicles and any other oversized vehicles is prohibited within Northland with some exceptions as follows:

- Short-term parking is permitted for recreational vehicles, campers, moving vans or small trailers for the purpose of loading or unloading said vehicles.
- Overnight parking permits are available should overnight parking for aforementioned vehicles be necessary.
- Residents are permitted to store RVs, campers, etc., in their garage if said items **will fit entirely inside their garage with the garage door closed.**
- All parked vehicles must have current license tags.

PETS: All pets taken outside must be on a leash and accompanied by an owner/renter of the unit or other responsible person. Tying up or housing a pet outside is strictly prohibited. Your pet's waste must be cleaned up **immediately**. Pet owners will be responsible for all damage caused by their pets to common areas and areas surrounding units, including, but not limited to, grass, shrubs, bushes, and trees. In consideration of your neighbor's property and all of the Northland community, please do not let your dogs/cats urinate on mailbox posts, shrubs, flower beds, trees, fire hydrants, etc., as urine can damage them. **The feeding of stray cats is strictly prohibited. Outdoor cats are also strictly prohibited. Cats must be kept indoors or on a leash while outside.** For further rules regarding pets, see Declaration of Condominium, Article III, Paragraph K, Amendment E.

PLAYING IN THE STREETS: Playing in the streets is strictly prohibited. This is to assure the safety of all of our residents and visitors.

RAKED LEAVES: Raked leaves from owners' yards must be bagged or otherwise disposed of by the owners. Raked leaves **cannot be placed in the streets** and left to blow and scatter on other residents' property as Moorefield Township does not pick up leaves within the Northland Condo complex. Leaves in the streets may also interfere with snow removal should it be necessary.

RENTING OF GRANDFATHERED UNITS: Grandfathered owners of condo units still being rented must provide the Northland Condo Board with the following: Full name(s) of tenants, phone number(s), and address of property being rented. The owners are responsible for making tenants aware of the *Resident Information Sheet* (also known as **Northland House Rules.**) The owners are also responsible for tenant violations of the *Bylaws, Declaration (and amendments to), and Northland House Rules* and any resulting violation assessments.

RUBBISH & DEBRIS: Rubbish, debris, or any unsightly materials are prohibited around the condo units, as well as anywhere within the Northland complex.

SALE OF UNITS: Within **seven days** of closing the sale of a condo unit(s), the real estate agent must notify the Northland Condo Board and provide the name(s) and telephone number(s) of the new owner(s). The seller of the condo unit is responsible for providing the new owner with the seller's copy of the *Bylaws* and *Declaration* and any amendments thereto, and a copy of the *Resident Information Sheet (aka Northland House Rules.)* Northland Condos Governing Documents have several amendments to its Declaration, one of which is an "Owner-Occupied" amendment. This "Owner-Occupied" amendment was recorded on **December 14, 2006**, in the Clark County, Ohio, public records. Owners purchasing units after December 14, 2006, are not permitted to rent their units. Exemptions include "grandfathered" condo unit owners (purchased their condo before December 14, 2006) and a couple of other exemptions. Please contact the Northland Condo Board of Directors for further explanation regarding this amendment.

SATELLITE DISHES & DIGITAL PHONES: Satellite dishes are permitted with certain guidelines, which must be followed regarding installation. Satellite dishes **are not permitted in the front yard or on the roof** of the condo unit. They are permitted in the side or rear yard. If installed in the side yard, they must be placed behind the gas meter. Written permission to install the dish must be granted by the Northland Condo Board prior to the installation. For digital phones, there is no prior permission needed **except if digging is necessary** for the installation. In that case, written approval from the Northland Condo Board is required prior to installation. **Nothing** is permitted to be placed on the roofs of the condo units.

SIGNS: No signs of any kind (including political endorsements) are permitted in windows, around the condo units, or in the common areas with the following exceptions:

- Signs that pertain to the sale of a unit or an open house are permitted. The **For Sale** sign, which cannot exceed 3' X 4' in size, is restricted to the four-foot area in the front of the condo unit or placed in a front window of the condo unit. The **Open House** sign, which cannot exceed 3' X 4', may be displayed in a front window or in the front yard (not restricted to the four-foot area) of the condo unit that is for sale one day prior to the open house. The realtors are asked to **remove the open house signs immediately following the open house event.**
- Due to safety and liability issues, signs pertaining to **security** (e.g. ADT), within reason, are permitted in the four-foot area around the condo unit.

SOLAR TUBES: A maximum of two solar tubes (not skylights) are permitted to be installed in each condo unit. Owners must obtain written permission from the Northland Condo Board prior to installation. Owners are responsible for the cost and maintenance of the solar tubes. Owners will also be responsible for any roof leaks and/or damage created to the condo unit as a result of the installation of the solar tubes.

SPEED LIMIT: The speed limit on Auston, Brannan East and Brannan West is **15 mph**. This speed limit is for the safety of all of our residents, especially the walkers and bike riders. Please advise your visitors to abide by this speed limit also.

TRASH PICKUP: Garbage/trash is normally picked up on Tuesdays with an exception made for holidays. **Do not** put trash out for pickup until **after 5:00 pm on the day before pickup**. This rule will be strictly enforced since putting out garbage/trash containing food products attracts stray animals who claw and tear their way into the garbage/trash and scatter it all around the area, creating a mess and unsanitary conditions. Your empty trash cans must be brought into your garage **within 24 hours of the trash pickup**.

TREES & SHRUBS: Trees and shrubs have to be kept trimmed year-round. Shrubs cannot be above the window sills and must be at least 18” below the soffits. Trees must be trimmed so that they do not hang over the roof or interfere with the passage of vehicles on the streets. Vining plants are prohibited from growing on the brick as this damages the mortar between the bricks.

WINDOW A/C UNITS & WINDOW FANS: Window air conditioners and window fans are **not permitted** in any windows or doors of the condo units or the patio enclosures. This is per Article III, Section 2 “Restrictions”, Paragraph D “Visible Areas” in the Northland Condominium Declaration of Condominium.

WINDOW TREATMENTS: Condo unit window treatments, such as any variety of blinds, curtains, drapes, sheers, etc., must not be unsightly or in need of repair or replacement. This includes garage and patio enclosure windows. Garage windows cannot be covered except with an invisible film covering or other treatment that cannot be seen from the outside. Screens on both the condo unit windows and patio enclosure windows, if applicable, must be in good repair. The Northland Condo Board and/or the Grounds Committee has sole discretion regarding this issue.