

VILLAGE AT NORTH FALLS

Rules and Regulations



Village at North Falls Rules and Regulations

VILLAGE AT NORTH FALLS RULES AND REGULATIONS

This version (9/3/24) of the Rules and Regulations replaces and supersedes previous versions.

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INTRODUCTION

A condominium community requires considerable cooperation from all its owners. Unlike a single-family neighborhood, we live very close to one another, share common walls, and everything we see outside our front doors is owned by all: the street, parking areas, swimming pool, and even our lawns, trees, bushes, patios, driveways, and the roofs and exterior walls of our homes. To maintain these assets, the Association will spend approximately \$558,000 in operating expenses this year (2024). Each of us has invested a substantial sum to buy our condo, and no one wants to see this investment undermined by inadequate management or maintenance, or a “problem” property nearby. Frictions can sometimes arise between owners in the community over noise, aesthetics, parking, the level of service desired, and expenditures of common funds. The role of the Association’s Board, in concert with the property management company, is to enforce compliance with the rules and regulations.

Chapter 5311.05 (E)(1) of Ohio’s Revised Code (ORC) requires that a condominium community have a Declaration of condominium property, Bylaws, and an Association of its owners to provide certain common services to protect everyone’s property values. The **Village at North Falls Condominium Association** has such documents in place. Article IV, Section 13 (f) of the bylaws for the Village at North Falls Condominium Association allows the Board of Directors to “adopt and publish rules and regulations governing use of the Common Elements and the personal conduct of Unit Owners and/or Occupants, and their guests thereon...” These rules and regulations are not a substitute for the Declaration and Bylaws, but they do provide a ready reference regarding the community’s “Dos and Don’ts.”

Per the bylaws, the Association’s owners elect a six-member Board of Directors for staggered three-year terms. The Board hires a property management firm to assist in managing the Association’s affairs, including contractors and vendors. The Board also appoints committees, comprised of community owners and/or occupants, to assist in the Association’s operations. Current committees include Building and Infrastructure, Communications, Finance and Insurance, Landscape, Pool and Clubhouse, Rules and Regulations, Social, and Declaration and Bylaws. In addition to the Annual and Bimonthly meetings, the Board communicates with owners by email, and when necessary, by USPS mail.

Questions about the Association and its activities, or an interpretation of the rules, may be directed to the Board through any Board member. Questions regarding specific services may be addressed to the Board or directly to the property management company.

Respectfully submitted by your Board of Directors

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DEFINITIONS

TERM	DEFINITION
Association	The Village at North Falls Condominium Association is a not-for-profit corporation created by the filing of the Articles and is one and the same as the Association created for the condominium under the Condominium Act.
Board	Those persons who, as a six-member volunteer group, serve as the Board of Directors of the Association.
Common Elements	Portions of the condominium property owned by all the Unit Owners as tenants in common, that are not considered part of a Unit. The common elements are generally the building exteriors, grounds, pool and clubhouse, roadways, and ponds.
Limited Common Elements	Those Common Elements serving exclusively one Unit or more than one but fewer than all units, the enjoyment, benefit, or use of which are reserved to the lawful occupants of that Unit or Units either in this Declaration, or by the Board.
Occupant	A person lawfully residing in a Unit, regardless of whether that person is a Unit Owner.
Unit	One Unit is one residence.
Unit Owners	That Person or those Persons owning a fee simple interest in a Unit or Units, each of whom is also a "member" of the Association, as defined in Chapter 1702 of the Ohio Revised Code (ORC).
V@NF	The Village at North Falls Condominium Association

Village at North Falls Condominium Association Declaration. For a complete list of Definitions, see the Declaration of the Village at North Falls Condominium dated 12.02.2004, and subsequent amendments. These documents are located in the Community Documents section of our Village at North Falls website, villageatnorthfalls.com.

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BOARD MEETINGS

Owners and/or occupants are welcome to attend the regular bimonthly meetings of the Village at North Falls Board of Directors.

Meetings are typically held at the clubhouse at 6:00 p.m. on the second Monday of the designated months. A portion of the meetings is set aside for residents to address the Board regarding community concerns. The Board president may limit the number of speakers and the time allotted each speaker if necessary.

RULES AND REGULATIONS

I. LIMITED COMMON ELEMENTS

Limited Common Elements designated in the Declaration include doorways, unit parking, patios, and courtyards. These areas are often referred to informally as “limited common areas.”

- A. For the Chateau, Villa, Canterbury and Abbey models, the patio areas are limited common areas.
- B. For the Aboreta, Bramante, Colonnade, and Ducal models, the courtyard areas are limited common areas.
- C. The parking area in front of every garage is a limited common area.
- D. The doorway areas of the units are limited common areas.
- E. The mulched area adjacent to a unit and/or sidewalk is a limited common area.

II. PERSONAL PROPERTY GUIDELINES

A. Window Coverings and Signs

- 1. All window coverings, whether draperies, blinds (vertical or horizontal), or valences, must be white, off white, light beige, or light gray on the exterior side. Nothing, including antennas, sun-catchers, mirrors, or any other window accents (such as Buckeye decorations), may be hung or displayed from inside the windows except For Sale/For Rent, security, or oxygen signs, as described in II A 2-4, below.
- 2. If the unit is for sale, one professionally prepared “For Sale” or “For Rent” sign, not to exceed 3 feet by 3 feet, may be placed in the window.
- 3. Standard size security system decals or rescue signs are allowed.
- 4. “Oxygen in Use” signs are permitted.

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B. Holiday Decorations

Holiday decorations may be hung on the inside of the windows, subject to holiday decoration rules. See sections III G-I.

C. Outdoor Furniture

Tables and chairs and chair cushions are allowed on the limited common area adjacent to the front entrance. A patio table, a maximum of 2 umbrellas, and a maximum of 6 chairs may be on the patio or courtyard. The furniture, including umbrellas, must be solid colors of beige/sandstone to blend with the building, hunter green, burgundy, brown, or black. All furniture must have a metal or wood frame.

D. Grills

The use of charcoal grills is strictly prohibited. Propane or electric grills must be 10 feet from any residential building when in use. Please store any propane safely (on your patio or courtyard, if possible, rather than in an enclosed garage). Grills that are stored on your patio or courtyard should be appropriately covered.

E. Individual Property

Personal property, such as lawn chairs and tables, must be kept inside the patio/courtyard area or garaged when not in use. Toys, bicycles, basketball hoops, etc., must be garaged when not in use.

F. Hose Containers

1. Enclosed hose boxes must be of sandstone/beige or brown color and be situated near the garage door or on the cement sidewalk. Wall-mounted hose reels, hangers, etc., are not allowed. Open (reel) hose devices must be stored in the garage after each use.
2. All hose boxes may be stored outside between April 1 and October 31. While outside, the hose must run along the driveway at the side of the building and in the mulch bed in the limited common area. The hose must not obstruct or cross the sidewalk as it could present a safety hazard.
3. Hose boxes must be stored in the garage between November 1 and March 31.

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G. Satellite Dishes

1. If an owner desires a satellite dish, it must be placed in the limited common area. A satellite dish may not be placed in the common area without prior approval of the Board.
2. Unused satellite dishes must be removed by the owner.
3. The Association is not responsible for any damage to the satellite dish.

H. Security Devices

Doorbell cameras (such as Ring) are permitted only as a replacement for your current doorbell. Residents who wish to install mounted exterior security devices must have prior approval from the Board. For consideration, all security devices must be wireless.

III. DECORATIVE ITEMS

A. Door Decorations

Door decorations with a maximum of 30” in diameter are allowed. Mounting must be with a temporary method only; no permanent mounting method may be applied to the door.

B. Landscape Lighting

Landscape lighting is permitted in the mulch area along the walkway to the front door of the units. The lights must be solar, non-flickering lights with neutral-colored bulbs reflecting downward, or low-voltage electrical lights equipped with a timer and installed according to the manufacturer’s specifications. The minimum light spacing is 3 feet, the maximum height is 15 inches, and care should be taken to ensure the lights are straight. Landscape lighting is permitted only in the limited common areas (*not* on bushes or trees, except during winter holiday decoration season).

C. Fire Pits

1. Fire pits are allowed only when they were installed by the builder, or are propane or electric. Portable fire pits located on patios/courtyards must be operated according to manufacturer’s specifications and local and state fire regulations. Cords on electric fire pits must be secured to prevent tripping.
2. Open flame (wood burning) and/or charcoal fire pits are not allowed.

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D. Fountains

1. Fountains are allowed only in the limited common element.
2. If the fountain is electric, electrical cords must not obstruct or cross the sidewalk as this presents a safety hazard.

E. Bird Feeders

A maximum of 2 hummingbird feeders are allowed on shepherd hooks. No other bird feeders are permitted, and no bird feeders may be hung from trees.

F. Garden Items

A maximum of 3 small decorative garden items (no larger than 12") are permitted in the limited common area only.

G. Winter Holiday Decorations

1. No oversized air-inflated objects are allowed.
2. Lights and holiday decorations may be placed in the limited common areas and/or building exteriors provided the decorations do not damage the limited common and/or common elements (buildings, gutters, siding). They may be displayed beginning Thanksgiving Day and must be removed by January 2nd of the following year. Exterior lights must be rated for outdoor use.
3. Attachments to patios, windows, doors, and buildings are to be affixed with non-damaging fasteners (no nails).
4. Unit owners and/or occupants may decorate trees and shrubs in the common element.
5. Lights and other holiday decorations may be displayed from the inside of the windows.

H. Other Holiday Decorations

1. Decorations specific to other generally recognized holidays may be displayed 3 days ahead of the actual holiday. They must be placed only in the unit's limited common area (i.e., not in the yard or other planting areas) and must be put away by the day after the holiday. Lights and window displays are not permitted for holidays other than the winter holiday (section III G). During the landscaping season, holiday decorations are not allowed on the bushes/shrubs.
2. No displays are permitted by the clubhouse.

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I. Seasonal Decorations

Appropriate seasonal decorations (for example, pumpkins in the fall) may be displayed for a reasonable period of time, subject to the discretion of the Board. Lights and window displays are not permitted as seasonal decorations.

J. The U.S. Flag

1. Only the U.S. flag may be flown, and it must be from the building. Flags are not to be attached to patio fences. The flag should not be displayed when the weather is inclement unless it is an all-weather flag. The flag should never touch the ground or floor. If the flag should become torn, faded, or in any way mutilated, it must be replaced. If the flag is displayed after dark, it must be illuminated.
2. No flags are permitted in the yard (common element). Small flags may be displayed in a unit's limited common area only in connection with a generally recognized holiday.

IV. **LANDSCAPING, FLOWERS, AND RELATED ITEMS**

A. Flowers, Grasses and Other Decorative Plants

1. Flowers, grasses, and other decorative plants may be planted in any existing mulch area adjacent to a unit and/or sidewalk. Maintenance of the flowers, grasses, and other decorative plants is the responsibility of the owner and/or occupant. This includes plants within the patio or courtyard areas.
2. No flowers, grasses, or other decorative plants may be planted around trees that are free standing in the common element.
3. Both annuals and perennials may be used if they do not exceed 4 feet in height. Dead annuals and perennials are to be removed or cut back at the end of the season. Annuals and perennials that are not maintained during the growing season may be removed by the landscapers, and the cost of the removal may be billed to the owner and/or occupant.

B. Flower Baskets, Pots, and Planters

1. A total of 6 flower baskets, pots, or planters are allowed within the limited common element.
2. Baskets/pots may be on plant stands or on the ground, or hanging from a shepherd hook. Plant stands must not exceed 24 inches in height and the pot diameter and height must not exceed 24 inches. All flower baskets, pots, and

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planters must be within the limited common area, *not* on walkways (which are common areas), and must not obstruct access to the unit's entrance. No flower baskets may be hung from trees.

C. Landscape Plants

Any planting of new shrubs outside the patio or courtyard area must receive advance approval from the Board. The "Application for Alteration or Modification" form is available in the Village at North Falls Handbook or may be picked up at the clubhouse.

1. Additional landscape plants considered by the owner must be of a species already in use in the community, and which, at maturity, will be comparable with the existing plant material.
2. Any new planting beds must be approved by the Board in advance.
3. The Association is responsible for mulching, pruning, and fertilizing. However, if any of the plants die, the owner is responsible for replacement.

D. Vegetable Plants

1. Vegetable plants are not allowed in the common area or the mulched area on either side of the sidewalk.
2. Vegetables grown in the limited common area (patios or courtyards) must not be more than 4 feet in height.

E. Trellises

A maximum of 4 standing trellises for flowering vines, not to exceed 6 feet high by 24 inches wide, are permitted. Trellises are allowed adjacent to the building or along patio/courtyard fences (inside or outside) as long as they are no taller than the fence.

F. Shepherd Hooks

1. A maximum of 3 black or hunter green shepherd hooks, for flower baskets or hummingbird feeders *only*, are allowed within the limited common area. The maximum number of 3 refers to the total number of *hooks*, not the number of posts.
2. Any seasonal decoration items hanging from shepherd hooks must be removed by January 2nd.

G. Mulch

If the owner or occupant chooses to apply mulch, the color must match that applied by the landscape company in order to maintain consistency in the neighborhood.

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H. Stepping Stones

Stepping stones must not be higher than the surrounding mulch.

NOTE: The V@NF clubhouse flowers, grasses, and decorative plants, including landscape plants, may not be subject to the same height restrictions as the individual units.

V. **PROHIBITED ITEMS**

- A. Bird feeders and bird baths (see section III E)
- B. Wall plaques
- C. Windsocks, wind chimes, and decorative flags
- D. Gazing balls
- E. Yard signs
- F. Porch or patio signs
- G. Artificial flowers
- H. Cypress mulch
- I. Swing sets, trampolines, and playground equipment
- J. Laundry poles, clotheslines, or similar items; laundry (e.g., swimsuits, towels, rugs, etc.) may not be hung over any patio fences
- K. Generators that provide electric power (without prior approval from the Board)
- L. Charcoal grills

VI. **EXTERIOR ALTERATIONS AND MAINTENANCE**

A. Exterior Alterations

Alterations, including additions of fences, walls, patios, decks, or changes to the exterior of the buildings, are not allowed without prior approval of the Board.

B. Exterior Additions

No items may be permanently affixed to exterior walls, doors, roofs, or fences of any unit without prior approval of the Board. This includes, but is not limited to, signs, awnings, canopies, antennae or satellite dishes, security devices, and shutters (except those originally installed by the builder).

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C. Landscaping Alterations

Trees, shrubs, and bushes may not be planted, transplanted, trimmed or removed without prior approval of the Board.

D. Patio Fences and Gates

Patio fences and/or gates may be installed at the owner's expense using only the approved design and specifications available from the property management company, and after obtaining prior approval from the Board. Patio fences and gates become a part of the common element, and, therefore, the property of the Association after installation.

E. Storm Doors

Storm doors may be added at the owner's expense using only the approved design and specifications available from the property management company, and after obtaining prior approval from the Board. Once the storm door is installed, maintenance is the responsibility of the owner.

F. Exterior Maintenance

All exterior maintenance, including power washing, in the limited common elements, must be performed by the property management company and/or approved contractor, unless prior approval is obtained from the Board.

VII. ANIMALS

A. All unit owners are responsible to abide by laws and local ordinances with respect to licensing, current vaccinations, and caring for and controlling pets.

B. Unit owners are solely responsible for the actions of the pet(s) or the pet of anyone residing in or visiting their unit, including damage to property or injury to another person. Unit owners are responsible for the cost of replacing any damage to the common elements caused by such pets, including but not limited to the cost of replacing grass, bushes, or other landscaped areas.

C. Only two domestic pets are allowed per unit. Only dogs and cats are permitted.

D. When outdoors, pets must always be kept under control. Pets must be on a leash that extends not more than 8 feet in length and must be supervised by a responsible individual. Individuals must respect the rights of others and are responsible for the immediate cleanup of pet litter.

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- E. Unsupervised pets may not be tethered outside in the limited common or common elements. Pets must not be tied to patio fences.
- F. If a pet becomes a nuisance, it may be evicted at the discretion of the Board.
- G. Pets are not permitted in the clubhouse or swimming pool areas except for working service dogs.
- H. Feeding of wild animals is not permitted.

VIII. PARKING

A. Clubhouse Parking

1. Clubhouse parking is restricted to individuals using the clubhouse for activities such as community gatherings, swimming, exercising, or social club events.
2. Guests of owners who have rented the clubhouse for an activity are permitted to park in front of the clubhouse.

B. Commercial Vehicles

1. Vehicles with commercial signage are not permitted to park on any street or driveway overnight.
2. Commercial moving vans, when conducting contract business, and other commercial trucks, when in the area to perform service or repair work, are exceptions.

C. Portable Storage Containers

Portable storage containers may be parked in the limited common area in front of the owner's and/or occupant's unit for no more than 48 hours when moving in or out of the condo.

D. Recreational Vehicles

Recreational vehicles that cannot be garaged are permitted to park in the limited common element (in front of the garage) for 48 hours to allow for loading and unloading. Such vehicles must not block the access to units of other owners and/or occupants.

E. Parking by Owners/Occupants or Guests

1. Owners and/or occupants must park in the garage or in the limited common element in front of the garage door.
2. Owners and/or occupants must not block the other owners'/occupants' access to their drive or street.

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3. Parking is not permitted in the “turnaround” area at the end of the driveway.
4. Parked vehicles must not block streets, driveways, or ingress/egress to any garage other than that of the owner/occupant.

F. Inoperable Vehicles

1. Vehicles with flat tires, mechanical issues, or those that cannot be identified as belonging to an owner or occupant must not be parked in the limited common or common elements for more than 48 hours. After 48 hours, these vehicles may be towed off the premises at the owner’s expense.
2. Repair work is not permitted on vehicles in the limited common or common elements except for short-term emergency work, e.g., flat tires, battery charges.

G. Street Parking

Parking is not permitted on the streets except in overflow conditions.

NOTE: The speed limit within the community is 14 mph. Reckless operation, excessive speed, and parking or driving on the lawn areas is prohibited.

IX. COMMUNITY CLUBHOUSE

- A. The clubhouse is for the private use of the owners and/or occupants of The Village at North Falls.
- B. ProxCards are available to adult owners and/or occupants for clubhouse access. ProxCards may be obtained from the property management company. Lost, misplaced, or stolen ProxCards must be reported to the property management company immediately.
- C. Owners and/or occupants may rent the clubhouse for parties, meetings, and/or leisure and social events.
 1. The clubhouse **MAY NOT** be rented for use by outside profit or not-for-profit organizations and businesses.
 2. The clubhouse must not be used for business meetings or other commercial use.
 3. Do not reserve the clubhouse for use on behalf of an outside organization.
- D. Children’s and teenage parties are prohibited except when supervised by an adult owner and/or occupant.

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- E. Live amplified music, loud noise, profanity, or other offensive behavior is prohibited.
- F. Owners and/or occupants may not reserve the clubhouse on weekends (Friday, Saturday, Sunday) more than 3 times during a calendar year. There is no limit on the number of weekday reservations.
- G. On holidays, the hours of use may be limited so that more than one owner and/or occupant may rent the clubhouse.
- H. To rent the clubhouse, complete the Clubhouse Reservation and Rental Agreement form and return it, with your deposit checks, to the property management company.
- I. The Clubhouse Reservation and Rental Agreement form is available in the General Information section of your blue Handbook as well as in the Appendix to the Rules and Regulations section. Copies of the form may also be picked up in the Community Resource Room at the clubhouse.
- J. The clubhouse is closed from 10:00 p.m. to 6 a.m. daily. Use of the clubhouse during closed hours must be approved by the Board in advance. However, owners and/or occupants (no guests) may use the exercise room during closed hours.
- K. Owners and/or occupants using the clubhouse for social or leisure activities, must leave it clean and orderly, including vacuuming the carpet and cleaning the kitchen and foyer floors. Owners and/or occupants are responsible for both themselves and their guests.
- L. The Association, owners, and/or occupants are not responsible for any items belonging to guests that are lost, stolen, or misplaced.
- M. Pets or other animals, except for working dogs, are not permitted in the clubhouse.
- N. Smoking is not permitted in the clubhouse. When smoking outside the clubhouse, dispose of smoking material safely. **DO NOT THROW CIGARETTE BUTTS IN THE MULCH.** This is a fire hazard.
- O. Owners and/or occupants renting the clubhouse must ensure that guests depart in a manner that does not disturb other community residents.
- P. Tablecloths must be placed on the dining tables to prevent marring the surfaces. Tablecloths are stored in the drawers of the console table behind the sofa.
- Q. Trash must be appropriately bagged and removed from the clubhouse.

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X. SWIMMING POOL

The swimming pool is open daily from 9:00 a.m. until 9:00 p.m. It is open approximately from mid-May through mid-September.

The swimming pool is for the exclusive use of the owners and/or occupants and their guests. Persons who cannot be identified as owners/occupants, or who are not accompanied by an owner/occupant, will be asked to leave.

Pool Rules

- A. Persons using the pool and pool facilities do so at their own risk and sole responsibility. There is no lifeguard.
- B. Children under the age of 14 must be accompanied by an adult owner/occupant who is capable of rescue.
- C. Owners/occupants must accompany all pool guests; guests are limited to 4 per unit.
 - 1. Guests may be asked to leave if the owner/occupant is not present.
 - 2. Pool passes may be required.
 - 3. Owners/occupants must not give guests a pool entrance card.
- D. The following are prohibited:
 - 1. Pets (except service dogs--see section VII G)
 - 2. Glass and other breakable items
 - 3. Running, diving, splashing, or other disruptive behavior
 - 4. Excessive noise, including radios without headphones
 - 5. Private pool parties
 - 6. Rafts and body floats (swimming noodles are allowed)
 - 7. Electrical devices unless battery operated
 - 8. Smoking within the pool fence
- E. Swimmers must wear only garments sold as swimwear.
 - 1. Infants/toddlers must wear swim diapers under their swimsuits.

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- 2. Individuals with bladder or bowel control problems must wear appropriate protective garments.
- F. Association-sponsored activities such as water aerobics are open to all owners and/or occupants.
- G. Lounge chairs and tables may not be reserved. Chairs and tables must be returned to their original positions after use.
- H. Umbrellas must be closed and secured after use.
- I. Individuals must not wear wet swimwear in the clubhouse lounge area.
- J. Only adult owners/occupants may operate the gas grill. The grill must be cleaned after use.

XI. PONDS

Swimming, wading, ice skating, boating, or any other activity in or on the pond is not permitted. Fishing is allowed but is “catch and release.” No owner and/or occupant may remove a fish or frog from the pond. Fishing is at the person’s own risk. Any person fishing in the pond must always be accompanied by an owner/occupant. Children under the age of 14 must be accompanied by an owner/occupant. Guests will be asked to leave if not accompanied by an owner/occupant.

XII. TRASH COLLECTION

- A. Only trash containers with lids or securely tied plastic bags are permitted for trash disposal. Leaf bags may be used for yard waste.
- B. Trash containers, when not set out for collection, must be stored in the garage.
- C. Place trash containers at the main street next to the curb for collection.
- D. Trash containers must not be set out prior to 5:00 p.m. the day preceding collection; containers must be put away by 9:00 p.m. the day of collection.
- E. When trash bags are used for collection, they must be securely tied. They must not be set out before 6:00 a.m. on the scheduled day of collection.
- F. Owners and/or occupants are responsible for cleanup of trash spillage from containers and/or trash bags.
- G. Littering and dumping of waste are prohibited.

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XIII. SOLICITATION AND GARAGE SALES

- A. Solicitation by commercial enterprises is not permitted within the community.
- B. Garage and tag sales are not permitted.

XIV. UTILITIES

- A. Water, sewage, and trash are paid by the Association.
- B. Owners and/or occupants are responsible for maintenance and payment of their own gas, electric, cable television, and telephone services. Owners and/or occupants are responsible for contacting these businesses to initiate service on the date of possession.

XV. CONDOMINIUM SALES

A. Selling a Unit

When selling a unit, the owner must:

1. Notify the property management company of change of ownership at the time the closing date is established.
2. Ensure all condominium assessments are current.
3. Ensure new owners receive The Village at North Falls Condominium Declaration, Bylaws, and Rules and Regulations.

B. “For Sale” Signs and Related Items

1. A unit owner may place a standard-size real estate sign in the mulched common element if there is no visible window from the street. “Open House” signs are permitted in the common element only on the day of the open house. All other signs must be approved by the Board.
2. One “information box” containing sales information is permitted. The box must be affixed to the patio or building using non-permanent mounting devices or staked in the limited common element.

C. Renting a Unit

Owners who rent their units must:

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1. Notify the Board, via the property management company, of the names and contact information of the renters within 14 days of the signing of the rental contract.
2. Provide the occupants with a copy of the Rules and Regulations prior to their moving into the unit.

XVI. INSURANCE

Article XI of the Declaration specifics the types and amounts of insurance the Association must obtain, including the maximum deductible. Owners are encouraged to provide a copy of Article XI to their insurance agents to assist in determining appropriate coverage for their units.

A. Claims Filing and Reimbursement

1. The Board reserves the right to determine the viability of any claim prior to its filing by the unit owner.
2. When unit owners pay claims or repair costs for covered perils, they are eligible for reimbursement by the Association. Unit owners will be reimbursed the amount indicated as Replacement Cash Value (RCV) on the insurance adjuster's report. This amount is adjusted for the deductible.
3. Unit owners and/or occupants are encouraged to contact the property management company immediately upon discovery of a possible claim. Unit owners and/or occupants should take immediate actions to minimize property damage.

B. Negligence

1. Unit owners and/or occupants are responsible for the negligence of their guests. They are responsible for the reimbursement of any insurance deductible and/or related costs should a claim be filed and paid by the Association's insurer. Payment is on demand by the Board. Failure to reimburse the Association will result in legal action at the expense of the unit owner and/or occupant.
2. Behavior considered negligent may be determined by:
 - a. Police departments
 - b. Fire departments
 - c. Insurance company
 - d. Other formal organizations as determined by the Board

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XVII. ENFORCEMENT OF THE DECLARATION, BYLAWS, AND RULES AND REGULATIONS

A. Mandatory and Legally Binding

1. The Declaration, Bylaws and Rules and Regulations of *The Village at North Falls Condominium Association*, are legally binding and **not voluntary**.
2. If an owner and/or occupant does not comply with them upon request, the Association may pursue any and all available remedies, including fines, litigation, arbitration, and self-help.
3. All enforcement costs must be assessed to the unit owner, pursuant to the Declaration of Condominium, and Ohio Law.

B. Violation Reporting

The Board may be informed of potential violations as a result of:

1. Inspections made by the property management company, which are done monthly.
2. Complaints made by other owners and/or occupants of the community.
3. Property inspections made by the Board, or possibly by committees such as Building and Infrastructure and Landscaping.

C. Communication of Violation(s)

1. In the case of a complaint under section XVII A 2 (above), the property management company will notify the owner and/or occupant via email or USPS mail with notice of violation(s).
2. The property management company will notify the Board if the violation is not resolved in a timely manner.
3. The property manager must notify the owner and/or occupant of any unresolved violations. The owner and/or occupant may request a hearing before the Board to discuss the violation and potential sanctions by submitting a written request to the property management company within 10 days from the date of the notification letter. The Board must attempt to secure voluntary compliance before levying assessments or taking legal action.
4. If legal action is pursued, costs for such will be at the expense of the unit owner and/or occupant.

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D. Enforcement of the Declaration, Bylaws, and Rules and Regulations

Violation Steps*	Action	Minimum Timeline from Cited Violation	Violation Assessment
1 st	Letter	1 week	None
2 nd	2 nd Letter	2 weeks	None
3 rd	3 rd Letter	3 weeks	\$100
4 th	4 th Letter	5 weeks	\$150
5 th	5 th Letter	8 weeks	\$200
6 th	6 th Letter	12 weeks	\$400
7 th and subsequent	7 thLetters	14 weeks and thereafter	\$800

*Violation steps are incremental. For example: the 4th violation step can occur after a minimum of a total of 5 weeks after the cited violation and results in a total violation assessment of \$150.

- E. After the Board confirms that a violation occurred, assessments will be immediately applied to an owner’s account and will be due and payable with the next monthly payment of dues. If the owner wishes to contest the violation, the owner must notify the property manager within 14 days of assessment. The matter will be discussed at the next regularly scheduled Board meeting. The decision of the Board is final.

XVIII. DELINQUENT DUES AND LATE FEES

- A. Payment of monthly assessments is mandatory.
- B. Assessments are payable in full on the first day of each month. Partial payments are subject to late fees.
- C. If a payment is received after the 10th day of the month, a \$10 late fee will be assessed. The property management company will send a delinquency notice after the 10th day of the month. Fees are cumulative each month payments are in arrears.
- D. If a payment is 90 days in arrears, a demand letter will be sent by the Association’s attorneys. Attorneys’ fees will be at the expense of the delinquent owner/occupant.
- E. If payments are 120 days in arrears, a lien will be secured and filed against the unit with notice to the lenders. If payments are 150 days in arrears, the Association may seek foreclosure or other remedies afforded under the laws of Delaware County and the state of Ohio.

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XIX. APPLICATION OF MONIES RECEIVED

An account is considered “current” when the account has no outstanding payments. All money received by the Association will be applied to the owner’s account in the order below:

- A. Late fees
- B. Enforcement assessments
- C. Board action taken resulting in costs assessed to the owner
- D. Special assessments
- E. Regular monthly Association assessments

XX. AMENDMENTS

Rules and regulations are subject to change at the discretion of the Board. A majority vote of the Board is required.