

**GREEN GABLES CONDOMINIUM ASSOCIATION**  
**RULES and REGULATIONS**  
**REVISED JULY 2018**



The following rules and regulations have been approved by the Board of Managers and are issued in accordance with the By-Laws and Declarations governing Green Gables Condominiums.

**I. PARKING**

- A. No parking is allowed on the grass, sidewalks, in front of the dumpsters or in the fire lanes. Violating vehicles will be subject to immediate towing.
- B. Units must use their reserved spaces before parking in the visitor spots. Your vehicle (s) must fit within your double parking space and not protrude behind the yellow lines.
- C. Residents may call the towing company listed on the signs posted throughout the complex to remove unwanted vehicles that are parked in their assigned spot.
- D. No recreational vehicles, boats, trailers, trucks in excess of a 1-ton load capacity, campers, camper overheads, commercial vehicles, or anything other than passenger cars or small trucks shall be parked at Green Gables.
- E. All vehicles are required to be road worthy (i.e. current license plates, no broken headlights or flat tires, etc.) Any vehicles not road worthy will be subject to a 3-day notice to correct the problem. Failure to make corrections will result in a \$25.00 fine and/or the vehicle will be towed.
- F. Vehicles not moved from a visitor parking space for ten (10) consecutive days will be considered a stored, inoperable or abandoned vehicle and is subject to towing after a written notice is placed on the vehicle.
- G. Any vehicle leaking fluids is subject to a written notice on the vehicle and may be towed.
- H. Vehicles shall not be serviced or repaired in the parking area, including but not limited to changing motor oil, transmission fluid or antifreeze. If caught servicing or repairing your vehicles fines may be assessed.
- I. All towing charges will be at the vehicle owner's expense.
- J. Each unit is allowed to park two vehicles at no charge, additional vehicles will be assessed at the following monthly rates: 3<sup>rd</sup> vehicle is \$15.00; 4<sup>th</sup> vehicle is \$30.00 + \$15; 5<sup>th</sup> vehicle is \$100.00 + \$30 + \$15

**II. PETS**

- A. No more than two pets (dogs or cats) will be allowed per unit.
- B. All pets must weigh no more than 35 lbs.
- C. No pit bulls or any mix breed of pit bulls are allowed.
- D. Pets shall not be tied, secured or chained to any of the common elements (including trees or railings).
- E. While on the common grounds, animals must be attended and restrained by a leash. If your pet is caught without being on its leash it is an automatic \$25.00 fine.
- F. Waste matter must be cleaned up immediately and the person attending the pet must carry something (pooper-scooper, paper towel, plastic bag, etc.) with them for the purpose of cleaning up the pet's waste. If you are witnessed not picking up your pets elimination you are automatically fined \$25.00
- G. No dog shall be permitted to bark, howl, whine or make other loud noises for such a time as to disturb a neighbor's peaceful enjoyment of their unit or of the common elements.
- H. Any pet causing or creating a nuisance or unreasonable disturbance, noise or found vicious may result in a written warning or fine being assessed after notice and opportunity for a hearing.
- I. All pet owners shall comply with the City of Lakewood Animal Control Ordinance (303-987-7173), which includes a current rabies tag, Jefferson County dog license and a pet ID tag.
- J. Please take your dog to the side of the buildings to keep their urine from killing the grass in the courtyards.

**III. RUBBISH**

- A. All rubbish and garbage must be deposited with care in the dumpsters. It is never to be thrown over the fence, but must be placed in the trash bins by entering from the west side of the dumpster enclosure.
- B. **Large items must be placed in the dumpster(s).** When placing large items in the dumpster arrange them by using as little space as possible.
- C. No trash or other unsightly material or object is to be left in entryways, under stairways or on balconies or beside the dumpsters. If the dumpster nearest your unit is full, take the trash to the other one.
- D. Do not litter in the complex. This includes cigarettes, cans, paper, crayons, Popsicle sticks, candy wrappers, paper cups or any other trash.
- E. No flammables or dangerous materials shall be placed in the dumpsters.

#### IV. RECREATIONAL ACTIVITIES

- A. "Hardballs", footballs, Frisbees, soccer balls or snowballs are prohibited. Nerf or similar "soft" balls are permitted. Basketballs may be used at the basketball court ONLY.
- B. Riding bicycles, tricycles, skateboards, roller blades, skates and scooters around the door area is prohibited. Riding or jumping can cause damage to the concrete, asphalt or any common element is prohibited.
- C. We have implemented a "quiet time" for individuals which are homeowners and/or residents. This also includes your visitors. They should reduce outside activities, loud noises and disturbances which include but not limited to loud music, shouting, and/or parties outside by 10 pm.
- D. No one shall climb or hang on trees or branches.
- E. Chalk or any other markers may not be used on the common grounds including the sidewalks.
- F. The sound volume of stereos, radios, other sound systems, musical instruments, or televisions shall be kept to a level that avoids disturbance to neighbors.
- G. Please use the play area at the basketball court.

#### V. USE OF COMMON GROUNDS

- A. Fireworks are illegal and are not allowed in the complex. If caught a \$100.00 fine will be assessed.
- B. Live Christmas trees are not allowed due to fire and safety hazards.
- C. No personal articles shall be left on the common grounds. Only two outdoor chairs are allowed outside your unit. Tables and other types of furniture are not permitted.
- D. Barbecue grills must be marked with your unit number and stored under the stairwell when not in use.
- E. The use of charcoal grills is prohibited.
- F. Barbecuing must be done in the grass and is not allowed after 10 p.m.
- G. Bicycles may be neatly stored on the concrete pad located on the Northwest corner of the basketball court play area.
- H. Any personal articles left on the common grounds may be disposed of.
- I. No alcoholic beverages may be consumed on the common grounds, including the courtyards, stairs, balconies and swimming pool area.
- J. Soliciting is not allowed.
- K. Walking across the grass is prohibited, as this tends to create pathways. You must use the provided sidewalks or you will be assessed a \$25.00 fine.
- L. No type of exterior clotheslines/brackets, garments, rugs, towels, clothing or other household items may be hung from windows, balconies or railings.
- M. No resident shall make or permit any noise in his residence or permit any actions or activities in the common area that will interfere with the rights, comforts, peaceful enjoyment, or convenience of other residents.
- N. Be aware of your surrounding neighbors when smoking outside.
- O. No loitering is permitted around the mailbox area or the stairways.

#### VI. NUISANCES

- A. No nuisances shall be allowed on the condominium property or any use or practice which is the reasonable source of annoyance to residents or which interferes with the peaceful enjoyment or possession and proper use of the property by the residents. Annoyances include loud noises, automobile horns, stereos, TV's, barking dogs, fireworks, parties, and verbal disturbances (shouting), etc.

#### VII. SWIMMING POOL

- A. The swimming pool will open at the discretion of the Board. The hours will be 10 a.m. to 10 p.m. daily.
- B. All residents shall use the pool area at their own risk and comply with the posted rules.
- C. **There is no lifeguard on duty at any time so you are swimming at your own risk.**
- D. Anyone under the age of 12 MUST BE accompanied by a parent or an adult guardian.
- E. A maximum of two guests per unit is allowed to use the pool. An adult resident (at least 18 years old) must accompany the guests from that unit.
- F. There is one key allowed per unit, if lost, it can be replaced for \$35. Contact the Manager.
- G. Diapers are prohibited in the pool.
- H. Bicycles, tricycles, skateboard and roller blades, etc are not allowed in the pool area.

- I. No animals are permitted in the pool area.
- J. No alcoholic beverages, glass containers, chewing gum, or chewing tobacco is permitted in the pool area.
- K. No swimming is allowed during inclement weather.
- L. A shower is required before entering the pool.
- M. Appropriate swimwear is required – no cutoffs.
- N. Horseplay, running, spitting, undue splashing, and excessive noises are prohibited.
- O. The pool gate must be closed and locked at all times. Do not prop it open.
- P. Loud music and boisterous noises are not allowed.
- Q. Do not swim alone (for safety's sake).
- R. Persons having infectious diseases, open soars, bandages or recent vaccinations are not permitted in the pool.
- S. No rafts or inner tubes are allowed.
- T. Climbing on or over the pool enclosure fence is prohibited.
- U. The association fee for the unit must be paid in full to have pool privileges.
- V. The management personnel and authorized monitors have the right to ask anyone to leave the pool area if they violate any of these rules.
- W. Violation of any of these rules may result in suspension of the right to use the pool.

### **VIII. OWNER'S RESPONSIBILITY**

- A. Owners leasing their units must have their tenants enter into a lease and sign a Crime Free Lease Addendum. Copies of both must be emailed or sent to Green Gables Condominium Assn. at 2585 South Sheridan Blvd, Lakewood, Colorado 80227 within 10 days after tenant begins occupancy.
- B. Prior to leasing, owners must obtain a criminal background investigation and a credit report through a reputable company. A Tenant Certification Form must be completed certifying the CBI and credit report were done and sent with the lease copy as mentioned above.
- C. All leases must stipulate that their tenant's occupancy will be contingent upon following provisions of the Declarations, By-laws, and the Rules and Regulations.
- D. The owner shall be responsible for the payment of any fine levied against their account due to a violation of any rule or regulation committed by or because of their tenant.
- E. A late charge of \$25.00 will be assessed if the fine is not paid within 15 days of the designated due date.
- F. A late charge of \$20.00 will be assessed if the homeowner's dues are not paid by the 15<sup>th</sup> of every month.
- G. All landlords must conform to the Colorado Housing Authority Regulations and the local zoning ordinances.
- H. The owner shall not alter the "as built" condition of the limited common elements without prior consent of the homeowners association.
- I. Air conditioners may only be installed during the summer months of June, July and August but they must be removed by September 15<sup>th</sup> of the current year. Plexiglas **must** be installed in the opening.
- J. All units must have screen doors "similar" to the current approved ones. If you have any questions, contact the Board of Managers. Security doors need to be approved by the Board.
- K. Window coverings, including mini blinds, shades, vertical blinds, and drapes are required to have a white or off-white exterior backing, free of stains and in good repair. Sheets, blankets or other unsightly materials may not be used as window coverings.
- L. Screens are required to be installed and in good appearance on all windows.
- M. Due to complaints from the residents on the first floor concerning the noise above them, the Board of Directors voted only carpet is allowed in the living room and bedroom areas on the second floor.
- N. Owners are responsible to repair any dripping faucets or leaking toilets. A water conservation fee will be assessed to units that have dripping faucets or leaking toilets.

### **IX. OCCUPANCY RESTRICTION**

The following rules were passed in adherence to the parameters of the Federal Fair Housing Act and do not in any way intend to impose restrictions based upon family status, race, creed, color, religion, sex, national origin, ancestry, veteran status or physical handicaps.

- A. The number of persons that may occupy a two (2)-bedroom condominium unit is restricted to a maximum of four (4) individuals.
- B. The number of persons that may occupy a three (3)-bedroom condominium unit is restricted to a maximum of five (5) individuals.
- C. Anyone visiting longer than ten days must notify their landlord in writing. Any guest staying longer than the ten days will be assessed a \$100.00 fee. Any resident shall not use the premises (their unit) for a daycare and/or babysitting business.

## **XI. RULES TO PREVENT CRIME AND DISTURBANCES**

- A. All owners and residents are encouraged to report all suspicious activities, loitering, crimes and disturbances to the Lakewood Police Department by calling 911 for emergency or 303-987-7111 for non-emergency.
- B. If you suspect drug-related activity, the Metro Drug Task Force telephone number is 303-424-4779.
- C. **FINES.** There are two types of fines: (1) for major incidents and (2) for police reports.

### **1. FINES FOR MAJOR INCIDENTS.**

For all “criminal disturbances or police incidents” created by residents, tenants or guests, the owner of the condominium unit involved may be fined up to \$1,000.00 per incident unless the owner removes or evicts his tenants from his unit. Fines are the legal obligation of the owner of the condominium unit involved, and are collectable by the Association against the owner exactly as assessments. If collection is required, the owner will also be responsible for costs and attorney fees incurred in the collection process.

### **2. FINES FOR POLICE REPORTS.**

For each police report involving residents, tenants or guests at a Green Gables Condominium unit, the owner of that condominium may be fined up to \$100.00 per police report. The Association will impose fines when it becomes aware of a police report. These fines are collectable as specified below.

## **XII. WARNINGS AND FINES**

- A. Warnings may be issued but they are at the discretion of the Board of Managers or the Management Co.
- B. Should any rule, regulation or provision be violated, a fine may be levied against the owner’s account after notice and opportunity for a hearing is given to the violating owner:
  - 1<sup>st</sup> offense is \$25.00
  - 2<sup>nd</sup> offense is \$50.00
  - 3<sup>rd</sup> offense is \$75.00
  - 4<sup>th</sup> offense is at the discretion of the manager.
- C. Fines are the legal obligation of the owner of the condominium unit involved, and are collectable by the Association against the owner exactly as assessments.
- D. The Association shall be entitled to recover reasonable attorney fees and costs in connection with any legal proceeding to collect any fine.
- E. Surveillance cameras are installed throughout the complex and they are recording information 24 hours / 7 days a week. These recordings can be used to document incidents at your hearing if you request one. The recordings will be turned over to the Lakewood Police if any laws are broken.

Owner has the right to appear before a hearing with the Board of Managers for an alleged violation prior to the imposition of a fine. Owner may choose to send his tenant to the hearing if he/she is unable to attend. Notices of violation require an owner/representative to notify in writing within 10 days that violation has been corrected or request a hearing of the alleged violation. Failure to request a hearing or failure to appear at the hearing he/she will be presumed to have acknowledged the violation and will result in the Board making a decision on the information available to them at that time. Owner/tenant will then be given 15 days to pay the fine(s).

## **XIII. REPORTING A VIOLATION**

It is important that we receive written information concerning any rule violation you witness. Include your name and phone number, date and time of incident, the unit involved and any pertinent information. Drop it in the box at 2545 # 6 or mail it to: 2585 South Sheridan Blvd, Lakewood, Colorado 80227.