

RULES AND REGULATIONS

THE LANDMARK LOFTS HOMEOWNERS ASSOCIATION, INC. OF BOULDER, COLORADO

These are the Rules and Regulations governing The Landmark Lofts Condominiums and the Landmark Lofts Homeowners Association, Inc of Boulder, Colorado. They apply to all residents of the Landmark Lofts Condominiums, Owners and non-Owners alike. They are enforceable in accordance with our Declaration and Bylaws. The purpose of these Rules and Regulations is to ultimately provide all residents maximum enjoyment while living at the Landmark Lofts Condominiums.

The Landmark Lofts Condominiums is an association of individuals and a community of residents with many common interests. REMEMBER - TO HAVE A GOOD NEIGHBOR, YOU MUST FIRST BE A GOOD NEIGHBOR.

ARTICLE ONE: PERTINENT INFORMATION

1.1 **OFFICE** The Landmark Lofts Condominiums Association is managed by Countryside Asset Management, whose address is 7490 Clubhouse Road, Suite 201, Boulder, CO 80301. Office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday. The telephone number is (303) 530-0700. There is a 24-hour answering service at the same number.

1.2 **MAINTENANCE** Maintenance of all Common Elements is provided by contract labor. Repairs inside a Unit are the responsibility of the Unit Owner and not that of the Association.

1.3 **GOVERNING DOCUMENTS** The Condominium Project and the Association are governed by three documents: (a) THE CONDOMINIUM DECLARATION OF THE LANDMARK LOFTS CONDOMINIUMS, (b) ARTICLES OF INCORPORATION, and (c) BYLAWS OF THE LANDMARK LOFTS CONDOMINIUM ASSOCIATION OF BOULDER, COLORADO. These documents, as well as Budgets and other Association-related documents, are kept on file at the office of the Management Company and are available for your inspection and copying in accordance with ARTICLE TEN of the Association's Bylaws.

1.4 **ANNUAL MEETING** The annual meetings of the Association shall be held each year on such date as shall be selected by the Board of Directors. At such meetings, the Members shall transact such business of the Association as shall properly come before the meeting, including election of members of the Board whose terms are expiring. Your Board of Directors encourages all residents to become involved in and with the Landmark Lofts Community, attend Annual Meetings and Board Meetings and serve on various committees that advise the Board. Information on these committees is available from the Board members or the Management Company. Only through active resident participation can your Association be responsive to your needs and wishes. This will make the Landmark Lofts Condominiums a sound investment, as well as a pleasant and enjoyable place to live.

ARTICLE TWO: COMMON ELEMENT REPAIRS

Owners should submit requests for repairs of the Common Elements to the Board through the management company.

ARTICLE THREE: DEFINITIONS

Terms used in these Rules and Regulations have the same meaning in these Rules and Regulations as such terms have in the Condominium Declaration of the Landmark Lofts Condominiums.

ARTICLE FOUR: GENERAL RULES

4.1 These Rules and Regulations, the Declaration, the Articles and Bylaws shall be enforced by the Board of Directors, and Fines and Individual Assessments for infractions may be levied in accordance with the Declaration and Bylaws.

4.2 Parents are responsible for infractions committed by their children; and Owners are responsible for infractions committed by their tenants and guests.

4.3 There shall be no loud noises or playing of musical instruments, radios, stereos, televisions, etc. in such a manner as to disturb other residents. Volumes shall be appropriate between the hours of 10:00 p.m. to 8:00 a.m.

4.4 No sign of any type is allowed to be placed on the Common Elements without prior written permission from the Board of Directors. Political signs may be displayed within 45 days before an election and must be removed within 7 days after any election.

4.5 All roadways and walkways shall be clear for emergency traffic. No cars, furniture, bicycles, barbecues, toys or other items of personal property shall be stored, left or parked on a roadway, walkway or any other place within the Common Elements.

4.6 Rugs, clothing or other household items may not be hung from any window, balcony, fence, or facade of the buildings. No clothesline of any type shall be allowed which is visible from the Common Elements, the street, or neighbor's Unit.

4.7 No fireworks or firearms may be fired or discharged within the Community.

4.8 Any immoral, improper, offensive or unlawful act may be reported to the appropriate governmental authorities and will be deemed an infraction of these Rules.

4.9 No flammable, combustible or explosive fluids, chemicals or substances shall be kept within the Community except those required for normal household use.

4.10 No resident shall sweep or throw any debris onto the Common Elements.

4.11 There shall be no use of charcoal grills within the community. Per the City of Boulder fire

code gas grills with a propane bottle less than 2.5 pounds are permissible for individual condominium occupants. Gas grills with larger propane bottles are not permissible and must be removed or modified to accommodate a 2.5 pound propane bottle. Electric powered grills are also permissible under the City fire code.

4.12 Owners shall keep their equipment, appliances and appurtenances in good order, condition and repair, i.e. air conditioners, hot water heaters, etc. Each Owner shall be responsible for any damages to any other unit or Common Elements resulting from the failure or neglect to make any necessary repairs. Owners will also be responsible for any service or after-hours emergency calls that require vendors and/or the Management Company resulting from their failure or neglect to properly maintain their equipment, appliances and appurtenances. Owners must purchase a Condominium Unit Owner's Insurance Policy (HO-6) or its equivalent for all of such owner's personal property, household goods and furniture located within such owner's condominium, together with personal liability coverage to cover acts or occurrences within such owner's condominium.

4.13 Owners have a fiduciary responsibility to immediately report to the management company any damages to their condominium resulting from the negligence of another homeowner or the Association. If damages are the responsibility of the Association, owners must allow the damages to be certified and documented. If an owner denies access or services to mitigate damages, at the Board's discretion, the Association may not be responsible for damages or repairs.

4.14 The Board may adopt such reasonable rules as it deems proper for the Association. A copy of said rules, as they may from time to time be adopted, amended or repealed, shall be mailed or otherwise delivered to each Owner. Upon such mailing or delivery, said rules shall be in full force and effect and shall be enforced against each Owner. It shall be the Owners' responsibility to provide the Owners' tenants with the Rules and Regulations.

ARTICLE FIVE: PETS

5.1 Permitted pets are standard domestic household pets, i.e., dog or cat. Each condominium unit may keep 2 dogs or 2 cats or any combination thereof, not totaling more than 2 household animals.

5.2 If a permitted household animal constitutes a nuisance or inconvenience to a resident of The Condominium Community, The Board of Directors shall have the right to direct that the animal be permanently removed from The Condominium Community. No removal of an animal shall be made until the animal's Owner has been given written notice as to the reason for such animal's removal, and such owner has had an opportunity for a hearing before the Board of Directors. All costs incurred by the Association in enforcing and effecting the removal of such animal, including reasonable attorney fees and costs, shall be properly assessed against the Owner of the Unit wherein the animal resides.

5.3 Permitted household animals shall not litter the Common Elements. ANY SOILAGE MADE BY PETS ON ANY PORTION OF THE COMMON ELEMENTS MUST BE CLEANED UP AT THE TIME OF THE INCIDENT. It shall be the duty of the Association to keep the Common Elements free of litter caused by and left by pets. The Owners of pets known to be at large upon the Common Elements shall be assessed by the Board of Directors for the cleanup expenses incurred, together with the costs of collection and enforcement, to include reasonable attorney fees and costs if necessary.

5.4 Permitted household animals shall not be allowed to run at large within the Condominium

Community, but shall be at all times under control of the owner while such animal is outside such Owner's condominium. Pets in the Common Elements must be either carried or be on a leash. The Boulder Animal Control Office will be contacted to have any animals found on the property without a leash removed. Residents must follow the City of Boulder's leash laws. It shall be the duty of the Association, and its representatives, to notify the City Animal Warden of pets found at large within the Common Elements in violation of City Ordinances.

5.5 No livestock, poultry or animals other than domesticated household pets may be kept.

5.6 No animal may be leashed to any stationary object in any Common Element or left on a balcony or patio.

5.7 Owners will be held responsible and liable for any property damage, injury or disturbance which such Owner's pet or such Owner's tenant's pet may cause.

ARTICLE SIX: TRASH

6.1 Trash shall be picked up on a regular schedule. All trash should be put into the trash dumpster and the area around the dumpster should be kept clean.

6.2 Bagged trash or trash cans must be kept inside the Unit if not put into the trash dumpster to be picked up.

6.3 No rubbish, garbage, trash or discarded smoking materials shall be allowed to accumulate upon the Common Elements outside of the trash dumpsters.

6.4 All trash dumpsters shall remain clear for loading/unloading for the trucks to remove garbage from the property.

ARTICLE SEVEN: VEHICLE PARKING AND TRAFFIC POLICIES

7.1 Vehicles shall be parked only in assigned garage spaces or assigned parking spaces. A current parking permit must be displayed in the rear window of the vehicle. Vehicles without a current parking permit will be booted and possibly towed at the owner's expense.

7.2 No vehicle shall be parked in such a manner as to impede or prevent ready access to any entrance or exit of a building or garage space. Any offending vehicle is subject to towing.

7.3 Speed limit signs, stop signs, yield signs and no parking signs may be erected at the Board's discretion with authorization of the appropriate governmental agency.

7.4 Vehicles shall not extend beyond the marked boundaries of any parking space while parked. The front of a vehicle shall not obstruct pedestrians from walking along the sidewalks.

7.5 Parking is not permitted in front of garbage containers, or anywhere posted as a no parking or tow away zone.

7.6 All vehicles parked at the Landmark Lofts Condominiums must have current tags and registration and must be moved every 72 hours. Exceptions can be made twice a year for periods up to 2 weeks. Please notify management for an exception permit.

7.7 Vehicles in violation of parking regulations are subject to being towed at owner's expense and/or being fined by the Board of Directors.

7.8 Owners of vehicles found to contaminate the concrete with any type of fluids will be responsible for the clean-up.

7.9 Parking lots are reserved for resident use only. Guests must park on the street. **Each unit will be issued a permit according to the assigned parking agreement with the unit.** Any additional vehicles must be parked on the street. Stickers must be displayed in the upper left rear window of the vehicle. Vehicles that do not have a Landmark Lofts Condominiums parking sticker displayed will be subject to booting and/or towing at the owner's expense. Stickers may be placed only on personal vehicles belonging to current residents. Owners must notify their tenants of this policy and ensure they have proper parking stickers and knowledge of the regulations.

8.11 No vehicles will be allowed to drive on the sidewalks or turf areas at any time. Violators will be assessed fines per the schedule of fines outlined in paragraph 11.3 of this document.

ARTICLE EIGHT: DESIGN REVIEW COMMITTEE

8.1 No exterior alteration, modification or addition shall be commenced, altered, moved, removed, installed or maintained within the Project until the plans and specifications showing the nature, kind, shape, height, materials, locations and approximate cost of the same shall have been submitted to and approved in writing by the Board of Directors. The Board shall exercise its best judgment to see that all alterations, modifications and additions within the Project conform to and harmonize with existing surroundings and structure.

The Board shall approve or disapprove all requests within thirty (30) days after reviewing all documents needed. The review process shall be at the next regularly scheduled Board meeting after receipt of all required documents. In the event the Committee fails to take any action within said 30 days after the regularly scheduled meeting, approval will be not be required, and the design review shall be deemed to have been fully complied with.

8.2 Any modification, alteration or addition without the written approval of the Board shall be deemed to be a violation of these rules.

8.3 Any temporary exterior holiday decorations may be displayed within 15 days before a holiday and removed within 15 days after the holiday. Christmas lights and decorations will be allowed from November 25 through February 1. All installations of exterior decorations for holiday purposes must not jeopardize the safety, welfare or convenience of the community.

8.4 In any Residence which is located above another Residence ("stacked"), the floor shall remain carpet or vinyl as originally installed. In the event of replacement, the carpet being installed shall be of the same quality and consistency as the carpet being replaced. The installation in these Residences of flooring consisting of wood, tile or any other hard surface floor coverings is prohibited without prior Board approval.

8.5 All design review requests must conform to the requirements stated in article 8 in the Condominium Declarations of The Landmark Lofts. ¶8.1, ¶8.2, ¶8.3 and ¶8.4 will apply to all requests for design review.

ARTICLE NINE: LEASED UNITS

9.1 Each unit leased shall be for an initial term of not less than 6 months.

9.2 Leasing of a Unit for business purposes is not permitted.

9.3 There shall be no more people residing in the Unit than are allowed by City of Boulder zoning codes.

9.4 Any non-Owner residing in any Unit shall be subject to these Rules and Regulations in the same manner as would an Owner. Any fines or Individual Assessments incurred by non-Owner residents shall be the liability of the Owner of the Unit, and shall be assessed in accordance with the procedures specified in the Declaration and Bylaws.

9.5 The Owner is responsible for the distribution of the Rules and Regulations to such Owner's tenants.

ARTICLE TEN: COLLECTION OF DELINQUENT ASSESSMENTS

10.1 All monthly assessments are due and payable on the FIRST DAY OF EACH MONTH. Any assessments not paid within thirty days after the due date shall be assessed a \$10 late charge. Should it become necessary to file a lien on the Unit or County Court Summons and Complaint, the Owner of such Unit is responsible for all legal fees and costs.

ARTICLE ELEVEN: ENFORCEMENT

11.1 If any action is brought in a court of law or put into arbitration as the enforcement interpretation or construction of these Rules and Regulations, the prevailing party in such action shall be entitled to reasonable attorney's fees as well as all costs incurred in the prosecution or defense of such action.

11.2 All complaints pertaining to infraction of the Rules and Regulations of The Landmark Lofts Condominiums must be in writing, addressed to the Board of Directors, c/o Countryside Asset Management Corporation, 7490 Clubhouse Road, Suite 201, Boulder, CO 80301. The complaint must include the following:

- (a) Name and identity of individual committing the infraction;
- (b) The identification of the specific Rule or Regulation violated;

(c) The date, time and place of the infraction;

(d) The name, address, and telephone number of the person making the complaint, and the complaining individual's relationship to the community.

11.3 Upon receipt of a written complaint, the Board of Directors shall conduct the Notice and Hearing Procedure in accordance with ARTICLE TEN of the Landmark Lofts Condominiums Association's Bylaws.

Fees may be imposed according to the following schedule:

First Offense	Written warning
Second Offense	\$ 50.00
Third Offense	\$100.00
Fourth & Successive Offenses	\$150.00

11.4 The Offenses of the Owner, such Owner's guests and/or tenant shall be attributable to the Owner. Each infraction need not be of the same rule or other regulation.

Adopted June 22, 2010