# RIVER RENAISSANCE CONDOMINIUMS

# DISCLOSURE MATERIALS

# SECTION G

# RULES & REGULATIONS

HUNT MANAGEMENT INCORPORATED SINCE 1982

*A Community Presence*

# River Renaissance Condominium Association, Inc.

## Moving In or Out?

MOVING RULES: AMENDED AUGUST 2017
ADVANCE NOTIFICATION of moves in or out of the River Renaissance building is required – for moving IN, as soon as possible after a lease is executed and at least one week before moving OUT.

Failure to provide proper notice shall result in a $100 fine to the unit OWNER.

If you fail to give advance notification of a move, you could find yourself trying to move in or out at the same time someone else is. Whichever party gave advance notification has priority and the other party's movers will have to wait. This potential situation does NOT negate any of the rules listed below.

Please use complete the MOVING NOTIFICATION FORM to register your move. This form is part of the disclosure packet. Note: This notification only satisfies RR's building policy it does NOT constitute notice to your landlord.

Only OWNERS are allowed to have pets at RR. If you are an owner who has purchased a condominium at RR and have a pet (dog or cat), Please review the RR's Pet Policy and complete the the form to acknowledge receipt of the Pet Policy and to register your pet (if you have one) and attach a digital photo of your pet.

The River Renaissance building has no freight elevator or loading dock to accommodate moves. The parking lot to the east of the building is privately owned. Moving vehicles can only park on Erie Street – a busy, often congested area. There are two elevators in the building. The west elevator is in the main lobby front entrance off Erie Street. The west elevator may NOT be used for moving under any circumstances! The east elevator is located in the lobby off the river walk access ramp at the east end of the building. Only the EAST elevator can be used for moves in and out of River Renaissance. The east elevator serves the residential floors in the building and, therefore, cannot be held at any floor during moves or reserved. Please be aware of and respect the following: CONDO ASSN / BUILDING MANAGEMENT RULES RELATING TO MOVES:

1. The west elevator and main lobby may NOT be used for moving under any circumstances!
2. Only the EAST elevator can be used for moves in and out of River Renaissance. It cannot be held at floors during moves or reserved.
3. The east elevator dimensions – see layout on website
4. The parking lot to the east of the RR building is NOT owned by the Association and cannot be used for moves on any day or at any time.
5. No moving trucks or trailers are allowed inside the parking garage.

10520 N. Baehr Road, Suite Q
Mequon, WI 53092

huntmanagement.com
888-305-1071

Phone: (262) 238-1480
Fax: (262) 238-1485

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6. Moving trucks must park on ERIE STREET and may NOT block RR's garage entrance.
7. It is the mover's responsibility to observe parking regulations.
8. If necessary, to double-park, a cell-phone contact number should be clearly displayed in moving vehicle's window.
9. The east entrance door (adjacent to the river walk access ramp) may not be left propped open and unattended at any time during a move.
10. Propping the east entrance door, leaving it unattended, is a security violation and CCTV recorded.
11. The east elevator cannot be held at any floor during moves.
12. During moves, corridors must be kept clear of furniture, boxes and moving materials and equipment.
13. Boxes and cartons must be FLATTENED and placed in the cardboard dumpster at the west end of the parking garage (upper level P1).
14. Common area floor and wall protection is the responsibility of the party moving in or out.
15. NOTE: Moves often result in furniture and other items to be disposed of. Disposal is the responsibility of the resident, NOT the condo association. Do not leave these items anywhere in the building / garage. Please review the website for trash policy.
16. A $300 DEPOSIT SHALL BE COLLECTED FOR ANY MOVE 10 DAYS PRIOR TO THE SCHEDULED MOVE DATE. Payment shall be made payable to: River Renaissance Condominium and mailed to: Hunt Management – 10520 N. Baehr Rd., Suite Q, Mequon, WI 53092.
17. ANY DAMAGE THAT OCCURS FROM A MOVE SHALL BE ASSESSED TO THE UNIT OWNER.
18. FAILURE TO PROVIDE PROPER NOTICE SHALL RESULT IN A $100 FINE.
19. Please check and review ESSENTIAL BUILDING INFORMATION located on the website.

- Residents observing violations of any of the above, should report (date, time & unit #) for follow-up by Property Manager, Christy True, at Hunt Management (262) 238-1480.
- Contact WE Energies to set up or terminate your gas & electric utilities account. (800-242-9137 or online)
- Renters must arrange for acquiring and turning in unit and mailbox keys, fobs and garage remote openers with their landlord or rental agent.
- Renters must contact their landlord or leasing agent with any questions or issues relating to their unit.

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# River Renaissance Condominium Association, Inc.
# Moving Notification Form

Unit OWNERS are responsible for payment of a $300 damage deposit to the RR HOA 10 days prior to ANY scheduled move date. I affirm that this has been done: _____ Yes

RR Unit #:_____

Please Select – I will be: _____Moving In _____Moving Out

If I am renting, I understand the unit owner and I are required to sign a Condo Assn Rider which must be submitted to Hunt Management: _____Done

Only OWNERS may have a Pet. Please Select:_____No Pet_____Dog_____Cat____
_____Other – Please List_____

I have viewed all the Move In /Move Out Rules & Regulations_____Yes

Move In Date_____Times:_____ Move Out Date_____Times:_____

Resident 1 – First Name:_____Resident 1 – Last Name:_____

Resident 1 – Phone Number:_____Resident 1 – Email Address:_____

Resident 2 – First Name:_____Resident 1 – Last Name:_____

Resident 2 – Phone Number:_____Resident 1 – Email Address:_____

EMERGENCY Contact:_____EMERGENCY Phone Number:_____

Vehicle 1 – Make/Mode/License #_____Assigned Parking Space:_____

Vehicle 2 – Make/Mode/License #_____Assigned Parking Space:_____

10520 N. Baehr Road, Suite Q
Mequon, WI 53092

huntmanagement.com
888-305-1071

Phone: (262) 238-1480
Fax: (262) 238-1485

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# RIVER RENAISSANCE CONDOMINIUMASSOCIATION LEASING RULES

The following rules apply to all units and all new leases and renewals of leases executed after the date of adoption of these rules by the River Renaissance Condominium Association Board of Directors.

**Within 30 days after the effective date of these rules, owners who currently lease their units are required to provide the following to the Managing Agent for the Condominium Association — mailed to the same address the monthly assessments are mailed.**

**(1) a copy of current lease(s), and**
**(2) a fully executed Leasing Rules Acknowledgement form**

*This form and the leasing rules delineated below can be downloaded at:*
riverrenhoa.com — **"leasing rules" link on the home page**

The following leasing rules have been adopted by the River Renaissance Condominium Association Board of Directors, effective May 9, 2013. Amended on August 15, 2017.

**1.** A unit owner may lease or sublease his/her unit provided that the unit owner complies with the following rules:

a. No unit may be leased or subleased without a written lease or sublease;

b. Owner shall add a provision in the lease stating that if the owner is delinquent, future rental payments in the amount currently due to the Association shall be sent to the Association; attached rider shall be signed by both landlord and tenant and be provided to management 7 days prior to the lease start date.

b. Within 7 days after execution of a written lease and prior to the beginning of the lease term, the owner must provide the Association with the following:

i. notice of the name and permanent address of the tenant, and the term of the lease, setting forth the commencement date and expiration thereof. A copy of the fully completed and executed lease, with all attachments, given or delivered to the Association will satisfy this requirement. The right of any lessee or sublessee of a unit, or any parts thereof, shall be subject to, and each lessee and sublessee shall be bound by, the covenants, conditions, and restrictions set forth in the River Renaissance Declaration, Bylaws and Rules and Regulations.

ii. executed Leasing Rules & Leasing Rules Acknowledgement Form

iii. evidence of completed tenant credit report

iv. evidence of completed tenant criminal background check

v. check for $300 non-refundable processing fee payable to the River Renaissance Condominium Association.

**2.** Residential leases must be for a minimum term of twelve (12) months. No unit may be leased more than once within a twelve (12) month period without prior written consent of the River Renaissance Condominium Association Board of Directors.

**3.** The number of tenants and other occupants in a unit must be no more than two persons per bedroom if leased to a family (as required by Fair Housing Laws) and no more than one person per bedroom if not leased to a family or cohabitants. Media rooms and dens do not count as a bedroom.

**4.** Only the individual person(s) named as tenants and occupants on the lease may occupy the premises. Units may not be leased for a corporate suite or transient purposes, unless approved in writing by the River Renaissance Condominium Association Board of Directors.

**5.** No residential unit may be leased by an owner who has outstanding monthly assessments or unpaid fines.

**6.** Any new or renewal lease executed after the effective date of these rules is required to be on Residential Lease (Form 19) from Wisconsin State Law Library and to have this document (Leasing Rules & Leasing Rules Acknowledgement Form) executed and attached to the lease. This document can be downloaded at riverrenhoa.com — "leasing rule" link on the home page.

**7.** Violations of these rules may result in a fine. There will be no "Warning" given for a violation of these rules.

**8.** The unit owner or the unit owner's rental agent is responsible for scheduling moves in and out of the building with the Managing Agent for the River Renaissance Condominium Association no less than one week in advance of any move. This is accomplished by visiting the association's website at riverrenhoa.com - "MOVES" link on the home page. Click on the interactive form and provide ALL information requested.

**9.** The unit owner or the unit owner's rental agent is responsible for providing unit and mailbox keys, fobs and garage door openers to the tenant as well as collecting them on move out. Tenants must arrive properly equipped for moving to prevent damage to common areas. Heavy furniture requires at least three people to manage door security, elevator entry and exit. If using third party vendors to move, a certificate of insurance, naming River Renaissance Condominium Association as coinsured is required at least five days prior to moving day.

**10.** All moving must be done through the EAST lobby and east lobby elevator. Entrance is accessible via the outside boardwalk on the east side of the building. Observe parking regulations when parking moving vehicles on Erie Street. The parking lot to the east of the RR building is NOT owned by the Association. No moving trucks or trailers are allowed inside the parking garage due to clearance concerns and interference with resident traffic. Pads will be placed in the east elevator, but the elevator will not be locked out. All moves must be completed within a reasonable period of time. Three (3) hours is considered reasonable. The east boardwalk door must not be propped open. All cardboard boxes must be broken down and deposited in the recycle bin on parking garage level P-1. No personal belongings, packing materials or moving conveyances may be deposited in hallways, elevator or garage. All areas must be mopped, vacuumed and cleaned as needed after move is complete. Absolutely no furniture delivery or moving activity may take place through the front (west) lobby or front lobby elevator. Security cameras in both east and west lobbies monitor and record all activity in these areas.

**11.** Tenants are NOT allowed to have pets per the Association's Pet Policy adopted 7/1/14. Medically required service dogs are the exception.

**12.** In order to preserve the high standards of maintenance and care and the other benefit arising from owner occupancy of units, including low turnover of occupants, no unit may be occupied by solely non-owner occupants during the 12 month period immediately following a transfer of ownership of said unit. The Board of Directors shall upon receipt of a written request waive the foregoing prohibition if the Board of Directors determines that the non owner occupancy is being sought by reason of a sufficiently significant unforeseeable event which occurred within the twelve month period. Any exceptions need to be reviewed and pre-approved by the Board. Any written request for a waiver shall be deemed denied if not granted in writing within thirty days after receipt by the Board of Directors.

**13.** If a tenant of a unit commits a violation that results in a charge, fine, or assessment imposed by the association pursuant to the bylaws or association rules, the tenant is liable for the charge, fine or assessment, except that for any fine not paid by the tenant within 30 days after receiving statutorily required notice, the owner of the unit occupied by the tenant when the violation occurred shall be liable for any charges, fines, or assessments imposed by the association.

River Renaissance Homeowner Association Leasing Rules Acknowledgment

OWNER:

Name(s) _____Unit #_____
Mobile Phone (including area code)_____

Email_____

TENANT #1:

Name (first & last)_____

Mobile Phone (including area code)_____

Email_____

TENANT #2: (if applicable)

Name (first & last)_____

Mobile Phone (including area code)_____

Email_____

TENANT #3: (if applicable)

Name (first & last)_____

Mobile Phone (including area code)_____

Email_____

VEHICLES #1:

Make_____Model_____Year_____Color_____

License Number_____Deeded Owner Parking Space #_____

VEHICLES #2: (if applicable)

Make_____Model_____Year_____Color_____

License Number_____Deeded Owner Parking Space #_____

Owner and Renter(s) acknowledge receipt of, and by their signature(s) agree to comply with, the policies and rules stated in this document. ALL parties residing in the unit must sign this agreement.

UNIT OWNER
SIGNATURE_____Date_____

TENANT SIGNATURES as applicable:

_____Date_____

_____Date_____

_____Date_____

On behalf of

River Renaissance
Association_____Date_____

(Managing Agent for RR Homeowner Assn)

**Attachments per rule #1 (page 1 of this document) must accompany this form as instructed**

**RIVER RENAISSANCE CONDOMINIUM ASSOCIATION**
**RIDER**

This Rider is dated as of _____, ___, between _____, ("*Landlord*") and _____("*Tenant*") and is hereby made an integral part of and deemed by the parties hereto to be incorporated within the foregoing lease (the "*Lease*"), dated as of _____, ___, between the Landlord and Tenant, as fully stated therein.

**Landlord Delinquency – Permissible Setoff**

Notwithstanding anything to the contrary in this Lease, in the event that the Landlord is delinquent in the payment of any assessments or fees due to the Association, and upon written notice by the Association to Tenant and Landlord providing the amount of such delinquency, Tenant shall subtract the amount of the delinquency from its next scheduled rental payment to Landlord and remit that amount by check payable to the River Renaissance Condominium Association to the River Renaissance Condominium Association to be applied by the Association toward the delinquency, until such delinquency is paid in full. Tenant's payment of any such amount under this provision is a permissible setoff and shall not be deemed by Landlord to be a breach or default of this Lease.

This Rider may be executed in any number of counterparts and by facsimile, electronic or digital signature, each of which shall be deemed an original, and all of which together shall be deemed one and the same instrument.

Landlord: _____
Printed Name _____
Date: _____

Tenant: _____
Printed Name _____
Date: _____

**IMPORTANT INFORMATION**
**Please keep this information with your governing documents**

**River Renaissance Condominium Association, Inc.**

# RULES ENFORCEMENT AND GRIEVANCE PROCEDURE RESOLUTION

WHEREAS the Board of Directors of River Renaissance Condominium Association, Inc. "(Association") has the power to exercise for the association all powers, duties and authority vested in or delegated to the Association and not reserved to the membership by the Bylaws, Articles of Incorporation or Declaration, pursuant to Article III, Section 4 of the Bylaws;

WHEREAS the Board of Directors shall from time to time promulgate and amend rules and regulations, including rules for the use of common area and facilities, pursuant to Bylaws Article VI, Section 5;

WHEREAS there is a need to ensure that the members of the Association obey the Rules of the Association and that the Association provide due process while enforcing the rules contained in its governing documents;

**THEREFORE, BE IT RESOLVED that the Association adopt the following Rules Enforcement and Grievance Procedure:**

1. The following is a schedule of the fines that will be imposed for non-compliance with the Declaration, By-Laws, rules, regulations, covenants, conditions or restrictions (herein collectively "Condominium Documents"):

   a. **A WRITTEN WARNING for a Unit Owner or resident's first violation** of the Condominium Documents. In addition, a member of the Board or the Property Manager may attempt to contact the offending party to explain the violation and the need that all residents and Unit owners comply with the Condominium Documents.

   b. **FIFTY DOLLARS ($50.00)** shall be assessed against a resident or Unit Owner for a second violation of the Condominium Documents. The second violation does not need to be the same violation as the first violation in order for the $50 fine to be assessed.

   c. **ONE HUNDRED DOLLARS ($100.00)** shall be assessed against a resident or Unit Owner for each successive violation of the Condominium Documents.

   d. Notwithstanding paragraphs (a-c) immediately above, **FIVE HUNDRED DOLLARS ($500.00) for each violation** of the Condominium Documents, when in the sole opinion of the Board of Directors the violation meets one or more of the following criteria:

1. The violation is in direct defiance of a previous mandate from the Board of Directors.
2. The violation was malicious in its intent.
3. The violation is evidence of a pattern of the resident's or Unit Owner's non-compliance with the Condominium Documents.
4. The violation is of such a nature that the violation cannot be corrected and/or that direct monetary restitution cannot be determined. *(i.e. if alterations are made that cannot be restored to their original state.)*

2. Each day that a violation exists shall be a new violation subject to fine at the discretion of the Board.

3. **Attorney Fees**

   a. The Board may also assess a unit owner who has violated the Condominium Documents for the actual attorney fees incurred associated with reviewing the facts and Condominium Documents and advising the Board.

   b. In the event that the Association retains an attorney to collect any funds due, enforce any rule, bring any claim against a unit owner or defend any claim or allegation by a unit owner, including any counterclaim, the Association shall, if it is the prevailing party in the claim or defense, be entitled to collect from the unit owner all of its costs and expenses, including reasonable attorney fees.

4. Any Unit Owner or resident who has been accused of violating the Condominium Documents or been fined may demand that the matter be heard by a Grievance Committee. Such demand must be in writing and provided to the Board of Directors within 14 calendar days of the notice of the violation or fine. If no demand is made within 14 calendar days, then the finding of a violation and/or fine shall be final and binding. If a demand is timely made, the matter shall be submitted to the Grievance Committee within seven (7) days.

5. **GRIEVANCE COMMITTEE RULES AND PROCEDURES**:

   a. The Grievance Committee shall consist of four (4) members at large of the Association who are chosen by the Board. The members at large shall not be officers or members of the Board of Directors of the Association.

   b. Each member at large shall serve for one (1) year.

   c. For any grievance hearing, three (3) of the four (4) members shall serve. A majority vote of the Committee will determine the action and decisions of the Committee.

   d. Members serving on any Grievance Committee must not be directly involved in the specific dispute at hand.

e. Upon receipt by the Grievance Committee of a grievance, the matter shall proceed as follows:

1. A letter shall be sent by certified mail, return receipt requested, informing all parties:

   a. Of the time, place and date of a hearing before the Grievance Committee.

   b. Of the right to counsel.

   c. That evidence shall be received and a record made whether or not the party complained against attends.

2. The hearing shall be divided into two (2) sections:

   a. The hearing.

   b. The determination and decision.

3. The Hearing Section shall be open to only the Grievance Committee, the parties involved, their attorneys and witnesses.

4. The Determination and Decision Section of the meeting shall be open only to the Grievance Committee, and possibly the attorney for the Association if so requested by the Grievance Committee. The decision will be rendered in writing to all concerned parties within five (5) business days of the hearing.

5. If the complainant, or their representative, fails to appear at the hearing without a valid excuse acceptable by the Grievance Committee, the grievance shall be dismissed without prejudice and reasonable and necessary costs incurred by the responding party assessed against the complaining party.

6. If the alleged offender fails to appear, the complainant must prove his/her grievance and no presumption shall be made against the alleged offender for non-appearance.

7. The burden of proof shall be on the complainant to prove the grievance by a preponderance of the evidence.

f. The decision of the Grievance Committee is final and binding. There shall be no appeal of the decision absent evidence that:

1. The award was procured by corruption, fraud or undue means;

2. There was evident partiality or corruption on the part of the Grievance Committee, or any of them;

3. The member of the Grievance Committee were guilty of misconduct in refusing to postpone the hearing, upon sufficient cause show, or in refusing to hear evidence pertinent and material to the controversy; or of any other misbehavior by which the rights of any party have been prejudiced;

4. The Grievance Committee exceeded its powers, or so imperfectly executed them that a mutual, final and definite award upon the subject matter submitted was not made.

**BE IT FURTHER RESOLVED that a copy of this resolution shall be sent to all homeowners at their last known addresses.**

The Board of Directors adopted this resolution on May 9, 2013, with the policy to take effect on May 9, 2013.

President _____

Secretary _____

RIVER RENAISSANCE CONDOMINIUM HOMEOWNERS' ASSOCIATION

# SMOKING POLICY

**(adopted and effective May 14, 2015)**

- Smoking in **COMMON AREAS** in the building is **PROHIBITED.**
  Common areas in the River Renaissance Condominium By-laws include:
  lobbies (including the outer vestibule of front lobby entrance)
  stairwells
  hallways
  elevators
  2nd floor garden area
  parking garage

- Smoking in **LIMITED COMMON AREAS** in the building is **ALLOWED.**
  Limited common areas in River Renaissance Condominium By-laws include:
  unit balconies

  *It should be noted that owners who lease their units reserve the right to restrict smoking in the unit they are renting including the unit's balcony.*

  Smoking on unit balconies by residents or guests is subject to an OWNER fine for the following:

  Cigarette butts may not be tossed off balconies.

  A proper receptacle must be used for this purpose.
  *(Failure to provide a receptable that will secure cigarette butts being displaced by wind will be construed as a violation of this rule.)*

**RIVER RENAISSANCE CONDOMINIUM HOMEOWNERS' ASSOCIATION**
**PET POLICY (updated and adopted on September 2, 2021 and effective October 2021)**

The rules of this policy are in accord with all rules and references to pets stated in the original RiverRenaissance Condominium Declaration and By-laws.

Pet owners, before move-in or at any time a pet is acquired, must complete the combined Pet Policy Acknowledgement, Pet Registration form and photo of pet before occupying a unit. This Form can be found on the Management Company website and submitted by down- loading, printing and mailing to ~~Siegel Gallagher, or submitted electronically (Visit riverrenhoa.com. Click on the link "Essential Building Information" on the home page and then to the link "Pet Policy".)~~ the Management Company.

1. ~~Tenants are not allowed to keep pets of any kind. *(Tenants prior to this policy becoming effective July 1, 2014 will be grandfathered through their residency at River Renaissance.)*~~

2. ~~A maximum number of pets two pets may be kept in any one Unit by Owners. This may be any combination of the following: dogs, cats, and birds. Fish may be kept in an aquarium of reasonably modest size.~~ The only live animals allowed to be kept as pets at River Renaissance are dogs, cats, birds and fish. No other animals are allowed at River Renaissance, including but not limited to, hamsters, snakes, ferrets, rabbits, lizard or frogs. Per the Bylaws Section 6: No animals, livestock or poultry of any kind shall be raised, bred, or kept in any unit or the common areas or limited common areas.

3. Residents may have a maximum of two total pets (not including fish*), with the exception that if all pets are cats, a total of three cats are allowed.
   a. Dogs: residents are allowed a maximum of 2 dogs. Breed restrictions apply based on the insurance requirements of River Renaissance, but there are no size restrictions.
   b. Cats: residents are allowed a maximum of 3 cats. There are no size restrictions.
   c. Birds: residents are allowed a maximum of 2 birds. No bird can individually exceed one pound.
   d. Fish: Are not included in the pet quantity restriction and may be kept in addition to other pets. Residents may keep one aquarium up to 20 gallons containing an appropriate number of fish for the size.

4. WI State Statute requires that all dogs and cats over 5 months of age have a current rabies tag and license tag. These tags are issued by Milwaukee County. See madacc.org (Milwaukee Area Domestic Animal Control Commission). Unit owners must provide copy of rabies vaccination.

5. Prohibited dog breeds are Pit Bulls or Pit Bull mixed breed, Akita, Staffordshire Bull Terrier, Doberman Pinscher, Chow, Presa Canario. Most insurance companies have identified these breeds as the most likely to be aggressive and to cause bodily harm and do therefore refuse

to insure households which keep these breeds.

6. Pets shall not be kept, bred or used for any commercial purpose. All cats and dogs must be spayed orneutered by six months of age unless the procedure is deemed medically unsafe by a veterinarian.

7. Pets must be confined to the Owner's unit and must not be allowed to roam free in common areas, betethered or be allowed to eliminate on balconies.

8. Pets in transit are to be carried, restrained by a leash no longer than 6 feet in length, or placed in ananimal carrier.

9. Pets are not allowed access to the Resident Garden on Level 2.

10. Pet waste must be picked up immediately and disposed of in an outside receptacle.

11. Cat litter must NEVER be disposed of in toilets. Cat litter should be double and tripled bag before thrown out and preferred if it was not put down the trash chute.

**12.** Pet waste must be picked up and the area thoroughly cleaned in the event a pet soils the elevator, lobby, hallways, garage or outside entryway. Every attempt to prevent the pet from eliminating in the immediate area of the outside entry/parkway should be made.

13. Pet Owners are responsible for any damage caused by their pets. Any damage caused by cleaning chemicals or other such materials used in an attempt to remedy said damage or soiling is also the full responsibility ofthe Pet Owner.

14. Assistance animals are permitted in accordance with the ADA standards. (Americans with Disabilities Act), and will still need to complete Pet Registration Form.

15. Owners are responsible for the pets of guests who visit their unit; such pets are subject to the same restrictions as resident pets. No pet(s) of guests can stay in the unit for more than 14 days (consecutiveor staggered) in any one-year period without prior written permission of the Board of Directors.

16. No pet shall be allowed to become a nuisance or create any unreasonable disturbance, Examples ofnuisance behavior for the purposes of this paragraph are, but not limited to:

- Pets whose unruly behavior causes personal injury or property damage.

- Pets who make noise continuously and/or incessantly for a period of 10 minutes or intermittently for 2hours or more to the disturbance of any person at any time of day or night.

- Pets in common areas who are not under the complete physical control of a responsible human companion and on a hand-held leash of no more than six feet in length or in a pet carrier.

- Pets who relieve themselves on walls or floors of common areas.

- Pets who exhibit aggressive or other dangerous or potentially dangerous behavior.

- Pets who are conspicuously unclean or parasite infested.

- 'The City of Milwaukee, Department of Neighborhood Services, Environmental Health and Nuisance Control laws will be followed regarding these and all other nuisance issues.

17. River Renaissance Condominium Homeowners' Association will control and enforce these rules in accordance with the Rules Enforcement and Grievance Procedure Resolution currently in effect, including the assessment of fines and amounts necessary to repair or replace damaged areas or objects.

18. If after the full process of the Rules Enforcement and Grievance Procedure it is determined by the Board that the pet is a nuisance or a danger to the River Renaissance community, the Board may require the permanent removal of the pet. If it is so determined, the Pet Owner will have seven (7) days to remove the pet from the premises.

19. Pet Owners shall indemnify the association and hold it harmless against loss or liability of any kind arising from their pet(s).

**RIVER RENAISSANCE CONDOMINIUM HOMEOWNERS' ASSOCIATION**
**PET REGISTRATION**

I have read the above Pet Policy and hereby agree to follow Pet Policy. I will also complete the Pet Registration Form below and include the following: City of Milwaukee Pet License, Rabies Vaccination, and photo of Animal(s).

Dated this _____day of _____, 20_____

_____ _____
Unit Owner Name (Printed) Signature of Unit Owner

Unit's Address:_____Unit Owner's Unit #: _____

ANIMAL #1
Name:_____Type:_____

Breed:_____Rabies Date:_____

Color:_____Weight:_____Height:_____

ANIMAL #2
Name:_____Type:_____

Breed:_____Rabies Date: _____

Color:_____Weight:_____Height:_____

ANIMAL #3
Name:_____Type:_____

Breed:_____Rabies Date:_____

Color:_____Weight:_____Height:_____

PLEASE COMPLETE AND FORWARD TO HUNT MANAGEMENT
MAIL: 10520 N. BAEHR ROAD, SUITE Q, MEQUON, WI 53092
FAX: 262-238-1485
EMAIL: CLIENTSERVICES@HUNTMANAGEMENT.COM

**RIVER RENAISSANCE CONDOMINIUM HOMEOWNERS' ASSOCIATION**

# Assessments & Enforcement

(adopted and effective September 1, 2015)

HOA dues payable to River Renaissance Condominium Association are due on the first of each month and delinquent if not received by the tenth. Electronic payments will be debited on the fifth. Checks should be mailed before the first to ensure payment is received by the tenth, following which a late charge must be levied.

Reference: (Declaration Article V — Budgets, Common Expenses, Assessments & Enforcement -Section 5.01 Assessments): *"If such assessments are not paid by the 10th day of each month, an additional $25.00 late fee will be assessed to such Unit."*

- For payments not received by the 10th of the month, the unit owner will be charged a $25 late fee and sent a reminder notice.
- For payments remaining delinquent and not received by the 10th of the following month, the unit owner will be charged an additional $25 late fee and sent a demand letter.
- For payments continuing delinquent for the third month, and not received by the 10th, the owner will again be charged a $25 late fee and be notified that a lien will be filed, the expense for which, including attorney fees, will be recovered from the unit owner together with any ongoing delinquency and subsequent late fees.

An owner who is not current with their assessments, will not be allowed to vote at a meeting of the Association, serve on the Board of Directors, or rent their condominium.

**IMPORTANT INFORMATION**
Please keep this information with your Governing Documents
**River Renaissance Condominiums**

## RESOLUTION FOR NEW RULE

WHEREAS the Board of Directors of the River Renaissance Condominiums has the power and duties to handle the administration and affairs of the Association including the management and operation of the condominium property.

WHEREAS the Board of Directors shall from time to time adopt and update rules and regulations governing the operation, maintenance and use of the units and the common elements and facilities by the unit owners and occupants, pursuant to Section 5.04 (d) of the Declaration.

WHEREAS there is a need to make sure there are provisions on owners providing contact information by a specific date every year or as necessary.

BE IT RESOLVED that:

The following regulations apply to providing unit and contact information.

1.) Each Homeowner shall be responsible to provide the Board of Directors with accurate and current information as requested on the attached River Renaissance Registration form.
2.) This information is to be updated on a yearly basis or any time when a new occupant or tenant moves in. New Unit Information Forms will be mailed each year either with the Annual Meeting or Budget notice.
3.) All responses and registration forms will be due by January 1st.
4.) Fines of $25 per month may be assessed for failure to comply.

HUNT MANAGEMENT INCORPORATED SINCE 1982

*A Community Presence*

# RIVER RENAISSANCE CONDOMINIUM ASSOCIATION, INC.

## 2021 REGISTRATION FORM

**Form must be completed and returned by January 1, 2021.**
**Failure to submit by deadline will result in fines, until received.**

OWNER: NAME (S) _____

UNIT _____ALT. ADDRESS_____

PHONE # (HM)_____(CELL)_____(CELL)_____

PHONE # (WK)_____PHONE # (WK)_____

E-MAIL ADDRESS(S)_____/_____

EMERGENCY CONTACT _____PHONE_____

MORTGAGE CO. _____ PURCHASE DATE _____

INSURANCE CO. _____

OCCUPIED BY OWNER: YES_____ NO_____

IF NO- PLEASE SPECIFY RELATIONSHIP OF OCCUPPANT(S):_____

NAME (S) _____

OCCUPANCY DATE_____IF RENTAL – LEASE DATES:_____

PHONE #'S (HM) _____(Cell)_____(WK)_____

EMAIL ADDRESS:_____

EMERGENCY CONTACT_____PHONE_____

PLEASE LIST THE VEHICLE PARKED AT RIVER RENAISSANCE:

MAKE_____COLOR_____ LICENSE #_____ Parking Space # _____

MAKE_____ COLOR_____ LICENSE #_____ Parking Space # _____

MAKE_____ COLOR_____ LICENSE #_____ Parking Space # _____

MAKE_____ COLOR_____ LICENSE #_____ Parking Space # _____

STORAGE UNIT #_____BOAT SLIP # _____BOAT REG#_____

KEY FOB # (S)_____

NAMES OF ALL PEOPLE IN RESIDENCE, INCLUDING CHILDREN _____

_____

PETS IN RESIDENCE (TYPE, NAME, SIZE, WEIGHT, COLOR, VACCINATIONS, & MILWAUKEE LICENSE #) LIMIT OF 2

_____

_____

10520 N. Baehr Road, Suite Q
Mequon, WI 53092

huntmanagement.com
888-305-1071

Phone: (262) 238-1480
Fax: (262) 238-1485

MEMBER OF community ASSOCIATIONS INSTITUTE

IMPORTANT INFORMATION
Please keep this information with your Governing Documents
River Renaissance Condominium Association, Inc.

RESOLUTION FOR A NEW RULE

WHEREAS the Board of Directors of the River Renaissance Condominium Association, Inc. has the power and duties to handle the administration and affairs of the Association including the management and operation of the condominium property.

WHEREAS the Board of Directors shall from time to time adopt and update rules and regulations governing the operation, maintenance and use of the units and the common elements and facilities by the unit owners and occupants, pursuant to Article V, Section 5.04 (d) of the Declaration.

WHEREAS, there is a need to update a rule for political signage to be in compliaint with the Wisconsin Statutes 703.105 – Display of political signs.

WHEREAS, Article V1, Section 1 (e) states No person may post any advertisement, poster or sign of any kind on the exterior of a Unit or in the windows of a Unit.

LET IT BE IT RESOLVED that: Political signs advocating the election of an individual or individuals to public office, which are not larger than 22" by 14", may be displayed from the window of a unit. Such signs may be displayed no earlier than thirty days prior to the election and must be removed no later than ten days following such election.

The Board of Directors adopted this Resolution on the 17th day of September, 2020.

# River Renaissance Condominiums
# Construction and Renovation Procedures and Rules - updated 09/17/2020

These rules shall apply to all build-outs and contractor renovations taking place in River Renaissance Condominiums. Condominium owner shall be responsible for all actions of the Contractor(s) they hire. Emergency conditions are covered separately. **Owners who perform their own construction/remodeling work are subject to the same procedures and rules.**

## NOTICE

Notice of construction to or within a building unit must be received by River Renaissance Condominium board and to its management company, Hunt Management, **at least two weeks prior** to work beginning indicating the time frame for work, condo number and scope of work.

All unit owners or developer along with chosen contractor(s) must complete and sign the attached acknowledgment form on page 5 and submit to the management company (Hunt Management) who will then forward same to the River Renaissance Condominium Association Board for approval to execute the work. Failure to do so will result in fines to your unit.

## PERMITS, INSURANCE & INSPECTIONS

### Building Codes

- Work shall be done in conformance with all applicable building codes.
- All applicable building permits must be obtained and required inspections conducted.
- Documentation must be provided to Hunt Management who will forward to the River Renaissance Condominium Board.

### Insurance

- Prior to work beginning, Contractor shall have their insurance provider issue a certificate of insurance on file listing River Renaissance Condominium Association and Hunt Management as also insured. Documentation must be submitted to Hunt Management who will forward same to River Renaissance Condominium Association Board.
- Contractor shall maintain Worker's Compensation Insurance coverage for the duration of the work to be performed at River Renaissance.
- Contractor shall maintain minimum liability coverage of $2 Million.
- If unit owners will be doing the work, they shall maintain minimum liability coverage of $1 Million

## CONTRACTORS & WORKERS

A List of Contractors and Sub Contractors shall be provided along with contact information for each.

Contractors doing work at River Renaissance Condominiums must provide evidence of current licensing/ credentialing with both the City of Milwaukee and the State of Wisconsin to Hunt Management Company and River Renaissance Condominium Association Board.

All Contractors and sub-contractors are subject to approval in advance by the River Renaissance Condominium Association Board and Hunt Management or be from the approved list of contractors provided by the Board.

Emergency phone numbers shall be posted by the Contractor within the Condominium under construction as follows:

- River Renaissance management company, Hunt Managment
- Fire Department (911)

- All Contractor and Sub Contractor numbers and emergency contacts working on that unit.

**Supervision**

- Owner/ Contractor is responsible for all persons and companies hired to perform work in River Renaissance.
- During the course of work being performed the developer or unit owner and the contractor shall be responsible for the safety of the building, occupants and workmen, and shall protect the same as required by law.

**Conduct**

- Professional conduct is required at all times while on the premises.
- Loud music, offensive language or obscenities in any units or common areas is prohibited.
- No smoking is allowed in any condominium common areas.

**BUILDING & GARAGE ACCESS**

Notice for contractor access to the building must be received by the River Renaissance Management Company at least one week prior to work beginning indicating the time frame for work, condo number and scope of work.

- Maintenance will install padding in East Elevator.
- Unit owner is responsible for providing building/unit access.
- Only the East elevator may be used.

**Work Hours**

- Monday through Friday: 7am to 6pm
  (Minimal noise – no drilling, no hammering, no equipment or materials movement 7am to 8am)
- Saturday: 8am to 4pm (No noise activity only)
- Sunday: no construction activity allowed

**Parking & Garage**

- Contractors are permitted temporary use of parking garage to move materials.
- No garage parking is provided for construction workers.
- Construction vehicles are not allowed in the garage.

**CONSTRUCTION MANAGEMENT**

**Demolitions and Build-outs**

- Demolitions and build-outs can be done during normal business hours stated.
- Any work that requires the entry into an adjacent condominium unit, must have the written approval of that unit owner and the River Renaissance Condominium board and to its management company, Hunt Managment, five business days before the scheduled work commences.
- No work can be performed in the common areas, hallways or stairways. Hallways and stairways cannot be blocked at any time.

**Construction Materials and Equipment**

- Construction materials and equipment must be brought through the garage or east service entrance, not the lobby entrance. At no time can the lobby, east door or garage doors be left open or propped open.
- Dollies and carts must be fitted with rubber wheels. Items must be transported via the east elevator.
- Open doors must be attended at all times

# River Renaissance Condominiums
# Construction and Renovation Procedures and Rules

**Storage**
- No storage of materials or tools shall be in common areas, including, but not limited to, the parking levels, hallways, exterior walks, lobbies or rooftop decks.
- No flammable materials shall be stored or used within the building.

**System Changes and Interruptions**
- Any work involving building utilities or systems including but not limited to water, HVAC, fire protection, gas and electric shall be done by Board selected contractors.
- Interrupting any utility affecting other Condominiums shall be limited to hours of 10am to 3pm weekdays. Notification is required 2 days in advance of such work. Hunt Management shall notify affected Condos immediately after receiving notification.
- Heat pump air filters shall be changed at least once each month during construction and upon completion of remodeling.
- Temperature must be maintained within units as appropriate to the heating/cooling season.

**Cleaning**
- Contractor shall maintain all common areas utilized during construction.
- Hallways affected shall be kept clean by sweeping and dry or wet mopping as needed to avoid tracking – all public areas must be returned to fully clean state by close of business each day
- Elevator used shall be vacuumed daily and walls wiped down as needed.
- Exterior ramps and walkways shall be free of debris and swept as needed.
- Parking garage shall be free of debris and swept or power washed as needed.
- Contractor will incur costs for clean up if condominium common areas are left dirty, including service of elevator, hallways, walls, and garage.

**Damage**
- All public areas in the building impacted by the construction must be adequately protected to prevent any damage.
- Any damage caused to common areas or systems shall be the responsibility of the Contractor or Condo Owner.
- Repairs shall be done at the discretion of the River Renaissance Condo Association with all costs the responsibility of the Contractor or Owner.

**Trash**
- Contractor is responsible for cleaning the site and common areas on a daily basis. All trash generated must be removed off-site by close of business (COB)
- No debris shall be stored in common areas except as noted below.
- Association dumpsters shall NOT be used for construction debris.
- Contractor or Owner may use a two (2) yard or smaller roll around dumpster in the unit owned parking space.
- Contractor is responsible for emptying and costs of such dumpster.
- Dumpster shall be returned promptly to garage after emptying.
- Dumpster may not interfere with the ingress and egress of any building or garage doorway.
- All dumpster arrangement must meet with the approval of River Renaissance management company, Hunt Management.

# River Renaissance Condominiums
# Construction and Renovation Procedures and Rules

**Security**
- Exterior doors shall be secured at all times or attended by a representative of the Contractor or Condo Owner.

**Facilities**
- On original buildouts, temporary toilet facilities shall be provided within the Condo being worked on by the Contractor or Owner.
- Contractor shall identify and know the location of shut off devices for all utilities serving the Condo under construction. That information shall be shared with all workers involved.

**Work Outside Condo**
- Written permission from the River Renaissance Condominium Association Management Company, Hunt Management, is required to make any modifications outside the individual Condominium or in any common area.
- For permitted work the Contractor/ Owner is responsible to return the common area to the original condition or to finish based on Board direction.

**Elevators**
- Only the East elevator may be used for construction use. The West elevator is for Resident usage only.
- NO MATERIALS OR EQUIPMENT CAN BE TRANSPORTED WITHOUT USE OF ELEVATOR PADS AND FLOOR PROTECTION.

**ENFORCEMENT**

**Disciplinary Actions**
- Violations of these rules can result in fines or restrictions as deemed appropriate by the River Renaissance Condominium Association Board.
- Serious violations can result in being restricted from further work in River Renaissance Condominiums.

**Fines**
- First offense $100
- Second to Fifth offense, $200 per incident
- Any offenses greater than five, $500 per incident. Repeated offenses may result in being banned from further work.
- Fines are in addition to any repairs done at the discretion of the River Renaissance Condominium Association with all costs the responsibility of the Developer, Contractor, or Owner.
- Fines not paid within thirty (30) days will be invoiced to the owner and will accrue with interest of two (2) points over the prevailing prime interest rate every month the invoice remains unpaid.

SEE THE FOLLOWING PAGE FOR
RIVER RENAISSANCE CONDOMINIUM ASSOCIATION
CONTRACTOR / SUBCONTRACTOR AGREEMENT
ACKNOWLEDGEMENT

**River Renaissance Condominium Association Contractor / Subcontractor Agreement Acknowledgment**

Unit Owner Signature:_____Unit #:_____

Description of Work:_____

_____

**GENERAL CONTRACTOR:**

Name: _____

Address: _____

Telephone:_____ Mobile: _____

Email: _____

Principal Contact: _____

Construction Site Contact: _____Mobile: _____

Contractor ID#_____ Federal ID:_____

Attached:

- Current Certificate of Insurance designating River Renaissance Condominium Association and Hunt Management as additionally insured on file.
- Scope of work and buildout or renovation plans submitted and approved.

**SUBCONTRACTOR — the following information is required of each sub contractor**

***(For multiple subs, attach copies of this form)***

Name: _____

Address: _____

Telephone:_____ Mobile:_____

Email: _____

Principal Contact: _____

Construction Site Contact: _____Mobile: _____

Contractor ID#_____ Federal ID:_____

Attached:

- Current Certificate of Insurance designating River Renaissance Condominium Association and Hunt Management as additionally insured on file.

Start Date:_____Completion Date: _____

NO CONSTRUCTION TRASH SHALL BE PLACED DOWN THE GARBAGE CHUTE OR PLACED IN ASSOCIATION DUMPSTERS. OWNERS MUST MAKE ARRANGEMENTS FOR CONSTRUCTION WASTE TO BE REMOVED BY THEIR CONTRACTOR OR OTHER MEANS.

**Acknowledgement of receipt of, and compliance with, River Renaissance Condominium Association Construction Policy and Rules.**

Contractor/Subcontractor Signature:_____ Date:_____

Signature:_____Date:_____

*(for River Renaissance Condominium Association)*

**Hunt Management**
10520 N. Baehr Road, Suite Q
Mequon WI 53092
Phone: (262) 238-1480

Construction/Remodel Items that would not need prior approval from Board of Directors

- Replacement of plumbing fixtures (faucet, sink, toilet) – unless it will affect other units
- Carpet replacement – will need elevator pads for delivery and removal.
- Replacement of lighting fixtures.
- Replacement of HVAC in unit.
- Painting – unless fumes will cause noxious odors.
- Appliance replacement – will need elevator pads for delivery and removal.
- Furniture - will need elevator pads for delivery and removal.

**IMPORTANT INFORMATION**

**Please keep this information with your governing documents**

**River Renaissance Condominium Association, Inc.**

**RESOLUTION TO ADOPT RULES FOR AN ANNUAL FEE ON LEASED/RENTED UNITS AND TENANT/RENTER INSURANCE**

WHEREAS the Board of Directors of River Renaissance Condominium Association, Inc. (the "Association"), "Rules and Regulations … concerning the use and enjoyment of the Property, may be promulgated from time to time by the … the Board of Directors, in their reasonable discretion" pursuant to Article VI, Section 6.02 of the Declaration;

WHEREAS it is the intent of the Board of Directors to offset the administrative costs involved in monitoring rental/tenant units, including but not limited to, managing the collection and verification of lease documents, rental insurance certificates, tenant information accuracy, etc.;

WHEREAS it is the intent of the Board of Directors to provide adequate property and liability insurance. While the insurance provides protection for the Association and its Unit Owners, it does not provide protection in any way, for the benefit of or the responsibilities of, tenants that are renting a unit from a unit owner;

**THEREFORE, BE IT RESOLVED that the Association adopt the following Rule, which shall replace any existing rules to the contrary:**

Annual Fee for Leased/Rented Units.

A. All Unit Owners who lease or rent their units are required to submit an annual fee of $300.00 ("Annual Fee"). The Annual Fee will be due upon leasing/renting the unit and each year therein, due on the yearly anniversary of the first Annual Fee payment due date.

B. Any owner who fails to disclose the lease/rental status of their unit to the Association, and, upon discovery, is reasonably ascertained to be leasing/renting the unit, will be subjected to a fine of $500.00, in addition to the Annual Fee.

C. Failure to comply with any provision outlined herein may be enforced by the Association in the manner provided for in the Association's Enforcement Policy.

Tenant/Renter Insurance.

A. Tenants/Renters of all units shall obtain and maintain insurance policies for any losses or damage for their own personal property. In the event that a Tenant/Renter fails to obtain a policy or does not obtain sufficient coverage in compliance with this policy, the Unit Owner will be required to obtain the required insurance on their behalf.

B. Tenant Liability Insurance – Tenants/Renters of all units shall obtain and maintain comprehensive liability policies having combined limits not less than Five Hundred Thousand Dollars ($500,000) for each occurrence. This coverage is separate from the Unit Owners' liability coverage requirement. The insurance shall provide for the negligent acts of tenants, guests, and other occupants of the units for damage to the Common Elements, Limited Common Elements, individual units, and/or personal property of others.

C. River Renaissance Condominium Association, Inc. shall be listed on the policy as an additional insured and as a certificate holder.

D. Evidence of insurance shall be provided in the form of a copy of the insurance policy or a Certificate of Insurance and sent to the Association's Board of Directors and/or property manager. A copy of the Tenants/Renters' insurance coverage must be disclosed to the Association within fifteen (15) days following the execution of a lease. For ongoing leases, the Renters/Tenants must submit an updated insurance policy to the Association annually. This updated policy should be submitted within fifteen (15) days prior to the expiration of existing coverage.

E. In addition to the above, each lease must contain an acknowledgement by Tenants/Renters that they have received the Association's governing documents, they have reviewed the Association's governing documents, and they agree to comply with and adhere to the Association's governing documents.

It is a Unit Owner's responsibility to ensure that Tenants/Renters comply with the above provisions. Failure to adhere to the Association's Tenant/Renter Insurance policy may result in fines to the Unit Owner and/or Tenant/Renter in accordance with the Association's Bylaws.

**BE IT FURTHER RESOLVED that a copy of this resolution shall be sent to all homeowners at their last known addresses.**

The Board of Directors adopted this resolution on 3/19, 2024, with the Rule to take effect on 4/1, 2024.

President _____ DOUG KUNDE

Secretary _____ KORENA SCHNEIDER