

NORTHVIEW BEND CONDOMINIUM ASSOCIATION

RULES AND REGULATIONS

ARCHITECTURAL CONTROL STANDARDS

I. NAMES/TELEPHONE NUMBERS

Northview Bend Condominium Association's Current Board of Directors

Kevin Ramus, President(262) 470-2938
Tom Abbey, Vice President.....(414) 467-9096
Todd Rosiak, Treasurer 414-313-2311
Irving Stanley, Member at Large(262) 227-9465

Real Estate Specialists – Property Management

** Please contact first for all questions, comments or to report an issue **

Douglas Koller, Manager.....(262) 695-8844

Emergency and Local numbers:	<u>Non-Emergency</u>	<u>Emergency</u>
Waukesha Police	(262) 524-3820	911
Waukesha County Sheriff	(262) 548-7117	911
Waukesha Fire & Ambulance.....	(262) 524-3651	911
Waukesha Memorial hospital	(262) 928-1000	
Waukesha City hall.....	(262) 524-3500	
Johns Disposal Services.....	(262) 473-4700	
Special Trash pick-up (Large Items)	(262) 473-4700	
Waukesha Recycling Info	(262) 524-3843	

II. INTRODUCTION

Northview Bend Condominium Association, Inc. (NBCA) is providing this document to the residents of Northview Bend Condominium as an introduction and quick reference to the Architectural Standards, parking Policy, Rules and Regulations of our community.

The following Rules and Regulations, and Architectural Control Standards have been adopted by the Board of Directors of the NBCA in accordance with the Declaration of Condominium Ownership of Northview Bend Condominium to not only protect the architectural integrity and harmony of the community, but also to promote the safety and welfare of residents and to maintain an acceptable quality of life.

It should be remembered that the Rules and Regulations do not replace the Declaration of Condominium Ownership and the By-laws, which the Board of Directors uses as its primary governing documents. All of these documents are in force. In case of conflict between the wording of these documents, the Declaration of Condominium Ownership will prevail.

The Rules and Regulations shall apply to all unit owners, their family members, agents, employees and guests; and shall be enforced by the Board of Directors in accordance with applicable provisions of the Declaration of Condominium Ownership and By-laws.

In establishing and maintaining the Rules and Regulations, or Standards, the board shall make every effort to ensure that they do not affect unit owners' right to the enjoyment of reasonable and unrestricted use of their property or privileges of ownership.

The Rules and Regulations and Standards may be modified, repealed or amended at any time by a resolution of the Board of Directors when deemed necessary in the best interest of unit owners and the community.

III. GENERAL INFORMATION

The subdivision comprises Northview Bend Condominium, bounded by Northview Road and Broken hill Road, and which runs from University Drive to Emslie Drive.

The common areas in the development are classified as "General Common Elements" and "Limited Common Elements."

The driveways, curbs, sidewalks, lawns and yard areas, trees and shrubs, exterior lighting and parking areas comprise the GENERAL COMMON ELEMENTS. Your Association (NBCA), along with your Management Agent, is responsible for the operational management and oversight of maintenance and improvement of these areas, which are for the EXCLUSIVE use of the individual unit owners and their guests.

The LIMITED COMMON ELEMENTS include balconies and patios for each specific unit. You as a unit owner have the responsibility for the upkeep of these areas.

IV. GENERAL RULES AND REGULATIONS

These are the general rules and regulations of the Association. Exceptions to these rules may be granted only by a written notice from the Board.

Any damage to buildings, grounds, or other common areas or to equipment by any owner, their family member, agent, employee, guest or pet shall be repaired at the expense of the unit owner. This charge may be assessed in addition to a fine. Unit owners are fully responsible for the actions of their family members, guests and pets, and shall be held accountable for any damage done to the property.

1. Common areas: The lawns and walkways shall not be used for storage or parking or be obstructed in any way. No bicycles, toys, trash cans or recycle bins, or other personal property shall obstruct entrance ways, walkways, parking or other common areas.

2. Unlawful and Disturbing Noises/Practices: No unit owner shall make or permit any unreasonable noise that will disturb or annoy other residents, or permit anything to be done which will interfere with the rights, comfort and convenience of other residents.
3. Trash and garbage shall be placed in sealed plastic bags. Recyclable material shall be placed in recycling bin, or tied or placed in recyclable bags. Trash cans and recyclable material shall be kept inside the garage for each unit until pick-up day. Trash cans may be placed outside of the unit's garage only on trash pick-up days. Trash cans and recycling bins must be placed back in your unit by the evening of trash pick-up day. Arrangements for the removal of bulky items such as mattresses, furniture, appliances, construction materials, etc., must be made with city of Waukesha Heavy Trash (524-3600) and shall not be placed outside earlier than the day before the scheduled pick-up day.
4. Garage doors should be kept closed at all times, except for entering and exiting.
5. Barbecuing: Use of charcoal or gas grill is permitted only on your unit's patio or on the parking apron outside of your garage. Pursuant to International Fire Code Section 307.5, cooking on wooden balconies may be undertaken only when using non-open flame cooking devices, such as electric grills designed and approved for outdoor use.
6. Satellite dishes used for receipt of television signals or telecommunications may not be installed on the exterior of any building, or on the general common elements or the limited common elements, without the prior written approval of the Board.
7. Defacing of property: Signs, notices, advertisements, or any alteration of exterior surfaces shall not be placed, inscribed, or exposed on any window, door, or other exterior parts of unit, or on the common areas. Specifically excluded from this regulation are seasonal decorations and "For Sale" signs, in accordance with the Declaration of Covenants, or as approved in writing by the Board.
8. Vandalism: Unit owners, their family members, agents, employees and guests shall not deface, remove, or destroy, or permit the defacing, removing or destruction of any element of the common areas.

V. CONDUCT

Residential Use: All condominium units shall be used for residential purposes exclusively.

No noxious or offensive trade or activity shall be carried on within any condominium unit, nor shall anything be done therein or thereon which may be or become an annoyance to the neighborhood or other owners.

VI. INSURANCE

Nothing shall be done or maintained in any condominium unit or on any Common Elements which will increase the rate of insurance on any condominium unit or on the Common Elements, or result in the cancellation thereof, without prior written approval of the Board of Directors.

Nothing shall be done or maintained in any condominium unit or on the Common Elements which is in violation of any law.

VII. ANIMALS AND PETS

The maintenance, keeping, boarding and/or raising of animals, livestock or poultry of any kind, regardless of number, shall be and is hereby prohibited within any condominium unit or Common Elements, except that this shall not prohibit the keeping of small dogs, cats, aquarium fish and/or caged birds as domestic pets, provided they are not maintained, kept or bred for commercial purposes and provided further that the keeping of small dogs (up to 35 pounds), cats, aquarium fish and/or caged birds will not constitute such type of noxious or offensive activity as covered in Par IV, item 2.

All pets shall be kept leashed and under the control of their owner whenever they are outside the unit, and shall not be allowed to run free or unleashed at any time, or to otherwise interfere with the rights, comfort or convenience of other residents.

Dogs may not be walked on grassy areas near your neighbors' units, and must immediately be cleaned up after.

Pets must be vaccinated and kept in accordance with the County health Department laws and regulations. Contact the Waukesha County Humane Animal Program (896-8300) for more information.

Owners are responsible for all damages caused by their pets to common areas and to the property of others.

VIII. WILDLIFE FEEDING

No feeding of the wildlife is permitted with the exception of 4 small bird feeders per owner. No ground feeders of any kind are allowed. The areas under the feeders must be kept clean. No open feeding for geese and ducks is allowed. No shelters for wildlife can be placed on the property. Feeders placed on the 2nd floor units must have a tray under them that's larger than the feeder itself to catch excess feed from falling onto the other unit below.

IX. MOTOR VEHICLE OPERATION

Except as herein provided, no junk vehicle or other vehicle on which current registration plates are not displayed, no trailer, truck, camper, house trailer, or boat may be kept on any Common Elements.

Likewise, no repair or extraordinary maintenance of automobiles or other vehicles may be undertaken on any of the Common Elements. Minor vehicle repair work shall be permitted in emergency cases only, provided that the area is cleaned after repairs have been completed.

PARKING POLICY:

Vehicles shall be prohibited from parking upon the Common Elements.
Each unit shall have two assigned parking spaces on the apron outside of the unit's garage.

Each section of the development will also have a number of guest parking spaces for the use of visitors. These guest parking spaces are reserved solely for the use of visitors, and are not to be used for the parking of vehicles owned or operated by any unit owner or resident family member. No car shall be left in a guest space for longer than three days without the written consent of the Board.

X. ARCHITECTURAL MAINTENANCE/CONTROL

No structural alteration (construction, addition or removal) of any condominium unit or Common Element shall be commenced or conducted except in strict accordance with the provisions of the Declaration of Condominium Ownership and By-laws.

All changes proposed by the unit owner to the exterior of his/her unit shall be submitted in writing to the Architectural Control Committee. All requests shall include a written description and a diagram of the proposed changes, and must be signed by the unit owner. Once written approval has been received from the Committee and changes have been made, the unit owner must contact the Committee so that a final inspection may be made and signed off by the Committee.

No owner may make or cause to be made any change outside his/her unit without the prior express written approval of the Architectural Control Committee unless the Committee fails to respond within 60 days of a written request submitted by the unit owner.

A decision made by the Architectural Control Committee may be appealed to the Board of Directors.

ARCHITECTURAL POLICY:

1. The architectural covenant imposes a legal requirement on the Association to approve or disapprove construction of new structures, exterior additions or alterations to the original design of the units, and all subsequent alterations thereto BEFORE they are started by the unit owner. The Board of Directors has delegated to the Architectural Control Committee the task of reviewing applications and making recommendations to the board for the approval or disapproval.
2. It should be noted that approval of any project does not preclude subsequent adoption of more restrictive or more liberal standards where deemed necessary to maintain or improve overall architectural standards and harmony. No amendment shall affect any project approved prior to adoption of such amendment.
3. Any project or exterior modification which was completed prior to the issuance of these regulations which would normally require Board approval prior to initiation shall not be construed as setting a precedent, and will require Board approval before any major repairs, changes, and/or additions are made to said project or modification.
4. Before making any exterior changes or initiating any project which might be contrary to the architectural/maintenance standards, unit owners are reminded that non-approved changes cannot only be aesthetically offensive to their neighbors, but can also decrease the value of all units.
5. Any project, exterior modification, or other act in violation of these standards is subject to a citation by the Board and may require corrective action to bring the violation into immediate or future compliance with these standards.

Architectural Control Committee: Board of Directors

Unit owners must also comply with all state and municipal ordinances and building codes, and obtain any required permits, when making alterations to the interior or exterior of their units.

XI. ENFORCEMENT/PENALTIES

A system of penalties has been established to ensure compliance with the Rules and Regulations of the Association. The Board believes that the enforcement procedure will result in greater community awareness of reasonable conduct that all unit owners have the right to expect from each other. If the violator is not a unit owner, the unit owner will be provided with copies of all correspondence pertaining to the violation and any ensuing penalties and hearings. The unit owner is ultimately responsible for all fines and the removal of all violations.

Fines may be imposed for violation of any of the above rules, according to the following schedule:

1st violation, after written warning\$25.00
Repeated violation\$50.00

The Board of Directors may not impose any fine or infringe upon any rights of a unit owner for violations of the rules unit the following procedures have been complied with:

1. If a violation of the rules is alleged in a written complain to the Board, the Board will notify the alleged violator in writing to cease and desist from the violation. This notification will include: (a) the nature of the alleged violation; (b) the action required to remove the violation, and (c) notification of a grace period of ten (10) days, within which the violation may be removed without penalty. Should the violation continue beyond the grace period, a fine will be imposed.
2. The violator may request a hearing within ten (10) days after imposition of the fine. The request must be made in writing and be addressed to the Board of Trustees. The hearing shall be held in executive session (that is, a closed session) of the Board, and will afford the violator a reasonable opportunity to be heard. The violator may present his/her case to the Board, and the Board will decide, based on the available information regarding the alleged violation, whether or not any fines and/or penalties should be lifted.
3. If a violation is repeated within twelve (12) months of the first notice, a fine will be imposed without a grace period.
4. The decision of the Board in such matter can be appealed to the Courts of the state of Wisconsin.
5. If any unit owner fails to comply with the Rules and regulations, Declaration of Condominium Ownership or By-laws, or within any decision rendered under the Rules and Regulations, Declaration of Condominium Ownership and By-laws, the unit owner may be sued for damages or injunctive relief, or both, by the Board. The

prevailing party in any such proceeding may be entitled to an award for legal fees, as determined by the court.

A fine will be applied to the unit owner regardless of whether the offender is the unit owner, a guest or a household member. The payment of a fine does not relieve the offender of the obligation of correcting the violation. If the Association incurs expenses to correct the violation, this expense will be applied to the unit owner. If the bill is not paid by the unit owner, a higher fine may be imposed.

If this fine remains unpaid, a lien may be placed against the unit in question. This means that the unit cannot be sold unless the fine and all associated expenses in filing the lien are paid, and the lien has been removed. In addition, the Board of Directors may foreclose on a lien if it is deemed necessary. Other penalties for not paying the aforementioned fines and expenses may also be considered including, but not limited to, the following:

- A. Suing the unit owner for damages.
- B. Imposing criminal penalties through the proper authorities (violations of county or state laws).