

PARK PLACE CONDOMINIUM ASSOCIATION, INC.
RULES

Effective Date: May 10, 2017

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INTRODUCTION

Park Place Unit Owners share costs associated with managing and maintaining the Common Elements. Unit Owners and residents may minimize these shared costs while enjoying the benefits of this unique property by being respectful and courteous to neighbors and adhering to the standards of conduct listed below. All Unit Owners and their tenants are required to be familiar with three documents: the Declaration; Bylaws; and Rules (collectively, the "Governing Documents"). The Executive Board has the responsibility to adopt and enforce the Rules as are necessary or advisable for the effective and efficient management of the Association; to amend Rules and to enforce them by imposing reasonable fines, initiating corrective action, or instituting legal action against Unit Owners for violations. Unit Owners are responsible for actions of their guests and occupants and all leases must condition tenancy upon compliance with the Governing Documents.

Rules violations will result in fines being levied as well as any other remedies the Association may utilize (i.e. towing, legal action). Any legal fees incurred by the Association to enforce its Rules or costs associated with violations or costs incurred to repair property damage will be levied against the Unit Owner as additional "fines."

A. Moving and Deliveries/Removals

The process of moving can be difficult and disruptive, not only for individuals involved in the move but also because of the impact on their neighbors. Parking for large vans and the staging area for moves is quite limited. Elevators, hallways and stairs are constricted and building security must be maintained for the safety of all residents. The Rules below provide information to make your move as easy and safe as possible while minimizing risk and disruption to other residents and detail fees related to moves. A Schedule of Fees can be found in Section P.

1. **Move-ins and move-outs.** Owners shall schedule move-in/move-out times with the Manager at least three business days prior to the move. At that time, the Manager will go over details of the move outlined on the Moving Process and Checklist and Parking Diagram (Appendix 1), including which elevator is to be used, where the movers may park, where they should stage the move and how building security can be maintained during the move. In no event may any items be brought in through the front entrances. Regular moving hours are between 8 am and 5 pm on weekdays (see exceptions in Section A-3). Prior to commencing the move, Unit Owners moving in (or whose tenants are moving in) will be required to pay a fee of \$300 (\$150 for furnished units). This fee is intended to defray expenses associated with the move, such as installation and removal of elevator blankets, coordination with the Manager, on-site personnel, pre- and post-move damage inspections and changes to the building's secured entry system. In addition, a \$200 refundable damage deposit will be debited to the Unit Owner's account. This debit will be credited back if all Rules are followed and the post-move inspection form is submitted and shows no damage to Park Place facilities occurred. There is no fee for move-outs except for the \$200 refundable damage deposit. (Level D, plus cleanup/restoration costs for any damage caused during the move, with any damage presumed to be caused by the move in the absence of a pre-move damage inspection)
2. **Deliveries and Removals.** For Deliveries/Removals of furniture, appliances, carpet/flooring, items requiring special handling, or any other items exceeding the size

of a typical office chair or weighing more than 75 pounds, Unit Owners shall obtain approval from the Manager at least three (3) business days in advance. In no event may any items be brought in through the front entrances. Regular Delivery/Removal hours are between 8 am and 5 pm on weekdays. There is no fee for Deliveries/Removals during these hours, however a nominal fee will be charged to cover the cost of having elevator blankets placed and removed. (Level D, plus cleanup/restoration costs for any damage caused during the delivery or removal)

3. **Hours.** Regular Move/Delivery/Removal hours are between 8 am and 5 pm on weekdays to minimize impacts on other residents. Exceptions (on weekends or after-hours) require approval by the Manager three business days in advance and payment of a \$200 Exception Fee. This fee covers additional administrative costs and overtime, with weekend moves strongly discouraged as disruptive to existing resident weekend activities. In no event shall any moving occur during Municipal quiet hours, between 10 pm and 7 am. (Level D, plus costs for any damage caused during the move, with any damage presumed to be caused by the move in the absence of a pre-move damage inspection)
4. **Instructions.** The Unit Owner shall be responsible for following instructions outlined in the Moving Process and Checklist and Parking Diagram (Appendix 1) provided by the Manager. These instructions include avoiding any damage to common areas and clean up and disposal of debris afterwards (all moving materials and debris must be hauled away and disposed of off-site – the on-site trash rooms shall not be used). The Unit Owner is responsible for adequately supervising movers and ensuring their vehicles do not block dumpsters, garage entrances or any other entry, and do not drive or park on sidewalks or landscaped areas. No items, including firewood, may be brought across the courtyard (the raised area between buildings), over unit deck railings or through windows. For security reasons, exterior doors and the courtyard gate may not be blocked open and unattended, even briefly. (Level D plus cleanup/restoration costs)
5. **Damage.** Actual costs of any cleanup or repairs of any damage, in addition to reasonable administrative fees, will be charged back to the Unit Owner by levying fines or applying the costs to the damage deposit. The Manager or Representative will conduct thorough pre- and post-move inspections. The Unit Owner shall be responsible for ensuring that any pre-existing damage along the path of the move is adequately logged prior to the move. Unlogged damage will be assumed to have occurred during the move. (Level D, plus cleanup/repair/restoration costs)
6. **Unauthorized moves or deliveries.** If the Unit Owner does not give proper notice to Manager or moves without a pre-move and post-move inspection, any damage identified will be presumed to have occurred during the Move/Delivery and actual costs of any cleanup or repairs of any damage, in addition to reasonable administrative fees, will be charged back to the Unit Owner. (Level D, plus cleanup/repair/restoration costs)

B. Trash

The Rules defined below are intended to outline proper procedures for disposal of trash and other waste in order to promote a clean, healthy, attractive and safe environment for all Park Place residents.

7. Trash shall be tied or sealed in bags before being dropped into the chute located on each floor (South Building only), or placed in the compactor or dumpster in the trash room on the ground floor of each building. Large items of trash and boxes (which must be broken down) shall be taken to the trash room, as they may become lodged in the chute or take up too much room in the compactor or dumpster. (Level B)
8. Unit Owners shall privately dispose of any item that does not readily fit in the compactor or dumpster and may not overload or place any trash, except for broken down cardboard boxes, "next to" the compactor or dumpster or anywhere in the common areas. (Level B)
9. Hazardous waste—including oil, grease, paint, batteries, and chemicals—shall be correctly disposed of by residents in compliance with all governmental regulations. Such items may not be placed in the Association trash or sewer systems. (Level C, plus cleanup and/or repair)
10. The central vacuum system shall not be used for kitty litter or fireplace ashes, and such items shall not be deposited or buried in the Common Elements. (Level C, plus cleanup and/or repair costs)

C. Garage, Vehicles and Parking

The Rules in this section are designed to maintain the parking facilities and grounds for the enjoyment of all residents, and to eliminate fire and safety hazards that may occur in these areas.

11. On-site parking is limited to motorcycles, normal passenger vehicles and pickup trucks which must be contained within the boundaries of their designated parking space. All vehicles and motorcycles must be operable, properly licensed and registered to Park Place residents (except in the East visitor lot, where vehicles registered to residents are prohibited). Boats, trailers, campers and recreational vehicles are not allowed in garages or parking lots on the property. Inoperable or junk vehicles may not be parked, stored or left anywhere on the property, including in assigned parking spaces within the garage. Vehicles with expired tags or flat tires are considered inoperable. (Level C, plus towing)
12. Vehicle repairs shall not be performed anywhere on the property (including oil changes, grease or use of flammable materials). To avoid heat loss and carbon monoxide concerns, vehicles shall not be warmed up or idled in the garage. (Level C, plus cleaning costs)
13. Unit Owners are responsible for keeping their assigned parking space(s) clean and free of rubbish, oil and grease. In order to prevent potential fire and safety hazards and avoid damaging parking surfaces, vehicles that are leaking oil or other fluids are not allowed anywhere on the property (including outdoor lots), and Unit Owners are responsible for immediately cleaning any affected areas. Use of sand, paper, plastic, cardboard, carpet, lumber or any other objects to contain vehicle leakage is not allowed. Vehicles must be repaired before parking anywhere on the property. (Level B, plus towing/cleaning costs)

14. The Declaration prohibits subdividing of any Unit, including separation of parking rights allocated to that unit. However, for security reasons, extra garage spaces may be rented only to other Park Place residents, only for maximum term of a year (subject to renewals), and only with prior Manager approval. It is the Owner's responsibility to provide the Manager with information on vehicles parked in their spaces as required on the Owner and Tenant Registration forms (Appendices #2 and #3). To protect their full property rights, it is also the responsibility of the Owner to promptly inform the Manager of any unauthorized vehicles parked in their spaces. (Level B, plus towing)
15. For safety reasons, electrical outlets in the Common Elements (wired to Common Element meters), including garages, shall not be used to power electrical vehicles, engine block heaters, battery chargers, appliances, or other items placed or used by individual Unit residents. (Level B)
16. Storage in parking areas is not allowed, except for garage spaces which may contain bicycles, folding grocery carts and wheeled hand trucks. A standard, uniform type of storage cabinet as approved by the Executive Board may be installed with prior approval by the Manager. No storage is permitted on top of the approved storage cabinets except for the extra shelves which are part of the cabinet. (Level B)
17. The East parking lot off 13th Avenue is for short-term (24 hours or less) visitor parking only. Any vehicle owned or registered to a resident or Unit Owner is not allowed in this lot. (Level B, plus towing)
18. The West parking lot, along the alley between 12th and 13th avenues, is for temporary parking only. Vehicle storage is not allowed. Vehicles must be relocated at least once every seven days. Residents leaving town or anticipating longer term parking needs shall park in an assigned garage space or off the property. (Level B, plus towing off the project)
19. All vehicles in outdoor lots must be moved within 24 hours of a snowfall, and shall be relocated within 24 hours of any notice that may be posted concerning parking lot maintenance or plowing. (Level B, plus towing)
20. Vehicles may be washed indoors only, at designated areas in the North and South garages. Parking is only permitted in designated car wash areas when actively washing the vehicle. These areas may also be used as staging areas for moves. (Level B)
21. Vehicles shall not be parked in designated and signed loading/unloading areas except for active loading and unloading. Vehicles left unattended in loading/unloading areas will be towed. (Level B, plus towing)
22. The Association provides a number of wheeled carts, available in the garages, for Residents' use in carrying groceries or other small items from their vehicles to their Units. Use of these carts to move furniture, construction materials or debris is not allowed. Out of consideration for your neighbors, all carts should be promptly returned to the garage after use. (Level A)

D. Pets

Pets may be invaluable companions and are welcomed at Park Place, however, their presence brings additional considerations for the comfort and safety of other residents. These Rules are intended to help residents and pets enjoy a peaceful and safe coexistence and minimize damage to the property.

23. Pets are limited to two dogs, two cats, two caged birds, and fish, per the Association's Declaration. No other animals are allowed on the property. (Level C)

24. Pets must be attended and physically restrained (leashed or caged) at all times when outside a Unit. Animals may not be tied out on Common Elements or left unattended on decks/patios under any circumstances. (Level C)
25. Pets may not be allowed to urinate or defecate anywhere inside the buildings, near the entrances to the buildings or in the courtyard. Feces shall be immediately picked up and disposed of in a sanitary fashion, to avoid creating health hazards. (Level C, plus cleanup costs)
26. Residents shall file a complaint with the Municipality and forward a copy to the Association if any pet barks excessively or causes injury to a person. (Level C, and possible removal of pet)
27. The Executive Board may ban any pet deemed to be causing a danger or nuisance to others. Unit Owners shall be fined to recover any damage or injury caused by a pet and shall be fined or be required to remove their pets for failure to observe the Rules. (Level C, and possible removal of pet)

E. Fire, Safety and Security

In a community as large as Park Place, there are many potential safety issues that pose risks to all residents. The Rules in this section are to help maintain the safety and security of the community so that all residents can enjoy a safe and comfortable place to live.

28. Storage of flammable liquids (including gasoline, solvents, oil-based paint or cleaning fluids) is not allowed anywhere on the property. (Level D)
29. Only flameless electric grills may be used on the decks and patios. Per Municipal Code, propane tanks (full or empty), barbecues or open flame cooking devices shall not be used or stored anywhere on the property. (Level D)
30. Smoke or cooking odors are not allowed to discomfort other residents. (Level A)
31. Per Municipal Code, firewood (except for one bundle smaller than 20" x 12" x 8") and other combustibles shall not be stored on decks or within 10 feet of combustible building surfaces. (Level D)
32. Smoking is permitted only within the interior of Units. Smoking is not allowed outdoors within 20 feet of any entrance, open window or ventilation duct so that smoke is not allowed to discomfort other residents and no smoke or odor shall be detectable in the Common Elements. (Level B)
33. Unit doors shall remain closed at all times to comply with fire codes and contain cooking odors so as not to cause discomfort to other residents. (Level B)
34. Unit doors are not to be propped open to vent cooking odors or smoke as this may set off fire alarms, causing Anchorage Fire Department response and possible fees. (Level B, plus fees)
35. Hallway fire doors, stairwells, and stairway exit doors shall not be blocked or obstructed. Stairway exit doors are fire blocks which must be kept closed at all times. (Level D)
36. In the event of a fire alarm or other emergency all occupants must exit the buildings by the closest stairway (not-elevator). Each Unit Owner shall maintain an "Emergency Exit Map" placard in the form provided by the Association, conspicuously posted inside the Unit where it is readily visible to guests and occupants as they exit. (Level A)
37. For security reasons, nobody shall admit (or "buzz in") any person other than his own guests or persons absolutely known by the resident to be bona fide residents. Exterior doors may not be blocked open (even briefly) unless attended at all times. Lock boxes

- are prohibited in the Common Elements, except lock boxes hung on the door knob of a Unit or an individual storage room, or where designated by the Manager. (Level D)
38. All Unit Owners shall maintain electrical service within their Unit at all times, as disruption of power compromises that portion of the fire alarm system within the Unit. (Level E, plus reimbursement of electrical charges if the Association restores power)
 39. All Unit Owners shall ensure that smoke and CO detectors within their Units contain functioning batteries and are connected to electrical power if applicable. (Level B)
 40. Each Unit Owner with any baseboard heating shall maintain a properly functioning ball valve at both ends of every heat loop, a working coin vent just ahead of the farthest downstream valve in each loop, and a properly functioning thermostatic controller in each heat loop affecting their Unit. Due to the possibility of damage to the overall heating system, Unit Owners must use the plumbing contractor designated by the Association (contact the Manager for this information) for any work impacting the heating systems, piping or zone valves. See Appendix 4 for further information. (Level E, plus repair costs)
 41. In the case of emergency, the Executive Board or Manager can authorize entry to a unit when any part of the project is threatened, regardless of whether the Unit Owner or occupant is present. Emergencies may include broken pipes, fire, roof leaks, etc.
 42. Any event or condition adversely affecting security, safety, or best interests of Park Place or its Unit Owners should be immediately reported to the Manager.
 43. Individual Unit Owners are responsible for interior maintenance of their units, including cases where interior damage may arise from a "Common Element" roof or pipe. Owners must also periodically monitor their unit and report/address any problems, being responsible for enhanced repair costs to adjacent property that would be prevented through reasonable diligence. (Level C plus repair costs)

F. Noise and Nuisances

When living so close together, it is particularly important to consider the comfort and peace and quiet of one's neighbors. These Rules outline ways in which Park Place residents can lessen their impact on their neighbors.

44. Residents and their guests shall observe Municipal quiet hours of 10 pm to 7 am. During these hours, residents shall observe the following Rules: The use of garbage disposals, washing machines, dryers, whirlpool tubs, vacuum cleaners, dishwashers, garbage chutes, or other noisy devices is not allowed. Please refrain from slamming doors and be considerate when walking on hard surface floors. Pets, audiovisual equipment, musical instruments, computer systems, and exercise equipment should be kept to a minimum noise level. When leaving the buildings, guests should refrain from making excess noise in the hallways and outdoor parking lots. (Level A)
45. Vehicles, pickup trucks and motorcycles may not be revved anywhere on the property, and drivers shall use extreme care to minimize noise. Vehicle sound systems shall be kept at a volume where sound cannot be heard outside the vehicle. (Level A)
46. Bells, wind chimes, whistles, or other such noise makers are not allowed as they may disturb other residents. (Level A)
47. Residents shall require people performing work on their Units to comply with Municipal quiet hours (10 pm to 7 am). (Level C)
48. Use of bird feeders or the feeding of any wild birds or wild animals on the property is not allowed for health reasons and to discourage them from becoming pests. (Level A).

49. No equipment or process may be used that creates excessive (unusual) noises, vibrations, fumes or odors, or interferes with telephones, radios, televisions, or other electrical equipment. (Level A)

G. Visual

This section is intended to help retain the beauty of Park Place Condominiums by maintaining a consistent and attractive appearance inside and out.

50. To ensure a uniform appearance throughout the property, all window/door coverings shall be white or light beige when visible outside the Unit. Nothing else shall be visible outside the Unit windows except for a single "For Sale" or "For Rent" sign, with a maximum size of 24" x 30", placed inside only one window of a unit. No other items are allowed to be placed in windows. (Level A)
51. Patios and decks shall be kept neat and uncluttered with nothing showing above planter boxes except flowers, hanging baskets, flags or seasonal decorations. Dead/dying flowers or plants must be removed from planter boxes. (Level A)
52. Any change to the building exterior must have prior approval from the Executive Board. Screen doors in the approved design and color may be added with prior approval by the Manager. (Level D, plus restoration costs)
53. No personal items (including plastic bags or items left for charity pick up) shall be left unattended within the Common Elements or placed in building entrance areas. Items, including bicycles or real estate lock boxes, may not be left or affixed within sight of the building entrance areas. Real estate lock boxes may be hung only in the location approved by the Manager. (Level A, plus cost of removal)
54. Unit doors and alcoves shall be kept in good condition and may not be defaced (including nail holes or tape). A doormat matching the hallway carpet is provided by the Association and shall be used to ensure a consistent appearance in Park Place hallways. Other than this doormat, the only item allowed within the alcove or on the front of Unit doors is one decorative item such as a wreath or a picture on a door hanger or a small single hook, attached by "releasable" double sticky tape, which can be removed without residue or damage. To ensure designated fire exits are not restricted, all other personal items, including shoes, must be stored inside the unit. (Level B plus repair/replacement costs)

H. Leasing of Units

When leasing a unit, the Unit Owner shall make certain that the tenant understands and accepts these Rules and the responsibilities associated with living in Park Place.

55. Any Unit Owner permitting another party to occupy his Unit shall use a written lease which requires compliance with the Declaration, Bylaws and Rules as a condition of occupancy. Exhibit 3 of the Declaration designates a maximum occupancy limit of two persons per bedroom. The attached Tenant Registration (Appendix #3) and Lease Addendum (Appendix #5) forms must be signed and sent to the Manager prior to scheduling move-in and within five (5) days of signing a rental agreement (or within five (5) days of any later changes to occupancy). Moving fees and procedures apply to any change of occupants. (Level D, plus charge of any applicable moving fees and cleaning/repair costs)
56. All lease agreements shall be for a minimum six (6) month minimum duration and Unit Owners may not lease less than the entire Unit. For administrative and security reasons, Unit Owners must provide immediate notice of any residency changes (and the parties shall comply with moving procedures). Any sub-letting or assignment is considered a "new lease" with required submission of revised Registration and Lease Addendum forms. (Level D)
57. Each Unit Owner is responsible for actions of his tenants/occupants. . A copy of these Rules shall be maintained at all times within any tenant occupied Unit. If fines become applicable, they are levied against the Unit Owner rather than tenant. (Level A)
58. Each Unit Owner must have a current Owner Registration Form (Appendix #2), as well as a Tenant Registration Form (Appendix #3) for any tenants, on file with the Manager. Information will be held in strict confidence if requested, but is necessary in the event of an emergency involving the Unit. Contact information must be updated each year at the time of the annual meeting, whenever a Unit's occupants change, or when requested by the Manager. (Level C)

I. Lawns and Common Elements

These Rules are meant to ensure that lawns, gardens and other common areas shared by all residents remain attractive and in good condition for the enjoyment of all.

59. To respect the hard work of both our professional and volunteer gardeners and not to cause damage to the Park Place grounds, picking flowers; climbing trees; climbing on the gazebo; walking through, disturbing, or pruning vegetation or plant materials in Common Elements are not allowed. (Level B, plus restoration costs)
60. At the Executive Board's discretion, the seven raised planters around the gazebo may be made available for resident gardening on an assigned basis. Watering, plant maintenance throughout the season, and clean-up at the end of summer is required, and the Executive Board may at its discretion reimburse some of the planting expense if the area is kept aesthetically pleasing. Resident gardening in other areas of the property is not allowed without Executive Board approval. (Level B, plus restoration costs)
61. Bicycles may not be ridden on lawns, in hallways, or within the garages, nor shall toys or items be left outside Units except when in actual use under proper supervision. (Level A)

- 62. Residents or guests using the courtyard, where sound carries (especially at night), shall not disturb other residents, particularly during Municipal quiet hours, 10pm to 7am. (Level A)
- 63. Use of the Meeting Room (North Building, 4th floor) or Solarium (South Building, 8th floor) for gatherings is permitted with approval of the Manager; in consideration of close neighbors, noise shall be minimized.
- 64. Damaging or littering Common Elements is prohibited, including disposal of potting soil, plant material, and cigarette butts. (Level B, plus cleanup/restoration costs)
- 65. Foot traffic shall be confined to sidewalks wherever possible to prevent wear patterns in the lawn. To prevent damage and possible security concerns, climbing over deck railings is prohibited. Under no circumstances shall foot traffic be permitted on the sloped gravel areas, which are especially susceptible to erosion and damage. (Level A, plus restoration costs)
- 66. Skateboarding, rollerblading, scooters, and roller-skating are not permitted on the property. (Level A)
- 67. Garage and yard sales are not allowed on the property. (Level C)

J. Commercial Activity

This section makes sure that all residents are aware that, in accordance to the Declaration, Park Place is a private residential property, made up of single family units, with restrictions on commercial activity.

- 68. The entire project is "private property" with access restricted to residents and guests. Soliciting (for commercial, political, or any other purposes) and real estate "Open Houses" are not allowed. (Level C)
- 69. Units are limited to single family residential use. Professional and administrative occupations must not be externally evident. (Level A)

K. Interior Alterations

Interior alterations have been the source of many complaints from residents and damage to Park Place property. When making modifications to a unit, Owners have both a legal liability and responsibility to the Association to ensure that renovation projects are safe, compliant with Municipal regulations, in alignment with community standards, and have as small an impact on fellow residents as possible. This section outlines the procedures to follow when making alterations to a unit in order to ensure the safety and comfort of all residents and detail fees related to unit alterations. A Schedule of Fees can be found in Section P.

Please read the Request for Alterations and Improvements by Unit Owners form (Appendix #6) which contains important, detailed information.

- 70. Any alteration of a unit, including carpet/flooring and painting/wall treatments, requires notification of the Manager at least three (3) business days in advance and submission of a Request for Alterations and Improvements by Unit Owners form (Appendix #6). All work must be performed by a properly licensed and bonded contractor, who carries all necessary insurance policies. (Level D)
- 71. Alterations other than carpet/flooring and painting/wall treatments additionally require prior approval from the Executive Board. Examples include, but are not limited to: moving walls; bathroom modifications; adding showers; new cabinetry; lighting changes;

plumbing; electrical or structural work. Penetrating the exterior unit boundaries or the concrete slab roof over the garage are strictly prohibited. The Park Place Declaration gives the Executive Board up to 60 days to respond to a Unit Owner after receiving a complete Request for Alterations and Improvements. Every effort will be made to respond more quickly; however, Unit Owners may not begin work until they have received authorization from the Executive Board. (Level D)

72. Structural, electrical, or plumbing alterations also require a Municipal permit. Alterations affecting structural integrity, common utilities (heat, water, electric), or involving excessive noise levels or noxious odors will be closely scrutinized and will require detailed plans and Municipal permits in addition to prior approval of the Executive Board as these may impact Association insurance requirements. (Level E, plus restoration costs).
73. **Delivering and removing construction materials.** Moving and Deliveries Rules (see Section A) apply to any construction materials exceeding the size of a 5-gallon paint bucket, except that a \$300 "construction materials moving fee," to cover administrative costs, plus a \$200 refundable damage deposit debited to the Unit Owner's account, shall apply. This debit will be credited back if all Rules are followed and the completed Moving Process/Checklist (Appendix #1) is submitted to the Manager and shows that no damage occurred. Delivery or removal of large items must be coordinated with the Manager. No items may be moved through the courtyard, over deck railings or through windows. No items may be placed in the elevators without blankets in place, nor may deviations occur from the transit route approved by the Manager. (Level D, plus cleanup/restoration costs for any damage caused during the move, with any damage presumed to be caused by the move in the absence of a completed Moving Process/Checklist (Appendix #1) submitted to the Manager).
74. **Storage of materials.** Manager approval is required for temporary storage of construction materials on the property. All old carpet/flooring, appliances, construction materials (including drywall and old paint), must be hauled away and disposed of off site. (Level D, plus cleanup/restoration costs).
75. **Owner responsibilities.** Unit Owners are responsible for worker compliance with these Rules and other applicable Rules detailed in Section A, especially quiet hours, vehicle parking, using designated loading and unloading areas, materials delivery and storage, removal and disposal of trash and debris, and cleaning of Common Elements. (Level D, plus cleanup/restoration costs)

L. Association Dues/Assessments

This section is to ensure that Park Place Owners are familiar with the process for paying dues/assessments and the responsibilities and obligations that go with them.

76. Dues/assessments are due on the first of each month and delinquent on the 16th. A late fee of \$30 is assessed for delinquencies of less than \$3,000. A late fee of \$50 is assessed for delinquencies between \$3,000 and \$5,000, inclusive. A late fee of \$75 is assessed for delinquencies in excess of \$5,000. Additional late fees shall be assessed thereafter on the 16th day of each month when any portion of the balance remains unpaid.
77. In any case where costs or legal fees are incurred to collect dues/assessments, such fees shall be charged back to the delinquent Owner's account as additional dues/assessments/late charges.

M. Enforcement

This section is designed to make Park Place Owners aware of the process for enforcing the Rules in this document.

78. Although the Executive Board is required to enforce the Declaration, Bylaws, and Rules, it may delegate all or a portion of its responsibilities to the Manager. When Common Elements are damaged, the Manager shall collect from the applicable Unit Owner, who is responsible for acts or omissions of his guests and tenants, the actual costs of repair or rehabilitation in addition to any fines that may be levied.
79. Fines will typically be levied for violations, using the procedure outlined below. Notwithstanding other remedies, the Executive Board may take any action, under the law, to protect the interests of Unit Owners on matters affecting the Common Interest Community of Park Place.

N. Fine Procedures

This section outlines the procedures for levying and collecting fines, including information on appeals and the schedule of typical fines.

80. While the Association has no desire to obtain fine revenue, a schedule (see Section O) was established with amounts considered reasonable in light of anticipated disruption or harm arising from violations. The Executive Board reserves the right to vary fines from the schedule, however, and violations deemed to be serious may warrant larger fines, up to any amount deemed "reasonable" for purposes of AS 34.08.320(a)(11). Ongoing, recurring or intentional violations will result in progressively severe fines levied at the discretion of the Manager or Executive Board.
81. Notice of Hearing shall be provided in accordance with the Declaration prior to fines being levied, using the Notice of Violation/Potential Fine form (Appendix #7) or similar document. In most cases, the Manager shall conduct hearings and render decisions regarding fines, although Owners have the right to appeal any decision to the Executive Board.
82. No fine shall become final until a properly noticed hearing occurs, Notice of Fine Decision (Appendix #8) is provided in the same manner as Notice of Hearing, and (in the case of hearings by the Manager) the period of time to appeal the Manager's decision has expired or the Executive Board has rendered a decision confirming the fine. Fines will be levied to ensure compliance with Association Rules and regulations, rather than to raise revenue.
83. In addition to fines, the Executive Board may institute legal proceedings or correct violations (i.e. repairs, restoration, vehicle towing, etc.), charging all associated costs back to the offending Unit Owner as additional assessments. If the Association must retain legal counsel to enforce Rules, Declaration or Bylaw provisions, legal costs will be assessed against the Unit Owner as additional fines.
84. In the case of violations which may be easily remedied, the hearing officer shall consider evidence that the Unit Owner has corrected the violation and may reduce or waive the fine, conditioned upon no similar violation occurring within the subsequent 12 month period.

O. Schedule of Fines

85. The schedule of typical fines shall be as follows:

Level A	\$50 - \$99
Level B	\$100 - \$199
Level C	\$200 - \$299
Level D	\$300 - \$499
Level E	\$500+

P. Schedule of Fees

86. The schedule of typical fees shall be as follows:

<u>Move-in:</u>	\$300 fee (unfurnished unit) or \$150 fee (furnished unit) \$200 damage deposit*
<u>Move-out:</u>	\$ 0 fee \$200 damage deposit*

NOTE: Weekend or after hours move-ins or move-outs will be charged a \$200 exception fee in addition to the applicable fee and damage deposit.

<u>Unit alterations:</u>	\$300 construction materials moving fee \$200 damage deposit*
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* The \$200 refundable damage deposit will be debited to the Unit Owner's account. The deposit will be credited back to the account if no damage occurs; if damage does occur, the costs will be applied to the damage deposit.

Q. Schedule of Fees for Keys

87. In accordance with the Park Place Condominium Association Key Policy (December 19, 2012) and to enhance security for all residents, the maximum number of keys that may be issued per unit without Board of Directors approval is 5, regardless of number of owners, lessees, or times the unit has been sold. The schedule of fees for keys shall be as follows:

<u>Number of keys:</u>	<u>Fee*:</u>
1 through 5	\$50, each
6	\$100. (requires Board approval)
Over 6	\$250. each (requires Board approval)

*A broken key displaying its unique identifying number may be exchanged for a new key at no charge.

**Park Place Condominium Association
Moving Process/Checklist and Parking Diagram**

Moves are among the most disruptive activities at Park Place. Please be aware that failure to comply with these procedures can result in fines of \$300-\$499 plus any damages.

Owner or Representative: _____ Unit # _____ Phone # _____

IMPORTANT: The owner of Owner's Representative must be onsite to supervise the entire move
A MINIMUM OF THREE (3) BUSINESS DAYS BEFORE MOVE:

1. Owner or Owner's Representative must contact Park Place's management office, PMSI, at 562-2929 or info@pmsialaska.com a minimum of three (3) business days in advance to schedule Move-In/Move-Out.
2. PMSI will advise the most convenient days/times for your move. Scheduling, fees, rules, and any conflicts due to our limited staging area and limited access on trash pickup days will be clearly outlined.
3. Owner/Rep and PMSI will agree on a schedule and Owner/Rep will advise the name and contact for the moving company. The date/time of the move will be confirmed and the Scheduling/Pre-Move Checklist must be completed by PMSI.

SCHEDULING/PRE-MOVE CHECKLIST

- _____ Three business days' advance notice given to PMSI (management office)
- _____ Move-in fee (\$300, \$150 if furnished, single pieces no charge) paid and \$200 refundable damage deposit debited to Owner's account. No charge for move-out
- _____ Advised of moving hours – Monday through Friday 8:00 am to 5:00 pm
- _____ Weekend or overtime move (subject to additional \$200 fee; \$100 for single piece) approved?
- _____ Acknowledgment that NO moving may take place during quiet hours (10:00 pm to 7:00 am)
- _____ Walk off mats and hallway rugs discussed
- _____ Permissible parking areas explained
- _____ Trash pickup schedule discussed (a \$200 charge will be assessed if garbage pickup is impacted)
- _____ Security and door propping issues discussed
- _____ Wall damage liability acknowledged and cleanup and debris removal requirements discussed
- _____ Scheduled date/time for move is: _____
- _____ Moving company: _____ Phone: _____

4. PMSI will send the checklist with a work order to Park Place Maintenance Coordinator advising them of the date/time of move and in which elevator to hang pads. On moving day, the checklist is completed by Park Place's management office (PMSI 907-562-2929).

MOVING DAY CHECKLIST

Before and during the move (please refer to the parking/building diagram on the back):

- _____ Owner/Rep and moving crew meet on site and call Park Place's management office (PMSI 907-562-2929) upon arrival. Approved parking areas (depending on size of truck), security and cleanup and requirement to dispose of debris off site are discussed
- _____ The Owner/Rep's #1 priority is to keep the building secure at all times. Parking areas are supervised and doors are kept secured by the Owner/Rep at all times
- _____ Moving through the front entrances is not permitted.
- _____ PMSI walks the route with the moving crew leader and conducts a pre-move inspection, making a written and/or photographic record of any existing damage along the route
- _____ Movers unload truck into staging area in garage for 2-step process to ensure security. After staging, truck must be moved to an approved parking area. Garage doors are secured and move from staging area to unit takes place
- _____ Moving company contacts Park Place's management office (PMSI 907-562-2929) when move is complete
- _____ PMSI verifies moving hours and does a site inspection for damage, verifies cleanup and that debris is disposed of off-site
- _____ Walk off mats repositioned, if appropriate
- _____ The building is secure
- _____ The Moving Process/Checklist completed and returned to PMSI for appropriate action and unit file

Acknowledged by (Park Place Representative Signature) _____

Date: _____

Park Place Condominium Association
Owner Registration

This form is to be completed and returned to PMSI Management within 7 days of Unit closing or when requested by the Manager.

An updated form must be submitted to PMSI Management whenever any of the information below changes. If Unit is leased, a Tenant Registration form must also be submitted within 7 days of the Tenant's move-in.

Unit No. _____ Parking Space No(s). _____ Storage No. _____

Owner's Name _____

Mailing address _____

Home Phone _____ Work Phone _____ Cell Phone _____

Email Address: _____

Name(s) of every person (include ages of minors) residing in Unit (Article VIII, Section 8.1(a) of the Declaration imposes limit of two occupants per bedroom):

List and describe any pets, including type, breed, name, and description:

Owner's Vehicles:

Make _____ Model _____ Year _____ License _____

Make _____ Model _____ Year _____ License _____

Owner hereby certifies that he/she has been provided a copy of the Rules, that a copy will be maintained in the Unit, and that the Owner agrees to comply with the Rules.

(Signature of Owner)

(Date)

Please Return to:

PMSI

601 W. 41st Avenue, Suite 201

Anchorage, AK 99503

Fax (907) 562-3550

Email: info@pmsialaska.com

Park Place Condominium Association

Tenant Registration

Unit No. _____ Parking Space No(s). _____ Storage No. _____
(Note: Storage/parking must be leased with the applicable Unit per the Declaration)

Tenant's Name _____

Home Phone _____ Work Phone _____ Cell Phone _____

Name(s) of every person (include ages of minors) residing in Unit (Article VIII, Section 8.1(a) of the Declaration imposes limit of two occupants per bedroom):

List and describe any pets, including type, breed, name, and description:

Tenant Vehicles:

Space # _____ Make _____ Model _____ Year _____ Lic # _____

Space # _____ Make _____ Model _____ Year _____ Lic # _____

Unit Owner OR Unit Manager's Name _____

Address: _____

Home Phone _____ Work Phone _____ Cell Phone _____

Email Address: _____

Landlord hereby certifies that the Tenant has been provided a copy of the Rules, that a copy will be maintained in the Unit, and that the rental agreement requires compliance with the Rules.

Landlord acknowledges Tenant has been advised of Move-in/Move-out procedures stated in the Rules, including advance scheduling requirements, allowable moving dates and times, and payment of the moving fee if applicable to tenant.

(Signature of Landlord)

(Date)

Please Return to:

PMSI

601 W. 41st Avenue, Suite 201

Anchorage, AK 99503

Fax (907) 562-3550

**RESOLUTION OF PARK PLACE CONDOMINIUM ASSOCIATION, INC.
REGARDING HEATING ZONE/PIPE REQUIREMENTS INSIDE UNITS OF SOUTH BUILDING**

WHEREAS, the Executive Board of Park Place Condominium Association, Inc., has determined to replace the boilers and water heaters in the South Building (expecting to increase comfort levels for the occupants, decrease maintenance costs, and gain significant utility cost savings);

WHEREAS, AS 34.08.320 and Section 21.2 of the declaration authorize the Association, acting through its Executive Board, to establish policies regarding maintenance and operation of the project and Section 10.1(a) of the declaration prohibits any Unit Owner from altering, modifying, or improving mechanical systems without written consent of the Association;

WHEREAS, the boilers and water heaters are Common Elements maintained at shared expense from common assessments, and the gas consumed by same is also a common expense;

WHEREAS, Section 4.2 (d) of the declaration provides that "space heating" apparatus and "pipes" within Unit boundaries constitute part of each "Unit" and Section 6.2 of the declaration requires that each individual Unit Owner "maintain, repair and replace, at his or her own expense, all portions of his or her Unit";

WHEREAS, the Association's boiler replacement contractor has advised that the new boiler equipment may be damaged or its efficient operation may be impaired unless the piping within each individual Unit contains isolation ball valves at the far ends of each heating zone, a coin vent just above the downstream ball valve, and an operational thermostatic control on each zone;

WHEREAS, the isolation ball valves, coin vent, and thermostatic control on each zone are all items that should be integral to the "Unit" space heating pipes, which are to be "maintain[ed], repair[ed], or replace[d] at each individual Unit Owner's expense pursuant to Section 6.2 of the declaration and AS 34.08.380(a);

WHEREAS, the Association, after consulting its design and construction professionals, has determined that all future work to the South Building heating systems should be accomplished by the same contractor that will be installing the new boilers and water heaters (having 49 separate contractors work on the unit pipes and then tie into the Association's heating system would be virtually impossible);

WHEREAS, there are also safety concerns associated with allowing individual Unit Owners to use their own selected contractors to install heating valves and zone valves, as the North Building fire was caused by such work within a Unit;

WHEREAS, the Association anticipates utility savings associated with the new boilers, which savings will not be realized if Unit Owners have non-functioning thermostatic controls and instead open windows to control heat;

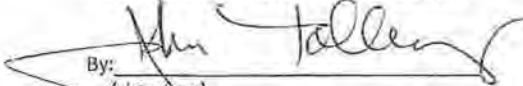
NOW, THEREFORE BE IT RESOLVED that the following policy is hereby adopted:

1. Effective immediately, no Unit Owner may perform any work on the heating pipes, valves, zone valves, or vents, without the Association's advance written approval, which shall also require the owner to retain Dokoozian/Circle Plumbing as the sole authorized contractor to perform the work. The Association may designate another entity as the sole authorized contractor in the future, such that a single firm is responsible for satisfactory operation of the entire heating/mechanical "system" inclusive of the Common Element boilers and the piping inside each individual Unit. A single vendor shall also be selected for the North Building heating system, and all heating work shall be performed exclusively by that vendor.
-

2. Each Unit Owner in the South Building, at their own expense, shall ensure they have a properly functioning ball valve at both ends of every heat loop, a working coin vent just ahead of the furthest downstream valve in each loop, and a properly functioning thermostatic controller in each heat loop.
3. Within thirty days of boiler replacement in the South Building, each Unit Owner shall schedule an inspection with Dokoozian Construction/Circle Plumbing to ensure compliance with the above requirements and to complete any work necessary to bring the Unit into compliance. The Association will pay the cost of inspection as a common expense, funding up to one hour of time for each Unit, inclusive of inspection and any work that is performed to bring the Unit into compliance.
4. Any repairs or work within the Unit boundaries shall be deemed to occur "at the request of the Unit Owner" for purposes of separately assessing the cost pursuant to Section 15.2(a) of the declaration. The cost of the initial inspection/repairs described in the paragraph above (beyond the initial hour which the Association will pay as a common expense) must be paid by each individual Unit Owner in the South Building. The cost may be reimbursed to the Association by equal installment payments over 6 months following the work. For any expense exceeding \$1,000, however, the Association may also obtain an assignment of the contractor's lien rights and may record a mechanic's lien against the Unit until full payment is received.
5. Costs not recoverable under the above paragraph shall be deemed as necessary repairs to avoid damaging the Common Element boiler system, reimbursable under Section 6.4 of the declaration (following Notice and Hearing). The Association further gives notice that it intends to incorporate this policy as a "Rule" of the Association (following Notice and Comment as a future amendment to existing Rules), such that enforcement of same and collection of any associated reimbursement expenses may alternatively be addressed as a "Rule violation."

In witness whereof, the undersigned has caused this Resolution increasing The Periodic Assessment to hereby be adopted and executed this 12 day of JUNE, 2013.

Park Place Condominium Association, Inc.

By: 
(signature)
JOHN TALLENT its: President
(print name)

Park Place Condominium Association
Lease Addendum/Receipt of Rules

Unit No. _____ Address: _____

Landlord's Name _____

Tenant's Name _____

NOTICE: PARK PLACE occupants shall comply with all governing documents, including the current House Rules. TENANT acknowledges receipt of a copy of the House Rules and agrees to comply (including any amendments uniformly passed) and that this is a condition of occupancy. This commitment shall supersede any conflicting language in the rental agreement.

A copy of the Rules will be maintained at all times within the leased Unit.

_____ (Tenant Initial Here) Tenant acknowledges notice of Move-in/Move-out procedures stated in the House Rules, including advance scheduling requirements, allowable moving times and payment of the moving fee if applicable to tenant.

(Signature of Tenant)

(Date)

(Signature of Co-Tenant)

(Date)

Please Return to:
PMSI
601 W. 41st Avenue, Suite 201
Anchorage, AK 99503
Fax (907) 562-3550
Email: info@pmsialaska.com

\$300 construction materials fee is due with submission of application.

Park Place Condominium Association

Request for Alterations and Improvements by Unit Owners

Return this form to: PMSI
601 W. 41st Avenue, Suite 201
Anchorage, AK 99503
Fax (907) 562-3550
Email: info@pmsialaska.com

Applicability: Any additions, alterations, and improvements by Unit Owners (including carpet/flooring and painting/wall treatments) must comply with the By Laws, Declaration and Rules of Park Place Condominiums, including, but not limited to the following: Amendment and Restatement of the Declaration for Park Place Condominiums, Article VI, Maintenance, Repair and Replacement, Section 6.2 through 6.4; Article X, Additions, Alterations and Improvements, Section 10.1.; Park Place Condominium Association, Inc. Rules (Effective Date: May 10, 2017): Rules 2, 47, 50, 52, and 70 through 75.

Date of Request: _____

Unit Number: _____

Unit Owner: _____

Unit Owner Mailing Address: _____

Telephone Number(s): Work: _____ Home: _____ Cell: _____

Fax Number: _____ Email Address: _____

Contractor's Name: _____

Address: _____

Telephone Number(s): Work: _____ Cell: _____

Business License Number: _____ Bond Number: _____

Insurance Provider: _____

(Please include a copy of Insurance Certificate)

Requested Schedule: (Note: The Declaration gives the Executive Board 60 days to answer a Unit Owner's written requests for alteration and improvements. While every effort will be made to respond as quickly as possible, Unit Owners may not begin work until the Executive Board has given written approval to the Unit Owner.)

Requested Start Date: _____ Completion Date: _____

Description of Requested Alterations and Improvements:

Describe the requested alterations and improvements below. Attach more sheets or detailed drawings as necessary to clearly outline your plan.

Requested alterations and improvements affecting structural integrity (moving walls), common utilities (heat, water, electric), or involving excessive noise levels or noxious odors will be closely scrutinized and require detailed plans and Municipal permits in addition to prior approval of the Executive Board. Please answer the following three questions.

1. Do you propose to move or structurally alter any walls? Yes: ___ No: ___
2. Do you propose to alter the heat, water (plumbing, including changing a tub to a shower), or electric? Yes: ___ No: ___

If you answered yes to either of the two questions above, Municipal permits are required. (Please refer to the Municipality's "Guide to Residential Safety Permit Process" and the Municipality's Residential Permit Worksheet for other permit requirements.) Attach detailed plans for submittal to the Executive Board for review and approval before applying for the Municipal permits. An engineering/architectural firm of the Executive Board's choice will be paid to review such required plans for completeness and compatibility with the Common Interest Community before the Unit Owner applies for Municipal permits and before any work begins. Cost of review will be passed on to the Unit Owner.

3. If you answered yes to questions 1 or 2, have you attached the required detailed drawings to this request? Yes: ___ No: ___

Certification:

I certify that the above is complete and correct to the best of my knowledge:

Unit Owner's Signature

Date

Approval Process:

1. Request does not require Municipal permits:

_____ Request approved.

_____ Request denied.

Comments:

Manager's Signature

Date

2. Request includes alterations or improvements affecting structural integrity (moving walls), common utilities (heat, water, electric), or involving excessive noise levels or noxious odors and requires detailed plans.

_____ Detailed plans submitted to Manager to be forwarded to engineering/architectural firm for review.

_____ Review complete.

_____ Issues identified addressed/resubmitted for further review if necessary.

_____ Request conditionally approved. The Unit Owner may apply for Municipal permits. The Unit Owner provide copies of permits and any attachments, including copies of approved plans stamped by the Municipality, to the Manager **before** any work on the unit begins. The Unit Owner shall provide notification to the Manager 48 hours in advance of inspections required by the Municipality so that the Executive Board may have a representative present. Additionally, the Unit Owner shall provide notification to the Manager 48 hours in advance before any work in ceilings, walls or floors is covered or concealed so that they may be inspected. The cost of inspections will be passed on to the Unit Owner. The Unit Owner will also provide the Manager a copy of all documents issued by the Municipality to be placed in the Unit file.

Comments:

Board President/Representative's Signature

Date

3. Final written approval is given once all inspections have occurred, copies of all Municipal documents received, reviewed and any corrections made, and the contractors have completed all work and left the building.

_____ Final Approval Issued

_____ Final Approval Denied

Comments:

Manager's Signature

Date

General Information

Background: Article X, Section 10.1- Additions, Alterations and Improvements by Unit Owners, has been in the Declaration for Park Place Condominiums since the buildings were built in the early 1980's. Rules on Interior Alterations have been in effect in some version since the early 1980s. However, the Association found when the North building burned in 2007 that despite these safeguards in the Declaration and Rules, various structural alterations and modifications to the mechanical and electrical systems in the Common Interest Community by Unit Owners had jeopardized those systems. Procedures on alterations and improvements by Unit Owners were implemented to ensure that the Common Interest Community of both buildings is protected..

Detailed Plans: Detailed plans are floor plans, elevations, and details as needed to clearly describe the requested alterations so that an engineering/architectural firm of the Executive Board's choice can review them for compatibility with the Common Interest Community. At a minimum, detailed plans must be scaled, dimensioned, and show the locations of all existing walls, plumbing, electrical outlets and fixtures, thermostats, sprinkler heads (if applicable), and built-in vacuum outlets in the area of the requested alterations. In addition, all requested alterations must be shown on the detailed plans.

A written narrative alone is not sufficient for alterations affecting structural integrity (moving walls) or common utilities (heat, water, electric). Depending on the complexity of the alterations requested by a Unit Owner, detailed plans may be drawn by a contractor, a draftsman, or an architect/engineer.

Bearing Walls: With few exceptions, all walls in the complex are bearing walls and cannot be removed without compromising the structural integrity of the building. One exception is the 4th floor of the North Building, which was torn down and rebuilt after the fire and was framed differently than the rest of the complex.

Post Tension Slab: The roof of the garage (the floor of some of the 200 and 600 level units) is a post tension slab and as such cannot be penetrated without risk of severe damage to the structural integrity of the buildings.

Roof Membrane: In the past, both roofs posed leak problems. After the fire, both roofs were replaced and are under warranty and as such no new roof penetrations are allowed.

Ventilation: Existing ventilation in bathrooms and kitchens must be used as no new penetrations are allowed in the roof.

Moving/Deliveries of Construction Material: In no event, may construction material or other items be brought in through the front entrances, the courtyard, over deck railings, or through windows. For security reasons, exterior doors and the courtyard gate may not be blocked open and unattended even briefly. All carpet/flooring, appliances, and construction materials, including drywall and old paint, must be hauled away and disposed of off site.

Parking: Contractors may park in the West (resident's) parking lot provided the vehicles do not extend beyond the boundaries of a designated parking space; otherwise contractors may park on the street. Contractors may not park in the East (visitor's) parking lot, or in the loading zones or driveways except during active loading and unloading of materials.

Hours of Operation: Contractor activities are confined to the hours of between 8 am and 5 pm on weekdays. In no event shall any activity occur during Municipal quiet hours (between 10 pm and 7 am).

For complete information, please read all House Rules prior to beginning unit alterations.

Park Place Condominium Association
Notice of Violation/Potential Fine

Unit Number. _____

Unit Owner's Name & Address of Record: _____

Description of Violation: _____

Provision of Rules, Declaration or Bylaws applicable to violation:

Nature of Corrective Action Required (Please Note: Immediate Correction May Result in Fine Reduction or Waiver Conditioned Upon No Similar Future Violations):

Date(s) of any prior warning(s): _____

Amount of Proposed Fine: _____ for the
infraction that occurred on _____, which amount will escalate if violations
continue.

Hearing Time and Location (hearing date must be at least 10 days after notice):

Please be advised that the Association (acting through its Manager) shall consider the evidence and may levy fines against you for the reported violation as described above. You have the right, personally or by representative, to give testimony orally, in writing or both, subject to reasonable rules of procedure established by the Hearing Officer in order to assure a prompt and orderly resolution of the issue. The Hearing Officer must consider evidence you present, although such evidence will not bind the Hearing Officer in making a decision. The Unit Owner shall be notified of the decision on the fine in the same manner in which notice of the hearing was given. Pursuant to Section 20.3 of the Declaration, decisions of the Hearing Officer become final unless the Unit Owner files a written appeal within ten days after notice of the decision.

Written evidence, if applicable, should be delivered to:
PMSI
601 W. 41st Avenue, Suite 201
Anchorage, AK 99503
Email: info@pmsialaska.com

- The undersigned hereby certifies that:
- A copy of this Notice was mailed by first class mail sent to the Unit Owner's address listed in Association records and reflected above on the date below.
 - A copy of this Notice was hand delivered to the Unit on the date below.

Signature of Manager/Representative

Date

Park Place Condominium Association

Notice of Fine Decision

Unit No. _____

Unit Owner's Name & Address of Record:

Description of Violation:

Provision of Rules, Declaration or Bylaws applicable to violation:

Date of Hearing Notice: _____

Date of Hearing: _____

Amount of Proposed Fine: _____

Decision:

Please be advised that the Hearing Officer considered the evidence and determined to levy a fine of _____ for the infraction which occurred as stated in the Notice of Violation/Potential Fine. Additional fines may accrue at an enhanced rate if the problem is not immediately addressed.

Pursuant to Section 20.3 of the Declaration, the Hearing Officer's decision may be appealed to the Executive Board within ten days, after which the decision otherwise becomes final. Written notice of appeal must be delivered to:

PMSI
601 W. 41st Avenue, Suite 201
Anchorage, AK 99503
Fax (907) 562-3550
Email: info@pmsialaska.com

If the Unit Owner appeals this decision, the Executive Board shall conduct a hearing within thirty days. The Executive Board may also increase the fine by \$200 if it determines that an appeal is frivolous or if the Unit Owner files an appeal and fails to attend the hearing.

The undersigned hereby certifies that:

- A copy of this Notice was mailed by First Class Mail to the Unit Owner's address listed in Association records and reflected above on the date below.
- A copy of this Notice was hand delivered to the Unit on the date indicated below.

Signature of Manager/Representative

Date