

**SANDALWOOD SQUARE CONDOMINIUM ASSOCIATION
HOUSE RULES**

The following House Rules have been developed to insure that living in Sandalwood Square Condominiums is comfortable for everyone, owners, and tenants alike. All present and future owners, tenants, and occupants of any condominium unit in the Sandalwood Square Condominium Association are subject to these rules. Any person who purchases, leases, rents, or occupies any of the condominium units thereby agrees to abide by the covenants, conditions and restrictions as set forth in the Declaration, Bylaws, and these House Rules.

SINGLE FAMILY RESIDENCE:

The condominium units are hereby restricted to single family residential uses and uses related to the convenience and enjoyment of such residential use. Professional and administrative occupations may be carried on within the units so long as there exists no external evidence thereof.

No owner may lease their unit for transient or hotel purposes; nor may less than the entire unit be leased. Any lease or rental agreement shall provide that the terms thereof shall be subject in all respects to the provisions of the Declaration and the Bylaws, and that any failure by the lessee to comply with the terms of such documents shall be a default under the lease or rental agreement. All leases and rental agreements shall be required to be in writing.

NUISANCES:

No noxious or offensive activities shall be carried on upon the property. This includes producing loud noises on the property, such as playing loud music. The Board of Directors of the Association shall have the right to determine if any noise or activity producing noise constitutes a nuisance. No owner or occupant shall commit or cause any illegal act to be committed on the property, or obstruct or interfere with the rights of others. **There shall be no loud noises produced after 10:00 p.m. which would disturb other residents.**

PARKING AND VEHICULAR RESTRICTIONS

No inoperable vehicles shall be parked or stored on the property. Vehicle maintenance and repair cannot be performed in the outside parking spaces except for routine maintenance in the assigned space only as long as there is no damage to the asphalt or property, and shall not exceed 72 hours. Guest parking is provided at the north end of the property and is intended for **guest parking only**. There shall be no parking in the FIRE LANE. All vehicles shall be moved promptly after a snowfall to facilitate snow removal operations. Please refer to the attached map for parking locations. Vehicles blocking other units, the mailboxes, the dumpster, improperly parked or in violation of this rule are subject to impoundment at the owner's risk and expense.

Vehicles may not be stored in front of a garage for longer than two (2) weeks during the summer months or 72 hours during the winter months. The owner is responsible for removing any snow accumulation around the stored vehicle that the plowing contractor is unable to remove, otherwise the Association will have the snow removed at the owner's expense.

Please do not wash vehicles in the driveway during winter months because of ice buildup. Owners will be charged for the cost of sanding.

Each unit has three assigned parking spaces: One (1) inside garage, two (2) outside directly in front of garage. At no time will there be tandem parking in front of garages.

OUTSIDE FAUCETS:

All garden hoses must be disconnected from outside faucets beginning October 1 to avoid freeze-up of the faucet, and possible burst pipes. The homeowner will be responsible for any and all damages as a result of a hose being left on an outside faucet in the winter months (October 1 - April 1).

MAINTENANCE:

Homeowners are responsible for maintenance of limited common elements. Examples of limited common elements are garage doors, windows, front doors, etc. If there is lack of maintenance, as deemed by the Board of Directors, homeowners will be notified to complete the maintenance. If the maintenance is not completed, the Association may (1) complete the necessary maintenance, billing the cost back to the homeowner; and/or (2) the unit is subject to fine assessments.

SIGNS:

No signs, posters, displays or other advertising devices shall be erected or maintained on or displayed from the residences without prior written approval of the Board of Directors, except that signs of customary and reasonable dimensions which states that the premises are for rent or sale may be placed on the unit itself and not planed in the common area.

ADDITIONS, ALTERATIONS, IMPROVEMENTS OR DECORATIONS:

No alterations, additions, modifications, or decorations to the common area or limited common areas shall be commenced, erected, or maintained without the prior written approval of the Board of Directors.

PETS:

The Board of Directors may by rule prohibit or limit the raising, breeding or keeping of animals in any unit or on the common area or any part thereof.

The Association strictly enforces all Municipal pet ordinances.

The Board of Directors have identified "reasonable quantity" of pets as being a maximum of two (2 cats **or** 2 dogs **or** 1 cat and 1 dog).

TRASH REMOVAL AND STORAGE:

Trash, garbage or other waste shall be disposed of only by depositing same, wrapped in a secure package, into the dumpster provided. No owner or occupant of a unit shall permit or cause any trash or refuse to be disposed of on any portion of the property. Do not pile trash around the dumpster. The trash company will not get out of their trucks to pick up the piled or spilled trash. If the dumpster is piled high, please wait until is emptied.

Dumpster use is for disposal of day-to-day household trash only. No disposal of furniture, appliances, construction debris, etc. Boxes should be broken down before being placed in the dumpster.

No portion of the property or limited common areas may be used for storage of any material or container of any type without the prior written approval of the Board of Directors.

COMPLIANCE WITH LAW:

No improper, offensive, or unlawful use shall be permitted to be made on the project or on any part thereof. All valid laws, ordinances and regulations of all governmental bodies having jurisdiction over the project shall be observed.

VIOLATIONS:

If a violation of the Association's governing documents (Declaration, Bylaws, House Rules) is noted, a letter will be sent to the violating homeowner giving them ten (10) days to correct the violation. If the violation is not corrected after the ten (10) days, then a reasonable fine assessment(s), as determined by the Board of Directors, will be levied. Fine assessments are enforceable liens on the property.

Homeowners are responsible for the actions of their tenants, guests, invitees, etc.

INTERPRETATION:

The Board of Directors reserve the power to establish, make and enforce compliance with such additional rules and regulations as may be necessary, with the right to amend the same from time to time, and to impose reasonable fines for infractions of all rules and regulations.

The application of terms in the above shall be interpreted by the Board of Directors as that which a reasonable person, under reasonable circumstances, would normally interpret the application of terms to be.

MANAGING AGENT RESPONSIBILITIES

1. Receive and deposit monthly Association dues, pursue collection of delinquent accounts by means specified in your association Declarations and Bylaws. This includes filing liens, small claims action, collection procedure and foreclosure actions.
2. Provide information to the Board of Directors so they can make the best decisions for the Association, including information for budget adjustments.
3. Implement decisions made by the Board of Directors, maintain financial records and prepare correspondence when necessary or requested by the Board of Directors. Prepare for execution and filing all forms, reports and notices required by law and file the same with the required governmental agencies. Provide homeowner information regarding the Association.
4. Place appropriate hazard insurance coverage to protect buildings, common areas and owners' liability relative to these elements and areas. Contents or renter's insurance is the responsibility of the owner.
5. Provide contracts for the maintenance of the common elements for the Board of Director's approval.

Note: The above is a brief outline of the managing agent's duties.

BOARD OF DIRECTORS RESPONSIBILITIES

1. To administer the affairs of the Association and the project.
2. To formulate policies for the administration, management and operation of the project and the common areas and facilities.
3. To adopt administrative rules and regulations governing the administration, management, operation and use of the project and the common areas and facilities, and to amend such rules and regulations from time to time.
4. To provide for the maintenance, repair and replacement of the common areas and facilities.
5. To estimate the amount of the annual budget and to provide the manner of assessing and collecting from the owners their respective share of the estimated expenses.

Note: The above is a brief outline of the Board of Director's duties and responsibilities. More information may be obtained from the Declaration and/or Bylaws.

INFORMATION

Information may be obtained from the Association's Managing Agent, Property Management Services, Inc. (PMSI), 601 W. 41st Avenue, Suite 201, Anchorage, Alaska 99503, by telephone or text (907) 562-2929, or via email info@pmsialaska.com. Suggestions or recommendations should be directed to the attention of the Board of Directors.

Revised: Sept 27, 2023 (mailed with Jan 17, 2024 annual meeting notice)