

1616 GARDINER LANE

HOME OWNERS ASSOCIATION

RULES AND REGULATIONS

USE OF PARTY ROOM AND CLUBHOUSE

To use the party room, reservations must be made by calling Jim Kimble, 458-6013. There is a \$50.00 deposit required to reserve the party room, which will be refunded in its entirety if the room is in satisfactory condition.

- 1) Written confirmation will be given to residents by Jim Kimble only if requested.
- 2) All holidays (to include New Years Day, New Years Eve, Mother's Day, Father's Day, Easter Sunday, The first night of Passover, Independence Day, Memorial Day, Labor Day, Thanksgiving, Christmas Eve, and Christmas Day) residents will not be allowed to book the party room for two successive years unless no one else reserved the room one month prior to the holiday.
- 3) Successive reservations (of regular days). The first three days (weekly or monthly) will be honored; after that you can reserve the room providing no one else wanted the room one week before the date.
- 4) The first day reservations are taken for the year will be January 1st. Reservations for January can be made after December 1st.

The key may be obtained from Jim Kimble #99, Bldg A, and must be returned immediately after the room has been cleaned. This should be by noon of the day following the party. After the key is returned the party room area will be inspected. If in satisfactory condition, the refund will be made.

If the icemaker is to be used, it should be turned on eight hours in advance of the party. Turning machine on and off is the responsibility of the user.

The thermostat may be adjusted for your party, but it must be turned back to 60° in winter and 80° in summer.

Make sure all doors are locked and all lights are out before you leave. If saunas are used, be sure they are turned off, when you leave.

All trash cans are to be emptied.

Restrooms are to be straightened up.

All decorations are to be removed.

Spills are to be wiped from carpet.

Any cigarette burns damage to flooring will be repaired and charged to user.

Any damage to party room, restrooms and exercise room will be charged to user. All instructions should be read before operating any equipment in these areas. If professional cleaning is required after your party, the expense will be charged to you.

- Cleaning includes:
- (1) Vacuuming all carpeted areas.
 - (2) Mopping all vinyl flooring.
 - (3) Wiping off counters, tables, chairs, bar and bar foot rail.
 - (4) Cleaning out sinks, refrigerator, range top and oven, if used.
 - (5) Restrooms should be cleaned and waste containers emptied.

The party room will be inspected after each use.

All children under 16 must be accompanied by a responsible adult, when using the sauna and exercise room.

The deck area should be cleaned when finished with party room.

The clubhouse is part of your home at 1616 Gardiner Lane. Use it and enjoy it!

POOL AND TENNIS COURT RULES

In a letter from the Department of Public Health, they state that any violation of the "Life Guard/Pool Attendant" rules which control our pool, as set forth in Chapter IX, Rule 1 Section 901.18 and 901.117, of the Swimming Pool Code, will result in the immediate closing of our pool.

We have been cited before, because we have not had a Qualified Pool Attendant "on deck" for hours the pool is open. As you know, we had to close for a time one season for this violation.

We now have some residents, qualified, but they cannot always be there when you want to go into the pool, or when you just want to lie on the deck and sun. If you want to use the pool area when an attendant is not present, you place our residents in violation, and subject the pool to being closed. We therefore encourage you to become a qualified pool attendant. If you are interested, please contact Martin Saper, 452-2207.

The pool will officially open as soon as it has been inspected by the Department of Public Health.

There are a few rules we must abide by:

- (1) A pool attendant must be on deck when you are at the pool. There is to be no running around the pool or diving. The pool is shallow, and injury may result from diving.
- (2) No food or glass containers are allowed in the pool area. All pool user must clean up their waste when they leave the pool area.
- (3) There is no swimming after sun down. These are State Rules.
- (4) The pool, tennis court and clubhouse gates and doors are to be locked at all times.
- (5) Non-residents who use the pool, tennis court, and clubhouse must be accompanied by the resident, unless the guest is an out of town guest. Each and every resident is responsible for his guest. A pool attendant must be present when anyone uses the pool.
- (6) In compliance with the Codes controlling pools, Section 901.17, "Safety and Lifesaving Equipment", the first aid kit is mounted on the wall, in the hall of the party room between the restrooms. The pool key will give you access to the hallway entrance.
- (7) The children age 14 and under must be accompanied by their parents; you are not to expect the pool attendant to act as your babysitter.

- (8) There is sign-up board for the tennis court on the outside of the clubhouse by the rear door. Please use this board when scheduling your games. The limits per owner on the tennis court is 1½ hours. If there is no one signed up to play or waiting, you may play as long as you like. If there is no chalk, please call Jim Kimble, 458-6013.
- (9) Children are not to play on the tennis courts. This area is restricted to tennis only. When using tennis court wear only tennis shoes.
- (10) Please use key to get inside the courts, no climbing over the fence.

A \$25.00 per infraction will be assessed on any violation of the tennis courts, clubhouse and pool rules, after the first written notice had been issued.

PARKING

Designated parking spaces are clearly marked; please use only these marked spaces.

Each homeowner has numbered parking spaces; please use only yours.

The portico area in front of Building "a" is a fire lane and is NEVER TO BE BLOCKED. Parking in this area is permitted ONLY for loading and unloading for not more than 5 minutes, and your car must be pulled to the far side of drive. This directive has always been in effect, but is being ignored. It is imperative that all residents follow this rule in accordance to the State Fire Code and out of consideration for your neighbors.

Garage parking is limited to only the spaces you own or lease from another owner. If you have more cars than garage spaces, the extra car(s) must be parked in the outside guest spaces provided. However these guest spaces should not be used for long term storage.

RENTING UNITS **SEE AMENDMENT AT END OF DOCUMENT EFFECTIVE 12/19/18

The Board is to be notified in writing on intent of renting a unit.

Upon leasing a unit, the Board shall be provided with information in writing as to the lessee, i.e., name number of occupants, occupation, telephone numbers, (home and work), make of cars.

The leasor surrenders his privileges as a homeowner, i.e., use of pool exercise room, tennis courts, party room to lessee.

The leasor shall provide lessee with a copy of rules set by Board of 1616 Gardiner Lane Homeowners Association.

SELLING A UNIT

For Sale signs in windows or on Gardiner Lane frontage are not allowed. The Association has a sign holder available to which any resident with a unit for sale may attach one 6" X 24" sign. This is the only location whereby a For Sale sign may be displayed. Permission can be granted from the Board to post an "Open House" sign. Sign may be displayed only during open house hours.

The Board must be notified in writing of decision to sell a unit. This is to be done prior to displaying a sign.

Every unit owner who enters into a sales or lease of his unit shall complete and file with the Board a sales/lease information form prepared and provided by the Association.

Seller is responsible to supply buyer with a copy of the by-laws and master deed or the Association will supply a copy for \$25.00. Upon notification of closing of unit, the Association will provide new owner with a set of rules and a directory.

CHILDREN

All parents are responsible to see that children abide by the MASTER DEED, BY-LAWS and the rules set up by the Association. It is not the responsibility of the Board to police unruly children.

Children are not to ride bicycles, roller skate, skate boards near garage entrance or through the portico area in front of Building "A". Their safety is in jeopardy.

Our common grounds are not a playground, per-se for children. Respect for the rights of all residents must be considered at all times.

Children are not to climb on maintenance shed, bounce balls against Building "A", play on grassy areas surrounding Building "A" directly under neighbors' windows.

Children are not to ride bicycles or run around the deck of the party room.

Children under 16 are not allowed in the exercise room or sauna unless accompanied by a responsible adult.

Respect must be exercised by all residents residing in a community setting, and the ultimate responsibility rests on the parents of children involved.

PETS

Page 31, Section F of the Master Deed cites all regulations regarding pets, i.e., size of dogs limited to 16 pounds.

Dogs must be on a leash at all times when out doors. This is a LAW.

When walking dogs, owners are responsible for cleaning up after their pets. i.e., paper bags with pooper scoopers.

No guest are allowed to bring pets into Building "A".

DUMPSTERS

All garbage is to be put in heavy duty plastic bags and tied securely before putting in dumpster. No boxes, beer cases or other waste is to be placed in the dumpster area other than in the dumpster itself.

Rental Amendment: Effective 12/19/18 1616 Gardiner Lane restricts rentals in the community to no more than 15% of all units. This would mean there could be no more than 9 rental units in the community at one time.