

Owner Responsibilities

Northface Condominium Resort

26 Dec 2020

Overview:

- Below is an interim listing as the Board of Directors (BOD) works to document in one place the rules of the association and subsequent enforcement. Rules are documented within the Condominium Documents, with special emphasis on By-Law paragraphs 5.4 – 5.7, and in BOD notifications through the years.
- Reporting of rules violations shall be made via written notification to the management company. Email is acceptable.

Level I: Major Rules affecting the safety or enjoyment of Owners:

Rule	Source*	Penalty
1. <u>Quiet Hours:</u> Owners, tenants and guests shall exercise extreme care, especially between 10 p.m. and 8am, to avoid unnecessary noise.	By-Law Para 5.7d	Warning then \$250 per incident based on 1) Call to Police, 2) written complaint from other resident, or 3) Board confirmation of situation.
2. <u>Water Shutoffs:</u> Owners shall turn off the water main at their units when departing for over a 72 hour period. Note: Water damage has been the #1 problem at Northface since 1985. Many units still have 35 year old main water shutoffs located inconveniently behind the water heater. Unit owners are encouraged to relocate their water shutoff to a more convenient location. Pictures/suggestions on how to do this are located at northfaceresort.com (click Worth Knowing, then click Recommended Owner Maintenance)	BOD (per By-Law para 3.1)	\$500 plus Unit owner is responsible for damage to other units and association property
3. <u>Rentals:</u> a. All leases and Rental agreements shall be for a term of no less than 30 days and subject to the rules of the association. b. A copy of all rental leases shall be provided to the management company prior to the rental and shall identify: <ul style="list-style-type: none"> • The primary contact person (name and phone number) • The names of everyone who will be part of the rental party • The license plate numbers of all vehicles associated with the rental. • A copy of the units insurance policy shall also be 	Condo Docs Para 5.7d BOD (per By-Law para 3.1)/ By-Law Para 5.7	\$500 per occurrence \$100 per occurrence (can be additive to item 2a)

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<p>provided indicating proof of renter insurance so that the Association is not left exposed in the event of problems</p>		
<p>4. <u>Fireplaces:</u></p> <p>a. Fireplaces shall only be used by owners (no tenants or guests)</p> <p>b. Ashes from woodstoves and fireplaces may remain hot for several days after use. All ashes shall be deposited in the cans marked “Fireplace Ashes Only” at the base of each stairwell.</p> <p>[Note: Whenever possible, allow the hot material to burn out in the fireplace and then empty the cold extinguished material days later upon arrival at your next visit]</p>	<p>BOD (By-Law para 3.1)</p> <p>BOD (By-Law para 3.1)</p>	<p>\$500 per occurrence</p> <p>\$250 per occurrence</p>
<p>5. <u>Pets:</u></p> <p>a. Only owners are allowed to keep dogs and other common household pets. All pets shall be registered with the Management Company along with a copy of the pet license. Visiting guests may bring a pet provided the owner is present and the pet is registered with the management company prior to the visit. Dogs must be leashed at all times.</p> <p>b. Owners are to clean up after their pets</p>	<p>By-Law Para 5.7 d (including Amendment 1)</p> <p>BOD (By-Law para 3.1)</p>	<p>\$100 per day</p> <p>\$25 per occurrence</p>
<p>6. <u>Barbecuing:</u> Not allowed within 15 feet of the building.</p>	<p>BOD (By-Law para 3.1)</p>	<p>\$100 per occurrence</p>
<p>7. <u>Parking:</u></p> <p>a. Parking is prohibited in front of the stairways/unit entrances. Loading/Unloading for a 30 minute period is allowed.</p> <p>b. All vehicles shall be registered with the Management Company. This includes vehicles of guests. Vehicles associated with rentals do not need to separately notify management as the vehicle license plates would have already been provided as part of the lease provided to management.</p> <p>c. Vehicles shall be moved during snow removal operations to locations as specified in the association snow removal policy</p>	<p>BOD (By-Law para 3.1)</p> <p>BOD (By-Law para 3.1)</p> <p>BOD (By-Law para 3.1)</p>	<p>\$50 per occurrence</p> <p>Towed at owners expense</p> <p>Day 1: \$25/Vehicle Day 2: \$50/Vehicle Day 3: \$100/Veh Day 4: Veh towed</p>

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Level II: Additional Rules of Operation:

8. <u>Heat:</u> Unit thermostats shall not be set below 55 degrees from 1 Nov to 30 Apr	By-Law para 5.7m	\$100 per occurrence plus cost of any damage
9. <u>Unit Alterations:</u> No structural alternations shall be made in or to a unit without approval of the Board. No external changes are allowed without approval of the Board. Any alterations previously approved by the Board for one unit apply to all and no additional approval is required. For example; replacement of windows and sliders with the Board authorized Pella replacement, installation of wall air conditioners under the kitchen window). Note: A listing of all BOD approved alterations is available at northfaceresort.com under Worth Knowing (Click on “Modifications/Improvements to Individual Condo Units”)	By-Law para 5.6	\$250 plus correction of the unapproved alteration
10. <u>Air Conditioners:</u> <ul style="list-style-type: none"> • Window units are allowed in the kitchen window only • Portable air conditioners (i.e., unit is inside the unit and vent goes into the window opening) are allowed for any window. • The permanent installation of a wall air conditioning unit is allowed only under the kitchen window. 	BOD (By-Law para 3.1)	Warning for first occurrence then \$100 per day until removed

Level III: Owner Situational Awareness:

11. <u>Rubbish:</u> Shall be placed in the dumpsters and the bear entry prevention chain reattached after use	By-Law para 5.7b	Warning then \$25 per occurrence
12. <u>Common Area Protocol:</u> <ol style="list-style-type: none"> a. No clothing, laundry, rugs, etc. shall be hung from or spread upon any window or exterior portion of a Unit or Common Area. No advertisement or posters of any kind shall be posted in or on the property b. No bicycles, furniture, packages or objects of any kind shall be placed in common areas 	By-Law para 5.7a and 5.7b By-Law para 5.7i	Warning then \$25 per occurrence Warning then \$25 per occurrence
13. <u>Firewood:</u> Firewood storage is limited to 1/5 cord on the front deck and 1/5 cord on the rear deck. Excess firewood shall be removed at the owner’s expense.	By-Law para 5.7b	Warning then \$100 per occurrence + cost of removal
14. <u>Front (Pool side) Stairwells:</u> Front stairwells are for fire escape provisions only and shall not be used for any other purpose except the one time movement of furniture that is too large for the back (Parking lot) stairwells.	BOD (By-Law para 3.1)	Warning then \$100 per occurrence

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15. <u>Actions of tenants and guests</u> : The owner shall be responsible for the actions of their guests or tenants on the property. If occupancy by tenants or guests creates a nuisance to other Owners, the Board can exercise the right to require the offensive tenants or guests leave	By-Law para 5.71	None – provided for reference
16. <u>Pool</u> : Owners shall abide by a separate set of rules and regulations governing pool operations	By-Law para 5.7n	TBD

*Supplemental information concerning notification to owners can be found in past correspondence to unit owners such as; 4a: [25 Mar 2017; Quarterly Meeting Minutes](#) (Fireplace use; Page 2, 2nd to last para)

7c: [18 Dec 2018; Notice to Unit Owners](#) (Snow Parking Policy Attachment)

10: [18 Dec 2018; Notice to Unit Owners](#) (Air Conditioners; Rules/Reg Highlights, item 14)