

VILLAGE GREEN CONDOMINIUM ASSOCIATION RULES AND REGULATIONS

Approved December 2007

INTRODUCTION

Condominium living means cooperation and sharing. The following Rules and Regulations are intended to help us to live harmoniously with our friends and neighbors. Your cooperation is essential.

Village Green Condominium Association Board of Directors (VGCA-BD) and our Management Firm, Moseley Associates.

I General

A. Building Modification

The Association is responsible for the structural integrity of the buildings. No interior or exterior modifications are allowed without written consent from the VGCA-BD, prior to undertaking the work. **Any structural work done on the interior must be approved in advance by the VGCA-BD.** Any modification requiring a building permit must be approved **in advance** by the VGCA-BD. A description including drawing must be submitted to the VGCA-BD along with the name of the person (contractor) doing the work.

B. Condominium Fees

All owners are required to pay their monthly condominium fees by the 10th of the month. A 5% fine will be levied on late accounts. **The VGCA-BD, as necessary, will take legal action on delinquent accounts at the owner's expense.**

C. Garage Sales

No garage sales organized by individuals are permitted on VGCA property. At irregular intervals if there is sufficient interest, a condominium-wide yard sale **will be organized and advertised** by the VGCA-BD.

D. Noise

All musical instruments, TVs, radios, stereos, etc. must be operated at a noise level that does not disturb other residents. **This also applies to all motorized vehicles. The noise level ordinances of the City of Lebanon will also be observed and enforced.**

E. Outbuildings

No outbuildings of any kind are permitted; this includes dog houses, enclosures for pets or any other structure.

F. Outside Contractors

For a list of **suggested** contractors, **please contact Moseley Associates. If any resident asks a contractor to do any work, the resident will be responsible for the cost of that work.**

G. Outside Contractors Employed by VGCA

It is requested that owners call Moseley Associates (802) 296-2600 concerning performance of any contractor who is employed by the Village Green, and not the contractor directly.

H. Painting Exterior

No outside painting is permitted, with the exception of deck floors, which are the owner's responsibility. Please refer to Appendix for the authorized colors.

I. Painting, Interior

All interior painting, including the inside of the garage is the responsibility of the owner.

J. Planting

Approval for all work, such as outside planting must be obtained by submission of a detailed request in writing to the VGCA-BD. All approved plantings then become the property of the Association. Owners are encouraged to perform services to maintain common properties to help minimize upkeep costs and to keep the Village Green attractive. **Prior approval for any work done by residents must be obtained from the Board of Directors.**

K. Rubbish Collection

All rubbish must be kept in closed containers in the garage. Rubbish should be put outside in covered containers with secure lids on the day of pick-up. The current pick-up day is Wednesday. The use of plastic bags is discouraged. Newspapers may be tied in bundles. Empty boxes may be stacked neatly. Bring rubbish containers in by the end of the day.

L. Smoke Detectors

Smoke detectors should be installed by owners in appropriate location with their unit. Batteries should be replaced on a regular schedule. For example, replace them once a year in the fall at the end of Daylight Savings Time.

M. Unit Sale

Owners selling their units should inform the VGCA-BD of their intent to sell and upon

sale, the name of the new buyer. It would be helpful to others who wish to sell if the VGCA-BD is furnished with the amount of the selling price. There is a .5% buyer's fee on sold units.

N. Vandalism

The cost of repairing any vandalism or damage done to buildings or common areas by owners or occupants, their children, their guests or pets shall be assumed by the occupant or owner responsible who will be billed by the association.

O. Woodstove/Fireplace Chimneys, Cleanings

Wood stoves, fireplace and furnace chimneys will be inspected yearly at Association expense by qualified chimney care service personnel. Those chimneys requiring cleaning must be cleaned at the owners' expense within 30 days of notice and a copy of the receipted bill submitted to Moseley Associates. If the chimney is not cleaned by the homeowner, the association will have the chimney cleaned and bill the homeowner. It is advisable to check the condition of the furnace chimney at this time and clean when necessary.

II Common Areas

A. Fire Lane

The fire lane, which connects the Floyd Avenue area with Pleasant Street, is for emergency use only. It will be kept chained and is not available as a right of way, except for emergency vehicles. **The Grounds Maintenance crews have permission to use this right of way also.**

B. Firewood

Firewood must be neatly stacked and out of sight whenever possible. Wood should not be placed in an area that will interfere with routine maintenance and upkeep and never against **an** outside building wall. Firewood may be neatly stacked under decks providing it is not in contact with the structure of the wooden building.

C. Light Bulbs

Light bulbs are supplied by the VGCA-BD **for the common areas, such** as hallways and garage outside lights. All other light bulbs, which are controlled solely by a unit owner, will be the responsibility of the owner and not the Association. **Garage lights and hallway lights are always on. Residents are encouraged to leave their front door lights on for the safety of other residents.**

D. Mailboxes

Mailbox locks are the responsibility of the owner. Mailboxes should be kept locked. See Appendix for recommended vendor.

E. Personal Property

No personal property such as lawn chairs, children's toys, bicycles, cleaning utensils, barbeque grills, etc. shall be left in common areas, including hallways, driveways, lawns and areas under decks.

F. Signs and Advertisements

No signs and advertisements may be placed on Village Green property, either by an owner for personal reasons, or by contractors providing services to the Association or to an individual.

III Cars

A. Parking

All vehicles, including those of visitors, must be parked in designated parking areas and not in front of neighboring units or center hall entrances. Please do not park on the grass.

Parking Rules for residents-not guests. As discussed at the 2007 Annual Meeting, the VGCA-BD has approved hanger tags for outside parking at The Village Green. All vehicles (except visitors of 7 days or less) parked outside of a garage shall display a hanger tag. Each unit will be issued one hanger tag free of charge. The vehicles parked outside of the garage must be registered with VGCA and must display a hanger tag. These registrations must include the name of the owner and plate number and state. Vehicles must be registered to the unit in which the owner of the vehicle resides. Second vehicles parked outside must also be registered with the above information. There is a \$25.00 monthly fee for the second vehicle parked outside for each unit. A very limited number of third tags may be available and the fee for the third vehicle is \$50.00 a month. Vehicles that are parked outside without a hanger tag for over 14 days will be subject to a weekly fine and/or towing.

Parking Rules for Guests. Visitors for less than 7 days require no parking hang tag. Visitors over 7 days and up to 14 days require a tag and there is no fee/charge. Vehicles must be registered with the unit owner's name and unit #, vehicle color, make, model, year and plate number/state of the vehicle. Visitors over 14 days require a hang tag and there is a \$25.00 fee. If a co-worker, healthcare provider or other person regularly parks near your unit, please notify Moseley. These vehicles must also be parked in designated areas.

These parking rules are not meant to be punitive or to cause problems. The rules are designed to ensure fair parking for everyone. In many areas of The Village Green,

there is a parking problem. You are asked to cooperate so that parking is fair for everyone. The VGCA-BD reserves the right to warn, fine (\$25.00) or tow any car.

B. Recreational Vehicles

No camping or boat trailers or other recreational vehicles may be parked in the condominium complex. An exception to this, made at the discretion of the VGCA-BD in writing, is temporary parking of an RV belonging to a temporary visitor.

C. Snow Plowing

During snow plowing operations, no vehicles may be parked near the buildings; i.e. in front of the garage. Such cars should be parked in another designated space when snow is predicted, and moved to in front of the garage after the snow in that space has been removed; this facilitates the cleaning operation, and allows the snowplow operator to finish snow removal.

D. Speed Limit

The posted speed limit within the Village Green property is 15 mph.

E. Unregistered Vehicles

No unregistered vehicle shall be operated or parked on the Village Green property.

IV Buildings

A. Awnings

Awnings may be installed only over the entire width of the deck. Permission must be requested in writing from the VGCA-BD before they are installed. They must conform to the recommended style and pattern. **Please call Moseley Associates for a list of approved vendors.**

B. Barbeque

Barbeque grills, etc. are allowed only on the gravel patio or paved area. The NH fire code as well as that of City of Lebanon requires that all grills must be at ground level and at least 4 feet away from the building. No barbeques are permitted on or under the wooden decks. **Open fires or uncovered grills are not permitted.**

C. Decks

1. Any extension, addition or alteration to the original deck structure must be approved by the VGCA-BD in response to a request in writing. The work will be done at the expense of the owner.

2. No personal property shall be draped over the sides of the decks. No laundry, etc. may

be hung anywhere outside at any time, especially on decks.

3. Staining and maintenance of the deck floor is the owner's responsibility. Approved colors may be obtained from Moseley Associates. Decks must be kept clean, repaired and attractive. When deck flooring is replaced, deck flooring pre-approved by the VGCA-BD must be used.

4. Snow should be removed in a timely fashion following snow storms, to avoid a heavy buildup.

D. Garage Doors

Garage and hallway doors should be closed after dark as a safety measure.

E. Hallways

1. Routine cleaning of common hallways shall be shared by owners using it. No personal items shall be stored in the hallway. There shall be no playing or loitering in the hallways.

F. Holiday Decoration

Holiday decoration must be taken down by 2 weeks after the holiday.

G. Roofs, playing

No balls or other objects shall be thrown at the building or on the roofs.

H. Unit Keys

All owners must provide the VGCA-BD with a key to their unit, to be used only in an emergency. Keys are kept at the office of Moseley Associates.

V Children

A. Playing

Children may not play in the common storage areas or in hallways nor anywhere else in such a manner as to cause damage or undue noise. Children should not play in driveways, unless directly supervised by an adult due to the danger from traffic.

VI Pets

A. Breeding

No animal of any kind may be bred or raised commercially on the Village Green property.

B. Cats

All cats must be controlled by owners so that they do not become a nuisance to other wild

life. NH state law requires that all cats be vaccinated against rabies.

C. Dogs

No animal may be chained out of doors. Continuous barking by a dog, although inside, constitutes a nuisance and must be controlled by the owner. NH state law requires that all dogs be vaccinated against rabies.

Anyone walking a dog on Village Green property must clean up after the animal.

People who do not comply will be fined. All pets must be walked on a leash by their owners when outside and are not permitted to become or to create a nuisance.

VII Lessors, Renters or Boarders of Units

A. Owner Responsibility

It is owners' responsibility to provide all renters and boarders with a copy of the Rules and Regulations **with** which they must comply.

B. Renters, Vehicles

Permission of the VGCA-BD must be obtained if more than two vehicles will be used by renters. Each unit owner is entitled to one outside parking space or a maximum of 2 vehicles per unit, including the use of their garage. Permission for parking additional vehicles must be obtained from the VGCA-BD.

C. Renter, Lessors

Owners must file the name and contact information of the renter (s) with the VGCA-BD and Moseley Associates.

D. Unit Rental

A unit may not be rented to more than 3 unrelated persons.

VIII Enforcement of Rules and Regulations

A. Fines

Enforcement of Rules and Regulations is outlined in the Bylaws of the Condominium. The VGCA-BD is empowered to impose fines for infractions when deemed necessary.

B. Management Firm

Questions, complaints, and calls for help in resolving problems which may arise should be made to our management firm, Moseley Associates who are on call 24 hours a day 7 days a week. (802) 296-2600

APPENDIX

Village Green Stain/Paint Colors

Paint Color: The approved exterior paint color for Village Green effective August 2005 is Benjamin Moore #509-Springfield Sage. Per the VGCA-BD.

Trim Color: Benjamin Moore – Village Green Brown

Paint is available at the paint store in West Lebanon located next to the U.S. Post Office.

Awnings

An application for approval and list of approved installers may be obtained by contacting the Board secretary.

Locks, Door, Mailboxes, etc.

Contact Peter Deutsch at Upper Valley Lock Doctor located in White River Junction at (802) 295-5242 for services. He has a mobile lock service and stocks a supply of the type used for our mailboxes.

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