

**Nature Trails Association
a.k.a. Springwood Association
Rules & Regulations**

Prepared and Approved by:

The Board of Directors

Last Modified: August, 2003

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These rules and regulations will serve as a reminder of our individual and mutual responsibilities to abide by the governing documents of this association. It is further to our advantage that by following these regulations, interpersonal conflicts will be reduced, property values will be enhanced and we will be a successful and healthy condominium community.

The authority for these rules and regulations is derived from the following:

- Washington State Condominium Act
- City Of Kent Ordinances
- Declaration for Springwood Townhomes
- Public Offering Statement for Springwood Townhomes
- Bylaws of Springwood Association
- Articles of Incorporation for Springwood Association

1. PARKING RULES & REGULATIONS

A. Parking

1. Parking is restricted to the parking of operative and street legal automobiles and motorcycles that are tenant owned and to short-term parking of automobiles by guests. All unauthorized vehicles or other items will be removed at the direction of the Board of Directors and costs will be paid by the vehicle owner or unit owner.

B. Violators of the following parking rules will be towed without notice:

1. No parking in fire lanes
2. No parking in the street
3. No parking in walkway areas
4. No parking in front of dumpsters
5. No parking in front of mailboxes
6. No parking in front of fire hydrants
7. No parking allowed except in designated parking areas
8. No double parking (Except in front of your carport if space permits)

C. The following vehicles are NOT allowed on the premises and will be towed after a 10-day notice

1. Recreational Vehicles and boats
2. Inoperable vehicles
3. Vehicles with flat tires
4. Stored or rarely used vehicles
5. Vehicles with expired license tabs
6. Third vehicles (maximum 2 vehicles per unit – wherever parked)

D. Motorcycles

1. Motorcycle owners must place a barrier between the kickstand the asphalt to prevent gouging in the pavement

There are 44 covered parking spaces, each of which is assigned to a unit. There are 48 unassigned parking spaces that are common elements available for use by owners/tenants or their guests. This is what limits the number of vehicles that we routinely park in our lot.

In order to avoid assigned parking or mandatory parking limitations on the number of vehicles parked per unit, each owner/tenant is asked to limit parking to no more than two vehicles per unit on a routine basis.

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2. EXTERIOR APPEARANCES RULES AND REGULATIONS

A. Exterior Appearance

1. In order to preserve a uniform exterior appearance to the Building, the Common and Limited Common Elements visible to the public, the Board shall require and provide for the painting and finish of the building, decks, or patio/yard areas, or other Common or Limited Common Elements. The Board may prohibit, require, or regulate any modification or decoration of the building, decks, patio/yard areas or other Common or Limited Common Elements undertaken or proposed by any owner. This power of the Board extends to screens, doors, awnings, rails, or other visible portions of each unit and building.

B. Patios, Decks and Backyard Areas

1. Patio furniture, BBQ's and other items consistent with patio used shall be allowed
2. Healthy plants and shrubs are allowed, but must not be placed on railing or where they could constitute a hazard to others
3. No patio or deck shall, at any time, be used as a storage area
4. Bicycles are to be stored in backyard areas only
5. Outdoor blinds are allowed on decks only, provided they are of beige, brown or bamboo color
6. Fire wood may be kept stacked in backyards or on concrete patios in quantities not to exceed ¼ cord and stacked no higher than 36 inches
7. No rugs or other materials shall be dusted from windows
8. No linens, garments or other items will be left to dry or for storing in areas visible to the public/owners/tenants

C. Carports

1. Healthy hanging plants are allowed as long as they don't constitute a hazard to others.
2. The carport area shall be restricted for use only for parking vehicles
3. No storage is allowed in open carport areas
4. No car repairs or maintenance are allowed on the property. Minor services such as oil changes may be allowed in the carport area as long as all environmental protection measures are followed.
5. Car washing is allowed. Please be sure proper clean-up occurs by thoroughly rinsing all residues away

D. Windows

1. On the sliding glass door, vertical blinds must be up. If an Owner desires drapes, they must be put up over the vertical blinds.
2. On all other windows, there should be almond color mini blinds. If an Owner desires drapes, they must be put up over the mini blinds and must have a white backing.
3. The color of screens for windows and sliding glass doors may not be changed. New screens must be black.
4. The Homeowner is responsible for keeping the above in good quality and shall be maintained in clean condition and good repair. Replacement screens are the responsibility of the Homeowner.

E. Screen Doors

1. The following screen doors were approved by the board of directors (08/00) and will be permitted for installation by the homeowners at the expense of the homeowners. All installation for these lights must be installed by a licensed & bonded contractor, or by the Excelsior Property Mgt. maintenance crew.

Manufacturer: Larson
Model: 271-TT (\$184.00)
Color: Earthtone Brown

Manufacturer: Larson
Model: 288-SS (\$108.00)
Color: Earthtone Brown

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Both models are available at Home Depot. Homeowners that purchase screen door other than what is listed above may be requested to remove the door if not approved by the board of directors prior to installation.

F. Signs

1. There is a general "For Sale" sign structure at the front entrance of the property for the use of displaying sale signs and marketing materials. Only signs that can be hung from the hooks on the structure may be used as a directional for individual units for sale.
2. No sign will be posted in common areas or in public view from an individual unit except a real estate "For Sale" sign. This includes security system alert signs and decals.
3. Real estate "For Sale" signs shall be displayed in only one window of the unit and shall not exceed 2'x2' in size. No other signs will be permitted.

G. Motion Sensors

1. The following motion detector has been approved by the Board of Directors. All installation for these lights must be installed by a licensed & bonded electrician, or by the Excelsior Property Mgt. maintenance crew. The lights may be purchased by the homeowner @ Home Depot for approx \$30.00. The model number is #561456 – Hampton Bay Antique Brass Finish w/Motion Sensor.

3. GENERAL RULES AND REGULATIONS

A. Noise

1. No noxious or offensive activity shall be carried on in any unit or common area, nor shall anything be done therein which may become an annoyance or nuisance to other owners/tenants.
2. The quiet and peaceful enjoyment of our homes is a basic property right. No one has a right to deprive others of the quiet and peaceful enjoyment of our homes. If you neighbor complains of noise or an offensive activity, then you have deprived him/her of this basic right which is the duty of this Association to protect.

B. Maintenance of Common Areas

1. No personal property shall be left or stored on the Common or Limited Common Elements. Any unauthorized equipment or material thus left or stored shall at the unit owner's expense be discarded, removed, or stored.
2. All garbage and items to be discarded shall be placed immediately in dumpsters and not kept on Commons areas or Limited Common Areas, even temporarily.
3. No individual alterations or additions to the landscape are allowed without prior written approval of the Board. With the exception of in the fenced backyard area (if applicable)

C. Maintenance of Townhouse's and Limited Common Areas

1. Each owner shall, at the owner's sole expense, keep the interior of the townhouse and its equipment, appliances and appurtenances in a clean and sanitary condition, free of rodents and pests and in good order, condition and repair
2. Each owner shall, at the owner's sole expense, redecorate and paint at any time necessary to maintain the good appearance and condition of his/her townhouse
3. Each owner shall be responsible for the maintenance, repair or replacement of any plumbing fixtures, water heaters, fans, heating equipment, electrical fixtures, or appliances which are in the townhouse or portions thereof that serve that townhouse only and shall replace any glass in the windows and in the exterior doors of the townhouse that becomes cracked or broken.
4. Each owner shall be responsible for any damages or liabilities to the Common Areas and Limited Common Areas or other townhouse's, which may result from the owner's failure to perform such maintenance, repairs, and replacements.

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5. Each owner will be responsible for care, maintenance, cleanliness and orderliness of the Limited Common Areas that are appurtenant to the townhouse, except that sweeping and maintenance of the paved areas shall be the responsibility of the Association.
6. Owners may not modify, paint, or otherwise decorate, or in any way alter their respective limited common areas without prior written approval of the Board.
7. Owners are responsible to maintain a "creosote-free" chimney. The Board advises that all homeowners to have their chimneys cleaned a minimum of once a year.
8. Effective 1/1/2000, all construction, modifications or otherwise to common or limited common areas must be performed by a licensed and bonded general contractor.

Special Note: The Board advises all homeowners to have their water heater inspected every four years and replaced after eight years.

D. Sports Court, Playground, Picnic Shelter

1. The use of the sports court, playground area, picnic shelter and the Common grounds is for the enjoyment of our homeowners and their guests only.
2. Hours of use for all activities in the sports court, playground area, picnic shelter and the common grounds are from 9:00 a.m. to 9:00 p.m. year round.
3. No radios, tape players or other sound making apparatus are allowed in the sport court, playground area, picnic shelter and the Common grounds area.
4. No glass containers are allowed in the sports court, playground area, picnic shelter and Common grounds.
5. Homeowners shall be responsible to clean up all items brought by themselves or their guests to the sports court, playground area, picnic shelter and the Common grounds area.
6. The following activities are prohibited in the Sport Court area:
 - No bicycling
 - No skateboarding
 - No rollerblading

E. Pet Rules & Regulations

1. Limit of two (2) household pets per townhouse unit.
2. Pets may be allowed within fenced back yards of each unit as long as the area is kept free of offensive material, odors and noise.
3. Pets are permitted on common areas only while on a leash and with the owner in attendance at all times.
4. Pets shall not be tethered out of doors.
5. Fecal material must be immediately removed by the pet owner
6. Pets must not be permitted to urinate on trees, shrubs, or lawns
7. All pets on the premises must be properly licensed. All King Count/City of Kent Animal Control Laws shall extend to and include all areas of Nature Trails
8. The Board may at any time require the removal of any pet which it finds is disturbing others unreasonably and may exercise this authority for specific animals even though other pets are permitted to remain.
9. Pets are only allowed in owner occupied units; pets are not allowed in rental units.

4. INSURANCE CLAIMS

1. The Association has in force both basic and extended insurance coverage which insures against loss to the building and the interior of the units as originally constructed and equipped.
2. Where damage is caused by an event or condition under the control of the unit owner or the tenant, that unit owner shall be liable to the Association for any deductible amounts payable under the Association's insurance policy.
3. All claims under the Association's insurance policy shall only be submitted by or under the direction of the Board of Directors
4. Any damage or destruction to the individual units shall be reported to the Board within 24 hours.

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- 5 Nothing shall be done or kept in any townhouse or in any Common Area or Limited Common Area which will result in the cancellation of insurance on any part of the property, or which would be in violation of any laws.

5. PAYMENT OF MONTHLY ASSESSMENTS

1. Each monthly payment is due on the first day of each calendar month payable no later than the 15th day of the calendar month. Thereafter, payments shall be deemed delinquent and a late charge shall be assessed.
2. Units that are delinquent in excess of three months shall have a lien placed against their property, electric service shall be terminated and the amounts due including penalties and interest will be turned over to an attorney for collection. All costs associated with this process shall be borne by the delinquent owner.

6. RENTERS

A. Lease Term and Conditions

1. No unit shall be rented for less than six (6) months
2. In addition to the conditions established for renting individual units, owners renting out their units must:
3. Use the Nature Trails Lease Addendum (see attached) and return it with a copy of their lease.
4. Follow all governing documents, rules and regulations
5. Advise the management company when a unit is rented, provide the names, mailing address and phone numbers of both the owner and tenant
6. If the tenant is a source of disruption and compromises the peace and quiet of neighbors or damages the Common Areas or Limited Common Areas, the Board can fine the owner or require the owner to evict the tenant.

7. GRIEVANCE/FINE PROCEDURE

A. Grievance

1. If you are disturbed by the actions (noise, pets, etc.) of another resident, you should first make personal contact with the offending party verbally or by written note to make him/her aware that you are being disturbed.
2. If you don't feel comfortable making personal contact or if no results are achieved with personal contact, you may file your complaint in writing by completing the Concerns and Complaint form (see attached) and submitting it to the property manager listed below, or one of the Board members.
3. The Board and the management company listed below will promptly review the claim. If the complaint is substantiated, a letter to the offending party indicating that if the violation/action is not corrected fines will be imposed or required.
4. Owners shall be deemed liable for any and all fines imposed as a result of actions by renters.
5. The offending party has the right to appear before the Board personally and submit documents to show they are not in violation.
6. Written notice to an owner will be deemed sufficient if dispatched via regular mail to his/her last known address.
7. Written notice to a tenant will be deemed sufficient if sent to his/her Nature Trails address.

B. Fines

- 1 The fine schedule shall be as follows (or as the Board deems appropriate)

First violation:	\$50.00
Second violation:	\$100.00

2. If a fine or HOA dues aren't paid by the 15th of the following month, it will be handled as a delinquent account. A late charge of \$25.00 will be added to the account at that time and each month thereafter until all the fines and late charges are paid in full

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3. If the homeowner fails to pay the fine(s), the Board may place a lien against the homeowner's residence at the homeowner's expense, electric service may be terminated and amounts due including penalties, fines and interest will be turned over to an attorney for collection.
4. Correspondence to the Board of Directors, or other questions and/or problems may be directed to our property manager:

Excelsior Property Mgt.
10615 Se 250th Pl
Kent, WA 98031

Eric Jenson
(253) 856-3092
eric@excelsiorpm.com

Emergency:

(206) 570-3696

NATURE TRAILS A.K.A. SPRINGWOOD TOWNHOMES LEASE ADDENDUM

This Lease Addendum is executed this _____ day of _____, in the year _____ by and between _____ as "Landlord" and _____ as "Tenant" for incorporation into and attachment to that certain Lease (the "Lease") between the parties hereto dated the _____ day of _____, in the year _____ for the rental of Unit # _____ of Nature Trails Condominiums (the "Condominium") a.k.a. Springwood Townhomes.

FOR AND IN CONSIDERATION OF, and as a condition to the Association's approval of the Lease' Landlord and Tenant acknowledge and agree as follows:

1. All Leases and renewals of Leases for apartments at Nature Trails Condominiums are required by the Declaration to be in writing and are subject to the Declaration FOR Springwood Townhomes, the Public Offering Statement FOR Springwood Townhomes, the Bylaws Of Springwood Association, the Articles of Incorporation FOR Springwood Association and the Rules & Regulations of the Association.
2. The Association's approval of this Lease is contingent upon certain conditions, including without limitation the following:
3. The Landlord shall have obtained a screening report on the Tenant and provided satisfactory evidence thereof to the Association, as required.
4. If this is a renewal, the tenant is in compliance with all provisions of the Governing Documents.
5. Neither the Association nor any of its officers, directors, agents, or employees shall have any responsibility for evaluating any information provided by the tenant screening service or in any way make a determination or recommendation as to the suitability of any Application. The selection of a suitable and appropriate Tenant is the sole responsibility of the Landlord.
6. Landlord has given Tenant copies of the Declaration FOR Springwood Townhomes, the Bylaws Of Springwood Association, the Articles of Incorporation For Springwood Association and the Rules & Regulations of the Association. (These documents are known as the Governing Documents of the Association.) Tenant acknowledges having read the Governing Documents.
7. By entering into this Lease, Tenant is bound by all the terms and conditions of the Association's Governing Documents as they now exist or may hereafter be amended.
8. The Association shall have the right to enforce the Governing Documents directly against the Tenant to the extent provided in the Governing Documents.

For Lease approval, please return this signed form and the proposed lease, to:
Excelsior Property Mgt — 10615 Se 250th Pl Kent WA 98031