

**ANCHORAGE WEST ASSOCIATION
RULES & REGULATIONS
REVISED July 1, 2002**

Note: The Board of Directors adopted These Rules and Regulations pursuant to authority provided in the Condominium Declaration and the By-Laws of Anchorage West Association. Each owner and/or occupant should be conversant with the provisions of these basic documents and the terminology used therein.

1. Emergencies:

A. In case of medical emergencies, owners and/or occupants should request assistance as appropriate from hospitals, doctors, dentists, etc. The Resident Manager should be informed of injuries occurring on common elements of the Association.

B. The Fire Department and the Resident Manager should be contacted immediately in case of fire.

C. The Resident Manager should be notified immediately of disruptions of utilities, services, heat, broken water pipes, roof leaks, etc.

2. Monthly Condominium Assessments

Monthly Condominium Assessments are necessary to fund the common expenses (utilities, salaries, insurance, etc.) of all owners. It is essential that owners pay the monthly Condominium Assessments when due, on the first of each month. A late charge, as established by the Board of Directors, will be assessed for payments not received within the month due.

3. Resident Manager:

A. The Resident Manager is an employee of Columbine Management Company and is responsible to them for the operation of the complex. The President of the AWA Board of Directors is the central point of contact with Columbine Management Company and the Resident Manager. Any comments, complaints or concerning regarding the operation or maintenance of the property should be referred to a member of the AWA Board of Directors.

B. The Resident Manager, members of his or her family, and their out of area guests shall have the privileges (use of) of the recreational facilities on the premises.

C. The Resident Manager and staff are adequately compensated and gratuities are not to be given for performance of regular duties and responsibilities. This does not preclude appropriate remembrances on particular occasions or on a holiday.

4. Conduct:

A. Owners and/or occupants shall exercise reasonable care to avoid making or permitting to be made loud, disturbing or objectionable noises. Playing musical instruments, radios, photographs, television sets, amplifiers and any other instruments or devices in such a manner as may disturb or tend to disturb owners or occupants of other units is prohibited. Quiet hours are from 10:00 PM to 8:00 AM.

4. Key Dispensing:

A. The Resident Manager, from time to time is requested by owners via telephone or email to give keys to guests or renters not accompanied by the owners. Since the Resident Manager cannot assume the risks attendant to this procedure, the owners desiring to give such verbal requests by telephone must sign a form releasing the Association and it's staff from liability in this situation.

B. The Resident Manager shall retain a pass-key to each unit. Owners shall not alter any lock or install a new lock on any door leading into the unit without prior consent of the Resident Manager, and, if such consent is given, the owner shall provide a key for the Resident Manager and/or the Board of Directors use. The Resident Manager at the owner's expense may change door locks.

5. Repairs and Maintenance:

A. No modification shall be accomplished to the exterior building walls or upon the general or common elements. This work is the sole responsibility of the Association.

B. Interior maintenance is the sole responsibility of the owner of each unit. The Resident Manager is not responsible for, nor required to perform interior maintenance and repair.

C. Owners and/or occupants shall not install wiring for electrical or telephone installation. Television or radio antennae, machines or air conditioning units will not be installed on the exterior of the complex. This includes the balcony, terraces, or items that would protrude through the walls or the roof of the condominium or in a window

6. Insurance & Liability:

A. Insurance coverage on "The Building's Common Elements" and "Limited Common Elements" is provided at the expense of the Association in the amounts and types specified in the Condominium Declaration.

B. Insurance coverage on furnishing and other items of personal or other property belonging to an owner and public liability coverage within each unit shall be the sole and direct responsibility of the unit owner.

C. The Association assumes no liability for nor shall it be liable for any loss or damage to articles stored in any common or other storage area, whether a limited or general common element.

D. Any damage to the general common elements or common personal property caused by an owner or occupant, their children or their guests shall be repaired at the expense of the owner of the unit involved.

7. Common Areas:

A. The Common sidewalks, driveways, entrances, halls stairways and passageways shall not be obstructed or used by any unit owner for any other purpose than ingress to and egress from the units.

B. Sidewalks, terraces, driveways parking areas, entrances, hall stairways and passageways shall not be used as play areas.

C. Disposal of garbage and trash shall be only by the use of garbage disposal units or by use of common trash and garbage facilities.

8. Vehicle parking:

A. Vehicle or vehicles shall not be parked in such manner as to impede or prevent ready access to any part of the parking areas. Vehicles shall be parked within their designated parking space. Traffic flow markings and signs regulating traffic on the premises shall be strictly observed. There is only one covered parking space assigned per unit. Other than occasional use of unassigned covered parking spaces, (which are limited in number), parking for other than one vehicle should be in the uncovered spaces in the upper and lower parking lots.

B. Covered parking spaces may not be used for storage of boats, trailers, snowmobiles and other recreation equipment. Such boats, trailers, snowmobiles and other recreational equipment belonging to unit owners shall be stored in the upper parking lot. Storage of a boat trailer, snowmobile trailer, etc. will be limited to one such item per unit owner. Such items are stored at the owner's risk, as the Association does not assume any responsibility for such property.

9. Balconies and Terraces

The balconies and terraces shall be used only for the purposes intended and shall not be used for hanging garments or other articles or for cleaning rug, household articles or other items. Rugs or other materials shall not be dusted from windows, balconies, decks or patios by beating or shaking. Outdoor cooking on such areas shall be permitted only if such cooking can be accomplished without being a nuisance to other owners or occupants.

10. Pets:

Owners may keep dogs, cats or other household pets. Tenants, renters and/or guests are not allowed to keep pets. Owners are responsible to pay for any damage caused by such pet. Every owner of a pet shall maintain strict control over his pet in order to avoid behavior annoying to others. Loud or disturbing noises by the pet shall not be permitted. Pets are not allowed to roam free on the common area of the Association. Waste shall be cleaned and removed by the owner. No pets are allowed inside the swimming pool area. The owner of a unit shall be liable for any damages to the Common Area caused by a pet. Repeated infraction shall be cause for removal of the pet from the Association property.

11. Fireworks:

Fireworks of any kind, whether explosive or non-explosive, shall not be stored, carried or permitted on any part of this condominium complex including within a condominium unit. No fireworks be ignited, displayed or exploded on any part of the premises.

12. Recreational Vehicles:

Snowmobiles, trail bicycles, motorcycles and other self-propelled vehicles of similar characteristic(s) or design(s or use purpose(s) shall be permitted on the condominium complex only as a means of ingress and egress and for the parking thereof. In no event shall such vehicles be permitted upon any part of the condominium complex other than on the streets and the upper parking area. The starting and movement of such vehicles between the hours of 10:00 PM. and 8:00 AM is expressly prohibited.

13. Swimming Pool/Jacuzzi

A. The swimming pool and other recreational facilities shall be used (only) by the owners, lessees and members of their families and their guests while occupying a unit at Anchorage West. The Swimming pool will be open by Memorial Day and closed on or about October 15, weather permitting.

B. All owners, guests, etc. use the pool area at their own risk. The association does not have a lifeguard at the swimming pool. Swimmers of limited abilities should be accompanied by someone capable of assisting them in case of need for assistance. The owners, their guests and all other persons using the pool area must abide by the swimming pool rules as posted in the pool area. Under no circumstances shall glass containers, of any kind, be permitted in the pool area.

C: The hours of operation for the Swimming Pool and Jacuzzi are from 10:00 AM to 10:00 PM during the summer months. The Jacuzzi will be open from 10:00 AM to 10:00 PM during the rest of the year. The gates to the swimming pool will be kept locked before and after normal operating hours.

14. Satellite Dishes:

A. One satellite dish will be allowed on an owner's deck. The dish must measure no more than one meter in diameter and be installed within the deck area and below the top of the deck railing.

B. The installation of a dish must be approved by the AWA Board. An application, for permission to install the dish may be obtained from the Resident Manager.

15. Rentals:

A. Owners may rent or lease their units at their own risk. Such owners are entitled to the income and are responsible for expenses and liabilities related to this activity.

B. Owners leasing or renting their unit are responsible for their tenant's behavior and for any infractions of the Rules and Regulations of the Anchorage West Association. If a renter violates any of the rules, the renting owner may be assessed a fine of up to \$500.00 per infraction at the discretion of the Board of Directors.

C. Owners may rent or lease their units through the AWA rental program if they desire. The Resident Manager will administer the rental program. A portion of the Rental Fee, 20%, will go to the agent and 5% will go the AWA under the present agreement with the agent.

D. Owners who rent are responsible to post a copy of the "AWA Rules for Renters" in a prominent place in their units. (See Attachment)

**The foregoing Rules and Regulations are subject to amendment and to promulgation of further Rules and Regulations.
Approved by the Board of Directors of Anchorage West Association on July 1, 2002.**