

Approved  
1-26-05

**STAPLETON MANSION HOMES  
CONDOMINIUM ASSOCIATION  
RULES AND REGULATIONS**

The Board of Stapleton Mansion Homes Condominium Association has adopted the following Rules. These Rules supplement the Declaration of Covenants, Conditions and Restrictions (CC & R's) and By-Laws of the Association.

It is very important that you become familiar with the Rules and Regulations, not only so you comply, but also to inform your guests/tenants of the contents and avoid fines that could result because of violations by your guests or tenants.

These Rules and Regulations may be amended from time to time by the Board of Condominium Association. These rules are intended to maintain order and aesthetic appeal to enhance the quiet enjoyment of all residents. Common courtesy and regard for your neighbors is the best measure of appropriate conduct.

**I. PETS**

- a. Homeowners are allowed to house on site no more than two (2) domestic household pets per unit. The board reserves the right to approve variations of this rule.
- b. The board must approve any pet weighing over 75 pounds. Pets are not to be tethered, leashed or tied to any common element.
- c. An Owner shall maintain strict control of and over any cat, dog or other animal at all times, and shall be responsible for all damage done by such animal. Any damage to the Common Elements caused by an owner's animal shall be repaired at the expense of the Unit Owner.
- d. Length of pet leash shall be limited to 6 feet.
- e. Property pet owners should remember that the city and county also have ordinances in effect regarding pets. Upon receiving a complaint, animal control personnel will remove pets that are not on a leash and in the owner's control.
- f. Homeowners are responsible for picking up the animal's waste immediately and disposing of it properly.

**II. LIMITED COMMON ELEMENTS**

- a. The patios, entryways, and balconies, are Limited Common Areas, which are regulated in the best interest of all owners. Those areas must not be utilized in a manner that creates a nuisance or an annoyance to other owners. They must be maintained in a neat and orderly appearance at all times.
- b. The storage of garbage, trash, junk, motor vehicles, bicycles, toys, clotheslines, auto parts, towels or anything that creates an unkempt or cluttered appearance in Limited Common Areas is prohibited. Clothing, towels, draperies, rugs, or the like are not

- permitted to be placed on railings, fences or other structures within the view of other owners.
- c. Placement of household furniture (patio furniture is acceptable) or appliances on the patios or balconies is prohibited.
  - d. No additions including indoor/outdoor carpeting will be allowed on patios and balconies unless approved by the board.
  - e. Hanging plants are permitted as long as they do not impede access or cause water to drain on the siding, on decorative rock, or into neighboring units.
  - f. No plants may be hung over air conditioning units.
  - g. Only one "For Rent" or "For Sale" sign may be displayed inside a window of a unit. It may not be placed in a Limited Common Area.
  - h. Charcoal fueled grills are not allowed in the complex.
  - i. Gas fueled grills must be limited to one gallon, not five, per Denver Fire Code.
  - j. Nothing shall be thrown or tossed from the balcony of any unit. This includes, but is not limited to, cigarettes, cigars, food, stones, missiles, fireworks, and incendiary or explosive devices.
  - k. Radios, stereos, musical instruments, blaring car horns, party activities, and other noise sources must be restricted at all times to a level that does not disturb the residents.

### **III. COMMON AREAS AND ASSOCIATION PROPERTY**

- a. Activity is prohibited which would damage or deface grounds, walkways, and improvements in the Common Areas. This includes the destruction of grass, shrubs, trees, sprinklers, light fixtures, walls, etc.
- b. Parents are required at all times to supervise young children and discourage disruptive behavior.
- c. Any damage to the Common Areas or common personal property caused by the Owner or a member of his family, or their respective guests, shall be repaired at the expense of that Unit Owner.
- d. Littering of the Common and Association Areas is prohibited.
- e. Motorized vehicles, bicycles, or the like are not allowed on sidewalks or lawns. Residents up to age six (6) with direct parental supervision can use non-motorized scooters, tricycle and similar vehicles on sidewalks.
- f. Except as may otherwise be approved by the Board of Directors or as may be permitted by the Declaration, no Owner, resident or lessee shall install wiring for electrical or telephone installation or for any other purpose. In addition, no television or radio antenna, or machine shall be installed on the exterior of the Condominium Project or protrude through the walls or the roof of the condominium improvements.
- g. Except as may otherwise be provided in the Declaration, no Unit Owner shall perform any kind of work on the exterior building walls or upon the Common Elements. Such work is the responsibility of the Association.

#### **IV. EXTERIOR ADDITIONS OR STRUCTURAL CHANGES**

- a. You must first have the written permission of the Board of Directors or the Architectural Committee before any alteration or addition can be made to common elements or limited common elements.
- b. An owner must submit an Architectural Control Form for approval prior to installation of screen doors and/or solar screens.
- c. Repair of interior damage is the responsibility of the owner and is a matter between the owner and his/her insurance carrier.

#### **V. SATELLITE DISH INSTALLATION**

- a. An Architectural Control Form must be completed and approved prior to the installation of any satellite dish.
- b. The satellite dish must be one meter or less in diameter.
- c. The satellite dish may only be installed on the inside of balcony or patio that is under the exclusive control of Resident. Said satellite dish or any part thereof, shall not be attached to or extend beyond the inside of the balcony or patio railing.
- d. The installation shall be completed by a professional installer properly insured and, if necessary, licensed. Installation shall also be done in a manner in which the device is properly installed/grounded to protect against damage to the building and/or common elements. All fastening devices shall be of a non-corrosive and non-deteriorating nature.
- e. Owner is specifically prohibited from making physical modifications to the premises and is prohibited from installing said satellite dish in the common areas of the premises including, but not limited to, outside walls, roofs, window sills, common balconies or stairways and concrete pads of any kind.
- f. Owner shall have sufficient and proper insurance to cover any losses caused by the presence of said satellite dish.
- g. All wiring and conduits shall be straight, level and concealed from view as much as is practical.
- h. All antennas and satellite dishes not covered by the FCC Rule are prohibited.

#### **VI. PENALTIES AND FINE SCHEDULE**

In performing daily duties, the Property Manager is unrestricted in applying a wide range of options to solve problems. However, at a point when a Homeowner's violation of the rules is blatant, serious or persistent, the Property Manager is empowered to implement, in the sequence, in the Table below, a Schedule of Penalties and Fines. NOTE: Under no circumstances will this Schedule be imposed in lieu of sound management.

Procedures, The Manager will determine if a homeowner's violation of rules is significant enough to warrant a fine or penalty. If yes, a formal notification letter of intent will be provided the alleged violator. The letter will contain:

- a. Details of circumstances warranting issuance of the letter;
- b. Advise of intent to impose a fine or penalty after 10 days, which will be appropriate to the degree of offense;
- c. An explanation that the accused has a right to be heard before the Board of Directors, depending on a written request which explains on what grounds the appeal will be made.
- d. Rules may be added or deleted from time to time, either by action of the Board of Directors, or by the Board of Directors reacting to recommendation from a committee appointed by the Board of Directors.

**TABLE  
SCHEDULE OF PENALTIES AND FINES**

**FIRST OFFENSE**

Ten days after being notified of intent to impose a penalty, the violator will be issued a formal Letter of Admonition, including a specification of committing a FIRST OFFENSE, to the effect that the next violation will result in a fine of \$50.00. The Letter of Admonition will be filed in the Owner's property file for 12 months, and facts of the case given to the Board of Directors.

**SECOND OFFENSE**

Ten days after notification of intent, a \$50.00 fine will be imposed on the violator by formal letter, which specifies commission of a SECOND OFFENSE. A copy plus all related documents will be filed in the Owner's property file for 12 months, and facts of the case given to the Board of Directors.

**THIRD OFFENSE**

Ten days after notification of intent, the violator will be directed by letter, specifying commission of a THIRD OFFENSE, to appear before the Board of Directors which will determine (1) monetary fine, not to exceed \$500.00 appropriate to the circumstances, and (2) further penalties including but not limited to a lien against violator's property. A copy of a formal description of the proceedings will be placed in the Owner's property file for 12 months, and all facts of the incident will be cited in Minutes of the Board of Directors meeting.

**RIGHT OF APPEAL.** In all cases the accused has the right of appeal, and must be afforded a right to be heard before the Board of Directors— before a fine is levied or penalty is effective. No later than ten (10) days after receiving a letter of notification that a fine or penalty may be imposed, the alleged violator may indicate that an appeal will be made— and must include details to support the appeal.

**This is an "Association". As such, we rely upon ourselves to insure that all members follow our rules and regulations. Owner/members are responsible for insuring that their Lessees also adhere to these rules and regulations; we are self-policing and must rely upon communication from our members when a rule violation has occurred.**

**The Board of Directors has the sole authority to enforce the Rules and Regulations, including the levy of fines for violations of these Rules and Regulations.**

**THANK YOU FOR YOUR COOPERATION.**