

Carl Sandburg Village Homeowners' Association Rules and Regulations

1. GENERAL

The following rules and regulations pertain to the Community Common Elements of Sandburg Village (hereinafter referred to as "common elements"), which are under the direct control of the Carl Sandburg Village Homeowners' Association (HOA).

- A.** Dog owners/walkers may not allow their dogs to be on any of the grass, flower, or planted areas under any circumstances. This includes the garden areas of the malls and mini-malls.
- B.** Dog owners/walkers must ensure their dogs use the designated dog walks for urination and defecation. Dog walkers are responsible for disposal of dog litter; Dogi-pots have been installed for that purpose in the dog walks along LaSalle Street and Goethe Street.
- C.** Dogs must be on a leash at all times when on the common elements.
- D.** Unit owners and occupants who have pets shall be responsible for damage to the common elements caused by these pets.
- E.** Pet owners may not permit their pets to create a disturbance of any kind.
- F.** Pet owners must register their pets with their individual association and comply with the rules of HOA and the individual association.
- G.** Pets must have a current license and inoculations for disease in accordance with appropriate city ordinances.
- H.** Dangerous animals shall not be permitted on the common elements at any time.
- I.** Feeding of wild, non-pet animals---such as, but not limited to, pigeons, birds, and squirrels---is not allowed on the common elements.
- J.** Sun bathing is not allowed on lawns, planted, or concrete areas under any circumstances. Sun decks and pool areas are to be used for this purpose.
- K.** All persons must be reasonably clothed while within the confines of the common elements.
- L.** Flowers and other plantings in the common elements shall not be damaged or removed, nor shall personal items or plants be added to or placed in landscaped areas. Included are the small grassy areas west of the fee simple townhouses, which are identified by the HOA plat as part of the HOA malls. All costs and expenses required to restore the property to its original condition shall be assessed to the owner or the Association landlord of the resident responsible for the damage or change.
- M.** Any form of bicycle riding, ball playing, roller-skating, hockey, Frisbee, or skating shall not be permitted on any of the common elements.
- N.** Carriages, bicycles, motorized vehicles, sleds, playpens, and other personal property shall not be kept or secured to benches, posts, railings, or other structures within the common elements. Such personal property kept or secured in violation of this rule may be removed at the direction of HOA management. All costs and expenses of such removal shall be assessed to the owner or custodian thereof, or the Association member landlord of such owner or custodian.
- O.** No waste materials shall be placed on the common elements, except into the receptacles provided for this purpose. The receptacles provided on the common elements are not to be used as private garbage dumpsters for residents or community areas tenants.
- P.** No portion of the common elements shall be used for commercial use or other personal venture without specified written approval of the HOA board.
- Q.** There shall be no cooking or barbecuing within the common elements without the express written consent of the HOA Board.
- R.** There shall be no consumption of alcohol or use of non-prescribed controlled substances within the common elements without the express written consent of the HOA board.
- S.** No noise, music, or other sounds shall be permitted at any time in such manner as to disturb or annoy the residents of adjacent buildings. Exceptions may be made with the express written consent of the HOA Board for special occasions and activities such as individual association events or HOA-sponsored events.

- T. Driveways, service drives, and other vehicular areas may be posted as “no parking” areas. Owners and occupants, their family members, visitors, employees, agents, and licensees shall not park any automobile or other vehicle in violation of these posted signs. Violators may be towed at the discretion of the individual association at the owner’s expense.
- U. Motorized vehicles, except for the handicapped, shall be operated only on driveways and may not be operated or parked on any portion of the common elements without the express written permission of HOA Management. Any vehicle in violation of this regulation may be removed or towed at the expense of the owner or operator of such vehicle.
- V. Any use of the common elements in violation of the foregoing rule (U above) is unauthorized and shall be deemed a trespass. Any violator shall be subject to prosecution for criminal and civil trespass. If the violator is a resident of a Sandburg Village unit or the guest of a resident, all expenses incurred by HOA in the prosecution of trespass action may be assessed against the owner of the unit occupied by such violator.
- W. Any person found defacing or otherwise damaging any portion of the common elements may be charged with criminal damage to property and will be liable for any necessary repair or replacement and subject to criminal prosecution.

2. HOSPITALITY ROOMS

The following rules and regulations pertain to the hospitality rooms, which are located in Alcott House at 1460 Sandburg Terrace and Eliot House at 1255 Sandburg Terrace and which are under the direct control of HOA.

- 1. Only the owner or lessee of a Sandburg Village unit may reserve a hospitality room. As host, the owner or lessee must be present throughout the duration of the event and is responsible for the actions and behavior of all guests.
- 2. Reservation requests are to be made in writing to the HOA Management Office during regular business hours.
- 3. A reservation for indicating the date and time of the event, the number of guests expected, and the nature of the event (i.e., dance, card party, shower), and a release of

liability to HOA and its agents must be completed and signed by the host. The required fee and security deposit must accompany the forms.

- 4. The amounts of the security deposit and the fee for reservation of a hospitality room are established by the HOA board and are subject to review and change, as the Board deems necessary.
- 5. The host must confirm the reservation with the HOA management Office at least one week before the date of the event. “Last minute” reservations are subject to availability of the facility and immediate completion of all requirements.
- 6. The host must provide the HOA Management Office with an alphabetized guest list for any part or meeting at least two days before the event. This list will be used for security purposes. The reservation will be canceled and the hospitality room keys will not be released if this is not done.
- 7. No fees for admission, attendance, food, or drinks may be charged to anyone attending an event in a hospitality room. The hospitality rooms are for private use of residents. Use of these facilities for the sale of any items or services is expressly prohibited.
- 8. When a hospitality room is used for any gathering of minors, an adult must be present at all times and assume all responsibility.
- 9. The volume of any music played in a hospitality room—whether recorded or live—must be kept at a reasonable level so as not to be heard in any residential unit of the building.
- 10. The host is responsible for and will be charged for the repair of any damage resulting from the event and/or the cost of additional labor to clean up the room if it is left in an unacceptable condition. Immediately after the event, the host must do as much as possible to put the room in order.

3. SWIMMING POOLS AND TENNIS COURTS

Rules and regulations are published annually.

4. VIOLATION FINES AND HEARINGS

Effective July 25, 1997, an amendment to the Illinois Condominium Property Act (ICPA), Section 18.5(c)(7), empowers the boards of master associations and other common-interest communities to levy fines. In accordance with this regulation, the violator of any rule is subject to a fine. Fines will be assessed by HOA and collected as an item on the monthly assessment statement. Fines assessed to renters will be billed to the Association member landlord. The ICPA, Section 318.4 (1) requires that a unit owner must receive notice and is entitled to a hearing before a fine can be levied. In accordance with this regulation, the HOA Board of Directors has established a Hearing Panel and procedures for hearings. The Panel consists of five members and two alternates, each of whom is a unit owner in one of the HOA member associations. Members of the panel serve on a voluntary basis and are appointed by the HOA Board of Directors. The Hearing Panel deals only with rule violations as identified by HOA Management and security personnel. The panel does not deal with owner-against-owner complaints.

1. The HOA Management Office sends written notification of a rule violation and the hearing date to the accused violator.
2. The hearing for a rule violation takes place at the next scheduled meeting of the Hearing Panel following the date of the notice of violation. The Hearing Panel meets once a month and the date of its meeting is published on the HOA monthly calendar, which is posted in the individual association buildings.
3. Failure of the notified accused violator to appear does not delay or cancel the hearing unless the Board of Directors or its agents have received a written request for postponement at least 24 hours prior to the meeting date. Only one postponement is allowed.

4. The Hearing Panel's designated chairperson directs the proceedings and strictly follows the outlined procedures.
5. Hearings shall last no longer than 20 minutes and proceed according to the following agenda:
 - a) Chairpersons reading of the violation and statements from HOA Management and/or security staff. (5 minutes)
 - b) Response from the accused violator and from any corroborating witnesses. (5 minutes)
 - c) Questions from the panel. (5 minutes)
 - d) Final statement from the accused violator. (2 minutes)
 - e) Chairperson's statement of the decision making process and the procedure for notifying the accused violator of that decision.
6. After the hearing, the Panel deliberates in private and prepares a recommendation to the HOA Board of Directors.
7. The Board reviews and votes upon the recommendation at the next regularly scheduled Board meeting. The Board may vote to accept, reject, or modify the recommendation of the Hearing Panel.
8. Fines for rule violations are established by the HOA board and are subject to review and change, as the Board deems necessary. Rule violations that involve damages to HOA property and result in costs and expenses to restore the property to its original condition will require payment of actual costs in addition to any assessed fines.
9. The HOA Management Office sends written notification of the Board's decision to the accused violator within one week of the Board meeting.