

# **REVISED AND RESTATED RULES OF CEDAR RIDGE CONDOMINIUM ASSOCIATION**

Effective 1/16/02  
Replacing Regulations issued 9/16/91

The following are the Rules for Cedar Ridge Condominium Association adopted, revised, codified and restated as of January 16, 2002 by the Board of Directors of Cedar Ridge Condominium Association pursuant to the authority granted to the Board of Directors in Section 9 of the Declaration of Cedar Ridge Condominium dated April 5, 1979, under Recording No. 7904051100, in the records of King County, State of Washington, as thereafter amended of record.

The intent of the Rules of Cedar Ridge Condominium Association is to promote common sense and courtesy in the Co-owners' actions and attitudes. They are not meant to unreasonably limit appropriate conduct. Their aim is to promote respect for the common interest in the property, maintain the appearance and value of the property, provide an avenue of relief for problems, and serve as guidelines for harmonious community relationships.

Resources used to revise these Rules include the Washington Horizontal Property Regimes Act (Condominiums), Washington Condominium Act, Washington Corporations and Associations (Nonprofit) Title 24, King County Code, Redmond Municipal Code, as well as Cedar Ridge Condominium Association Declaration, Articles of Incorporation, By-Laws, and previously approved Rules.

It is important to remember that in a condominium community such as ours each member must protect and respect the rights of all other Co-owners and residents to a quiet and peaceful habitat.

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## 1. PREAMBLE

Welcome to Cedar Ridge Condominium. Surrounded by beautiful and lush forest, it is truly a unique residential community. Co-owners of Cedar Ridge Condominium actively promote a harmonious relationship with nature.

Cedar Ridge Condominium comprises 144 *Individual Condominium Homes*. There are 36 residential buildings, a swimming pool and cabana on approximately 23 acres of real estate that is co-owned by all residence owners. The areas near the streets and building entrances are lightly landscaped while other common areas around the buildings and forest are kept in their natural state.

Since Cedar Ridge Condominium is located in such a unique setting, the Co-owners are naturally more environmentally conscious. Our mutual goal is to encourage the preservation and improvement of Cedar Ridge Condominium so that all residents can act as guardians of this beautiful wooded oasis in the middle of suburbia.

Each Cedar Ridge Condominium homeowner participates in three types of property ownership:

- *Individual Condominium Home*
- *Limited Common Areas*
- *Common Areas*

**Individual Condominium Home.** The outer boundary of the *Individual Condominium Home* is the interior surfaces of the perimeter doors and walls (including the fireplace), floor, ceiling and windows. Also included as part of the *Individual Condominium Home* is everything within the interior surfaces of the door, walls, floor and ceiling of the adjacent storage room. For these areas the *Individual Condominium Homeowner* bears the complete and sole responsibility for cleaning, maintenance and repair.

**Limited Common Areas** includes six areas:

- The Deck. Each *Individual Condominium Home* has set aside for its exclusive use an exterior deck. The *Individual Condominium Homeowner* is responsible for the cleaning and maintenance of the deck as well as any repair of damage to the deck that results from Co-owner activities. Modifications and design changes to the deck shall not be made without prior written approval from Cedar Ridge Condominium Association.

- The Exterior Windows and Screens. Each *Individual Condominium Home* has set aside for its exclusive use exterior windows and screens. The *Individual Condominium Homeowner* is responsible for the cleaning, maintenance and replacement of these windows and screens.
- The Exterior Doors. Each *Individual Condominium Home* has set aside for its exclusive use exterior doors, including the front door, the deck door(s) and the storage room door. The *Individual Condominium Homeowner* is responsible for the cleaning, maintenance and repair of these exterior doors. Except for painting and decorating the interior surface of the doors and painting any of the four door edges, modifications to the doors (including doorknobs/deadbolts), door style changes (including the addition of screen doors) and exterior surface color substitutions shall not be made without prior written approval from Cedar Ridge Condominium Association. The uniform appearance of the exterior of the buildings is important to Cedar Ridge Condominium Co-owners because it maintains property values.
- The Stairway and Entry Way. These areas are for the exclusive use of the *Individual Condominium Homes* for which they were constructed. Cleaning, maintenance and repair of these areas is the responsibility of the Cedar Ridge Condominium Association. In order to keep monthly Co-owners' Association fees to a minimum; it is recommended that residents help by keeping areas near their home tidy and swept.
- Parking Space. Each *Individual Condominium Home* has an assigned covered parking space for its exclusive use. Cleaning, maintenance and repair are the responsibility of the Cedar Ridge Condominium Association. The carport structure covering the parking space is a *Common Area*.
- Mailbox. Each *Individual Condominium Home* has an assigned mailbox. Cleaning, maintenance and repair are the responsibility of the Cedar Ridge Condominium Association.

**Common Areas** are properties in Cedar Ridge Condominium, which are co-owned by every *Individual Condominium Homeowner* and cannot be controlled by individual homeowners. In *Common Areas* the cleaning, maintenance and repair are the responsibility of the Cedar Ridge Condominium Association. The only exception is if an *Individual Condominium Homeowner* (including their tenants, children or guests) causes damage, or causes a special need for cleaning a *Common Area*, then that *Individual Condominium Homeowner* is financially responsible for the cleaning, maintenance and repair of the affected areas.

*Common Areas* include:

- Spaces and utilities between walls and exteriors of *Individual Condominium Homes*.
- Building exteriors, including roofs and crawlspaces.
- All structural components of the buildings.
- Chimneys, inside and outside.
- Carports, but not the assigned parking spaces they cover.
- Unassigned parking spaces (the ones not under carports).
- All real estate under and around the buildings, including the wooded areas.
- All streets, sidewalks, outbuildings, structures and outdoor lighting.
- The swimming pool.
- The cabana.

Washington State Law (RCW 64.32.180) states:

“No [individual condominium] owner may exempt himself [/herself] from liability for his [/her] contribution towards the common expenses by waiver of the use or enjoyment of any of the *Common Areas* and facilities or by abandonment of their [individual condominium].”

By written Covenant, *Individual Condominium Homes* with skylights bear complete responsibility for cleaning, maintenance and repair of their skylight and “all components of the Work and the surrounding Roof.” Nonetheless, the exterior portion of the skylight is a *Common Area*.

As it is with most condominium communities, and in accordance with Washington State Law, in order to preserve a uniform exterior appearance of the buildings and maintain the highest property values, Cedar Ridge Condominium Association has long-established *Uniform Appearance Standards*.

**Management of Cedar Ridge Condominium Association** is conducted by five persons on the Board of Directors, elected annually by the *Individual Condominium Homeowners*. The Board of Directors elects a President, Vice President and Secretary/Treasurer. Board of Directors meetings are usually scheduled in the Cabana every third Tuesday of the month at 7:00 p.m. The first part of the meeting is reserved for Co-owners’ special concerns.

The Cedar Ridge Condominium Association’s Board of Directors is responsible for hiring a General Manager who is responsible for the day-to-day operations of Cedar Ridge Condominium. Residents should bring any general concerns to the attention of the General Manager whose office is next to the swimming pool. Office hours are

typically 8:00 a.m. to 5:00 p.m., Monday through Friday. The office telephone number is (425)702-0988. The office mailing address is 14601 NE 81<sup>st</sup>, Redmond, WA 98052.

Washington State Law (RCW 64.34.372) requires that Cedar Ridge Condominium Association's financial records be audited at least annually by a Certified Public Accountant. Financial records are available for review by Co-owners.

**Insurance.** Cedar Ridge Condominium currently carries approximately:

- \$20,000,000 in Fire/Association Insurance.
- \$10,000,000 in Earthquake Insurance.

It is the responsibility of each homeowner to obtain their own insurance coverage for their *Individual Condominium Home* interior and its contents.

### **Co-owners' Meetings.**

Annual Co-owners' Meetings are scheduled each January. It is at this time that the Board of Directors is elected by the Co-owners, the annual budget is presented for approval, and other important Co-owner business may be presented.

## **2. RULES ENFORCEMENT**

### ***A. Compliance with Rules***

1. Each Co-owner, tenant, or occupant of an *Individual Condominium Home* shall comply strictly with the provisions of the Declaration, Bylaws and Rules of Cedar Ridge Condominium, as the same may be lawfully amended from time to time, and with all decisions adopted pursuant to the Declaration and Bylaws and Rules. Failure to comply shall be grounds for an action to recover sums due, damages, or injunctive relief, or any or all of them, maintainable by the Cedar Ridge Condominium Association's Board of Directors, the Association's managing agent on its behalf, or by the aggrieved Co-owner.
2. Any complaints of regulation infractions are to be made in writing, signed and given to the General Manager, except in case of emergency. In case of emergency follow procedures that will alleviate the problem in the shortest time.

3. The Cedar Ridge Condominium Association's Board of Directors, to enforce the Rules, may levy a monetary fine in the amount of up to \$25 for the first violation, and up to \$50 for a second violation. Subsequent violations shall be subject to fines or other appropriate action at the discretion of the Cedar Ridge Condominium Association's Board of Directors. Such fine(s) shall be added to the monthly maintenance fee for the first month following the violation, and shall be enforceable in the same manner as is provided for the enforcement of maintenance fees.
4. The Cedar Ridge Condominium Association's Board of Directors may give written notice of the violation, and state a reasonable period of time for correcting the violation. If the violation is not corrected within the time stated, the Cedar Ridge Condominium Association's Board of Directors can itself make the correction, and any costs incurred in connection therewith shall be imposed on the *Individual Condominium Homeowner* and added to the monthly maintenance fee for the first month following the completion of the correction. Payment of such costs shall be enforced in the same manner as is provided for the enforcement of maintenance fees.
5. Prior to enactment of the management section listed above, the Cedar Ridge Condominium Association's Board of Directors will give the Co-owner involved notice and an opportunity to be heard as follows:
  - a. The Cedar Ridge Condominium Association's Board of Directors will give the offending Co-owner written notice of a hearing before the Board or a specially appointed committee or representative regarding the proposed action or fine. The notice shall include (a) a statement of the offense, (b) the proposed action and/or fine, (c) the date, time and place of the hearing, and (d) whether testimony of the Co-owner must be oral, written, or both. The date of the hearing shall be at least five (5) days from the date the notice is delivered.
  - b. At the hearing, the affected Co-owner shall have the right to give testimony as outlined in the notice, subject to reasonable rules of procedure established by the Cedar Ridge Condominium Association's Board of Directors to assure a prompt and orderly resolution of the issue at hand.
  - c. Evidence presented at the hearing shall be considered in making the decision regarding fines or other enforcement action.
  - d. The affected Co-owner shall be notified of the decision in the same manner in which notice of the meeting was given.



6. In addition, the Cedar Ridge Condominium Association's Board of Directors can take any other legal action appropriate to remedy or penalize a violation of these Rules, the Bylaws or the Condominium Declaration.
7. In enforcing these rules, the Cedar Ridge Condominium Association's Board of Directors may delegate its function(s), including the determination of whether a violation has occurred, and the remedy therefor, to an agent, including but not limited to a single, or group of, Director(s) or Officer(s), or the General Manager.
8. Residents must accompany, and are responsible for the conduct of their guest(s). Guests must observe the same rules as residents.
9. Co-owners are financially responsible for all damages caused by their guests, children, tenant or tenant's guests, and for any fines imposed as the result of conduct on the part of their guests, children, tenant, or tenant's guests. Any charge for damages or fines shall be imposed against the *Individual Condominium Home*, itself, in which the party responsible rented or was visiting, and shall be enforceable in the same manner as is provided for the enforcement of maintenance fees.

#### **B. Monthly Association Fees**

1. Assessments are due on the first day of each month. Any fee not received by the 15<sup>th</sup> of the month shall incur a late charge of \$20.
2. If the payment of monies due the Cedar Ridge Condominium Association become 60 days delinquent, the matter will be turned over to an attorney for further action which may include severance of utilities to the *Individual Condominium Home*. All attorneys' fees and other costs associated with such action are chargeable to the *Individual Condominium Homeowner*.
3. Fees must be submitted to the collecting agent. The General Manager will not accept homeowner dues.

### 3. INDIVIDUAL CONDOMINIUM HOMES

#### ***A. Residential Use Only***

1. The *Individual Condominium Home* shall be used for single family “residential purposes” only.
2. No industry, business, trade, occupation, or profession of any kind (commercial, religious, educational, or otherwise) that attracts foot or vehicular traffic shall be conducted, maintained, or permitted on any part of Cedar Ridge Condominium property.
3. Resident occupants may engage in work-at-home activities only to the extent those activities have no impact on other residents or on any *Limited Common Area* or *Common Area*. Things that can cause an unwanted impact include, but are not limited to, noise, garbage, and usage of parking spaces, foot traffic, or any blocking of stairways, passageways, sidewalks or streets. No advertising or other visual or audio materials of any kind shall be displayed in conjunction with work-at-home activities. Residents must comply with the No Solicitation rules.
4. Breeding of cats, dogs, birds, or other animals for any commercial purpose is not allowed.

#### ***B. Interior Maintenance***

1. Each Co-owner shall perform promptly all cleaning, maintenance; repair and replacement work within his/her *Individual Condominium Home* that, if omitted, would affect the *Common Areas*.

#### ***C. Windows***

1. Any broken windows or leaking window seals must be replaced by the Co-owner in a timely manner. Leaking seals may lead to damage to surrounding *Common Areas* of the building, in which case the *Individual Condominium Homeowner* would be liable for the repair costs.

2. Windows that have become discolored or stained must be replaced by the Co-owner in a timely manner. This includes insulation windows that have lost their seal and have become cloudy.

#### **D. Doors (*Front, Back and Storage Room*)**

1. Cleaning, maintenance and repair of exterior doors of *Individual Condominium Homes*, including the front door, deck door(s), and storage room door are the sole responsibility of the homeowner of the *Individual Condominium Home*.
2. In order to preserve a uniform exterior appearance of the buildings (except for painting and decorating the interior surface of the doors), modifications to the doors (including doorknobs/deadbolts), and door style (including the addition of screen doors) and exterior door color changes shall not be made without prior written approval from Cedar Ridge Condominium Association's Board of Directors.
3. The color of the exterior surfaces of all exterior doors (front doors, deck doors, and storage room doors) is the sole responsibility of the Cedar Ridge Condominium Association. The color of the exterior surfaces of all four front doors of each residential building must be the same color as determined by the Cedar Ridge Condominium Association. The color of the exterior surfaces of all exterior doors (front doors, deck doors, and storage room doors) shall be not be changed without prior written approval from Cedar Ridge Condominium Association's Board of Directors.

#### **E. Screen Doors**

1. The addition of any screen door shall not be installed without prior written approval from the Cedar Ridge Condominium Association's Board of Directors. If a screen door is approved by prior written approval from the Cedar Ridge Condominium Association's Board of Directors then the following screen door rules shall be followed:
  - Screen door maintenance and repair shall be the sole responsibility of the *Individual Condominium Owner*.

- The General Manager or Board of Directors of Cedar Ridge Condominium Association, at their sole discretion, may determine that a screen door has not been properly maintained or repaired, and require *the Individual Condominium Homeowner* to remedy the situation. If the *Individual Condominium Homeowner* does not comply in a timely fashion, the General Manager may remedy the situation, either by performing maintenance or repairs to the screen door, or by removing the screen door entirely. The costs related to this corrective action shall be the sole responsibility of the *Individual Condominium Homeowner* and, if not promptly paid, may be assessed against their *Individual Condominium Home*.
- The only screen door color allowed is black, unless permission for a different color is obtained by prior written approval from the Cedar Ridge Condominium Association's Board of Directors.

#### **F. Remodeling**

1. Co-owners (and tenants) may make improvements or alterations to their *Individual Condominium Home*, except Co-owners (and tenants) shall not make any improvements or alterations to their *Individual Condominium Home* that affect: the following without first obtaining prior written approval from the Cedar Ridge Condominium Association's Board of Directors.
  - The support of any portion of the building.
  - The building's structural integrity.
  - The building's shared plumbing systems.
  - The building's shared electrical systems.
  - The building's mechanical or cable systems.
2. Co-owners (and tenants) shall not change the appearance of the exterior building, deck, or doors (except for the interior door surface painting and decorating) without prior written approval from Cedar Ridge Condominium Association's Board of Directors.
3. The Co-owner should inform the General Manager of any remodeling or other major construction work to be done in the *Individual Condominium Home*. The General Manager should be provided with the name and phone number of the contractor or decorator involved.

4. The Co-owner is responsible for any messes, spills, leaks or debris left in any of the *Limited Common Areas* or *Common Areas*.
5. Co-owners are responsible for the proper disposal of all combustible petroleum or otherwise environmentally hazardous materials. It is illegal to dispose of such materials in the dumpsters.
6. All paint cans, wood, carpet scraps, or other leftover construction material must be removed from the Cedar Ridge Condominium property. Such items may not be placed in the dumpsters.
7. Construction or other such vehicles may only park in the co-owner's assigned covered parking space or in designated unassigned parking spaces.

#### **G. Burglar Alarms**

1. Only silent alarm systems may be installed.

#### **H. Signs**

1. All signs, including "For Sale" and "For Rent" signs, shall be posted only on the bulletin board at the entrance to the General Manager's office. Bulletin board signs must be no larger than 8.5" x 11" and must be dated. Signs, pictures and posters shall not be placed in windows or attached to *Limited Common Areas* or *Common Areas*.

##### *Except:*

- i. "A"-style board signs, displayed during an open house, are allowed provided they are removed daily.
- ii. Small burglar alarm warning stickers.
- iii. Small "Neighborhood Watch", "Operation I.D." or similar community crime prevention stickers.
- iv. Notices and signs authorized by Cedar Ridge Condominium's Board of Directors or General Manager that are relevant to Cedar Ridge Condominium activities.

## 4. DECKS

### **A. Deck Maintenance**

The builders of Cedar Ridge Condominium wrote in their Declaration the regulation that owners are responsible for the “cleaning, maintenance, and repair [of areas] within the deck assigned” to the *Individual Condominium Home*.

1. It is recommend that you annually clean and waterproof your deck floor. Contact the General Manager for the best methods.
2. Damage to the deck, other *Individual Condominium Homes, Limited Common Areas* or *Common Areas* (such as the building itself) as a result of deck maintenance neglect shall be the financial responsibility of the offender.
3. Each Co-owner must maintain their individual deck in a state of general neatness and cleanliness.
4. Firewood should not be chopped or split on the decks because of the noise and possible damage to the deck. Firewood should not be stored on the decks, because it attracts insects. The requirement for storing firewood is it must be stored in a cool dry space (not at the front of a building), neatly stacked at least six inches from the building. There is no designated accommodation for firewood storage. Firewood shall not be stored out in the open in *Common Areas*.
5. When barbecuing on your deck, do not leave barbecues unattended. Be a good neighbor and attempt to keep smoke to a minimum.

### **B. Planters On Decks**

1. Individual plant containers shall contain no more than 50 pounds of soil and plants, wet or dry weight.
2. All plant containers must be placed on leak-proof drip pans. To prevent the potential for dry rot, these must be elevated from the decks on blocks so that air may circulate freely under them.
3. Plants and containers must be kept 6 inches from walls and railings.

4. Watering of plants shall not cause overflow onto neighboring deck(s).

### **C. Railings and Carpeting**

1. Unsecured planters, containers, or any other item, shall not be placed on the deck railing as this could be a serious hazard if the item fell.
2. Hanging any item from the deck that in anyway interferes with the view of a lower level *Individual Condominium Home* is prohibited. This includes items that drip water in the view of a lower level *Individual Condominium Home*.
3. Carpeting of any deck on a temporary or permanent basis is prohibited.
4. Clothing, sheets, blankets, laundry, tarps, or other articles which in the sole determination of the Board of Directors are unsightly, hazardous or inappropriate shall not be displayed, hung, stored or used on the decks.

## **5. QUIET HOURS**

### **A. Quiet hours are:**

- **10:00 p.m. to 9:00 a.m., every day.**

### **B. Any construction-like work causing noise, such as pounding, sawing, or drilling, must be performed between:**

- **9:00 a.m. and 5:00 p.m.**

## **6. NOISE / DISTURBANCES**

- ### **A. No noxious or offensive activity shall be carried on in any *Individual Condominium Home*, *Limited Common Area* or *Common Area*, nor shall anything be done therein which may become an annoyance, embarrassment, discomfort, or nuisance to other Co-owners or to the public. This includes noise and odors.**

- B. The volume of stereos, radios, televisions, musical instruments, voices, appliances, outdoor water outlets, etc., must be such that it does not disturb anyone in any other *Individual Condominium Home* or in any *Limited Common Area* or *Common Area*.
- C. Be a good neighbor and resist the temptation to use your vacuum cleaner, dishwasher, clothes washer and dryer during the quiet hours, 10:00 p.m. to 9:00 a.m.

## **7. COMMON AREAS**

### **A. Common Areas General Policy**

1. Nothing shall be done or kept in any *Individual Condominium Home* or in any *Common Area* or *Limited Common Area* which would increase the rate of insurance for any *Common Area* or *Limited Common Area* or other *Individual Condominium Home*.
2. No obstructions shall be placed in any stairway, entryway, walkway, and driveway unless permitted by the Board of Directors or by these Rules.
3. Residents shall not cut or prune trees or other flora in the *Common Areas* without prior written permission from Cedar Ridge Condominium's Board of Directors.

Management of the trees and other flora in the *Common Areas* is the responsibility of Cedar Ridge Condominium Association. Residents shall be financially at risk for any damage caused to the *Common Areas*.

4. Climbing is not allowed on trees or rockeries.
5. The use of bicycles, tricycles, skateboards, roller skates, rollerblades, or the like are not allowed on the landscaped or wooded areas, or in the pool/cabana area.
6. Littering is not permitted. Violators will be cited by the General Manager. Pride in our condominium community is taken very seriously.
7. Proper attention to fire and safety hazards must be observed at all times.



8. Because having holiday lighting, such as Christmas tree lights, in any *Common Area* is a potential fire hazard, they are prohibited without prior written approval from the Cedar Ridge Condominium Association's Board of Directors.
9. Playing in the streets is prohibited.
10. Driveway speed is 10 MPH.
11. Because of the possibility of carpenter ants or other insect damage to the buildings and the City of Redmond Fire Department Code, firewood must be stored in a cool dry space (not at the front of a building), neatly stacked at least six inches from the building. If the Co-owner does not comply with this rule within one (1) week after written notice of violation is delivered by the General Manager to the Co-owner's *Individual Condominium Home*, the firewood will be removed and disposed of at the discretion of the General Manager.
12. It is not permitted to destroy any property in any *Common Area*.

#### ***B. Uniform Exterior Appearance***

1. Unsightly conditions are not permitted to exist anywhere on Cedar Ridge Condominium property. These areas include:
  - On and under stairways
  - On and under decks
  - Walkways
  - Streets
  - Landscaped areas
  - Wooded areas
  - The Pool and Cabana

Unsightly items not permitted include, but are not limited to:

- Outside clotheslines or outside laundry
- Tires
- Dead plants
- Empty boxes
- Construction materials

2. In addition, storage of personal possessions of residents including such items as boats, gardening supplies and tools, tricycles, sporting goods, skateboards, roller skates, rollerblades, toys or any unsightly objects are not allowed to be stored on or under front stairways, under back decks, or in any other *Limited Common Area* or *Common Area*. Campers/shells shall not be stored separately from the base truck.
3. Cedar Ridge Condominium Association encourages the use of bicycles as a healthy alternative to motorized transportation. Bicycles may be stored on back decks, but are not allowed to be stored on or under front stairways, under back decks, under or attached to carports, or in any other *Limited Common Area* or *Common Area*, unless otherwise designated by the Cedar Ridge Condominium Association's Board of Directors.
4. Draperies and other window coverings must be white or off-white to the exterior. White liners are acceptable.
5. In order to preserve a uniform exterior appearance of the buildings, no painting, modifications, or alterations shall be performed without prior written approval from the Cedar Ridge Condominium Association's Board of Directors.
6. No awnings, air conditioning units, hanging planters, flags or other projections shall be placed on the exterior walls or structures of the building, without prior written approval of the Cedar Ridge Condominium Association's Board of Directors.
7. Holiday wreaths on doors are permitted, but must be removed at the ending of the holiday season.

### **C. Outside Planters**

1. Planters, statuary objects, or articles of any kind shall not be placed in any Limited Common Area or Common Area, especially in any driving areas, corridors, stairways, walkways, or landscaped areas.

### **D. Chimneys**

1. The Cedar Ridge Condominium Association will, at its discretion, have flues and/or chimneys inspected and cleaned when necessary.

### **E. Car Washing**

1. A nozzle must be used on a hose while washing vehicles in order to conserve water.
2. Runoff from vehicle washing drains directly into sensitive habitat, including Salmon spawning streams. It is therefore a requirement that biodegradable, non-environmentally harmful detergents are used for vehicle washing on Cedar Ridge Condominium property.
3. Co-owners or residents may wash the vehicles they keep on the premises. Extra vehicles shall not be brought to Cedar Ridge Condominium property to be washed.

### **F. Damage To Common Areas**

1. Damage to any *Limited Common Areas* or *Common Areas* caused by a Co-owner or the Co-owner's guests, children, tenant, tenant's guest, etc., is the responsibility of that Co-owner and shall be repaired at that Co-owner's expense. The Cedar Ridge Condominium Association's Board of Directors has the right to contract for the repairs and charge the Co-owner responsible. If not paid promptly, Cedar Ridge Condominium Association may assess the expenses against the Co-owners *Individual Condominium Home*.
2. Nothing shall be altered, constructed in or removed from any *Limited Common Area* or *Common Area* without the prior written approval of the Cedar Ridge Condominium Association's Board of Directors.
3. Co-owners or residents shall not modify, paint or otherwise decorate, or in any way alter any portion of the exterior of the building or any portion of any *Common Area* without first obtaining prior written approval of the Cedar Ridge Condominium Association's Board of Directors

### **G. Landscaping Policy**

1. Cedar Ridge Condominium is located in a unique and beautiful setting where the homeowners have the unrivaled advantages of living in a wooded wonderland. Our property values are enhanced because we live in a

beautiful forest oasis surrounded by a suburban setting, unequalled by any nearby condominium community. Cedar Ridge Condominium embraces its forested environment and has integrated the forest into its condominium community lifestyle. While the Cedar Ridge Condominium Association actively endeavors to maintain a healthy forest area with careful pruning and tree culling when necessary, our forest area is otherwise left to its natural state. Besides the obvious desirability of our unique wooded environment, the Co-Owners reap an additional benefit from lower grounds maintenance expenses in the natural areas, through lower Association dues, than other condominium communities that rely on high maintenance landscaping. For all these reasons, other than light maintenance, the *Common Areas* around the buildings are kept in their natural state. The areas near the streets and building entrances are lightly landscaped to blend nicely with the forested areas.

2. Co-owners or residents shall not landscape, change the landscaping, or in any way alter any portion of any *Common Area* without first obtaining prior written approval of the Cedar Ridge Condominium Association's Board of Directors.

#### **H. Litter**

1. Cedar Ridge Condominium is nestled in a unique wooded natural environment. Obviously littering is a concern of the Co-owners and is not permitted.
2. Discarding cigarette butts anywhere on Cedar Ridge Condominium premises is considered littering and is not permitted.
3. Discarding any foreign objects (old planters, cans and bottles, building materials, etc.) in *Common Areas* is forbidden and considered damaging the *Common Area*. Clean up of these items shall be at the expense the Co-owner responsible.
4. Tossing foreign objects from decks (or from anywhere) into the gullies by Co-owners, their children, their guests, tenant, tenant's guest, etc., is taken very seriously. Clean up of these items shall be at the expense of the Co-owner responsible.

## ***I. Burning Material (Cigarettes) / Fireworks***

1. Discarding burning material, such as cigarette butts, in *Limited Common Areas* (which includes stairways and stairwells) or in *Common Areas* (which includes streets) is taken very seriously and fines shall be levied aggressively. Since Cedar Ridge Condominium is located in a wooded natural environment the Co-owners are very concerned about anything that may start a wildfire or catch the buildings on fire.
2. Tend all open flames. Do not leave barbecues unattended.
3. City of Redmond Municipal Chapter 9.26, titled "Fireworks", has banned the use of fireworks within city limits without a permit.

### **Outside fire extinguishers are located:**

- One in each condominium building stairway area.
- One is located in the Cabana, near the kitchen.

Residents are encouraged to have additional fire extinguishers in their *Individual Condominium Homes*. If you see a fire, immediately call 911.

## **8. SOLICITORS AND PAMPHLET AGENTS**

### ***A. Soliciting Prohibited***

1. Cedar Ridge Condominium premises, including its streets, are the private property of the Co-owners. Solicitors and pamphlet agents are not allowed and a "**No Solicitation**" warning sign is located near the street entrance to our condominium.

City of Redmond Municipal Code 5.08.035(A) states that **no solicitor** shall engage or attempt to engage in soliciting if our condominium complex "*prominently displays a 'No Peddlers' or 'No Solicitors' sign or any other similar sign that communicates the occupants' desire to not be contacted by peddlers.*"

City of Redmond Municipal Code 5.08.040 states "*Any person violating any provision of this chapter shall be deemed guilty of a **misdemeanor**, and,*

*upon conviction, shall be punished as provided in Section 1.01.110. (Ord. 43 § 4, 1926).*

Solicitor activities and their obtained knowledge of who is home and when, have sometimes led to home break-ins. If soliciting occurs, residents should obtain the name and company affiliation of the solicitor and bring the activity to the attention of the General Manager for appropriate action.

2. Cedar Ridge Condominium residents are not allowed to openly solicit or distribute pamphlets to other residents. United State Postal Regulations prohibit the use of mailboxes for anything but postage-paid mail.
3. Cedar Ridge Condominium's Board of Directors or General Manager are allowed to distribute, and may authorize to be distributed, written material that is relevant to Cedar Ridge Condominium activities.

## **9. PETS**

### ***A. Pet Policy***

1. Only one dog (other than dogs that are *always* kept inside) and only one cat (other than cats that are *always* kept inside) are allowed per *Individual Condominium Home*.
2. Pets must weigh 25 pounds or less at full growth weight. The only exception is a "service dog" used to assist disabled people.
3. All dogs must be leashed while on condominium grounds.
4. Pets shall not be tethered in the stairways, stairwells or in any *Common Areas*.
5. All pets must be placed inside their respective *Individual Condominium Homes* when their owner retires for the evening.
6. Pets are not permitted in the pool or cabana area.
7. Animals of any kind shall not be bred or maintained for any commercial purposes in any *Individual Condominium Home, Limited Common Area or Common Area*.

8. All dogs and cats must be properly immunized. Pet owners should license their pets as required by the appropriate governmental authorities.
9. Co-owners are financially responsible for any damage to *Limited Common Areas* or *Common Areas* caused by their pets, including pets of their guests, tenant, tenant's guests, etc.
10. Any pet causing or creating an unreasonable disturbance or noise may be permanently removed from Cedar Ridge Condominium property upon three (3) days written notice to the pet's owner from the General Manager.
11. The Cedar Ridge Condominium Association's Board of Directors also may at any time require the removal of any animal, or cause such animal to be removed at the expense of the animal owner, including reasonable attorneys' fees, when, in the Cedar Ridge Condominium Association's Board of Director's determination, the animal is disturbing Co-owners unreasonably or the animal is being grossly neglected. They may exercise this authority for specific animals even though other animals are permitted to remain.
12. Any exception to the Pet Policy shall only be allowed with prior written approval of the Cedar Ridge Condominium Association's Board of Directors.

#### **B. Pet Waste**

1. Taken very seriously is the pet owner's responsibility for immediately cleaning up their dog's droppings in the *Limited Common Areas* and *Common Areas*. Violators shall be subject to fines by the Cedar Ridge Condominium Association.
2. Soiled household pet litter must be securely bagged in a plastic bag and taken directly to the dumpster.

## 10. PARKING

### **A. Use Of Parking Spaces**

1. Parking spaces are to be used solely for the parking of operative motor vehicles. All motor vehicles must be currently licensed at all times in accordance with Washington State and King Country regulations.
2. Parking spaces are restricted in use to parking of motor vehicles only. Motor vehicles are designated as passenger cars, pickups, vans or motorcycles. Recreational vehicles, boats, and trailers shall not be parked on Cedar Ridge Condominium premises. Campers/shells shall not be stored separately from the base truck.
3. Since parking is at a premium, there is a 2 motor vehicle maximum per *Individual Condominium Home* (see Motorcycle Parking Policy Section for motorcycle exception to this rule). All vehicles must be properly parked within marked parking spaces.
4. All resident-owned motor vehicles must be registered with the General Manager.
5. Each *Individual Condominium Home* has one assigned covered parking space for their exclusive use. All unassigned parking is available on a first-come, first-served basis.

There is overflow parking available near the Cedar Ridge Condominium entrance, on the east side of building 36 or south side of building 32.

### **B. Motorcycle Parking Policy**

1. Since parking is at a premium, there is a 2 motor vehicle maximum per *Individual Condominium Home*. All vehicles must be properly parked within marked parking spaces. Up to 2 additional motor vehicles per *Individual Condominium Home* are allowed if they are motorcycles and they strictly follow these rules:
  - Any combination of motorcycles and non-motorcycle motor vehicles only use a maximum of 2 parking spaces (one assigned and one unassigned).



- Each parking space used has a maximum of 1 motorcycle and 1 non-motorcycle motor vehicle or 2 motorcycles.
- These allowed parking combination configurations are strictly followed:
  - The motorcycle parked sideways at the head of the parking space and the non-motorcycle motor vehicle parked in front of it in a normal fashion.
  - Both motor vehicles properly fit within the parking space.
  - Two motorcycles, side by side, parked in the same manner as a non-motorcycle motor vehicles would be.
  - Both motor vehicles present no threat of damage to adjacent parked motor vehicles.

### **C. Auto Maintenance**

1. Each Co-owner is responsible for maintaining their assigned parking space free of oil drips and debris. If it becomes necessary for the Cedar Ridge Condominium Association to have the parking space cleaned, the Co-owner shall be charged for this expense.
2. All parking spaces that are not located under carports are *Common Areas*. Any oil leaks or other damage to these unassigned parking spaces by a Co-owner or the Co-owner's guests, children, tenant, tenant's guest, etc., is the responsibility of that Co-owner and shall be repaired at that Co-owner's expense. If it becomes necessary for the Cedar Ridge Condominium Association to have the parking space cleaned or repaired, the Co-owner shall be charged for this expense.
3. Minor maintenance on a vehicle in the parking area must be completed within the same day it begins, and not during the "Quiet Hours" (See Section 3.)
4. Oil changes are not allowed anywhere on the premises. Dead motor vehicle batteries shall not be disposed of in our dumpsters and must be taken to a recycling center.

#### **D. Removal / Tow Away**

1. Vehicles parked improperly or illegally, or in violation of the Cedar Ridge Condominium Rules, will be towed away at the vehicle owner's risk and expense.
2. Vehicles will be towed at the discretion of General Manager, as follows:
  - a. If parked for more than 15 days in an unassigned space, unless prior arrangements have been made with the General Manager. After 15 days vehicles will be considered abandoned. A notice will be placed on the windshield, and 24 hours after the notice is posted the vehicle is subject to towing at the vehicle owner's risk and expense.
  - b. If parked in an assigned space belonging to someone else. While the General Manager will attempt to reach the owner of the inappropriately parked vehicle by using his registration list, no guarantee can be made that the violating owner will be located.
  - c. If serious oil dripping or other maintenance problem is detrimental to the Cedar Ridge Condominium property or its appearance. A 24-hour warning will be issued prior to towing.
  - d. If, after written warning, more than the allowed number of cars from a single *Individual Condominium Home* continue to park on the Cedar Ridge Condominium property.
  - e. If parked in an unauthorized or non-designated parking area.
3. The General Manager may require removal of any inoperative or improperly licensed vehicle, or any destroyed, damaged, or partially destroyed vehicle, and any other equipment or item improperly stored in a parking stall. If the same is not removed, the General Manager may cause removal at the risk and expense of the owner.

## **11. SWIMMING POOL AND CABANA**

### ***A. Hours And Days Open – Swimming Pool***

1. Hours: 9:00 a.m. – 10:00 p.m., Thursdays through Sundays.  
9:00 a.m. – 11:00 p.m., Friday and Saturday.
2. Days: May 1<sup>st</sup> through September 30<sup>th</sup>.

The swimming pool is open for use during the hours indicated above. To maintain a healthy swimming pool, the General Manager reserves 8:00 a.m to 9:00 a.m for swimming pool maintenance.

The General Manager may temporarily close the swimming pool for emergency maintenance or repair.

The General Manager or the Board of Directors may, at their discretion, delay the May opening or hasten the September closing of the swimming pool if there is persistent inclement weather.

### ***B. Hours And Days Open – Cabana***

1. Hours: The cabana shall be open when the General Manager or designee is on duty. The hours shall usually be 9:00 a.m. – 6:00 p.m. Monday through Saturday.
2. Days: The days between the spring opening and fall closing of the swimming pool.

### ***C. General Pool and Cabana Rules***

1. Residents and their guests and all other persons use the facilities at their own risk. Cedar Ridge Condominium and its management accept no responsibility for accidents or injury.
2. There is no lifeguard on duty.
3. For safety reasons:
  - Glass or breakable drink containers shall not be used around the pool.

- Diving is not permitted.
  - King County Health Department rules state that you cannot prop-open any swimming pool entrance gate or door. Many child drownings have occurred when young children have wandered into swimming pool areas.
  - The emergency equipment, such as the safety ring and safety reach-pole, shall not be used for any use other than emergency situations.
  - King County Health Department has placed a maximum capacity of 20 persons for our swimming pool.
4. As a courtesy to other users in the swimming pool and cabana area:
- Unnecessary noise, rowdy behavior, running, horseplay or diving in the swimming pool is not permitted.
  - The use of bicycles, tricycles, skateboards, roller skates, rollerblades, or the like are not allowed in the swimming pool or cabana area.
  - Those who bring food, or any other personal items, into the swimming pool/cabana area are responsible for cleaning or removing any mess that results. Of course, any trash must be discarded properly.
  - Proper bathing attire must be worn.
  - Swimming pool and cabana furniture is not to be removed from pool/cabana area.
5. Swimming pool maintenance closures:

The swimming pool may be closed for maintenance at the discretion of Cedar Ridge Association's General Manager. The King County Health Department requires that our swimming pool maintain a specific chemical balance. When the swimming pool chemical parameters do not fall within required guidelines, the pool must be closed until the chemical balance is corrected. Activities to re-open the pool include costly maintenance and lengthy closure periods. For this reason all users must obey the following rules.

- King County Health Department highly recommends that swimmers shower with soap before entering pool to help maintain the pool's chemical balance.
  - Please do not use baby *oil*, or other *oil* sun tan lotions while in the swimming pool as they cause expensive clogs in the filter and destroy the water's chemical balance. The use of any *oil* containing lotions while in the swimming pool is prohibited.
  - Please properly launder swimming attire that has been in other swimming pools, or fresh or salt water, since microorganisms transfer easily, creating a chemical imbalance and causing expensive shutdowns of our pool for maintenance.
  - Toys, balls, snorkels, fins, flotation devices and the like are not allowed in the swimming pool since they cause serious swimming pool chemical imbalances which lead to expensive closures. For safety reasons, an exception is made for children's flotation devices, such as water-wings, which must be properly cleaned and disinfected before use in the pool.
  - For health reasons pets are not permitted in the pool or cabana area
6. When using the shower and rest room facilities after showering or swimming, use the side "Swimmers" entrances to avoid dripping water and chlorine, which damages the Cabana carpet.
  7. Residents are limited to no more than four guests, without prior approval of the General Manager.
  8. Residents must accompany their guests at all times.
  9. It is recommended that children under the age of 6 use the pool only between the hours of 11:00 a.m. to 1:00 p.m. Children under 14 must be with a parent or guardian.
  10. Residents may reserve the cabana for exclusive use, except for the restrooms/showers, for a private party, subject to the policy established by the Cedar Ridge Condominium Association's Board of Directors (regarding deposit, hours, etc.). Use of the recreational facilities for private parties is a privilege which the Cedar Ridge Condominium Association's Board of Directors may deny a resident for good cause. Use of the pool shall remain open to all residents even if the cabana has been reserved.

11. The General Manager may revoke swimming pool area, swimming pool and/or cabana privileges for violation of the rules.
12. The Red Phone in the swimming pool area is an automatic direct link to 911, in case of emergency.

#### ***D. Swimming Pool Management***

1. General Manager swimming pool responsibilities:
  - Chemical testing, routine cleaning, maintenance and repair of the swimming pool.
  - To temporarily close the swimming pool for maintenance in order to comply with King County Health Department regulations.
  - To temporarily close the swimming pool for repair.
  - It is not the responsibility of the General Manager to clean up after swimming pool area users. Please clean up any mess you've made before you leave.
  - The swimming pool target temperature is 87° F. If the swimming pool temperature is higher the water's chemical imbalance is greatly affected and costly maintenance shutdowns are more frequent. If the temperature is lower it is uncomfortably cool for the swimming pool users. One of the biggest expenses for our swimming pool is when the temperature is changed, so it is important that one single temperature is maintained.

#### ***E. Cabana Management***

1. General Manager or designee cabana responsibilities:
  - Daily opening and closing of cabana when the swimming pool is open.
  - Routine cleaning, maintenance and repair of the cabana.
  - It is not the responsibility of the General Manager to clean up after cabana users. Please clean up any mess you've made before you leave.
  - Managing cabana reservations and tracking key assignments for transient use of cabana.

## 12. RECYCLING / GARBAGE

### ***A. Recycling***

Please consider recycling as much of your waste material as you can. Recycling collection is **free** while garbage collection costs Co-owners over \$25,000.00 annually! The recycling bins are conveniently located next to the dumpsters. Help our environment and your own pocketbook by placing in the recycling bins:

➤ **Newspaper Recycling Bin**

- Newspapers only.

➤ **Mixed Paper Recycling Bin**

- Junk mail.
- Magazines.
- Windowed envelopes.
- Printer paper.
- Telephone books.
- Cardboard Boxes (please break-down and flatten them first).
- And other paper products, but not foil coated paper, wax-coated cartons, paper napkins & towels or tissue paper.

➤ **PET Plastic, HDPE Plastic, Glass and Cans Recycling Bin**

- PET or HDPE plastic liquor, wine, fruit juice, soft drink or detergent containers (but not plastic milk jugs, plastic bags or non-PET/HDPE plastics). Remove paper labels. Rinse.
- Plastic coated food containers.
- Glass containers (clear, brown or green). Remove paper labels and lids. Rinse. The Recycling Company prefers unbroken glass containers.
- Aluminum and tin cans. Remove paper labels. Rinse.

1. Residents who do not participate in the recycling program may be required to pay an additional fee to the Cedar Ridge Condominium Association to cover the increased cost of garbage collection which may result. It is in

everyone's interest to reduce the cost of garbage collection and improve our environment.

***B. Waste Materials***

1. Non-recyclable large containers and items must be broken down and flattened and placed directly into the dumpster.
2. Nothing must be left outside of the dumpsters as it attracts pests, is unsightly, and reflects poorly on our condominium community.
3. The garbage company will not pick up building materials, furniture, beds, mattresses, etc. You must take these to a transfer station.
4. Putting waste materials generated outside Cedar Ridge Condominium in our dumpsters is not permitted.

***C. Christmas Tree Disposal***

1. Old Christmas trees shall not be abandoned in any *Limited Common Area* or *Common Area*.
2. Old Christmas tree shall not be placed in or around the dumpsters.
3. Residents shall remove Christmas trees from the property at their own expense and are encouraged to participate in tree disposal/recycling events conducted by local civic groups such as The Boy Scouts.

***D. Dumpster Lids***

1. Covers on dumpsters must be left closed at all times since exposed garbage not only reflects poorly on our community but it attracts rodents and other pests, and is an odor concern.
2. Use an alternative dumpster if the one you were planning to use is full.



#### ***E. Hazardous Waste***

1. Do not dispose of any hazardous waste in the dumpsters or recycling containers. Hazardous materials must be removed from Cedar Ridge Condominium property and properly disposed of by the resident. Such materials include paint cans, combustible petroleum, used car oil, old car batteries, antifreeze or other environmentally hazardous materials.
- ❖ To learn when and where hazardous materials can be taken contact the City of Redmond Recycling Program at (425)556-2832.

### **13. LEASING INDIVIDUAL CONDOMINIUM HOMES AS RENTALS**

#### ***A. Lease / Rental Agreement Requirements***

1. All leases and rental agreements must be in writing and by their terms shall provide that the terms of the lease are subject in all respects to the provisions of the Declaration, Bylaws, and all Rules thereunder.
2. All leases and rentals of *Individual Condominium Homes* must be for the entire home. Leasing or renting of individual rooms is not allowed.
3. Co-owners are prohibited from leasing their *Individual Condominium Homes* for less than 30 days.
4. A copy of the lease or rental agreement must be filed with the General Manager prior to the outset of the tenancy.

#### ***B. Compliance With Declaration, Bylaws and Rules***

1. Co-owners renting or leasing an *Individual Condominium Home* must provide their tenant with a copy of the **RULES OF CEDAR RIDGE CONDOMINIUM ASSOCIATION**.

*A copy of the RULES OF CEDAR RIDGE CONDOMINIUM ASSOCIATION can be obtained from the General Manager.*

2. Any failure of a tenant to comply with the terms of the Declaration, Bylaws, or Rules of the Cedar Ridge Condominium shall be an event of default

under the lease or rental agreement. In the case of such default, the Cedar Ridge Condominium Association's Board of Directors can require the Co-owner to evict the tenant.

3. The Co-owner is held responsible for any damage to *Limited Common Areas* or *Common Areas* caused by the tenant whether or not the tenant was in violation of the rental agreement or any rules or regulations. Rental of an *Individual Condominium Home* does not constitute a waiver or relinquishment of the Co-owner's responsibilities, as specified in the Declaration, Bylaws and Rules.

## **14. MANAGEMENT ENTRY**

### ***A. Conditions of Entry***

1. The Cedar Ridge Condominium Declaration (Section 16, Maintenance and Repair), filed with King County in the State of Washington, provides for the following:

The Cedar Ridge Condominium Association's Board of Directors and its agents or employees may enter any *Individual Condominium Home* or *Limited Common Areas* when necessary in connection with any maintenance, landscaping or construction for which the Cedar Ridge Condominium Association's Board of Directors is responsible or in the event of emergencies. If the repairs or maintenance were necessitated by or for the *Individual Condominium Home* entered or its Co-owners, or requested by its Co-owner, the cost thereof shall be specially charged to such *Individual Condominium Home*.

2. Co-owners must have current, 24-hour contact information on file to ensure that entry can be made in the event of an emergency. If the resident or co-owner cannot be contacted, forced entry may be necessary.
3. If entry into an *Individual Condominium Home* is required for Cedar Ridge Condominium Association maintenance, it is recommended that residents temporarily leave a key with the General Manager.