

**Timberline Condominium Association**  
**Revised Rules & Regulations:**  
**Amended 2017**

The following Rules and Regulations apply to *all* residents, whether they are OWNERS of the condominium units, GUESTS of owners, or TENANTS of condominium units:

**GENERAL RULES:**

1. **Balconies must remain clear of all items except neatly stacked firewood (no more than a quarter cord), appropriate balcony furniture, and gas grill to be operated only by the owner of the condo. Recreational equipment - except mountain bikes - must be stored inside unit. A maximum of two kayaks are allowed to be stored in a neat and orderly fashion on a unit's deck(s). Balconies must be kept in a neat and clean manner - clear of rubbish, clothes, laundry, sheets, blankets, etc. If at any time, the appearance of a condominium deck is deemed unacceptable per the management company or the Timberline Condominium Board, the owner or tenant of the unit with the offending deck will be contacted and an appropriate solution will be found.**
2. **Tenants are *not* allowed to have dogs on Timberline property. Only owners that have dogs that have been grandfathered in from the 2016 Board vote are allowed to have dogs.**
3. **As long as a Tenant is living at Timberline Condominiums the tenant needs to show proof of current renters insurance naming the HOA as additionally insured for the unit they are living in, for the length of the contract(s). Each tenant needs to show proof of renters insurance, and fill out and sign the Residential Lease Addendum and Tenant Registration Form and deliver to the Timberline Condominium Property Manager for them to sign and file.**
4. **General common element areas must remain clear of personal property with the exception of bicycles in the bike rack. General common element areas are, but not limited to: the parking lot, the A building hallways, common area stairwells and landings, the perimeter of the buildings, and common grounds. The Board of Directors has authorized the Property Management Company to discard personal property in the above stated common areas within 48 hours of discovery. Additionally, the Board of Directors has authorized the Property Management Company to FINE the OWNERS of the offending units under this rule. For EACH item of garbage or personal property that the Property Management Company discards, the OWNER of the unit will be fined \$50.00. Garbage or items that the Property Management Company reasonably believes to be garbage shall be discarded with no notice under this rule.**
5. **Each owner and the occupants of a condo unit shall maintain or cause to be maintained the entire condominium and all items inside the unit in a safe and functioning condition and repair, his/her condo unit and all of the fixtures therein.**
6. **A working copy of the front door entry key(s) are to be sent to the property management company within 24 hours of changing the lock or at the request of the property management company. A \$100.00 per day FINE will be imposed if the property management company does not have a working copy of the unit key 24 hours after discovery and informing the owner. Working front doors keys are required to be given to the Mount Crested Butte Fire Department each time the locks are changed.**
7. **Excessive noise is expressly prohibited, including but not limited to: music, outdoor conversation, indoor conversation, television sound, automobile horns, engines noises, etc. Similar Town ordinances apply to excessive noise. The Police will be called if necessary.**
8. **Excessive odors are expressly prohibited, including but not limited to: smoking, cooking, grilling, construction, etc.**
9. **Use of the common area washers and dryers located in A Building will be limited from 8:00 AM to 10:00 PM daily.**
10. **Use of the general or limited common elements will be made in such a manner as to respect the rights and privileges of the other unit owners.**
11. **No signs, advertisements, or notices shall be allowed, exhibited or fixed on any part of the outside or inside of the building by any owner, guests of owners, or renters other than signs approved by the Board of Directors or by local or Federal laws. Political signs\* are allowed per Federal Laws.**
12. **No home occupations of any nature shall be allowed within the Timberline Condominiums.**
13. **For SAFETY reasons, only propane/gas cooking grills where flame is more than 20" from deck floor are permitted to be used on unit owner's decks. Per the Mount Crested Butte Fire Department: Only 1 pound or less propane cylinder is allowed on decks. These 1 pound "spin-on" propane cylinders can be**

found in Wal-mart under the Coleman name, other at hardware stores and sporting good suppliers. Only owners may use gas cooking grills on the balconies. No solid burning grills - *No charcoal or wood fire grills are permitted.* Smokers, charcoal and other solid fuel burning grills are not permitted in any interior, unit balcony, or common area. Maintenance is the responsibility of each owner; careful attention must be paid to the grease trap to avoid attracting wild life. While grilling, care must be used to avoid any nuisance to fellow occupants.

14. In the event of any situation causing damage to a neighboring condominium or association common element, management must be notified immediately in order that they may attest to proper mitigation of the affected property.
15. If you have window treatments, then all windows must be covered with appropriate window treatments which include: blinds, interior shutters, drapes, cellular shades, custom or manufactured curtains and sheers and must be in good working condition. Inappropriate window treatments include but are not limited to flags, blankets, sheets, and appropriate items that are not in good working condition.
16. Owners must provide proof of liability and content insurance for the interior space of their condominium to the association, through the managing agent, annually or more frequently as changes in coverage are made to the homeowner's policy.
17. All Condominiums are required to have smoke and carbon monoxide detectors installed per Colorado House Bill 1091 – whether or not you are selling or renting your condo. All carbon monoxide and smoke detectors have to be replaced at least once every 5 years.
18. The Timberline Board requires that all domestic water heaters are installed per code. All drain lines are required to be attached, pans are required to be installed under the water heater, and the Board places the owner on notice that the owner should replace any water heater that is 12 years old or older with a new water heater – installed per code. First floor units can be exempt at the Board's discretion.
19. Unit Owners may display American Flags, no larger than 40 sq. ft, in windows and on decks if the display complies with the Federal Flag Code, 4 U.S.C. 4 to 10. Owners may also display Service Stars in on their unit's window. Political Signs\*\* 6 square feet or less may be displayed in unit windows not more than 30 days prior to election and must be removed no later than 3 days after election.
20. Owners who rent their units must have tenants sign that they have received the Rules and Regulations and the tenants must also complete a registration with the Homeowner's Association or through the property management company. A form to satisfy both these requirements can be downloaded from [www.timberlinecb.com](http://www.timberlinecb.com) and can be completed either by the owner or the owner's agent.
21. The above Rules and Regulations shall in no way amend or alter the Articles of Incorporation, Condominium Declarations, or Bylaws of the Association, but only be supplemental thereto.
22. Each owner, guest, invitee, and lessee shall comply with and abide by all Rules and Regulations set forth above and as the same may be amended or adopted by the Board of Directors from time to time. Non-compliance of the Rules and Regulations may result in a fine of up to \$100.00 per day.

#### VEHICLES and PARKING

1. All authorized vehicles must be properly permitted prior to parking in the parking area. Permits must be appropriately displayed for easy viewing on the rear view mirror.
2. All cars should be moved into recently plowed parking spaces as soon as possible. The goal is to limit the cost of plowing and moving all cars from the lot for plowing.
3. After each 6" snow storm owners need to remove the snow from the sides, tops, and trunk of each vehicle.
4. No more than two passenger vehicles of any kind shall be kept, maintained, or allowed on Timberline Condominium property for each residential unit. No motor vehicles shall remain parked upon the property unless they are in good working condition and used for actual transportation at least once every 7 days. No commercial vehicles are allowed on the Timberline property except those for business purposes only. No storage of any type of vehicle is allowed on Timberline Property. Any owner not in compliance with the Rules and Regulations will be fined and the vehicle towed at the offending owner's expense.
5. If the owner or tenant is going out of town the keys to the vehicles need to be given to a local person, or the management company, who can move the vehicle if needed. Contact information to the person who has the vehicle keys need to be emailed to the property management company. If we cannot contact someone to move the vehicles as needed the vehicles will be towed at the owner's expense.

6. **If a vehicle is booted the owner of the vehicle is responsible for the payment to unboot the vehicle. If the boot has been damaged while the boot is on the vehicle the owner of the vehicle will be charged the full price of the boot and the cost to remove it.**
7. **Designated parking areas are the only areas in which parking is permitted. Parking in non-designated areas may subject offending vehicle to towing and all charges and fees associated with tagging and towing**
8. **The Board of Directors has authorized the Property Management Company to remove, without notice, vehicles which are illegally parked and/or not properly maintained per the rules. Towing charges and/or fees will be at the offending vehicles owner's expense.**
9. **Due to minimal parking available, no recreational equipment such as – but not limited to - open or covered trailers, snowmobiles, off road motorcycles, etc (except bicycles in the bike rack) shall be parked, stored, or maintained by any unit OWNER, GUEST, or TENANT upon the common area of Timberline Condominiums. Recreational equipment is subject to removal by the Property Management Company at equipment Owner's expense.**
10. **The exception to this rule is an emergency vehicle meeting the following criteria:**
  - a) **Any unit owner required by his or her employer to have an emergency vehicle at his or her residence during designated times AND**
  - b) **The vehicle weights 10,000 pounds or less;**
  - c) **The unit owner is a member of a local volunteer fire department or a local emergency service provider;\***
  - d) **The vehicle has an official emblem or visible markings of an emergency service provider; and**
  - e) **Parking the vehicle will not obstruct emergency access or interfere with the reasonable needs of the other residents who use the community's driveways and parking.**

#### CONDOMINIUM RENOVATIONS:

1. **No owner may install or repair any of the following items including but not limited to: windows, front doors, slider doors, fireplace inserts, chimney flues, decking, plumbing, electrical wiring or air conditioning/heating equipment without the express written approval from the Management Company.**
  - a. **Before any construction is to begin the homeowner or their agent is required to send a written letter to the Management Company, specifying - in detail - the extent of the project including but not limited to: materials to be used, color of materials, contractor(s) liability and workman's compensation certificates, contractor's contact information and U &/or R values, with a beginning date as well as an ending date of the project. Any measuring of items as it pertains to any work for the owner of a unit will be done by the contractor or owner – CB Lodging and their employees, TL Board members, and TL caretaker will not perform or guarantee any measuring. Construction can only begin *after* the owner receives written - and signed - permission from the Management Company. Construction request letters can be mailed to: Timberline Property Manager, P.O. Box 4003, Crested Butte, Colorado 81224.**
  - b. **Owner, and/or their agent, agrees that any and all construction within their condominium will be completed within a six month time period, unless written permission to continue construction past the six month period is granted through the Management Company.**
  - c. **Any Plumbing, Electrical, or Structural modifications within a unit is required to have all necessary building permits (as per local building codes), engineer reports, and any necessary inspections completed in a timely and legal manner. All permits, reports or inspections need to be scanned and emailed to the property manager.**
  - d. **All construction contractors and all subcontractors are required to carry current liability insurance *and* workman's comp – If workman's comp is not required by the contractor the contractor needs to fill out the Declaration of Independent Contractor Status Form and email to the property manager. Proof of current liability insurance and the Worker's Comp or the Form is to be completed and included with the construction request letter, with Timberline HOA and Crested Butte Lodging and Property Management to be added as additionally insured. All form need to be emailed to the property manager.**
  - e. **Absolutely no homeowner or tenant is to perform any maintenance and/or construction on any Timberline common areas, nor use any part of the common area for personal construction work, or use any common area electrical power.**

- f. The owner is required to supply a construction dumpster at the owners expense. Such dumpster shall be covered at all times. Any trash that overflows from the dumpster is the responsibility of the owner. If any trash outside the dumpster is not disposed of properly the HOA management company will remove the trash at the owner's expense. All dumpsters are to have the homeowner's condo number and direct contact phone number located on or near the dumpster. If the owner does not furnish their own dumpster, then all construction debris has to be removed immediately from the Timberline property by the owner, and/or their agent, at the owner's expense.
- g. Absolutely no construction debris is to be placed in the Timberline common dumpster. Waste Management will charge a hefty fine for any construction material found in the common dumpster. *Please help keep your HOA dues down by not disposing of any construction material in the Timberline common dumpster.*
- h. No construction materials, tools, or debris is to be stored or placed in Timberline common areas (i.e. hallways, parking lots, etc.)
- i. At the request of the Board of Directors and/or their agent, the owner will grant access to the construction project within 24 hours of the Boards and/or agents request.
- j. At the request of the Board of Directors for the Timberline HOA OSHA will be called to investigate any construction at any time.
- k. Renovations, which emit noises or odors, shall be restricted to performing the work between 9:00 AM and 5:00 PM daily. Reasonable work ethics shall be followed at all times during the renovation.

#### UTILITIES:

- 1. No owner shall allow the ambient temperature in such owner's unit to fall below 50 degrees Fahrenheit.
- 2. Electric service shall be maintained to each unit between September 15th and May 15th.
- 3. In order to prevent sewer gas from accumulating, each owner shall at all times maintain water and/or sewer service to such owner's unit – filling the p-traps and toilets at least once per month.
- 4. FINES. For each day, or part thereof, that a violation this section, the Board may, after notice and an opportunity to be heard, levy a fine of \$100.00 per day.

Before any such fine is imposed, the Board of Directors, through its Managing Agent, shall give written notice of a hearing before a committee consisting of not less than one member of the Board of Directors, to be held within seven (7) days from the date of such notice. A representative of the Managing Agent shall sit on and participate in the hearing but shall not have a vote in the disposition of alleged violation. The notice shall be deemed properly given when mailed, postage prepaid, to the Owner's last known address. The notice shall describe the alleged violation(s) enumerated, the proposed fine, the date and time of the hearing, the place of the hearing (including the possibility of having the hearing by telephonic means).

The Owner so notified may be present and shall have an opportunity to be heard at said hearing or may have a designated person as his representative at said hearing. If the notice is to be by telephonic means, the Owner or its representative must supply to the Managing Agent a telephone number where said person may be reached no later than 72 hours before the time of said hearing. Appeal from any decision of the Board of Directors by the Owner shall be to the Gunnison County Court or District Court of the State of Colorado depending on the amount of the fine and the jurisdictional requirements of each Court.

Any fines, charges, or penalties imposed by the Board of Directors shall be and constitute an assessment against the unit and the Association shall have a lien and all legal rights and remedies therefore.

\* “ Emergency Service Provider” The statute defines as “a primary provider of emergency fire fighting, law enforcement, ambulance, emergency medical, or other emergency services.”

**\*\* “Political Signs” A sign that carries a message intended to influence the outcome of an election, including supporting or opposing the election of a candidate, the recall of a public official, or the passage of a ballot issue.”**