

RULES OF CONDUCT

ENGLISH VILLAGE CONDOMINIUM COUNCIL

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I. VEHICLES

- a) Automobiles shall be parked only within the painted lines of a designated parking area. No vehicle shall park, stop or stand along the side of, or in the middle of any entrance or exit driveway; or within a parking area so as to impede or prevent ready access to and from any other vehicle or parking spaces.
- b) No inoperable or unlicensed vehicle shall be parked within the condominium property for more than forty-eight consecutive hours.
- c) Residents may park one vehicle per unit directly on the front line of their building of residence. A management-issued permit must be on display in the rear windshield of this vehicle. Guests and additional vehicles must be parked in the island (unpermitted) parking section.
- d) All vehicles shall observe THE ONE-WAY TRAFFIC RULES and travel counterclockwise ONLY, complying with the 15 mile per hour speed limit.
- e) No vehicle shall be repaired, tuned up or otherwise mechanically serviced or attended, (except for changing a flat tire or recharging a battery). No vehicle shall be washed, polished, waxed, vacuumed or otherwise cleaned (except snow, ice or dirt removal from windows) on the Condominium property.
- f) No unit owner or occupant shall cause or permit the blowing of any horn, or screeching of tires, from any vehicle in which his/her family, tenants, employees, guests or invitees shall be a passengers or drivers, approaching or upon any of the driveways or parking areas serving the project, except as may be required for the safe operation of the vehicle.
- g) No trailers, boats, motor/mobile homes, self-propelled campers, taxi cabs or any other special purpose vehicle shall be parked on the premises without the written approval of the Council or Property Manager on behalf of Council. All recreational vehicles (RV's), pickup trucks, or commercial vans must use the ISLAND parking area under all circumstances.
- h) Type of vehicles permitted in the parking lot: Licensed, ordinary private passenger automobiles, family SUVs and pickup trucks, private

passenger vans (non-commercial). Moving vans and service vehicles are temporary exceptions with Council/Property Manager awareness. Minibikes, mopeds, or scooters are not permitted to be parked or stored at any time on the property without written council consent (including no storage in the storage unit). Unauthorized vehicles will be towed at the owner's expense.

- i) Vehicles will park only with the front end to the curb except for unloading or during extraordinary weather events.
- j) Handicapped Parking: any and all vehicles with handicapped tags or permits may park on the front line at any time.
- k) The Condominium Council/Property Manager shall have the right to cause any vehicle not conforming with these regulations to be removed or towed away, as necessary, at the offending unit owner's expense, and without liability for any damage caused to the moved or towed vehicle.

II. GROUNDS & WALKS

- a) Council's authority for maintenance and responsibility for grounds and walks shall, unless expanded by vote of the unit owners, be confined to grass cutting, snow removal and pavement repair.
- b) No unit owner or occupant shall till, seed, plant, cultivate, roll, cut, trim, edge, water, fertilize or otherwise treat the land or plantings, thereon, or permit same to be done, except in accordance with instructions issued from time to time by the Council, or in the absence of applicable instructions, except with Council's permission.
- c) No unit owners or occupant shall cause or permit any walks to be wetted, obstructed, or used other than for ingress (entrance) and egress (exit), except as otherwise may be permitted or directed by Council. No unit owners, occupant, employee, or guest shall litter other common areas. CIGARETTE BUTTS are considered litter and violators are subject to administrative fines.
- d) No signs, lampposts, fences, birdbaths or other improvements or adornments shall be erected or placed upon the lands of the project, except pursuant to the Council's unanimous written permission, or as a documented Council vote in meeting minutes.
- e) Residents who plant flower beds (by permission only) cede ownership of them to English Village. These plants are considered donations by owners and become the property of English Village, and therefore, English Village assumes maintenance of same.
- f) No existing fences or enclosures, walks or curbs shall be written on, or painted or drawn upon, used to mount a sign, removed, marked or otherwise defaced.

- g) Lawn chairs, tables, game equipment, toys, and others such items shall be placed upon the grounds only as such times and places as the Council may prescribe; and shall be removed from the grounds when not in use unless otherwise permitted IN WRITING by the Council.
- h) No unenclosed common area (patio/balcony) shall be used for storage of bicycles, sleds, baby strollers, play pens, lawn furniture, ladders, tools, toys, empty flowerpots or other articles of any nature. Patios and balconies are to be furnished with appropriate patio furniture and are to remain uncluttered. Patios and balconies may not be used as storage areas.
- i) For purpose of public safety and insurance considerations, all types of barbecue grills are prohibited inside and on patios. This rule will be strictly enforced.
- j) Every condominium unit must have installed at least one operable smoke detector per bedroom. They must be tested regularly and maintained.
- k) Only electric heaters are permitted in units. No coal, kerosene, charcoal, wood, gas or other heaters are permitted.
- l) Children shall not be permitted to loiter or play on the walks, in the hallways or in the parking lots or drives. Play areas may be defined by Council from time to time.
- m) All garbage and other refuse shall be kept in tightly covered waterproof containers, which shall be kept within the units except when being carried directly to the dumpster refuse container provided for general pickup. Each unit owner or occupant shall take reasonable steps to prevent such containers and contents thereof from emitting odors sufficient to reasonably annoy adjacent unit owners or occupants or from spilling on any common element. All garbage and other odor-producing or wet trash shall be placed in the dumpster in closed bags. All cardboard boxes must be broken down before placing them in the trash dumpster or recycle dumpster. When repair work is done all construction debris should be removed by your contractor and not placed in or near the dumpsters. No bulk waste items are to be placed next to the dumpsters – residents are responsible for making their own arrangements for removing these items. Residents doing this will receive a bill for their removal. The council reserves the right to levy administrative fines against repeat offenders.
- n) All Christmas trees shall be disposed of OVER THE BALCONY and retrieved on the ground by the owner or occupant and placed near the tennis court for removal. DO NOT PULL OR CARRY TREES THROUGH THE COMMON HALLWAYS.
- o) All main entrance doors and rear doors shall be closed AT ALL TIMES.
- p) If doors must be opened for moving large items, DO NOT USE MATS OR RUGS AT THE ENTRANCE FOR DOORSTOPS.

- q) Smoking is not permitted in building hallways or within 20 feet of building entrances.

III. PETS

- a) DOGS, CATS AND OTHER AMBULATORY PETS SHALL, WHEN NOT ON A LEASH, BE KEPT WITHIN A UNIT. Owners of pets are to use the dog-walk behind the tennis court. TENANTS ARE NOT PERMITTED TO HAVE PETS pursuant to July, 1979 Council Meeting decision. Owners who rent are to screen prospective renters with the "no pet policy" in force. All pet owners are responsible for cleaning the grounds after animals have relieved themselves. All damages caused and all clean-up costs attributed to animals relieving themselves will be assessed to the offending pet's owner.

IV. UNIT EXTERIORS

- a) No unit owner or occupant shall cause or permit any sign, poster or picture to be displayed, or any rug, laundry, aerial, fan, air-conditioner, wire or other object to hang or protrude from any window, door or balcony.
- b) ALL DRAPERIES SHALL BE LINED WITH WHITE OR OFF WHITE LINERS.
- c) No awnings or window guards shall be used except with the Council's written approval.
- d) No sign or other object shall be displayed on any wall or rooftop without the Council's written approval.
 - (I) The foregoing shall not prohibit the display of customary holiday decorations, subject to such specific limitations of type, manner of display, and duration as the Council may from time to time fix or determine.
- e) No new hooks, nails, or other hanging devices may be installed on balconies, doors, exterior walls, or common interior walls pursuant to a January 1991 council decision.
- f) No rugs shall be beaten on patios, balconies or outdoor living areas, nor shall dust rugs or litter be shaken, swept or thrown from any window, door, patio, balcony, car or outdoor living area.
- g) No bicycles, toys, barbecue sets, tires, tools, ladders or any other item shall be stored or left in COMMON HALLWAYS, ON ANY BALCONY, OR UNENCLOSED COMMON AREA (PATIO), except outdoor tables and chairs may remain set upon such balconies and patios, subject to such regulations as the Council may from time-to-time issue.

V. NOISE

- a) No unit owner or occupant shall play any musical instrument, radio, television, phonograph, stereo, sound movie projector, tape recorder, VCR,

DVD, Boom Box, CD player or other noise making device nor shall they use any tools or engage in any noise creating activity including the operation of a garbage disposal, dishwasher, washing machine or clothes dryer, earlier than 8:00 am and after 10:00 pm. (ON SATURDAYS AND SUNDAYS, THE AFORESAID SHALL BE OBSERVED BEFORE 10:00 am and after 10:00 pm.)

- b) No unit owner or occupant shall engage in any loud altercation at any time. No shouting or disturbing the peace of other residents is allowed.
- c) All living areas except bathrooms, kitchens or doorway highways shall be carpeted. Carpeting may not be replaced with any other type of floor covering. Carpeted floor requirements help insulate noise traveling between walls, ceilings, and floors. Must be pre-approved by Council in the event that it is installed prior to approval it will be removed at the owner's expense.

VI. CLEANLINESS

- a) All unit owners and occupants shall be responsible for the cleanliness of their respective units and appurtenant limited common elements (including patios/balconies). The cost of exterminating any rodent or insect infestation resulting from the uncleanness of any unit shall be charged to the owner of that unit.
- b) The council maintains the right to conduct unit inspections at least once per year. Upon inspection of units, if the person designated by the council to perform it observes anything that could be detrimental to the public safety or violates any rules, the same shall be reported to the Council, owner and followed to correction.

VII. WATER AND PLUMBING

- a) The water shall not be left running for any unreasonable or unnecessary length of time in any unit. Any unnecessary or unusual use of water shall be subject to regulations and limitations by the Council. Unit owners will be held responsible for any excessive water usage.
- b) Toilets and drains shall be used for no other purpose than that for which they were designed. No sweepings, rubbish, rags, papers (except toilet paper), ashes, sanitary napkins, or other substances shall be deposited therein. Any repairs necessitated by the misuse of such facilities shall be charged to the offending unit owner or occupant or both.
- c) All drains and pipes that exclusively serve a single unit are the responsibility of that unit owner, and any water damage from said pipes and drains shall be charged to the unit owner.

VIII. TENNIS COURTS

- a) Courts are to be used during daylight hours only (or as determined by council).

- b) Proper equipment and shoes are to be used.
- c) Gate is to be locked after use.
- d) Courts are for use of owners, tenants, and guests only. GUESTS MUST BE ACCOMPANIED BY THE OWNER OR TENANT.

IX. ENFORCEMENT OF RULES OF CONDUCT

- a) Violation of the rules of conduct by any resident of English Village will be brought to the Council's attention, and after two documented, written warnings, the Council may assess the owner a fine not to exceed five hundred dollars (\$500). The written warning shall include the potential of a financial penalty or fine. Enforcement of policies, rules of conduct and regulations are the primary responsibility of the Property Manager pursuant to the current and adopted list of property manager duties. In conjunction with those duties, this document serves to reinforce the expectation of the Property Manager to be vigilant and attentive to the status of the property units and common property, appropriately handle issues within his or her purview and report the status of the property issues, violations and management of same to the Council on a monthly basis. It is also the responsibility of the Property Manager to maintain regular communications with the President or other Council members pertaining to issues between Council meetings.

X. CONDO FEES

- a) Condominium fees are due on the first day of the month. A late fee of \$25.00 will be applied after the tenth of the month. In the case of a past due balance, all payments made will be applied to the oldest amount due. Therefore late fees will accrue each month until the Condo Fee is brought current.

(1) ENGLISH VILLAGE CODE OF REGULATIONS, ARTICLE VIII,
COLLECTION OF COMMON EXPENSES, Pages 19-22

- b) Every unit owner against whom legal action is taken to collect an assessment or enforce any covenant, condition, obligation or restriction shall if judgment is rendered against him, be liable for all Court costs and for a reasonable attorney's fee, the same as if such costs and fee were part of the original amount due, except that no interest shall be calculated on the costs and fee.
- c) The Council shall have the right to settle any claim against a unit owner, occupant or other person or legal entity for such amount on such terms as the Council believes to be in the project's best interests.

(1) ENGLISH VILLAGE DECLARATION TO THE UNIT PROPERTY ACT,
Para. 7

XI. RESTRICTIONS ON USE

- a) Each unit of the property shall be used exclusively for residential purposes as a single-family dwelling. No unit (with the exception of the HOA's on-site office) shall be used for any other business purpose or rented for any period less than one year.

- b) No one bedroom shall be occupied by more than two persons; no two bedroom unit shall be occupied by more than four person; no three bedroom unit shall be occupied by more than six persons; any unit, for the purpose of accommodating guests, may be occupied temporarily, but not as a primary place of residence and for no more than sixty days, by more than the designated allotted number and must include a complete list of all occupants and telephone numbers and shall be on file at the office. In conjunction with the Property Manager's responsibilities, the unit files shall be kept up to date. Exceptions may be granted by Council under such circumstances as an ailing family member after a written request is submitted by the owner.