

COLONIAL SQUARE COOPERATIVE
YARDS, OPEN AREAS, & OUTDOOR STORAGE POLICY

YARDS, OPEN AREAS, & OUTDOOR STORAGE POLICY

- I. As Members, we are privileged to have Yards that we may use in our own individual manner and Open Areas to enjoy in common with others, within the guidelines of current policies. In keeping with the cooperative spirit, it is important to remember that how we use and maintain these areas can directly affect our Neighbors and the overall appearance of our homes. The intent of this policy is to furnish Members with written criteria and procedure to promote a cooperative spirit in regards to the appearance and use of our Yards, Open Areas, and the property as a whole.

We live in close proximity to each other and the common purpose is to enjoy these areas with our families and neighbors in accordance with this policy, the cooperative Bylaws, and your Occupancy Agreement.

The Yard Standards supplement to this policy should also be reviewed for complete understanding.

Members are always responsible for any non-Planting related maintenance in their Yard. As it relates to Plantings and lawns, Members must choose one of three options as to how their Yard will be planted and maintained:

A. Cooperative-Maintained Yard

- i. This option is intended for Members who are generally uninterested and/or unable to engage in Planting-related Yard maintenance. Members choose a Yard layout from among those options pre-approved by the Cooperative as standard Yard layouts with standard Plantings. There is a charge for the chosen Plantings and planting installation/Yard preparation with this option. Members who choose this option are not responsible for any subsequent Planting-related maintenance activity outlined in this policy or the Yard standards, other than routine weeding of garden/non-lawn areas. Members may not alter the Yard layout or plantings in any manner. If Member alteration of

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the Planting or lawn layout occurs (e.g., addition or removal of Plantings, change of Yard configuration), the Yard reverts to Option B. Member Maintained Garden Area.

B. Member-Maintained Garden Area

- i. In this option, Members maintain any garden (non-lawn) Yard areas in accordance with their tastes and preferences, and this policy and the Yard Standards. The Cooperative maintains the lawn areas with this option by mowing, herbicide application, etc.

C. Member-Only Yard

- i. In this option, Members maintain all portions of their Yard and Plantings. The Cooperative does not maintain any portion of the Yard and the Member is responsible for maintaining the entire Yard in accordance with this policy and the Yard standards to at least the level the Cooperative maintains Yards. (see also the definition of Member-Only Yard) This option requires Management approval.

II. Definitions applicable to this policy

- A. **“A Yard”** - Each townhouse has a Yard at its front and back; most end and corner townhouses have an area to the side as well. A townhouse Yard is defined as the area that extends outward from the outside walls of each townhouse to the nearest Common Sidewalk closest to the townhouse and extends from the common wall on one side of the townhouse to the common wall on the other side (a “common wall” is a wall that is shared with the adjacent townhouse) – except as follows:
 - i. For end townhouses, the Yard extends sideways from the common wall on one side of the townhouse around to the common wall on the opposite side of the townhouse, and outward on all three sides to the nearest Common Sidewalk.
 - ii. For end townhouses that are situated at right angles to the connected adjacent townhouse, the corner back Yard extends at a 45-degree angle from the point where both townhouses meet and outward to the nearest Common Sidewalk.
 - iii. If any side of a townhouse faces an “Open Area” and there

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is no Common Sidewalk bordering the open area, the townhouse's Yard extends outward fifteen feet into the open area.

- iv. For end townhouses that have a Side Yard defined by a Cooperative fence, the area that is enclosed shall be for the exclusive use of the Member having direct access from their townhouse to the fenced in area. Therefore, (i.) above shall not apply. Either or both of the adjacent townhouses may landscape the area outside the fence by requesting in writing to Management and in accordance with the Yard Standards. If the Member(s) do not maintain this area, it will be restored at the Member's expense, and subsequently maintained by the Cooperative. Townhouses that have front Side Yards defined by a Cooperative fence do not have a rear Yard. This area is the rear yard of the adjacent townhouse with direct access. For purposes of this policy, references to rear yards also refer to side yards as defined here.
 - v. For any townhouses with Yards that do not conform to any of the above definitions, the Member(s) may petition the Grounds Committee for an individual determination. In answer to the Member's request, the Grounds Committee will then make a recommendation to the Board of Directors for a final determination.
- B. **“Yard Standards”** - refer to written guidelines developed by the Board of Directors, Grounds Committee, and Management that explain to Members the types of activities and landscaping permitted in Yards. These standards are subject to change by the Board of Directors, Management, and the Grounds Committee.
- C. **“Common Sidewalk”** - means the sidewalk that serves multiple townhouses and is commonly used by the general population.
- D. **“Approach Sidewalk”** - are sidewalks that approach each townhouse. Some may serve more than one townhouse.
- E. **“Member-Only Yard”** - refers to a Yard where the maintenance of the Yard and its Plantings are the responsibility of the Member because the Member placed their Yard on the Cooperative's Members Only Yard List. To place a Yard on this list, Management must approve the request.

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- F. **“Neighbors”** - means those Members whose townhouses provide a natural grouping around an affected area, or whose townhouses are within 50 yards of and visible to another townhouse.
- G. **“Open Areas”** - refers to all the land that is not occupied by buildings, streets/parking, or Yards. These areas are for the collective use and enjoyment of all Members and residents.
- H. **“Plantings”** - refers to any tree, shrub, lawn, or other plant life purposely grown and includes shrubs planted near building foundations.

III. Yards

A. Members' Rights

- i. All Members, except as prohibited by the Occupancy Agreement, By-Laws, prevailing law, and codes or elsewhere in policy, have the right to do the following:
 - (a) To landscape their Yards to their own liking within the parameters of this policy and the Yard Standards
 - (b) To have control over pruning, weeding, fertilizing/herbicide and planting performed in their Yards within the parameters of this policy and the Yard Standards
 - (c) To take over the responsibility for most or the entire general maintenance and improvement of their Yards by placing their Yards on the “Member Only” list. In order to place a Yard on the list, a Member must submit written notice to Management for review and approval.
 - (d) To display seasonal decorations. The decorations must be removed promptly after the season has ended, no later than twenty (20) days. Any decorations that are attached to the building must be installed with temporary fasteners that do not damage any part of the building or structure.

B. Member Responsibilities

- i. The Member in each townhouse is responsible for the

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following within the Yard:

- (a) Prompt removal of litter, pet manure, and debris from the Yard, porch, sidewalks, deck, or patio and areas adjacent to their Yard.
- (b) Prompt removal of ice and snow from the porch, approach sidewalks and any other area designated as the responsibility of the Member.
- (c) Prompt removal of all obstacles created by the Member from the Yards and Open Areas to facilitate lawn care, landscaping or other activities initiated by Management.
- (d) Seasonal weeding and proper disposal of garden debris (see Refuse Disposal Policy). Compostables are not allowed in the dumpsters.
- (e) General maintenance, repair and lawn care of Yards or parts of Yards that have become inaccessible to grounds equipment due to Member landscaping or other activities. This includes the annual re-sodding or reseeded, of damaged Yards caused by the Members/residents pets or other actions.
- (f) Trimming, pruning, or removing any shrub or tree that the Member has planted and overhangs a sidewalk or the Neighbor's Yard. The Member shall be given the opportunity to perform the work themselves, but must do so within fourteen (14) days of receipt of notice and according to the specifications set by Management. If a Member fails to prune or remove the tree or shrub, Management shall prune or remove the tree or shrub at the Member's expense.
- (g) Trimming, pruning, or removing any planting or weed so that they are at least 12" from any siding, trim, or shutter.
- (h) Replacing, within one-year of receipt of notice, any dead or permanently damaged Cooperative tree or shrub when the Member, resident, or a visitor to the household has caused the damage. The Planting must be replaced with something of similar size or value. All replacement of trees or shrubs must be in accordance with current policy and approved by Management.
- (i) Maintenance of any Plantings and other landscaping put

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in by the Member.

- (j) Watering all shrubs and trees during dry spells or when requested by Management.
- (k) Prohibiting, stopping, or reporting to Management any activity within a Yard or Open Area that is illegal, in violation of the Occupancy Agreement, against Cooperative rules/policies, or potentially damaging to Cooperative Plantings or other property.
- (l) Upon sale of townhouse, removing all structures and Plantings not accepted in writing by the purchaser. This includes, but is not limited to, gardens, ground cover, patios, decks, fences, walls, raised planting beds, trellises, wheelchair ramps, rocks, bricks, recast cement blocks, timbers, and decorative items. Any bare ground shall be properly repaired. Excluded items include, but are not necessarily limited to, Cooperative-owned trees and shrubs or other approved items.
- (m) Performing all yard work that is normally Management's responsibility, if the Member has requested and obtained approval for their Yard to be placed on the "Member Only" list. The responsibility will revert to Management if the Member fails to maintain their Yard at or above the Yard Standards or the "Member Only" agreement reached with Management .

Note: Some Members may be exempt from certain responsibilities upon request to Management or Board of Directors due to a disability.

C. Management's Rights

- i. Management may perform the following:
 - (a) Enter any Yard for the purpose of inspection or maintenance/repair or improvement of paved areas, building exteriors, or utilities.
 - (b) Enter any Yard at any time to mitigate hazards or remove any item or situation that poses a hazard in the sole judgement of Management.
 - (c) Take over the full maintenance of those Yards on the

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“Member Only” list if the Member fails to perform their responsibilities.

- (d) Cease lawn care operations on any Yard or portion thereof that contains animal manure or Member’s possessions, obstacles such as play equipment or lawn decor that must be moved, or objects that might damage equipment or injure its operator.
- (e) Request that Members Yards that contain landscaping materials or other items that interfere with grounds operations (e.g., snow removal, lawn care) be permanently removed or relocated in order to ensure the safety of employees and eliminate possible damage to equipment.

D. Management Responsibilities

- i. Management through approved policies and practices shall:
 - (a) To the extent possible, ensure that all buildings, Member Yards, Open Areas, playgrounds, sidewalks, roads and parking areas are free of hazards.
 - (b) Place barriers around hazards, until alleviated.
 - (c) Maintain and when necessary improve Yards, Open Areas, Common Sidewalks, streets and parking areas. This includes lawn care, edging, and application of fertilizer/herbicide, planting, pruning, and removal of dead or unsightly and permanently damaged shrubs and trees whose condition is the result of unpreventable natural causes. This also includes the removal or pruning of trees and shrubs that may damage a building or interfere with utilities. If the Member planted the tree or shrub, there may be a fee for performing the work.
 - (d) Inspect Yards and Open Areas for the purpose of determining that the grounds are well kept and free from violations of this and related policies.
 - (e) Work with the Grounds Committee by performing periodic joint inspections to ensure that policies are being implemented in a recognized manner and the grounds are well kept.
 - (f) Ensure that Members carry out their various

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responsibilities as outlined in this policy. When Members fail to do so, for having the Cooperative staff will perform the required work at the expense of the Member.

- (g) Ensure that formal complaints or reports of violations of this policy submitted by Members against Management or against other Members are investigated and resolved in a timely fashion.
- (h) Pickup of all trash, garbage, debris, and animal manure regardless of its origin. Members are directly responsible for the daily pickup and disposal of animal manure generated by their pet (see Pet Policy).
- (i) Annual re-sodding or reseeding, at cost to the Member, of damaged lawns that have been caused by the Members/residents pets or other actions where a Member fails to repair the damage.
- (j) Maintain an up-to-date list of plants that are prohibited by environmental laws and/or considered invasive species.
- (k) Maintain open area flowerbeds.
- (l) Secure and dispose of any item left outside that is a danger to individuals, animals, or property, including (but not limited to) flammable liquids, pyrotechnics, toxic chemicals, or weapons.
- (m) Remove snow in accordance with established policies and practices.
- (n) Provide approved landscaping designs and access of services to the Membership in order to facilitate improved maintenance and appearance of the grounds as a whole.
- (o) Provide Members with the proper information and training for pruning of shrubs so that interested Members may do their own pruning.

E. Erection of Structures in Yards

- i. Any structure or landscaping structure in a Yard belongs to the Member that has accepted or originally established it. The Member is thereafter responsible for performing any additional yard work caused by the existence of the structure, including but not limited to lawn care, close grass trimming or other maintenance.

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- (a) Enclosed Structures such as those having a top and more than two sides, including but not limited to, doghouses and sheds are not allowed in Yards. Members may have storage containers in their rear or side yards in accordance with the Yard Standards and this policy. Tree houses are not allowed. Members may not erect fences or other structures in their Yard unless approved and/or as outlined below. For more information, please refer to the Yard Standards.
- The erection of fences, raised planting beds (over two feet high), patios, and trellises are regulated by the Cooperative Yard Standards set by the Grounds Committee, Management, and the Board of Directors. Before erecting any of these structures, the Member must apply to Management for permission. If a Member ignores this process and erects any structure without first applying for permission, the structure will be removed immediately at the Member's expense. Formal permission must then be obtained through Management before re-erecting the structure.
 - Side Yard fences are property of the Cooperative and are the responsibility of Management except for gates. Side Yard fences are exempt from this policy. All other fences that may be erected by Management are subject to prior approval from the Grounds Committee and Board of Directors.
 - Flower boxes may not be attached to the building.
 - Advance permission is not required to erect rock gardens and raised planting beds less than two feet high. However, no structures shall intrude on any sidewalks (see Yard Standards). Management shall remove these structures if not properly maintained by the Member.
 - Members may have storage containers in the back Yard in accordance with the Yard Standards.
 - Awnings are not permitted on the buildings and unauthorized awnings shall be removed by Management at cost to the Member.

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F. Porch and Sidewalk Railings

- i. Members may request porch and sidewalk railings by applying to Management.. All railings must meet prevailing code specifications and meet the cooperative standards set by the Grounds Committee, Management, and the Board of Directors. The Member will be responsible for any future maintenance unless the railing was installed due to code requirements.

G. Clothes Posts & Clotheslines

- i. Clothes post sleeves are no longer items furnished by the Cooperative. Members will be responsible for the future repair, maintenance, and replacement of such sleeves. Members who want existing sleeves removed may request removal by Management and Management may remove any existing sleeves at its discretion. Members who want an existing clothes-post sleeve removed or relocated, or who wish to have one of their own installed may do so themselves, after receiving written approval from Management (see Yard Standards).
- ii. Clotheslines, lines or other lines strung between posts or other objects, and similar devices (except as expressly permitted under "Erection of Structures in Yards" above) may never be erected or used for any purpose in the Cooperative. No clothes may be hung from buildings, on fences, out of windows, or on bushes/trees or in front yards or open areas.

H. Planting & Removal of Trees & Shrubs in Yards

- i. Planting
 - (a) Members who wish to plant a tree or shrub in their Yard must first obtain approval from Management in order to determine if the Yard is an appropriate location for a Planting and where it would be safe to place in the ground. The type of Planting must also be approved. Members who fail to obtain approval are liable for any damage caused from digging or damage caused to walls, sidewalks, utilities, or lawns by the tree or shrub. Members who plant trees and shrubs are fully

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responsible for maintaining them, and for completely removing them if they die or are permanently damaged. See also the Tree Removal Policy.

ii. Removal

- (a) Members who wish to remove unwanted shrubs or trees owned by the Cooperative, must obtain Management's permission for removal and have staff remove them. Management, taking the long-term appearance of the Cooperative into consideration, as well as the likelihood that the planting will survive the move, has the discretion whether or not to grant the request. See also the Tree Removal Policy.

I. Use of Wading Pools

- i. Members may have above ground wading pools if they adhere to the following conditions:
 - (a) No pool may exceed 18 inches in height or be filled to a water height of more than 12 inches.
 - (b) Pools containing any water must be under the direct supervision of a responsible adult at all times.
 - (c) Members will be solely responsible for any accidents caused in any way by their pool.
 - (d) Members are responsible for any damages caused to their Yard or Open Areas.
 - (e) Pools must be emptied and stored properly in the rear or side Yard when not in use (refer to section addressing Outdoor Storage of Items).

J. Use of Herbicides and Pesticides in Yards

- i. The Cooperative observes several policies derived from a concern for ecological issues. Herbicide/pesticides may be used outside only under strictly controlled conditions to avoid potential harm to people and pets. The use of chemical pesticides and herbicides is discouraged, but Members may use them in their own Yards and at their own risk if the following conditions are met:

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- (a) Before applications of an herbicide/pesticide, the Member must obtain permission from Management by providing the following information:
- The date the herbicide/pesticide is to be used.
 - The name of the herbicide/pesticide and its form (spray, granule, dust, etc.).
 - The time it takes for the herbicide/pesticide to become inert (as stated on the label).
 - The locations where the herbicide/pesticide is to be used.
 - Management reserves the right to revoke permission at its sole discretion.
- (b) If using a pesticide, the insects to be killed must represent a clear and immediate danger to the Member using the herbicide/pesticide or to their Plantings. Insects threatening Cooperative property or structures must be reported to Management for action.
- (c) All manufacturers' instructions and warnings must be strictly complied with.
- (d) The herbicide/pesticide must degrade to inertness within 30 days or less. No herbicide/pesticide may be used if this information is unknown.
- (e) The herbicide/pesticide may not be used if its use has not been approved for residential areas by the appropriate governmental agency.
- (f) The person using the herbicide/pesticide must report its planned use to at least one adult in each townhouse located within 75 feet.
- (g) The herbicide/pesticide must be applied in such a way that it does not drift or spread outside the user's own Yard.
- (h) Important: The Member using the herbicide/pesticide is personally responsible for any accidents, negligence, damages, or lawsuits arising from its use.
- (i) Please note: Cooperative staff will not supply pesticides/herbicides to any persons.

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Pesticides/herbicides will not be used in Yards or townhouses without notification and permission of the Member.

IV. Open Areas

A. General

- i. The Cooperative's Open Areas have two main purposes: to provide recreational facilities for all Members and to beautify the Cooperative grounds. Our Open Areas differ and may not be suitable for identical uses. No Open Area shall be used for any activity likely to result in damage to nearby townhouses or to existing Plantings and structures, nor for any activity that is potentially harmful to other people using or passing through the open area when those people are exercising normal caution. (Worn-down grass caused by permissible and normal activities is not considered "damage" to an Open Area.) In addition, no one may use an open area for any activity prohibited by law or by current Cooperative policy.

B. Responsibility for Open Areas

- i. Management has the following responsibilities: For maintaining all Open Areas, including all Plantings and structures, unless there are Members who formally volunteer by written request to the Grounds Committee and Approval by the Board of Directors to take over such responsibilities in a particular area. However, responsibility so assumed by Members shall revert to Management if the Members fail to maintain the Open Area at or above the level of those areas maintained by the Cooperative staff.

C. Making Changes to Open Areas

- i. Anyone who wishes to make any change to an open area must first obtain prior permission to do so as follows:
 - (a) Prepare a written request describing and stating the reasons for the change, include illustrations (such as a map, diagram, or drawing), and obtain the signatures of all Neighbors affected by the proposed change. If the

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change proposes that the Cooperative purchase any materials or Plantings, attach a list of these and their estimated prices.

- (b) Submit the request and signatures to the Grounds Committee (via Management) for review; once this has been completed, the Grounds Committee will submit the request to the Board of Directors along with its recommendation.

D. Use of Herbicides/Pesticides in Open Areas

- i. Only Management may use herbicides/pesticides or fungicides in the Open Areas, and only under the following conditions:
 - (a) All Members must be notified in advance concerning the areas of application, the type of herbicide/pesticide to be used, and any relevant safety warnings.
 - (b) Material Safety Data Sheets for the product will be made available upon request.

V. Outdoor Storage of Items

A. The intent of this section is to furnish Members with written guidelines and promote a cooperative spirit regarding the appearance of our Yards in relation to the storage of allowed items. All personal property of Members, residents, visitors and guests must be removed from Open Areas after each use and stored in the Members rear Yard as described below.

B. Large Play Structures & Play Items in Yards

- i. Due to the small size of Yards, Members are allowed the following outside play structures in accordance with the Yards Standards: tot swings, tot slides, playhouses or combination play structures. All personally owned structures are to be stored within a Member's rear or enclosed side Yard.

C. Bikes, Trikes, and Other Toys

- i. It shall be the responsibility of each Member to see that toys

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used during the day by their children or children in their care are retrieved and appropriately stored on a daily basis. Members shall not allow these toys to remain in another Member's Yard, in Open Areas, or on sidewalks. Bikes and riding toys may be stored neatly in the Member's rear or side Yard. Bikes and other similar riding items may not be chained, tied, or secured to trees, fences, porch railings, or sidewalk railings.

D. Portable Sand Boxes

- i. Each Member may have one portable sandbox in the back Yard. The sandbox may be no larger than four feet square. It is the Member's responsibility to maintain the area directly around the sandbox and to restore any lawn damaged by the sandbox upon removal. Management is not responsible for any damage to sandboxes caused by lawn maintenance.

E. Wading Pools

- i. Members may have wading pools in accordance with the restrictions set forth above in the Use of Wading Pools section. When not being used, such pools may be stored empty and neatly against the Member's rear townhouse wall or in the enclosed side Yard if applicable.

F. Picnic Tables and Benches

- i. Members may place a picnic table or garden bench in an Open Area directly behind their townhouse, provided they have obtained written permission from 2/3 of the Neighbors who border on the area. The Cooperative is not responsible for damage to benches and tables. Placement of picnic tables in locations other than the Open Area directly behind the Townhouse requires committee and Board approval.

G. Lawn Furniture

- i. Members are allowed lawn furniture specifically made for use outdoors. From November 1st to March 1st, all such furniture must be stored neatly in the rear or side Yard of the townhouse. Members may use their lawn furniture in Open

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Areas adjacent to their homes. After each use, lawn furniture must be moved and stored neatly into the Member's rear or side Yard. There shall be no swings, gliders, or other lawn furniture left permanently in the front Yards.

H. Grills and Smokers

- i. Each townhouse is permitted a maximum of two total of grills and smokers (i.e., one grill and one smoker, or two grills, or two smokers). Barbecue grills and smokers must be used in accordance with local fire codes pertaining to multi-family housing and may not be used on decks. Grills may not be used near any vinyl siding. Grills may be stored in a Member's rear Yard, on the deck, or in the enclosed side Yard, all related items such as charcoal must be stored neatly and safely in the rear or in the enclosed side Yard during the grilling season (see Yard Standards).

I. Fire Pits

- i. There shall be no in-ground fire pits. Portable raised fire containers must be used in accordance with local fire codes pertaining to multi-family housing and may not be used on decks. No fire shall be less than fifteen feet from any structure (including wooden fences) when in use, and stored neatly and safely in the rear or side Yard when not being used.
- ii. There shall be no use of torchiers or torches.
- iii. Lit or hot fire pits and open flames must be attended by an adult at all times.

J. Garden Tools & Hoses

- i. Garden Tools: Members may keep garden tools stored neatly in their rear or side Yards. Hanging tools and other items on the building is prohibited except as outlined in the Yard Standards. Snow shovels may be left near the front door during the winter months, November 1st through April 1st.
- ii. Hoses may be stored in the summer months in the front and

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rear Yard provided they be coiled neatly or stored on a hose receptacle when not in use. Hoses must be removed from outside spigots from November 1st to April 1st of each year and stored neatly in the rear Yard. If hoses are left connected to the outside spigot after November 1st, Members will be notified to correct the violation and the spigot will be tagged for possible damage due to freezing. Members will be financially responsible for repair or replacement of the spigot if needed and any damage to the structure from water.

K. Lawnmowers & Other Powered Equipment

- i. **The storage of gasoline in the townhouses is strictly prohibited.**
- ii. The Cooperative is responsible for maintenance of the Yards and Open Areas and discourages Members from keeping lawnmowers and other power equipment. However, if a Member wants to own a lawn mower or other power equipment, it shall be electric or non-gas powered. The use of such equipment must not interfere with the peaceful occupancy of your Neighbors and other Members and Residents.

L. Miscellaneous Items

- i. Items that may not be stored in a Member's Yard include, but are not limited, to the following:
 - (a) Items that may classified as debris, tires, broken bikes or toys, tools, auto parts, rugs, cans or bottles, newspapers, magazines, trash bags, lumber, concrete, bricks, empty or broken flower pots, ladders, paint, gasoline cans or any other type of flammables not used for grilling, furniture clearly meant for indoor use. Any items left in Members' Yards or Open Areas that constitute a present danger to individuals, animals or property including, but not limited, to flammable liquids, pyrotechnics, toxic chemicals, or weapons will be immediately removed and disposed of by Management.

M. Storage Containers

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- i. Members are allowed to have outdoor storage containers with permission of Management and in accordance with the Yard Standards.

VI. Management Yards and Grounds Inspections

- A. Members are responsible for maintaining their Yards and common Open Areas in accordance with the Bylaws, Occupancy Agreement, prevailing law, this and other related policies and with the Yard Standards. Except for conditions that constitute a present danger to the Members, Management shall notify Members in writing concerning violation of these policies. Members shall be given a set period to correct violations. If not corrected within the stated period, Management shall take necessary steps to correct violations.

Any items removed by Management from Yards and Open Areas will be taken to the maintenance area and disposed of if unclaimed. There will be a fee for the cost of work performed for the violation and/or removal of items. Continued violations or non-compliance will result in higher fees and could result in termination of Membership.

B. Prohibitions and Penalties

- i. General
 - (a) All activity in Cooperative Yards and Open Areas is subject to regulation by the Cooperative. The penalty for violating any prohibition in this policy is a fee outlined in a schedule available at the office, and in cases where the violation would cost the Cooperative money in materials or labor, a sum equal to the Cooperative's cost in correcting the violation will also be the responsibility of the Member. Continual violations will incur increasing fines and a default of the Occupancy Agreement. The Member in each townhouse is responsible for ensuring that all residents and guests in that townhouse observe this policy.
- ii. Prohibited Activities

The following is a list of prohibited activities not mentioned

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elsewhere in this or another cooperative policy:

- (a) Climbing any tree in the Cooperative.
- (b) Willfully or negligently damaging any planting or structure in the Cooperative.
- (c) Removing any live tree or shrub from the Cooperative Open Areas.
- (d) Fastening or placing any wire directly around a tree.
- (e) Throwing or placing bird seed or other food for animals on the ground.
- (f) Hitting regulation softballs, hardballs, or golf balls within the Cooperative except in the designated Open Area behind the maintenance facility.
- (g) Purposely or negligently kicking, throwing, or hitting any object into any Yard without the express permission of the Member in that townhouse.
- (h) Using any fireworks and/or pyrotechnics in the Cooperative.
- (i) Using any slingshot, pellet gun, firearm, paintball gun or other weapons in the Cooperative.
- (j) Using a strung bow or shooting arrows or other objects within the Cooperative.
- (k) Driving on the sidewalks, Yards or Open Areas.

VII. Compliance

- A. Exceptions to the Policies and Yard Standards can be made by request to the Board of Directors in writing. The Board of Directors shall state its reason(s) for a grant of a variance from the policy or Yard Standards, or its reason(s) not to grant a variance.
- B. Violation of this policy is considered a default under the Occupancy Agreement.

VIII. All prior policies and motions passed by the Board on topics addressed by this policy are superseded by the current policy.