

Rules and Regulations
Lions Gate Garden Condominium

LION'S GATE GARDEN CONDOMINIUM, INC.

CONDOMINIUM RULE

1.1 PURPOSE OF RULE: The Council of Unit Owners and the Board of Directors of the Condominium from time to time are requested by the owners of units to make repairs to individual units or to pay demands or claims resulting from damage to units allegedly resulting from a defect or other problem with the common elements. While there may be some circumstances when the Council or the Board is responsible for making such repairs or paying such claims, there are situations when the problem or claim can, and should, be satisfied by some third party such as an insurance company, a warranty company, or the Condominium's developer. There are other situations where no one but the unit owner should bear responsibility for the damage. The cooperation of a unit owner is essential to the full and proper investigation of all demands and claims made by that owner on the Council of Unit Owners. This Rule establishes requirements which must be followed by unit owners as preconditions to the Council's and Board's favorable consideration of demands or claims for the Council or Board to make repairs to individual units or to pay claims resulting from damage to units allegedly caused by a defect or other problem with the common elements. This Rule also specifies the consequences of a unit owner's failure to comply with these requirements. This Rule will help the Council and Board balance their responsibilities to individual unit owners when damage to a unit has been caused by a problem with the common elements against their fiscal responsibility to all unit owners not to satisfy claims for which the Council and Board do not have liability.

2.1 AUTHORITY FOR RULE: This Rule is promulgated pursuant to Section 11-111 of the Maryland Condominium Act.

3.1 EFFECT OF NON-COMPLIANCE WITH RULE: If a unit owner does not comply with this Rule:

3.1.1 The Council of Unit Owners and the Board of Directors will not approve any request, demand or claim by the unit owner for the Council or Board to make repairs to individual units, or to pay claims resulting from damage to units allegedly caused by a defect or deficiency in the common elements or by any failure of the Council or Board to properly and timely maintain, repair or replace the common elements or any portion thereof.

3.1.2 The unit owner will waive any right the owner may have to bring a claim against the Council or the Board for damages to the owner's unit caused by a defect or deficiency in the common elements or by any failure of the Council or Board to properly and timely maintain, repair or replace the common elements or any portion thereof.

4.1 REQUIREMENTS OF UNIT OWNERS: If a unit owner desires for the Council of Unit Owners or Board of Directors to make repairs to the owner's unit or pay a claim resulting from damage to the owner's unit allegedly caused by a defect or deficiency in the common elements or by any failure of the Council or Board to properly and timely maintain, repair or replace the

common elements or any portion thereof, the owner is required to comply with this section.

4.1.1 Promptly after the unit owner becomes aware of a condition which may give rise to a claim, the unit owner shall provide written notice of the condition and damage, including when such condition or damage first was observed or discovered, to:

4.1.1.1 The Board of Directors;

4.1.1.2 Any companies which have issued any policies of insurance and written warranties to the unit owner, and which may provide coverage for any of the repairs or damages for which a request, claim or demand has been made upon the Council or Board;

4.1.1.3 The developer, if the owner purchased the unit from the developer less than one year before the owner becomes aware of the condition.

The notices provided by the unit owner pursuant to Rules 4.1.1.2 and 4.1.1.3 also shall make demand upon the recipients of the notices to make the necessary repairs and pay the requested damages.

4.1.2 Promptly upon request of the Board, the unit owner shall do the following:

4.1.2.1 Provide the Board with copies of all notices sent by the unit owner pursuant to paragraph 4.1.1.2 and 4.1.1.3, all responses to such notices, and any other correspondences or communications relating to such notices.

4.1.2.2 Provide the Board with copies of all policies of insurance and written warranties issued to the unit owner which may provide coverage for any or all of the repairs or damages for which a request, claim or demand has been made upon the Council or Board.

4.1.2.3 Cooperate with the Board's investigation of the unit owner's request, claim or demand, including cooperating with the Board's investigation and inspection to assess the extent and cause of the damage to the unit.

4.1.2.4 Provide the Board with any other information reasonably requested by the Board to assist it in evaluating the unit owner's request, claim or demand.

5.1 **BURDEN:** The burden is on the unit owner to demonstrate to the satisfaction of the Board that the Council or Board is legally liable to make repairs to the owner's unit or pay the owner's claim resulting from damage to the unit caused by a defect or deficiency in the common elements or by any failure of the Council or Board to properly and timely maintain, repair or replace the common elements or any portion thereof.

6.1 **SEVERABILITY:** If any portion of this Rule is found by a court to be invalid or

ineffective for any reason, either on its face or as applied to any particular person or circumstance, such invalid portion shall be severable from the remainder, it being the expressed intent that so much of this Rule as remains valid would have been adopted without the invalid portion, and to that end all provisions of this Rule are deemed to be severable.

7.1 INDIVIDUAL EXCEPTIONS TO RULE: Requests for individual exceptions to this Rule may be made, in writing, to the Board of Directors, within thirty (30) days after this Rule becomes effective.

8.1 EFFECTIVE DATE: This Rule shall take effect January 1, 1997.

The foregoing Rule was adopted at a meeting of the Board of Directors of the Condominium on December 4, 1996, by the affirmative vote of not less than a majority of the members of the Board present and voting.

Dee M. Mercurio

Secretary

December 4, 1996

Date

**LIONS GATE GARDEN CONDOMINIUM, INC.
BOARD OF DIRECTORS**

COMMON AREA POLICY

The Board of Directors has implemented the Common Area Policy due to the increase of violations in the community according to the Bylaws: Article (X) Section 3, subsections (b) and (c).

Subsection (b): "No noxious or offensive activity shall be carried on within any condominium unit nor shall anything be done therein or thereon which may become an annoyance to the neighborhood or to other owners..."

Subsection (c): "There shall be no obstruction of common elements. Nothing shall be stored upon any common elements excepting those areas designated for storage...without the approval of the Directors.

This policy is also in accordance with the House Rules which states: Trash should be placed at designated areas on Monday and Thursday after 7:00 P.M.

In accordance with the authority under the Declaration and Bylaws, and in order to promote the general welfare of the Association; Lions Gate Garden Condominiums, Inc., adopts the following policy (effective August 1, 1995):

Prohibited on General Common Areas:

- 1) Putting trash out prior to the time indicated (Monday and Thursday after 7:00 P.M.)
- 2) Storing any personal belongings in any area of the stairwells or hallways, such as boxes, signs, trash, etc.
- 3) Discarding of cigarette butts in hallways, flower beds, sidewalks, grass, etc. Disposing of any other trash in these areas.
- 4) Doing any mechanical work to automobiles in parking areas, e.g., changing fluids, brakes, plugs, etc. Only changing tires will be permitted.

In accordance with the Maryland Condominium Act, Title 11, Section 113, the procedure for implementing this Policy is as follows:

- 1) A certified cease and desist letter will be sent to homeowner explaining the form of complaint.

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2) If the problem continues to exist, the homeowner will be sent a second certified letter to attend a hearing. This hearing is to allow the homeowner to demonstrate why the Board should not take further action.

3) Following such hearing, subsequent infractions will result in the following fines:
\$25.00 for the First Offense
\$50.00 for the Second Offense
\$75.00 for the Third Offense

** If the problem continues, the increase will be an additional \$25.00 for each offense.
All notices of fines will be sent by certified letter.

**Amendment to the
Lions Gate Condominium Rules & Regulations**

Chimney Inspections

Annually at the request of the Board of Directors, all unit owners and/or occupants will allow the Association's contractor entrance into the unit for the purpose of an inspection of the chimney. At the conclusion of the inspection, if it is determined that the chimney is in need of cleaning, the unit owner will have the chimney cleaned at their sole expense, and will submit a certificate to that effect to the management company within 45 days of notification.

Parking Rules for Moonglow Road

For Residents and Visitors

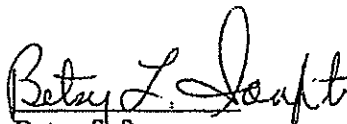
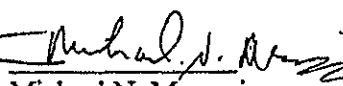
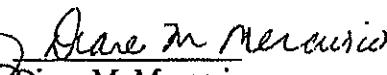
1. There are 12 spaces marked "Reserved" for each building on Moonglow Road. Residents may park in one "Reserved" space for their building only. For example, if you live at 602 Moonglow you may not park in a space "Reserved" for 600 Moonglow Road.
2. Residents must have their hangtag displayed on their rear view mirror at all times. If you do not have a hangtag, please email lions_gate_president@yahoo.com to request a replacement.
3. Residents may not have more than one hangtag per condo. They are numbered, and a list is kept on file as to what hangtag number is assigned to which condo.
4. A second vehicle from each condo may park in a space that is not marked "Reserved" (IF any are available).
5. Third or additional vehicles from each condo **MAY NOT** park on Moonglow Road.
6. No commercial vehicles may park in the community. If you are having work done at your home, your contractor may temporarily park in a space that is not marked "Reserved".
7. If you park in a handicapped/disabled parking space, you must either have the appropriate license plate or a handicapped/disabled hang tag displayed in your window.
8. Motorcycles, mopeds, or bicycles may not be parked or stored under the stairs. If you park a motorcycle in a parking space on Moonglow Road it counts toward your vehicle limit.
9. Vehicles with expired tags, or missing tags, will be posted with a violation sticker. After 48 hours, these vehicles may be towed, at the owner's expense, if the violation is not remedied.
10. It is your responsibility to inform your visitors of the parking rules on Moonglow Road. You will be responsible for fines resulting from your visitor's infractions.
11. Fines for violation of the above-mentioned parking rules are as follows:
 - 1st Offense - \$25.00
 - 2nd Offense - \$50.00
 - 3rd Offense - \$75.00
 - 4th Offense - \$100.00
 - 5th Offense - Vehicle will be towed at the owner's expense without warning to owner.
 - Violations are cumulative by condo number, not by individual vehicle.
12. Any Board member may call to have a vehicle in violation towed. ABC Towing, 410-729-5400, performs our tow services. Their minimum charge is \$150.00, which includes 25 days storage. Fees may change at any time without warning.
13. Should you have any questions, please contact Lions Gate's manager at ACM at 410-997-7767, or email lions_gate_president@yahoo.com.

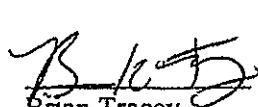
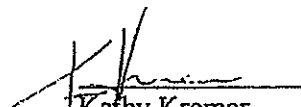
**PROCEDURES/GUIDELINES FOR ALL DECISIONS ENACTED BY THE
LIONS GATE BOARD OF DIRECTORS**

Our signatures below as signed on February 9, 1996 signify that the Lions Gate Condominium Association Board of Directors (BOD) agrees to implement and adhere to the following enumerated procedures when contemplating any decision to include but not limited commissioning Association finances, contracts, services, etc. except where there is an immediate emergency to either life or property. [An emergency is hereby defined as a situation where an immediate and instant decision is needed to avoid or lessen a threat to life or Condominium property. In the case of an emergency, these procedures may be superseded in light of the BOD(s) judgment as to the best means to rectify the situation.] In all other instances our signatures below indicated our approval and intention to abide by the following procedures to render Condominium decisions. Further, our signatures affirm the equality and importance of all BOD members and indicates a working knowledge of the rules set forth by the Condominium Association as to the process of rendering Association decisions.

Therefore, before a decision can be lawfully rendered . . .

1. All BOD members (5) must be present physically or by telephone consultation where reasonably possible. Further, a reasonable, good-faith effort must be made to contact all BOD regarding a pending decision.
2. A pending decision must be put to a vote with a majority 3 out of 5 votes.
3. Once a decision is made, it is the responsibility of all board members to support the decision whether they agree with the final outcome or not.

		
Betsy Saftner President	Michael N. Mercurio Vice President	Diane M. Mercurio Secretary/Treasurer

	
Brian Tracey Director-at-Large	Kathy Kremer Director-at-Large

LION'S GATE GARDEN CONDOMINIUM ASSOCIATION
679 Old New Windsor Pike
Westminster, Maryland 21157-6748

In accordance with the authority under the Declaration and Bylaws, and in order to promote the general welfare of the association; Lions Gate Garden Condominium, Inc. adopts the following policies:

HOMEOWNER DISPUTES

The Board of Directors refuse to get involved in or act as an arbitrator to resolve any issues between unit owners that don't involve the violation on common areas of the Association's Declaration, Bylaw's or approved rules and Regulations. The Board feels that this policy is fair due to the lack of control and responsibility that it has on any area within the community other than the common elements.

VEHICLE TOWING POLICY

When an unauthorized vehicle is parked on Lion's Gate property in violation of the ByLaws, Article X, (i) (j) and Article XVII, the following procedure will occur:

1. First Offense: The vehicle is tagged with a Warning Sticker and given 48 hours notice that the vehicle must be removed from condominium property.
2. An inspection will be done to confirm if the vehicle has been removed from condominium property.
3. If the vehicle remains on condominium property or returns to the property after 48 hours notice is given, the vehicle will be towed without further notice to Macey's Exxon at 647-1234.
4. Parking restrictions, see other side.

CAR WASHING POLICY

Car washing is prohibited on Lion's Gate Condominium Association property. The definition of car washing includes any method of cleaning a car with a cleaning agent and water or water alone. You are not permitted to connect a hose to a building's water supply or use water from any other source to wash any vehicle.



PARKING RESTRICTIONS

By Laws Article V, Section 3, (k) state:

The Board has the power and duty to have unauthorized vehicles removed from the common elements in accordance with rules adopted by the Council of Unit Owners and posted on the parking lot area or in such other conspicuous location.

Article X, Section 3, (c) states "...Vehicular parking upon general common elements may be regulated by the Board of Directors..."

Article X, Section 3, (i) states "... No recreational vehicles, boats, boat trailers, camping trailers, trucks, or motor vehicles of any kind except passenger cars, passenger van-type vehicles and other vehicles approved by a majority of the Board shall be parked or stored in or on any common elements..."

By Laws Article XVII state:

"All parking areas within the Property shall be considered part of the general common elements. Parking may be regulated by the Board of Directors and may initially be assigned by the Declarant and thereafter by the Board of Directors. No Unit Owner shall make use of any parking space other than that assigned to his Unit by the Board of Directors, if any, without the express written consent of both the Unit Owner to whom such space has been assigned and the Board of Directors. No Unit Owner shall be assigned more than one (1) parking space by either the Board of Directors or the Declarant.

No Unit Owner shall invite, encourage or permit the use by his guests of parking spaces assigned to Units other than his own. Notwithstanding the foregoing, unassigned spaces or spaces designated for general use may be used on a "first come, first serve" basis. No vehicle belonging to any Unit Owner, or to any guest or employee of any Unit Owner, shall be parked in a manner which unreasonably interferes with or impedes ready vehicular access to any parking space assigned to any other Unit Owner.

Each Unit Owner shall comply in all respects with such supplementary rules and regulations which are not inconsistent with the provisions of these By-Laws which the Board of Directors may from time to time adopt and promulgate with respect to parking and traffic control within the Property, and the Board of Directors is hereby, and elsewhere in these By-laws, authorized to adopt such rules and regulations. The location of any parking space assigned to any Unit Owner may be changed by the Board of Directors, at any time and from time to time, upon reasonable notice thereof in writing."

The Towing Policy:

The Board of Directors of Lions Gate Garden Condominium adopts the towing policy. This policy remains in effect until rescinded in full by a majority of any future Board of Directors.

If there are abandoned cars, illegally parked cars and cars that are creating a nuisance, the Board of Directors has the authority to direct the management company or the towing company to remove/tow the car.

SIGNATURES:

Michael N. Mendicino
~~PRESIDENT~~
Vice President

Betty L. Lauffer
~~VICE-PRESIDENT~~

B. [Signature]
DIRECTOR-AT-LARGE

Diane M. Mendicino
SECRETARY/TREASURER

DATED: June 13, 1996

James S. Golden
Director at Large

June 26, 1996

adopted by BOD
July 26, 1996

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SIGNATURES:

Michael N. Menio
~~PRESIDENT~~
Vice President

Betsy L. Smith
~~VICE-PRESIDENT~~

[Signature]
DIRECTOR-AT-LARGE

Diane M. Mesquita
SECRETARY/TREASURER

DATED: June 13, 1996

James B. Golden, Jr.
Director at Large

June 26, 1996

adopted by BOD
July 26, 1996

Lions Gate Garden Condo Trash Rules

1. Trash pickup is very early Tuesday and Friday mornings.
2. If the trash collector has already come, do not put your trash out.
3. Trash may be put out after 6pm on Monday and Thursday evenings.
4. Otherwise, your trash must be kept inside your unit or on your balcony.
5. If you keep trash on your balcony it must be sealed properly.
6. You may not place trash outside your front door for any reason.
7. Ground floor units may not place trash on the wall around the balcony or on the ground outside the balcony.
8. Plastic bags must be sealed and boxes must have tops that stay closed.
9. If your trash leaks liquid in the foyer or down the stairs clean it up.
10. Do not put Bulk Trash out with regular trash. Bulk Trash is anything that is not regular household trash; furniture, book shelves, carpet, chairs, fish tanks, picture frames, windows, bed frames, mattresses, box springs, futon mattresses, exercise machines, couches, etc.
11. Make arrangements with a trash removal company to pick up your Bulk Trash, or you can take it to the landfill that is 1½ miles away on Burns Crossing Road. The landfill is free to use.
12. Violation of any rule warrants a fine of up to \$100.00 per incident.

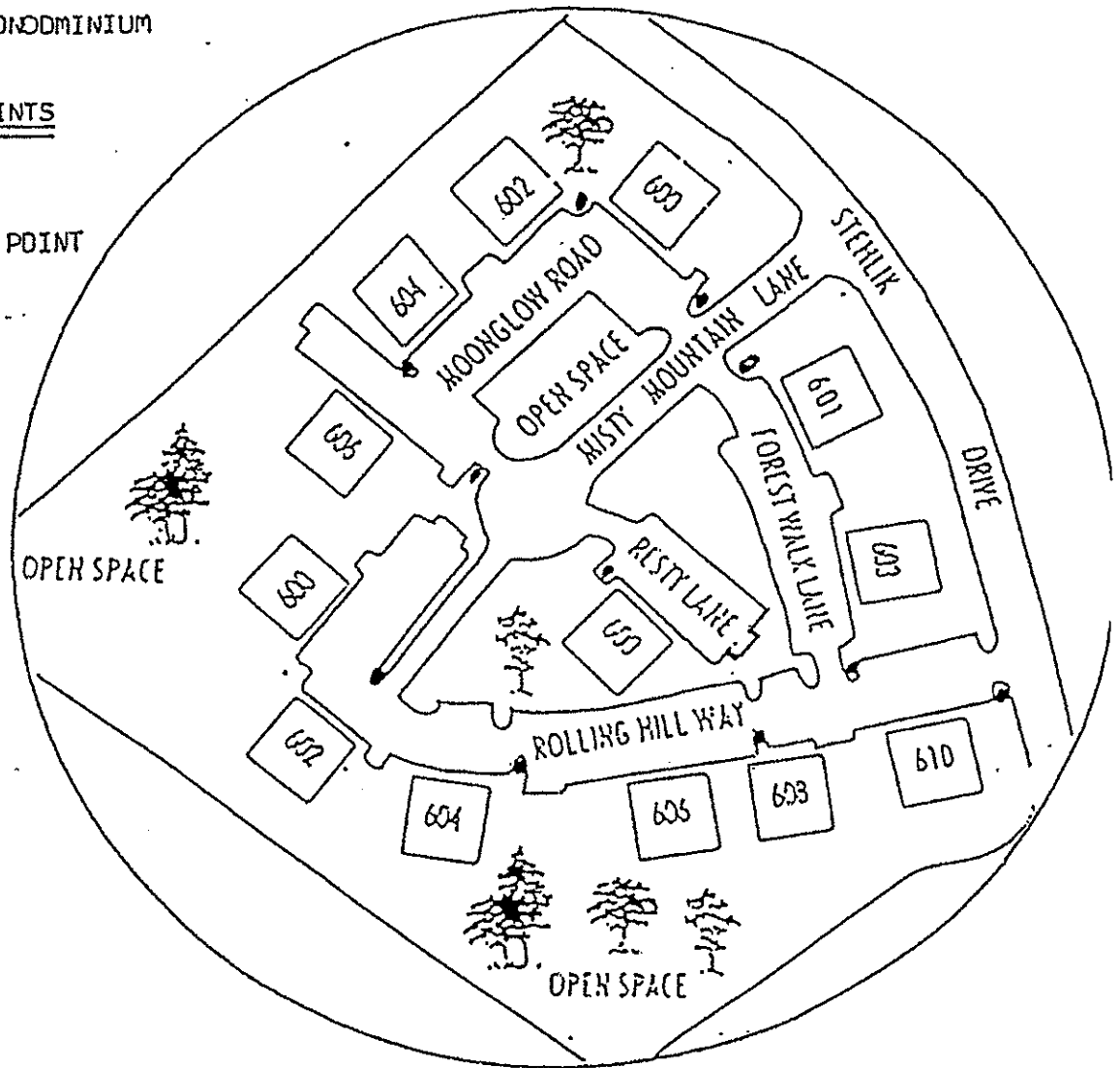
Let's keep everyone's property value on the incline.

Take pride in your community!

LIONS GATE GARDEN CONDOMINIUM

TRASH COLLECTION POINTS

- CURB SIDE PICKUP POINT



Dear Homeowner:

Please help us keep the community neat and clean, as well as safe, by cooperating with us in disposing of your garbage and trash.

- 1) Dispose of trash in tightly sealed sturdy plastic bags. Avoid leaks and spills that stain the cement and incur additional cleaning costs.
- 2) Place your trash at a designated pick-up point after 7pm the night before pick-up or the day of pickup. PICK-UP DAYS ARE TUESDAY AND FRIDAY. DO NOT PUT TRASH IN HALLWAYS, STAIRWELLS, OR ANYPLACE THAT IS NOT ON THE ABOVE DESIGNATED MAP.
- 3) Crush boxes. Bundle paper. Keep it neat.
- 4) Clean up the area if your garbage spills or breaks. Help us keep janitorial costs down by picking up paper and litter. Don't be offended, but do give your fair share to keep up the appearance of our community.

Place particularly odiferous items (like crab shells and diapers) in extra heavy/double bags, sealed tightly.

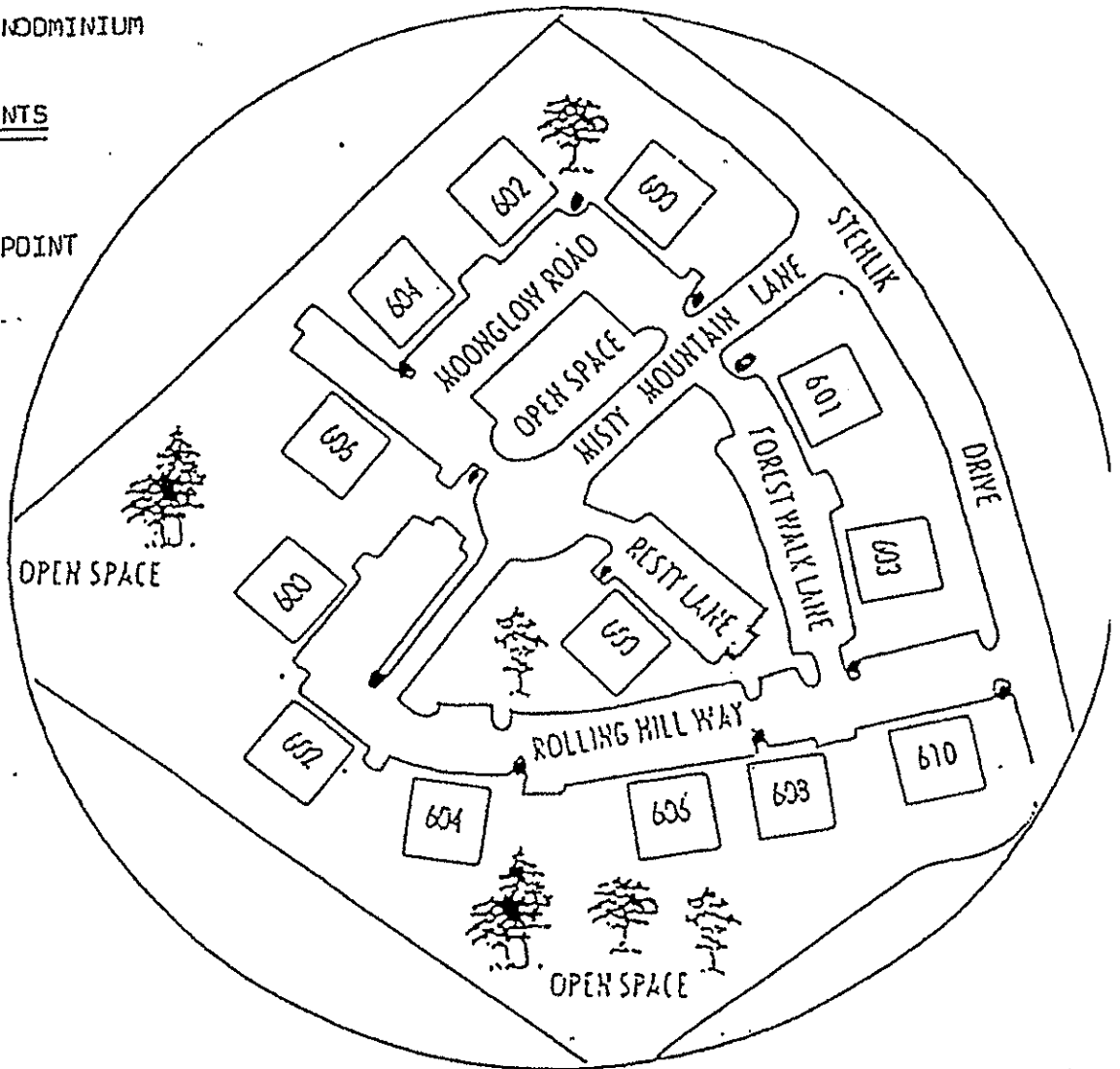
- 6) Before sealing your trash bag for disposal, spray amonia or clorox into the bag- this will discourage animals and birds from making Lion's Gate their preferred eating place.

Approved 10/22/91

LIONS GATE GARDEN CONDOMINIUM

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Approved 10/22/91