



RULES & REGULATIONS



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COMPLIANCE WITH LAW / ASSOCIATION EXPENSES

Unit owners and residents shall comply with and conform to all applicable laws and regulations of the United States of America and the State of Illinois, and all ordinances, rules and regulations of Cook County and Elk Grove Village. A Unit Owner shall be strictly liable for any claim, damage, or judgment entered as a result of the use or operation of his or her unit, or caused by his or her own conduct or the conduct of the Unit Owner's occupants, guests, family members, invitees, licensees, contractors, or pets. Costs incurred by the Association in connection with such strict liability shall be charged to the assessment account of the responsible Unit Owner, shall constitute a lien against the unit and shall be collectible as a common expense.

INSURANCE

Homeowners are required to provide Property Management with proof of current insurance policy on a yearly basis, preferably when the policy renews.

The Board requires unit owners to obtain insurance covering their personal liability and compensatory (but not consequential) damages to another unit caused by the negligence of the owner or his or her guests, residents, or invitees, or regardless of any negligence originating from the unit. The personal liability of a unit owner or association member must include the deductible of the owner whose unit was damaged, any damage not covered by insurance required by this subsection, as well as the decorating, painting, wall and floor coverings, trim, appliances, equipment, and other furnishings.

"Effective January 1, 2017, and in accordance with Section 12 of the Act, the owner of every unit must obtain and maintain an insurance policy providing a minimum of \$500,000 insurance coverage for damage to other units in the Building. Every Unit Owner's insurance policy must provide \$500,000 coverage for

- 1) Personal liability and compensatory damages resulting from property damage caused to another unit that originates in the insured's unit, and
- 2) Damage to another caused by negligence of the insured or his/her guests, residents, or invitees or regardless of any negligence originating from the unit, all as specified in Section 12(h) of the Illinois Condominium Property Act. This Rule's requirement is not satisfied by an insurance policy obtained by a renter."

NOTIFICATION OF SALE

Homeowners must notify Property Management when they list their unit for sale with a realtor OR if they are selling "by owner." They are also REQUIRED to notify Property Management once their unit has been sold. They must inform Property Management the date they will be vacating the unit and the closing date scheduled for the property. Owners must notify the Board and Management of intent to close on the sale of a unit at least 5 days prior to the closing and must complete all necessary documentation. All fees and assessments must be tendered before a Paid Assessment Letter can be issued.

MOVE OUT / MOVE IN DEPOSIT

There is a \$500 move in / move out deposit fee which will, upon inspection by Property Management in the presence of the owner, be returned provided no damage to the Common Elements has occurred.

MONTHLY ASSOCIATION FEE FOR ASSESSMENTS

- Due on the 1st of the month
- Late fee of \$50 applied to all payments received after the 15th of the month
- Homeowners owing Association fees and/or fines over 60 days will be referred for collections and will be responsible for all attorney fees, court costs and any other expenses incurred to collect monies owed to the Association.

CENSUS FORM / PROOF OF INSURANCE

- Failure to update Association census form and current Certificate of Insurance will incur \$75 fine.

GENERAL INFORMATION

FRONT AND REAR DOORS ARE SECURITY DOORS and should NEVER be propped open or left unlocked for any reason.

LAUNDRY ROOM / STORAGE AREA DOORS may only be kept open if you are IN THE LAUNDRY ROOM. They must be closed and secured when leaving the laundry room. Anyone found violating this rule will be issued a \$150 fine after notice and opportunity for a hearing. This is for your safety and the safety of all residents.

FIRE DEPARTMENT REGULATIONS REQUIRE THAT ALL HALLWAYS, STAIR ENTRANCES (BOTH FRONT AND BACK) BE CLEAR OF ALL PERSONAL ITEMS INCLUDING, BUT NOT LIMITED TO:

- BOOTS
- SHOES
- TRASH BAGS
- TOYS
- BIKES
- STROLLERS
- PLANTS & SHELVES

STORM DOORS on the rear entries to the buildings should not be propped open

WINDOW TREATMENTS are not to include sheets, towels, or blankets. These items are NEVER to be used as an outdoor covering over windows, doors, or patio doors.

LOCK BOXES (used by Realtors, Contractors, etc.) are NOT allowed to be hung on front entrance railings, doors, back doors, laundry room doors, or fence gates. There is a designated area for lock boxes by the patio area on the back fence closest to the pool. Lock boxes found on front railings will be removed. If you have questions, please contact Property Management

NO GRILLS ALLOWED ON PROPERTY. No charcoal, electric, or propane. The Association has installed "Common Area" charcoal grills for residents' use. If a resident chooses to use the Common Area Grill, it will be their responsibility to clean it after use. If a resident is found to have a private grill on common or limited common elements, such as patios or balconies, the Association has the right to remove the grill and there will be a \$200 fine levied against them after notice and an opportunity for a hearing.

HOLIDAY DECORATIONS may be displayed from November 15th through January 15th and must be removed by January 16th. Decorations may only be displayed inside your unit or on rear patios or balconies and cannot be attached to Limited Common Elements (fences, brick, windows, railings) in any way.

CABLE INSTALLATION SUPERVISION is the homeowner's responsibility. The Association's policy is that cable wires **MUST** be buried **OR** hidden in the cable "tubes" on the outside of the buildings.

DISCLAIMER OF BAILEE LIABILITY: Neither the Board of Directors, the Association, nor any Unit Owner shall be considered a bailee of any personal property stored in the Common Elements and shall not be responsible for the security of such personal property or for any loss or damage thereto, whether or not due to negligence.

PARKING LOT / PARKING STICKER INFORMATION

Washington Square parking stickers are required each year for any vehicle parked in the lot following the guidelines below:

- Stickers must be displayed in the UPPER LEFT (Driver's Side) FRONT corner of the windshield. Incorrect placement could result in your vehicle being towed *at owner's expense*.
- **New residents** will have 14 days from the date they move in to comply with parking regulations. No exceptions!
- Repairing vehicles and changing fluids is prohibited!
- Washing of vehicles, either by hose or buckets, is strictly prohibited!
- Dump trucks, unless on property for the purpose of work being done on behalf of Washington Square, are prohibited

**THE WASHINGTON SQUARE PARKING LOT IS *NOT*
A VEHICLE STORAGE FACILITY!**

Displaying a Washington Square parking sticker DOES NOT allow for storage of vehicles. Vehicles must display CURRENT LICENSE PLATE STICKERS. After inspections, vehicles found not being used for thirty (30) days, even if they have a current parking sticker, will have their sticker revoked and their vehicle towed at the owner's expense. In the event you will be on an extended vacation, it is your responsibility to notify Property Management that your vehicle will not be used for a certain amount of time.

PASSENGER CARS: One (1) passenger car sticker per unit will be issued at no charge

If a second passenger car sticker is needed, a \$75 fee will apply

Additional passenger car sticker requests must be submitted to Board for approval. If approved, an additional \$75 will apply for each sticker issued.

COMMERCIAL VEHICLES: Commercial vehicles are defined as livery vehicles, panel vans used for business purposes, vans or trucks displaying business advertising / information.

Commercial vehicles parked in the Washington Square parking lot will also be required to have a parking sticker at a fee of \$150 and must be renewed each year.

OVERNIGHT GUEST PARKING

Residents are responsible for contacting

REDMON'S TOWING
847-895-6162

if **you** or a **guest** will have a car in the Washington Square parking lot WITHOUT A WASHINGTON SQUARE PARKING STICKER. You MUST notify Redmon's **prior to 11 PM** that the car will be parked overnight at Washington Square, located by what building, the make, model, color, and license plate number.

Unit owners must call in guest parking each night; HOWEVER, you may NOT call in a vehicle for more than four (4) consecutive nights without Property Management approval.

EXTENDED STAY GUEST PARKING

If you have guests staying with you for an extended period of time (more than four (4) nights), it is the resident's responsibility to notify the property management company of the following information:

Unit where the guest will be staying / Unit owner's – Renter's Name
Vehicle Make, Model, License Plate Number
Duration of their stay (i.e.: Jan 1 – 5, 20xx)

If the vehicle remains in the parking lot past the "stay dates," and property management has not been notified, the vehicle will be subject to tow at the expense of the vehicle owner.

***FAILURE TO COMPLY WITH PARKING REGULATIONS WILL RESULT IN VEHICLES
BEING TOWED AT OWNER'S EXPENSE***

PET INFORMATION

- Pets are defined as dogs, cats, birds, or fish.
- One (1) Dog per unit, Weight limit: 30 lbs. OR Two (2) Cats per unit, Weight limit: 25 lbs. each*
- ALL DOGS & CATS living on Washington Square Property must be registered (Amend. April 20, 2020) and have a pet tag for their collar at a cost of \$10. This tag does not expire and will not need to be renewed; however, lost, stolen or broken tags will have to be replaced at a cost of \$5. Tags can be obtained through Property Management.
- ALL DOGS & CATS SHOULD BE SPAYED / NEUTERED. Proof and proper documentation is required and must be kept on file with Property Management. Any animal that is not spayed/neutered will not be allowed to reside on Washington Square property. (Amend. April 20, 2020)

*Any unit that has two dogs at the time of this amendment was passed (April 20, 2020), has been grandfathered and allowed to keep both dogs until the unit is sold, the animal passes away, or the owner moves for any other reason. The second dog may not be replaced.

- Pets are **NOT** allowed to roam free on Washington Square property.
- Pets **MUST** be leashed and under the control of an adult at all times when they are outside of your immediate unit, balcony, or patio area.
- Patios and balconies are **NEVER** to be used as a “Pet Run” for your animal. Pets should not be allowed to urinate or defecate on patios or balconies. Owners should keep their patio or balcony areas clean of pet waste at all times.
- Pets are not allowed to be tethered in any way to the fences
- Pets cannot be restrained using a lead line and / or ground stake or any other type of anchor and lead on Washington Square Property.
- Owners are responsible for picking up their pet’s waste at all times. Tie the bag closed and deposit it in the dumpster or the **pet waste stations** – NOT THE RECYCLE BINS.
- Nuisance dog barking has become an issue. Upon receipt by Property Management of multiple complaints and verification of the offense by Property Management and/or the Board, fines will be assessed after notice of violation and an opportunity for a hearing with the Board.

PATIO & BALCONY AREAS

No fire pits or tiki torches are allowed.

NO INDOOR / OUTDOOR CARPETING OR RUGS OF ANY KIND ARE ALLOWED ON THE BALCONY DECK FLOORS.

No decorations, lines, cloths, clothing, towels, bathing suits, or swimwear, curtains, rugs, mops, or laundry of any kind or any other articles shall be stored or hung from or on any of the windows, doors, patio fences, or balcony railings or other portions of Washington Square property.

Laundry can only be hung using a drying rack and must be taken down after 6 PM.

Satellite dishes and other permanent or temporary items or structures are NOT allowed to be attached to fences or balconies for any reason.

Items other than patio furniture and approved storage bins and cabinets are not to be stored on the patios and balconies. Bicycles should be registered (it's FREE) and stored in the laundry storage area. Large toys should be kept in your unit or storage unit.

Patios / balconies are NOT to be used as additional storage for any reason unless approved by the Board in writing. **ONLY APPROVED STORAGE BINS / CABINETS** are permitted on the patios and balconies. No fabricated overhead storage or shelving is allowed.

No resident is allowed to change the fence caps. If you notice damage, notify Property Management and maintenance will take care of installing a replacement cap.

NO HANGING PLANTERS ARE ALLOWED TO BE ATTACHED, IN ANY WAY, TO THE FENCES, BALCONY RAILINGS, SOFFITS, OR ANY LIMITED COMMON ELEMENT.

NO PLANTER BOXES OR FLOWER POTS ARE ALLOWED TO BE ATTACHED, IN ANY WAY, TO THE BALCONY RAILINGS.

NO COMMON AREA PLANTING WITHOUT AN APPROVED LANDSCAPE ACC FORM. In the event a resident / unit owner adds landscape items without an approved Landscape ACC form and the Association has to remove those items, the unit owner will be charged back for the cost incurred for removal.

Free standing hanging plant stands are allowed. For further information on planting, see the attached Washington Square Landscape / Common Area Rules.

FINALLY... DO NOT FEED YOUR PETS OUTSIDE AND DO NOT FEED THE WILDLIFE!!
There is a Village ordinance against feeding the wildlife.

LAUNDRY & STORAGE

**LAUNDRY HOURS: 7 AM – 9 PM MONDAY THROUGH SUNDAY
LAST LOAD IS 8 PM**

Please be considerate of your neighbors whose units are immediately adjacent to the laundry room..... Thank you!

The laundry and storage areas are for use by all residents of Washington Square. Please be courteous and clean up after yourself when using the area. Anyone found leaving personal items, garbage or laundry in these areas are subject to fines.

Any items a resident stores in their personal storage area must be placed completely inside the locker and NOT sticking out of the storage space. This is a safety hazard for all residents. Any items protruding from the locker will be removed by cutting the lock.

Children's toys, sports equipment, furniture, or household belongings, appliances or outdoor equipment are NOT allowed to be stored in the common storage area. These belongings must fit into your personal locker or kept in your unit.

Bike storage is allowed as follows:

Each registered resident (information from the census form) is allowed to store one (1) TWO-WHEELED bike in storage. All bikes must be registered and MUST have a bike sticker on it. In order to register a bike, you must fill out a registration form, provided by Property Management, and obtain a bike sticker. Storage of bikes belonging to people who do not live in the unit is NOT allowed and will NOT receive a bike sticker. Bikes belonging to visitors must be kept in your unit.

Any other items, including, but not limited to tricycles, scooters, roller blades, bike trailers, multi-person bikes, skateboards, soccer goal nets, and fishing rods are not allowed and MUST be stored in your personal storage locker or your unit. Any item the Board deems "not allowed" will be removed from the storage room without notice.

No bike hooks / hangers are allowed to be installed in the ceiling of the laundry / storage area.

Effective October 31, 2018 any bike without the association registration sticker affixed in the designated place on the bike will be disposed of without notice.

WASTE & RECYCLING

Waste pick up is on THURSDAY. In the event of a holiday, however, the pick-up day may change to a day later. We will make every effort to post any changes on the resident portal.

Garbage MUST be in a sealed plastic bag.

If you have larger items to throw away, please wait until the night before pick up to dispose of them. Throwing garbage bags on top of large objects prevents the lids from closing properly leaving the dumpster open to scavenging wildlife.

THE FOLLOWING ITEMS CANNOT BE LEFT BY RESIDENTS FOR REGULAR WASTE PICK UP:

**SOFAS / SOFA CUSHIONS
CHAIRS
MATTRESSES
COFFEE TABLES
BED FRAMES
BOOKCASES
DRESSERS**

Contact local organizations such as Salvation Army, Am Vets, Wings, for donation information

THE FOLLOWING ITEMS CANNOT BE LEFT BY DUMPSTERS OR RECYCLING CONTAINERS FOR PICK UP:

ELECTRICAL APPLIANCES INCLUDING BUT NOT LIMITED TO: Refrigerators, Dishwashers, Computers, Printers, TV's, Monitors, Vacuum Cleaners, HVAC Units (Furnaces, Air Conditioners & Related Equipment)

Information on recycling centers can be found on the Elk Grove Village website or contact the village hall.

RECYCLING

PLEASE BE CONSIDERATE OF YOUR NEIGHBORS!!

Recycling is every OTHER Tuesday. Before you take your recyclables to the bin....

Flatten **ALL** boxes – cardboard, paper, and shipping

Flatten the cans

Flatten the plastic bottles

Do **NOT** use a plastic garbage bag – Empty the contents of the bag into the recycle bin.

If you chose not to do the above, then please hold on to your recycle items until the day before pick up.

ADDITIONS & ALTERATIONS

CONSTRUCTION, REMODELING OR CONTRACTOR SERVICES HOURS (HOURS ONLY were Amended April 20, 2020):

Monday – Friday: 8 am - 6 pm
Saturday: 9 am - 1 pm
Saturday: 1 pm - 6 pm QUIET WORK ONLY
Sunday & Holidays: NO WORK OF ANY KIND IS PERMITTED

The Alterations & Additions Resolution (See Attached Resolution – Adopted April 17, 2017) is your guideline for ANY construction, remodeling, or repairs in your unit. Homeowners are REQUIRED to follow the guidelines outlined here and in the attached Resolution including, but not limited to, the following:

ASSOCIATION DUMPSTERS ARE NOT TO BE USED FOR ANY TYPE OF REMODELING AND / OR CONSTRUCTION DEBRIS INCLUDING, BUT NOT LIMITED TO, CARPETING, CARPET PADDING, FLOORING, CABINETS, SINKS, TOILETS, DOORS AND DRYWALL
Homeowners are responsible for providing for disposal of any and all construction / remodeling debris. No Exceptions!

Property Management MUST be contacted at least thirty (30) days prior to any work being carried out in Unit. The management company will advise what, if any, requirements need to be met, Failure to comply may result in the removal of workers, trades people, etc. The attached Additions & Alterations Application must be completed and submitted when requesting construction and/or alterations of a Unit.

When doing repairs, maintenance, or remodeling to your unit where it will be necessary to turn off the water in the building, you are REQUIRED to contact Property Management for instructions and procedures PRIOR TO ANY ACTION. Individual unit owners or their contractors are PROHIBITED FROM TAKING ANY ACTION UNTIL THEY RECEIVE APPROVAL FROM PROPERTY MANAGEMENT.

Upon request, Property Management will provide homeowners architectural forms (ACC Form is also attached for your convenience) for replacement windows, interior hallway doors, etc. Design MUST BE APPROVED BY THE BOARD PRIOR TO INSTALLATION. Failure to comply can result in removal of the items.

In Unit Washers/Dryers are NOT allowed. Any unit that currently has a washer/dryer installed may keep them until they are either removed or break, and at that time, they CANNOT BE REPLACED. Units must have notified Property by April 30, 2020, that there was a washer/dryer in the unit in order to receive the temporary exemption to have them in the unit.

Windows which require screens MUST have screens.

ALL WINDOWS MUST HAVE THE LATTICE DESIGN (mullions) in them. NO EXCEPTIONS!

If your windows do not currently have the design, a kit can be purchased at Home Depot, Lowe's, etc. to bring the windows into compliance.

Hardwood, laminate, manufactured wood, tile, etc. flooring MUST have Board approval PRIOR TO INSTALLATION AND MUST HAVE SOUND ABSORBING UNDERLAYMENT. If a noise issue occurs, the Board will REQUIRE that carpet be put down in high traffic areas to mitigate some of the noise.

Window air conditioners of any kind are prohibited.

The Association has adopted guidelines regarding satellite dishes. They must be installed on the roof at the cupola and the wires run in the attic. A non-refundable fee of \$150 is required. No exceptions!

Retractable awnings are prohibited. Sun shades / blinds for outdoor installation are prohibited.

Patio umbrellas are allowed; however, they cannot be anchored to fences or other limited common element in any way. Use umbrella blocks specifically designed for this purpose.

ANNOYANCE OR NUISANCE

No noxious, offensive, dangerous, or unsafe activity shall be carried on in any unit or the Common Elements, nor shall anything be done therein, either willfully or negligently, which may be or become an annoyance to the other residents. No resident shall make or permit any disturbing noises or offensive odors by himself or herself, his or her family, guests, invitees, licensees, or pets, nor do or permit anything to be done by such persons or pets that will unreasonably interfere with the rights, comforts, or convenience of other residents. No resident shall talk, play, or suffer to be played, any musical instrument, or operate or suffer to be operated, a stereo, computer, television set, radio video game, appliance or other item at such high volume or in such other manner that it will cause unreasonable disturbance to other residents. No Unit Owner, resident or guest shall interfere with the use of another resident's property or act in a manner that would constitute a violation of any law.

QUIET HOURS ARE FROM 10 PM TO 8 AM. BE CONSIDERATE OF YOUR NEIGHBORS.

No Vacuuming

No Laundry

No Loud Music / Video Games

No Loud Television

When using appliances, watching TV or listening to music during the hours of 8 AM to 10PM, be mindful of your neighbors and keep the volume down so you can enjoy it without creating an annoyance or nuisance.

Cigarette butts and other smoking materials should be disposed of in proper containers and NOT thrown on common area lawns, bushes, or parking lots.

At no time should a homeowner take it upon themselves to provide building maintenance or lawn maintenance and expect the Association to reimburse them for same.

An owner shall reimburse the Association for any expenditures incurred in replacing any common area and facility damaged through his/her fault.

Children are the responsibility of the homeowner/renter and shall assume responsibility for any action of their child or their child's guest.

Owners are responsible for the actions of their visitors, guests, pets, and tenants.

Fireworks, toy drones and drones are strictly prohibited on Association property.

VIOLETIONS OF THE DECLARATIONS, BYLAWS, AND RULES AND REGULATIONS OF THE CONDOMINIUM ASSOCIATION MAY RESULT IN A FINE OF AT LEAST \$100 AFTER NOTICE AND AN OPPORTUNITY FOR A HEARING WITH THE BOARD. FINES FOR REPEATED OR MULTIPLE VIOLETIONS WILL INCREASE INCREMENTALLY, AT THE DISCRETION OF THE BOARD. VIOLETIONS OF A CONTINUING NATURE WILL RESULT IN LEGAL ACTION AT HOMEOWNER'S EXPENSE.