

Durkin Condo Association  
RULES & REGULATIONS

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Durkin Condominium Association  
**RULES & REGULATIONS**

The adoption and implementation of the following *Rules and Regulations* by the Board of Directors of the Durkin Condominium Association in Springfield, Illinois are necessary for the continual vested financial interest shared by the owners of condominiums in the Durkin Condominiums. Thus, all residents have a responsibility to respect and abide by these *Rules and Regulations* for the collective benefit of the entire community. Everyone is entitled to the quiet enjoyment of their units and the common property. The *Rules and Regulations* are designed as a guideline to further these purposes. The following information includes excerpts from the Durkin Condominium's Declaration and Bylaws.

A copy of the *Durkin Condominium Association Rules and Regulations* will be provided to all residents. Upon receiving the rules owners/tenants will be required to sign a statement acknowledging receipt.

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***BUILDINGS AND GROUNDS – Common Elements***

A successful condominium property is a community of owners and residents who share pride in their homes, respect for their neighbors, a sense of responsibility for the appearance of the buildings and grounds, and a commitment to make the condominium complex a desirable place in which to live.

The Durkin Condominium Association (DCA) common elements are defined in the “Declaration of Condominium Ownership” (Item 1.f) as all areas outside the individual units. This includes the storage areas under the stairways on the lower level and all grounds outside the buildings. The common elements are not to be modified in any way by individual owners without the specific permission of the Association Board, hereinafter referred to as the Board.

**Limited common elements** are defined in the Declaration (Paragraph 1.g) and include the balconies on the second and third levels and exterior windows. Past board policy has designated unit owners are responsible for maintenance and repair of these specific common elements.

With this in mind, the following rules and regulations apply to **adults and children alike and all guests of all residents:**

**1. Interior Common Areas**

The following items and/or activities are **NOT** allowed under any circumstances.

- Unnecessary running, or jumping on the stairways
- Playing in the hallway.
- Bike riding, skateboarding, roller blading in hallways.
- Loitering.
- Littering and leaving bags of garbage outside the condominium doors.
- Loud music.
- Storage of toys and bikes on stairway landings or halls.
- Storage of boots, shoes, or personal belongings in the stairwells or halls.

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- The use of rocks or other objects to prop open exterior doors.
- Smoking in Laundry Room, Hallways, Storage Facilities, Foyer Entrance, and Stairwells.

2. Exterior Common Areas

- No clothes, sheets, blankets, laundry of any kind or other articles shall be hung out or exposed on any part of the Common Elements. The Common Elements shall be kept free and clear of rubbish, debris, and other unsightly materials. (By Laws, Article IV, Sec. 6)
- Personal gatherings need to be a reasonable distance from the buildings as to not disturb, annoy, or become a nuisance to other owners/tenants. (By Laws, Article IV, Sec.5)
- Patio furniture and flower containers are the only items permitted on the balconies.
- Personal lawn furniture is prohibited – picnic tables are provided for outdoor recreational use in specified areas.
- Persons utilizing picnic tables are responsible for disposing of their trash including cigarette butts in a proper manner.
- All window coverings facing the outside shall be of a neutral color and in good condition.
- Window air conditioners are prohibited.
- Landscaped areas need to be respected. Walking through, playing in, or allowing pets to damage such areas is prohibited.
- All holiday decorations must be removed within 30 days from the day of the holiday.
- Antennae or satellite dish installations of any kind are strictly prohibited.
- No wood-burning stoves.
- Lighted cigarettes and their waste, i.e., ashes, butts, etc. are not to be thrown from balconies to ground level nor accumulate near the entrance areas.
- Any damage done to exterior or interior common elements due to neglect or abuse by tenants, owners, pets or resident's guests shall be replaced or repaired by the DCA at the unit owner's expense.

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**3. Buildings**

- All window units must be maintained, i.e., screens, glass, and frames must be in good working order and in place. Broken or cracked glass, missing or torn screens, etc. are to be repaired at the owner's expense.
- General maintenance and repair of balconies is the financial responsibility of the unit owner. The DCA has the right and authority to have necessary repairs or replacements done should the condition of the balcony warrant such action and bill the owner for the resulting repair costs. (**Declaration, Item 14**)
- Use reasonable common courtesy when closing your unit door and mounting the stairs. Not all carpeted areas have padding and your consideration will be appreciated.
- No alterations, additions or improvements shall be made to the building/common element by any unit owner/tenant without prior written approval of the Board. (By **Laws, Article IV, Sec. 3**)

**4. Anywhere on the Grounds**

- No bicycles chained to trees, bushes, railings, or fences. (Bicycles are to be stored in areas designated by the Board of Directors. A notice will be posted seasonally informing residents of proper storage.)
- No littering.
- No loud music.
- No tree climbing.
- No loitering.

**5. Grassy Areas**

- Ball playing including baseball, football, soccer, and/or throwing of a ball must be done at a safe distance from the buildings.
- No changes can be made to the grassy area without prior approval of the Board.

**6. Sidewalks, Driveway, Parking Lots**

- The following are prohibited:
- Motorized scooters, skateboards and/or battery powered child sized cars.
  - Ramp building for skateboard and bike jumps.
  - Motorcycles parked on grass, sidewalks, and stoops.

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7. Dumpsters

- All trash and garbage needs to be properly secured in trash bags.
- No playing inside or around the dumpsters.
- No dumping of oil, batteries, tires, paint, or other hazardous materials.
- No dumping of appliances, grills, or furniture items.
- **Please use the appropriate dumpster** – Only tenants at 255 should use the dumpster located at the west end of the 255 parking lot. Tenants at 243 have two dumpsters provided for use at the 243 address, one located at each end of the 243 parking lot.

**CALLING THE POLICE**

If anyone is observed on the property doing damage, causing a disturbance, using the swimming pool after hours or causing other security problems, **please call the police**, then notify either the DCA President, Secretary, or Treasurer.

Dial 911 for Police, Fire or Ambulance Emergencies

For non-emergencies: Springfield Police 788-8311

Fire Department 788-8444

**INSURANCE**

Each Unit Owner shall be responsible for his own insurance on the contents of his own Unit and furnishings and personal property therein, and his personal property stored elsewhere on the Property, and his personal liability to the extent not covered by the liability insurance for all of the Unit Owners obtained as part of the common expenses as above provided.  
**(Declaration, Item 13.c)**

**CONDO FEES**

- DCA fees for common expenses are due between the 1<sup>st</sup> and 15<sup>th</sup> of each month.
- Any account on which an amount due the Association has not been paid within thirty (30) days of the date on which it was originally due shall be considered delinquent.

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- A late charge of \$5.00 per month will be charged to any account on which the full fee has not been received on or before the 15<sup>th</sup> of the month in which it is due.
- DCA fees shall be paid by check or money order, made payable to **Durkin Condo Association**, Box 7266, Springfield, IL 62791 and mailed with the payment slip provided by the DCA.
- A 10% surcharge will be assessed on any balance remaining from previous month(s).
- Legal action will be taken on accounts that are three (3) or more months delinquent.

**LEASING/SELLING UNITS**

- All Lease or rental agreements regarding a Unit must be in writing and are subject to all the terms, conditions, and requirements of the Declaration, Bylaws, and Rules and Regulations of the Association.
- No Unit shall be used for other than residential purposes (**Declaration, Item 7.**)
- No Unit may be leased or rented for a period of less than six months.
- Any unit to be sold as investment property (rental) must obtain prior approval from the board.
- The owner shall provide a copy of the lease or rental agreement to the Board Secretary within 10 days after its execution or the date of occupancy, whichever occurs first (**Declaration, Item 18 a.**)
- If the lease is oral, a memorandum of lease shall be provided according to the same time restrictions.
- The Association is expressly considered to be a third party beneficiary of any such lease; and any violation of the Declaration or Bylaws will be considered a default under such lease entitling the Association to exercise any and all remedies under the lease or available at law or equity, regardless of the owner's action or inaction in response to such default.
- Each unit is to be used as a residence for a single family or by not more than four (4) unmarried adult individuals of the same sex (**Declaration, Item 19.**)

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- Durkin Condominium Association must have a signed lease 10 days prior to occupancy.
- Attached to each lease must be a lease rider and Crime Free Prevention Rider.
- When selling a unit, owners must provide information to the Board Secretary at least 15 days prior to the closing date.
- No "For Sale" or "For Rent" signs, advertising or other displays shall be permitted on any part of the DCA property (By Laws, Article IV, Sec. 7)
- In the event of any disputes by unit owners regarding the property, the Board's determination is binding (Declaration, Item 7.)
- Owners Insurance Program (Declaration, Item 13.c)

**PARKING RULES**

**1. Vehicle Permits**

- All vehicles, including motorcycles, must display a current DCA vehicle permit, which identifies the unit of the owner.
- Proof of residency is required, i.e. ownership or a current lease.
- Proof of ownership of vehicle is required (vehicle registration).
- There are two types of vehicle permits – resident and visitor.
- Each unit is allocated 2 resident permits and 1 visitor permit.
- Residents are required to sign a form of acknowledgement when receiving a copy of the rules and obtaining permits.
- Permits will be turned in to the Board Secretary when a resident no longer leases or owns a unit at Durkin Condominiums. Failure to do so will result in a fee comparable to replacement cost.

**2. Parking Lots**

- Always watch out for children.
- Park in designated spaces only, using one space. This includes motorcycles.
- Disabled vehicles are not permitted on the DCA property. Cars with flat tires, broken windshields, expired or no license plates, or no DCA vehicle permit will be towed at the expense of the vehicle's owner.



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- No vehicle may be parked in the lot if it contains or has attached to it any of the following exposed items: ladders, pipes, boards, tools, chains, snow plows, pulleys, hoists, wrenches, mechanical hydraulic lifts, wheelbarrows, block and tackle, cement mixers, dirt, rocks, ropes, wires, towing mechanism, spools, roofing and construction materials, ladder carriers and any other similar items deemed by the board to be a potential safety hazard. Such items are not deemed a safety hazard if they are fully enclosed in the vehicle. This does not apply to any vehicle that is temporarily parked in the lot for the sole purpose of loading and/or unloading of people and/or property, nor does it apply to any vehicle in the process of delivering goods or furnishing services at DCA.
    - Boats, trailers, and RV vehicles cannot be parked on the property for storage.
    - Car washing/waxing is allowed only in areas where it will not cause a problem to other residents/vehicles.
    - All soap and debris must be cleaned from the area.
3. Towing
- a.) Vehicles will be towed for the following reasons:
- Unregistered and/or not displaying a resident permit or visitor permit.
  - Parking at the entrance while not actively loading or unloading with the emergency flashers off.
  - Parking anywhere on the property that is not a designated parking space as identified by the yellow lines.
  - Parking in more than one space, particularly diagonal or parallel parking across more than one space.
  - Any vehicle not moved within fourteen (14) days will be towed, unless the Board Secretary has been notified that the owner is on vacation or ill.
- b.) Enforcement:
- Prior to towing a written notice will be issued to the parking spot holder in which the vehicle to be towed is parked.
  - Fines may be used as a method of enforcement of these rules in addition to tow.

**PETS AT THE DURKIN CONDOMINIUM**

**1. Property Grounds and Inside Buildings**

- All pets are to be on a leash at all times while on the DCA property.
- Pets are only permitted on the balcony with adult supervision.
- Pets weighing more than 30 pounds are not allowed.
- Pets are not allowed in hallways without their owner and properly leashed.
- A resident may have no more than 3 animals in a unit. This total should consist of no more than 2 dogs or 2 cats.
- No animals allowed in the pool area.
- No animals of any type allowed in the laundry room facilities.
- No animal is to be tied to a tree, bush, railing, or fence.
- No animal should be left unattended for more than a 24 hour period of time.
- All pet owners are fully responsible for their pet's actions while a pet is left in charge of the pet owner's children.
- Dogs are permitted to urinate or defecate **only** along the fence line bordering Veterans Parkway when on DCA property.
- Unit owners and tenants are responsible for cleaning up **immediately** after their pets indoors and outdoors. If they fail to do so they will be charged for any clean up and/or repairs for damages caused by their pets.

**2. Disturbances**

- Pet owners are responsible for keeping their pets quiet. Residents will be required to permanently remove any disruptive animal from the Durkin Condominiums. (By Laws, Article IV, Sec 4)

**3. Enforcement of Rules**

- Tenants not complying with any of these rules are subject to possible eviction.
- Unit owners not complying with the rules may be subject to Board actions available under the Declaration and By Laws of the DCA.
- Fines may be levied at the discretion of the Board of Directors.