

# **Barber Knolls Development Corp.**

## **Community Rules**

Barber Knolls Development Corp. strives to maintain a high quality of living for our tenants. We appreciate your assistance in maintaining the Knolls as a friendly, comfortable living community. In the spirit of this effort, we ask your compliance with the following:

### **General Interior Housekeeping Rules**

1. It is the expectation of Barber Knolls that our residents will maintain their living space in the condition in which it was originally leased. The purpose of the interior housekeeping rules is to serve as a guideline for the care of your apartment.

Barber Knolls provides insurance on its buildings, but not your personal belongings. Insuring against loss or damage to personal property is the tenant's responsibility. Renter's insurance, including sewer backup and flood coverage, is strongly recommended.

Barber Knolls tolerates no illegal drug use. We will terminate, on the first offense, your lease if you use or allow the use of illegal substances. Additionally, we urge responsibility in the legal use of alcohol.

2. Repair of any damages caused by tenants or guests of tenants will be made at the tenant's expense, including cost of materials, labor and mileage charges. *In cases where safety is compromised or liability occurs, HUD mandates that our staff correct the problem as soon as possible.*

3. Only small nails, pins, and picture hooks may be used to hang pictures and other objects. Screws, bolts or anchors may not be used; nothing may be attached to any ceiling in any manner. To protect the paint and finish of doors, windows and wood moldings, there are to be no holes, tape or any other application to these surfaces. This applies to interior and exterior doors, windows and moldings. The Alside windows may require lubrication with Pledge spray on the interior edges to keep them working well. Do not force these windows as the internal plastic parts will break.

4. Prior written consent of the management is needed before painting interior walls. Wallpapering is prohibited. Walls must be returned to Barber Knolls White at move out, at tenant's expense.

5. To minimize fire hazards and limit your electricity costs, light bulbs over 60 watts are prohibited.

6. Tenants are responsible for exterminating insects or rodents attracted by food particles left by their families, guests or pets. Tenants are responsible for the entire cost of exterminating bedbugs within their unit. Contact Ohio State Extension Service for tips regarding insect and pest control.

7. Smoke/CO detectors are provided for each unit, but battery replacement is the responsibility of the tenant. We will assist tenants needing help in installing batteries, but the tenant must submit a written maintenance request. Smoke alarms found without a battery will incur a \$10.00 charge for each missing battery.

8. Please use non-adhesive shelf lining materials. Use of adhesive to attach anything to your apartment shelves is prohibited. If the tenant installs a filtered faucet in the kitchen sink, the tenant will pay for repairs to the faucet when it leaks.

9. All drapery rods and drapes are to be provided *by tenants* and installed by maintenance staff *at no charge*. Fire resistant materials are suggested for your safety. Items attached to the walls become the property of the apartment and cannot be removed when you move out.

10. To avoid fire hazards, Lilac Place tenants are not permitted to store anything in the furnace/water heater area.

11. Candles are to be used with great caution. Remember standard fire safety rules and never leave any open flame unattended. All open flames should be placed on a fireproof surface, away from all flammable objects. Storage of flammable materials, liquids or fuels (including extra propane tanks) is expressly prohibited inside and outside all units. Possession and use of fireworks is expressly prohibited.

12. Smoking and candles leave a residue on every surface. This must be cleaned before you move out. Our current labor rate will be charged for cleaning nicotine/tar residue off the walls, ceiling, floors, cabinets, windows, finished trim and doors. To avoid this fee, you may clean these surfaces prior to your move out inspection.

Smoke restoration fees for residual smoke odor, discoloration and burns starts at \$750.00. Charges for restoration may include ozone machine rental fees, sealing, painting, duct cleaning, carpet and pad replacement.

13. Overnight guests are welcome on a limited basis dictated by the terms of the lease.

14. It is your responsibility to inform us of repairs needed in your unit in a timely manner. If you fail to inform us of a plumbing leak and additional damage occurs, you will be responsible.

All maintenance requests must be in writing and mailed to PO Box 12, Barberton, OH 44203, left in the rent drop next to the office door at 416 Crocus Place or you may send an email to [maintenance@barberknolls.com](mailto:maintenance@barberknolls.com).

When possible, please use the maintenance request form which may be downloaded from <http://barberknolls.com/HOUSERULES.pdf> Include in your maintenance request whether or not we may perform the work in your absence, name, address, current phone, preferred day or time, if you have a pet. In cases where needed repairs compromise safety, work will be

scheduled by the Knolls maintenance staff. It is your right to be home when the work is done. It is your responsibility to inform us of your availability with each maintenance request. Please inform us if a repair is ineffective, or we are slow in responding. If your toilet leaks you will have a high water bill. You pay the bill so let us know right away. And remind us if we don't fix it or it still leaks. **REMEMBER IF YOU DO NOT TELL US ABOUT A LEAK THAT CAUSES MORE DAMAGE (like a ceiling problem), IT IS YOUR PROBLEM.** We will fix it and bill you!

**15.** Window air conditioners are allowed with permission. No holes are permitted in the wood trim or vinyl windows. Charges will be assessed for distortion or damage of window jambs, sashes and missing seals.

**16.** Townhouse residents are not permitted washers or dryers. We maintain a laundromat in 259 Lilac Place for the convenience of our tenants only. Children are not allowed in the laundromat without adult supervision.

**17.** Written permission must be obtained prior to acquisition of a pet. An unauthorized pet charge of \$25.00 per day will be assessed if proper permission is not secured in advance. Guests may not bring pets into the community. Pet sitting is prohibited in the Barber Knolls community.

**18.** Please use common sense in keeping all firearms and ammunition secured to prevent unauthorized access.

### **General Vehicle Rules**

**1.** Barber Knolls allows two registered vehicles per leased unit to be parked on Barber Knolls property. *Proof of vehicle insurance is required.* Tenant vehicle license plate numbers are to be recorded with management at lease signing and any changes updated. Storage of recreational vehicles, trailers, boats, etc. is prohibited.

**2.** Unregistered or inoperable vehicles will be deemed abandoned and towed or disposed of at owner's expense. Any motorized vehicle not required to be registered and all recreational vehicle use is prohibited by our insurance carrier.

**3.** Overnight parking of guest vehicles is limited and requires permission. As part of our neighborhood watch program and property safety measures it is important to know what vehicles belong to our community.

**4.** There shall be no trucks over 10,000 pounds in the streets, parking areas, or lawn. Noncompliance with the terms of this rule may result in any of said vehicles being towed from the premises at tenant's risk and expense.

**5.** Prohibited vehicles include but are not limited to boats, trailers, and recreational vehicles.

5. Automotive repairs on the premises are prohibited. Be aware of leaking automotive fluids as they damage driveway surfaces.
6. Please respect the designated parking areas. Lilac Place townhomes have two (2) parking spaces.
7. Please do not park or drive on the grass.

### **General Exterior Housekeeping Rules**

1. All tenants are responsible for picking up litter around their units and the grounds. All improper trash disposal will be charged \$50.00 per occurrence. This includes cigarette butts.
2. If you notice rocks in the grass, please dispose of them. They may be thrown by the lawn mower and are very dangerous.
3. All grocery carts must be returned to the shopping center. Our fee to you for returning shopping carts is \$50/hour.
4. Ohio law forbids discarding computers, monitors, paint or tires in the trash. Summit/Akron Solid Waste Management Authority (330-374-0383) will help you dispose of these items. You will be charged \$50.00 for any computer found in the trash.
5. Please keep all sound to a level that does not bother your neighbors. Barber Knolls complies with the noise abatement ordinances established by the City of Barberton. These are available on the city website:  
[http://www.cityofbarberton.com/govt/pdf/Barberton\\_Code\\_of\\_Ordinances.pdf](http://www.cityofbarberton.com/govt/pdf/Barberton_Code_of_Ordinances.pdf).
6. *Please lock your door when you leave, taking your keys with you. Avoid using the night lock on the back door when you are not home as your key does not fit the deadbolt lock. This is your way in if the lock on the front door fails. For your safety, do not change the locks so that staff will be able to help you in an emergency.* During normal business hours we will let you in if you forget your keys; after business hours, the charge will be \$15.00.
7. Please use common sense when grilling on patios. Heat from the grills can melt the vinyl fence, so keep them away from the fence when hot. Tenants with a patio must keep any grill at least three (3) feet away from the patio divider when in use.
8. Our emergency phone number is **330-603-5349**. Please use the emergency phone number only in case of genuine emergency. If you call the emergency phone and it is not an emergency, we may charge you \$50.00 for a service call. Examples of genuine emergencies include fire, flooding and heating or plumbing failure. In the case of fire please call 911 before you call our office.
9. Outdoor storage: *Outdoor storage: Tables, chairs, grills and toys must be stored close to your building and off the lawn when not in use.* Clotheslines are not permitted anywhere at

Barber Knolls and will be promptly removed by our staff. Only items intended for outdoor use may be stored outdoors. Any items stored on the patio may be covered with gray or brown tarps only (no blue). *Trash should be in closed trash bags, and must be deposited into a dumpster or trash bin.*

**10.** At the Knolls, there are plenty of open places for children to play. *Streets, driveways and parking lots are not play areas.* Appropriate play areas are the grassy spaces adjacent to your unit. Preschool aged children must be supervised by an adult while playing outside. Wading pools and trampolines are prohibited by our insurance carrier.

**11.** Satellite dish/cable TV installation and outlet policies state that tenants must have written permission from the management before any installation of satellite/cable TV in the Barber Knolls Community. Satellite installation must be performed by contractors approved by Barber Knolls Development Corp. This policy supercedes any installation offer by any satellite provider, contractor or business. Installation costs are the sole responsibility of the subscriber, not Barber Knolls Development Corp., or contractor. See policy on Satellite/Cable TV installation.

**12.** Snow will be removed from parking areas only, limited to areas that are not obstructed by vehicles. Tenants are responsible to clear snow from their parking area to their door. We regret that we are unable to clear sidewalks. Please help with snow removal by moving your vehicle while our plow is nearby. Please plan ahead of forecasted storms by running errands in advance.

The renting, leasing and managing of all units by Barber Knolls Development Corp. will fully comply with The Fair Housing Act and its regulations.

I have read these Community Rules and agree to follow them.

TENANT(S):

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

Barber Knolls Development Corp.:

By \_\_\_\_\_, agent for Landlord: Barber Knolls Development Corp.

(print name) \_\_\_\_\_

Date \_\_\_\_\_