

NORTHFIELD MEWS

A Luxury Townhome Rental Community

RULES AND REGULATIONS

July 1, 2019

PREFACE

These Rules and Regulations are not meant to be unduly restrictive or infringe on the rights of individuals. They are set forth to insure the full enjoyment of your home and surroundings. Cooperation by all is requested, it only takes a few to spoil the enjoyment of the majority.

The laws and ordinances of the Village of Northfield, Cook County and the State of Illinois are fully applicable within the confines of NORTHFIELD MEWS.

A WORD ABOUT SECURITY

It is incumbent upon each and every resident to take personal responsibility for the security of self, family and personal property. Vehicles left parked outside of garages should be locked. Garage and Unit doors should also be kept locked and windows latched. Take the normal precautions you would take in living in any residential community.

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I. Landscape, Buildings and Maintenance

A. Contractors

Unit Leasees should not give instructions to any maintenance workers employed by NORTHFIELD MEWS (“Owner”).

B. Personal Property

All personal items, including decorative items, visible from Common Areas shall be attractive appropriately maintained in good condition and compatible with the existing building and surrounding areas. Those items that require installation shall be installed in a safe and workmanlike manner. No such items shall be located in a manner that interferes with the ability of the Owner to maintain its landscaping, its building improvements or snow removal. No such items shall be located in a manner that they obstruct ingress or egress to or from a Unit. All Unit tenants installing such items shall be responsible for any and all costs of repair and / or maintenance of any building components affected by the installation.

No furniture, umbrellas, patio furnishings or plant materials shall obstruct the view of or be detrimental (in the judgment of the Owners) to the general appearance of NORTHFIELD MEWS. Deck/patio furnishings shall not be taller than the top of the fence, except for table-sized umbrellas. Front porch furnishings shall be reasonable and complementary in design, color, size and quantity, and shall be maintained in good repair and condition. Furniture may be placed on front porches, decks, patios. Furniture may not be placed on Common Areas, such as Unit yards, sidewalks and driveways, and it shall not obstruct Unit entrances and exits.

Decorative items such as gnomes, statues, garden art, animal shapes, planters, urns and the like, may be placed on porches but not on sidewalks, stairways, driveways or lawns. A reasonable number of small, inconspicuous decorative items may be placed in gardens provided they do not affect existing landscaping. No artificial “plant-like” items, bird baths, bird feeders, wind chimes or decorative windmills are permitted. A reasonable number of appropriately-sized decorative pots may be placed outside a Unit on a patio, deck, sidewalk or in a garden between April 1 and November 1, When pots are located on steps or sidewalks near the Unit or at doorways, there must be at least thirty six (36) inches of walkway left clear at all times.

No personal property other than items listed above may be stored in any location where it can be viewed from outside of a Unit.

Residents may install a reasonable number of planter boxes, hanging baskets and potted plants on porches and decks. They shall be attractive and compatible in size and design. Items installed above ground level shall be

securely attached. All plantings such as flowers and trailing vines must be regularly trimmed and maintained in good condition. No such plantings are permitted to be on railings adjoining another Unit or to extend into the "footprint" of another Unit.

Garden hoses and hose "caddies" may be stored next to buildings but they should be hidden from view as much as possible. Hose "caddies" shall match or be complementary to building colors. They cannot be attached to a building and must be stored inside from November 1 to April 1. Hoses should be in a stored position when not in use.

C. Maintenance Requests

Any maintenance or repair requests are to be reported through your tenant portal on our website. This includes both routine maintenance and repairs of a more urgent nature. Please report any life threatening emergencies to 911.

D. Permanent Additions

No decks, awnings, or other permanent structures shall be installed in a private area.

E. Bug Zappers

Electronic "Bug Zappers" may not be operated after 10:00 p.m. or in a manner at any other time which, in the opinion of the Ownership annoys or disturbs other Unit Leasees.

F. Inside Window Treatments

Inside window treatments furnished by Owner can't be removed or changed and shall maintain the harmony of the exterior appearance of the community.

F. Outside Holiday Decorations

1. Decorations for the post-Thanksgiving to New Year's holiday season cannot be installed before Thanksgiving Weekend and must be removed by January 10th, weather permitting.
2. Halloween decorations cannot be installed before October 1st, and must be removed by November 7th, weather permitting.
3. All other holiday decorations shall be installed no more than ten days or two weekends before a holiday and must be removed no later than a week after the holiday, weather permitting.
4. All holiday decorations must be tasteful in nature and must not interfere with the ability of other owners to enjoy their homes or with maintenance by the Owner's service providers.

5. No lights that project onto any exterior surfaces may be installed. No colored light bulbs may be installed in any light fixture attached to a Unit.
6. No decorations may obstruct stairs or entry doors.
7. No large blow-up/pop-up displays are permitted.
8. No decorations may be installed in any Common Area, including on any tree or shrub. No decorations or lights may be “draped” from a Unit to another Unit or to any Common Area landscaping.
9. Seasonal decorations, such as Fall wreaths, gourds, uncarved pumpkins and similar types of items, may be displayed provided they are reasonable in number and are maintained in good condition.

Note: No decorations should be attached to the exterior of the buildings or Units using fasteners which penetrate any exterior surface.

G. Pools

Leasees shall not keep pools or other containers with standing water in them for extended periods of time. They shall not dispose of water onto other Units or other Limited Common Areas.

II. Exterior Lighting

A. Alterations

All outdoor lighting is permanent and may not be altered by Leasees unless approved by the Owner. Approved modifications to outdoor lighting shall be installed in a manner that does not cause modification, penetration, or damage to any surface maintained by the Owner, the Leasee will be responsible for any necessary repairs, replacements or restoration of improvements maintained by the Owner.

B. Maintenance

It is the responsibility of Ownership to maintain the exterior lighting fixtures (and photocells if installed) on all Units including replacement of any lightbulbs. Please report any outages to Property Manager immediately (via the Tenant portal) to insure safety for all.

C. Additional Lights

Additional outside lighting is not permitted except as authorized by Ownership or specifically permitted by these Rules.

D. Front Porch Lights

All front porch lights are governed by photocells and are to be kept lit from the time the photocells trigger the light.

III. Window Washing

All window washing is the responsibility of the individual Tenant.

IV. Garages and Driveways, Motor Vehicle Regulations, Recreation Vehicles, Trailers and Parking.

A. Garages and Driveways

1. Garage doors shall be closed except when residents are entering or leaving.
2. Flammable or noxious materials shall not be stored in garages except in certified containers.
3. Garages and driveways shall not be used for offensive or unsightly activities (such as major auto repairs in the open).
4. Driveways shall not be modified in any way by tenants without the permission of Ownership.

B. Recreation Vehicles and Trailers

Recreational vehicles, trailers, campers, airplanes, boats or other similar vehicles or water-borne vehicles, pickup trucks (except those that do not have signs or commercial equipment) and/or commercial vehicles (except while serving a Unit) and the like, may not be parked in driveways, streets, or Common Area. Owners of all such vehicles and trailers, if they are too large for storage in a garage, should make appropriate arrangements for their storage elsewhere.

C. Parking

1. Parking spaces have been provided for each Unit. Additionally, parking spaces have been provided throughout the Development for guests and invitees.

2. Guests may not park on the public streets subject to Village of Northfield Parking Ordinances. Guests may park overnight in “guest only” spaces but for no more than two consecutive nights at a time. Residents (and their family members living in any Unit) shall not use “guest only” parking spaces. Per Village Code, there is no on-street parking on Village streets from 2 a.m. to 6 a.m.
3. Vehicles may not be stored outdoors. Vehicles which have been located in the same outdoor space for more than 14 days and are not being driven regularly shall be deemed to be stored and may be ticketed and towed.
4. Ownership may institute fines or other remedies for the violation of parking rules, as described below (“Method of Enforcing Rules and Regulations”).
5. Vehicle Stickers are required for all vehicles registered or stored in the Village. Passenger vehicles, recreational vehicles, and trucks must display a vehicle sticker in the lower corner of the driver’s side front window. Motorcycles and trailers will be provided with mountable medallions that must be displayed. Please see Village of Northfield website for further details at <http://www.northfieldil.org/179/Vehicle-Stickers>
6. Auxiliary off-site parking is available at the neighboring North Shore Senior Center. The specific rules regarding this parking are:

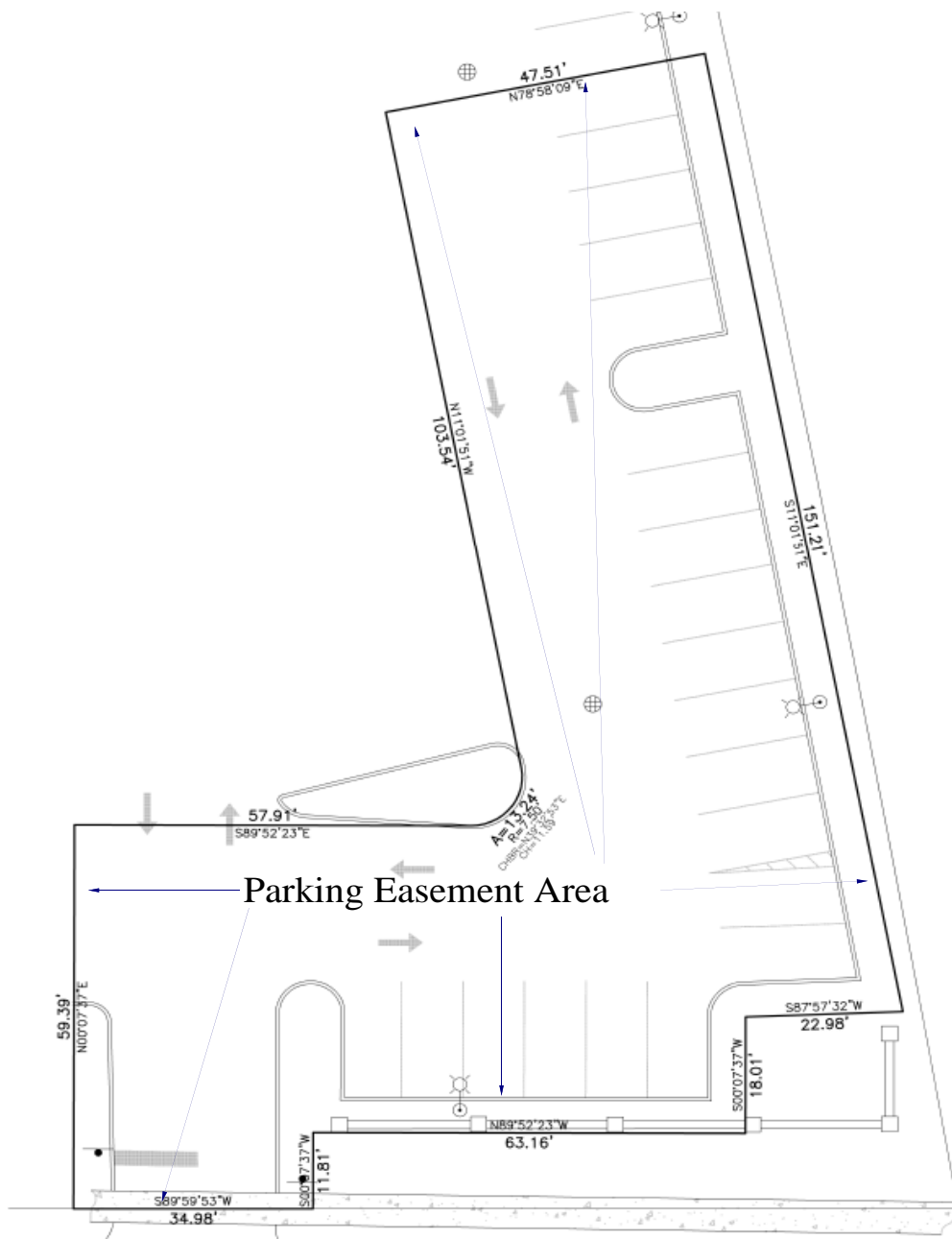
Restrictions on Use of Auxiliary Off-Site Parking. It is for use only during “Off Hours” (hereinafter defined) and only by the residents from time to time located at Northfield Mews Development, and for the benefit of said residents invitees and guests. The Off-Site Parking, the Parking Spaces, and the Parking Easement Area: (i) shall be used solely for the parking of automobiles (inclusive of motorcycles, scooters and the like), and (ii) without limitation to the foregoing: (1) shall not at any time be used for overnight parking unless same would fall within Off Hours, (2) shall not be used for parking work, vendor, or service trucks, and (3) shall not be used for container storage or other storage devices. In addition, Northfield Mews shall issue parking passes to the Northfield Mews residents which will be displayed on or viewable through the front windshield (or by other reasonable means for motorcycles or scooters) to identify their automobiles (inclusive of motorcycles, scooters and the like) and to allow for monitoring and compliance of use with the Off Hours. For purposes hereof, “Off Hours” shall mean the times and days of the week as set forth in the Off Hours Table below:

“Off Hours” Table:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
12:00 am - 11:59 pm	12:00am - 8:00am	12:00am - 8:00am	12:00am - 8:00am	12:00am - 8:00am	12:00am - 8:00am	12:00 am - 11:59 pm
	6:00 pm - 11:59 pm	6:00 pm - 11:59 pm	6:00 pm - 11:59 pm	6:00 pm - 11:59 pm	6:00 pm - 11:59 pm	

Off-Site Parking Easement Area Map:

Depiction of Parking Easement Area:



V. Refuse Storage and Removal – Village of Northfield Requirements

A. Refuse Storage

Refuse and waste must be stored in approved containers provided by Ownership. The containers shall be stored in the garage except on the pick-up day when the containers shall be in an accessible outdoor location for pick-up. Containers shall not be put out prior to 5:00 p.m. on the evening before pick-up day and must be put back inside garages by the end of the pick-up day. Containers for pet waste must be stored in garages or enclosed patio areas and may not cause an odor nuisance.

B. Refuse Removal

1. Each Unit will have once-a-week pick-up service by the disposal company approved by the Owner.
2. Refuse and waste will be picked up between 7:00 a.m. and 5:00 p.m. on the pick-up day. Waste containers shall not be left outside overnight on pick-up days.

VI. Pets

A. Pet Policy

Northfield Mews is a pet-friendly community. We welcome cats and dogs, with some breed restrictions, and a two-pet limit per unit. A one-time non-refundable pet fee per pet is required, along with a monthly pet rent.

B. Breed Restrictions

Our pet-friendly community welcomes most breeds of dogs. However, because certain dogs do not thrive in a community environment, we cannot accommodate the following breeds, dogs resembling these breeds, or mixes of these breeds: Akita, Alaskan Malamute, American Bulldog, American Staffordshire Terrier, Bull Terrier, Chow Chow, Doberman, German Shepherd, Husky, Mastiffs, Pit Bull, Presa Canario, Rottweiler and Wolf Hybrid. We also cannot accommodate exotic pets, such as snakes, rabbits, pigs, ferrets, monkeys, venomous or otherwise poisonous animals.

C. Pet Restrictions

Pets must not, in the opinion of the Owner, become or cause a nuisance. Pets shall not be allowed to run loose on the property or on Common Areas. In order to protect the landscaping, other pets, and residents and their guests, all pets shall

be walked on a leash. Appropriate walking areas include Common Areas (including areas adjacent to other Units), and Village sidewalks/parkways. Pet Owners and their caretakers will be responsible for picking up after their pets and must follow all pet regulations of the Village of Northfield. *Residents who own, dogs, or cats are required to register their pets for a one-time fee of \$25. Once a pet has been registered with the Village, residents are not required to renew this registration. A registration tag will be issued with the animal's name; the owner's name, address and telephone number; and a Village registration number. Please note that state and county laws require that animals have annual rabies vaccinations and tags.* Pets shall not be tied up outside any Unit or elsewhere in a Common Area and left unattended. Pet Owners and their caretakers will be responsible to prevent their pets from causing repeated or permanent areas of damage to grass or other landscaping areas, whether on their own or Common property.

D. Violations

Residents who have been notified in writing of a specific violation of the foregoing pet regulations and who continue to disobey the regulations are subject to remedial actions specified in "Methods for Enforcing Rules and Regulations" set forth herein and the applicable laws of the Village of Northfield.

E. Pet Fencing

Invisible pet restraining fences may not be installed.

VII. Use and Occupancy Restrictions

A. Residential Use

No Unit shall be used for other than primarily residential purposes. Each Unit shall be used as a residence for a single family, and for no other purpose, by the Tenant and his or her family. A single family includes an extended family or family-like group of related persons including parents, grandparents, children or persons "committed" to each other but does not include two or more roommates who have no connection other than sharing expenses.

1. Units left unoccupied for more than 14 days require notification to Owner.
2. Any occupant over the age of 18 must be listed on the Lease if residing in the unit for greater than 14 days.

B. Use of Common Areas

The Common Areas adjacent to Units shall be used only for access, ingress and egress to and from the respective Units by the respective families, residing

therein and their guests, household help and other authorized visitors, and for such other purposes which are incidental to the residential use of the Units.

C. Improper Activities

No unlawful, immoral, obnoxious or offensive activities shall be carried on in any Unit or elsewhere on the property, nor shall anything be done therein or thereon which shall constitute a nuisance, be unlawful or which shall be, in the judgment of the Owner, a cause of unreasonable noise or disturbance to others.

D. Businesses

Any resident who proposes to conduct any business in his or her Unit must comply with these Rules and Regulations and any applicable municipal restrictions. No business may be performed if such business involves the admission of visitors, customers or their pets for commercial transaction purposes or deliveries. There shall be no exterior evidence of the conduct of a business, including signs and advertising.

E. Mailboxes

Any defacing of mailboxes, including posting notices, advertising, etc. is against federal law.

F. Signs

No sign of any kind shall be displayed to the public view on or from any part of the Development (whether inside or outside a Unit) without the prior written consent of the Owner or its agent, except as permitted by these rules. Such signs shall be considered to be a nuisance and prohibited. No stickers shall be affixed to front doors. No "For Sale" signs shall be permitted on any personal property or for the sale of any personal property, including "garage sales". The Owner, in its sole discretion, may permit a community-wide garage sale day from time to time. One small, decorative "Welcome" or "Beware of Dog" sign (not a generic "hardware store type" sign) may be placed tastefully at the front and rear of a Unit.

G. Deck / Porch and Patio Storage

The decks / porches and patios shall not be used for storage, including but not limited to bicycles, toys and sports equipment.

H. Grilling

All outdoor grilling must comply with the applicable ordinances and restrictions of the Village of Northfield and the Ownerships' insurance carrier. Charcoal grills are prohibited.

Outdoor grilling is restricted to electric grills, natural gas grills with natural gas supplied through a gas line from the Unit, and propane grills which operate from a small (one (1) pound or less) propane tank. Propane grills with larger capacity tanks (over one (1) pound) are not allowed. No grill of any kind may be used on attached structures unless the manufacturer's installation instructions allow it to be placed on or near combustible surfaces. Even if permitted by the above rules, no grills may be placed or stored in any location other than a Unit's patio or deck. No grills may be used in any location other than a Unit's limited common area, patio or deck.

I. Fire Pits

No fire pits or outside gas/propane heater units shall be allowed.

J. Flags and Banners

Residents may display sports team flags and banners from the day before to the day after a game that the team is participating in.

U.S Flags and military flags of reasonable size may be displayed in accordance with Federal and State regulations.

All such flags and banners must be in good condition or they will be required to be removed or replaced. They shall be installed in a manner that does not cause modification, penetration, or damage to any surface maintained by the Owner or the Tenant will be responsible for restoration.

K. Recreational Equipment

There shall be no leaving or parking of baby carriages, playpens, swing-sets, bicycles, wagons, toys, vehicles, and the like or placing of benches or chairs on any of the Common Property, except during recreation activities as authorized or designated by the Owner. Such activities shall not interfere with the peaceful enjoyment of the Common Property by others. Tenants and occupants shall be responsible for any damage caused by them, their guests or invitees as a result of any recreational activities.

L. Security Systems

Residents may install security systems for their Units. They shall be installed in a manner that does not cause modification, penetration, or damage to any surface maintained by the Owner or the Tenant and any tenant will be

responsible for restoration. All such installations must be approved in advance by the Owner.

Camera security systems may be installed subject to the prior approval of the Owner. Residents requesting approval must submit a diagram showing proposed camera locations and tenant must agree in writing to be responsible for all costs of repairs and maintenance for building components maintained by the Owner. Systems may include no more than three (3) cameras. Cameras and cables shall use matching or compatible colors with the surface upon which they are mounted. Cables should be as short as possible and hidden where possible. No cameras can be mounted on or outside of railings or posts or be positioned above the soffit or gutter line. Cameras which are installed in "inside" attached Units shall be placed as close as reasonably possible to the boundaries (such as fences) with the adjacent Units. Cameras may not be aimed at adjacent Unit doors or windows. Following installation of a camera security system, residents shall provide "screenshot" photos of the field of view of each camera to enable the Owner's representative to determine whether the camera is appropriately positioned for privacy purposes only. All such photos shall be kept confidential. "Doorbell" camera systems may not be installed without Ownership approval. Interior security systems which do not affect the structural integrity of a Unit and do not visibly extend outside a Unit may be installed without Owner approval.

M. Amplified Noise

Residents may use outdoor speakers for their own personal entertainment they may not be mounted permanently. Where possible, they shall project sound in the direction of the Unit so as not to disturb other residents. All amplified noise levels shall comply with existing noise rules.

VIII. Television Antennas

Northfield, Illinois is equipped for cable television; therefore, it is available to all residents of NORTHFIELD MEWS. Television antennas, if any, shall be installed in attics and not be visible from the exterior of the building. Large TV dishes, ham radio towers, and other antennas are not allowed; however, a satellite dish approved by federal law or regulations may be installed if the Owner specifically approves the installation and location thereof in writing.

IX. Electricity and Heat

A. Electrical Service

Except in the event of an emergency or cause beyond control of the Tenant, the electrical service shall not be shut off or disconnected.

B. Heat

In order to prevent damage to an attached Unit, the temperature within each attached Unit shall not be reduced below fifty-eight (58°) degrees Fahrenheit except in case of an emergency or cause beyond the control of the Tenant.

C. Continuation of Service

In the event that the electrical service in an attached Unit is shut-off or disconnected or the temperature in an attached Unit is reduced below fifty-eight (58°) degrees Fahrenheit, the Tenant shall immediately contact the local utility providing the electrical service and/or heat and notify the Property Manager.

X. Detention and Fountain

There shall be no swimming, boating, fishing, skating, sledding or other activity in, around or on the detention area in the Development. There shall be no swimming, bathing or playing in fountain.

XI. METHOD OF ENFORCING RULES AND REGULATIONS

A. Reporting Violations

Any resident aware of an infraction of these Rules and Regulations should report it to the Property Manager / Owner in writing. The written report should include copies of appropriate documentation or other evidence of a rules infraction. Such reports will be kept confidential.

B. First Enforcement Action

Upon receipt of notice of an infraction of the Rules and Regulations, the Property Manager / Owner will send a letter to the offending Tenant and resident requesting compliance.

C. Additional Enforcement Actions

In the event that a resident does not correct a rules violation after notice, the Owner may take such action as it deems appropriate to enforce the rule. All remedies available to the Owner are cumulative and the selection of one remedy does not preclude the Owner from adopting additional remedies at its discretion. Remedies shall include the following:

- 1) Sending a second notice from the Owner.
- 2) Requiring the resident to appear before the Owner.

- 3) Initiating proceedings for enforcement of the rule through injunctive or other relief, including monetary damages.
- 4) Imposing a fine in accordance with a fine schedule adopted by the Owner.
- 5) Seeking such other relief that the Owner authorizes.

D. Financial Responsibility

Tenants shall be financially responsible for repair or replacement of goods or property negligently or willfully damaged, destroyed or stolen by a member of their household or their guest.

XII. MISCELLANEOUS

A. Addresses

All Tenants and occupants shall furnish Ownership with a valid address for mailing notices to them and a valid email address. Notices sent to those addresses shall be deemed to be valid.