



HOA COVENANTS & POLICIES

PERMIT PARKING POLICY

The **OBJECTIVES** of the Parking Policy are to prevent individuals who are neither owners/residents or guests of the community from using the property as a public parking lot, and to remove the vehicles of such individuals when they violate the community's public-stated (i.e., signed) policy.

The **REASON** for the Policy are that when individuals who do NOT belong in the community park in the community, our common area spaces reach full capacity faster & more frequently, preventing owners/residents & their guests from using these common area spaces that re there for their use. This, in turn, can lead to people parking in **UNAUTHORIZED AREAS** on the property, which results in owners/residents and guests being unable to comfortably navigate in/around the community, to & from their units, etc., and, in turn, poses safety hazards.

AUTHORIZED PARKING SPACES are those **lined, clearly-designated parking spaces space or one vehicle length in front of a garage.**—**ANYWHERE ELSE** in the common areas is **UNAUTHORIZED for parking**. Any vehicle parking in an Unauthorized Area MAY be towed, whether they are permitted or unpermitted. ALL Unauthorized Vehicles (i.e., “Unpermitted”) are at risk of being towed, regardless of whether they are parked in an authorized space, or an unauthorized area. In sum, permitted vehicles MAY be at risk if they are parked in an Unauthorized Area — ALL unpermitted are at risk of being towed, regardless of where they are parked.

Our Parking Policy is monitored by A-Mass Towing, which is located south of downtown. Impound Fees are \$200.00 or more, depending on the type of vehicle & other variables. **A-Mass's phone number, (317) 951-0200**, is documented on all Permit Parking Signage located throughout the community, in & around all common area sections.

FOUR DAY/96-HOUR RULE: No vehicle – with permit or not – shall remain in the same common area space for more than four **(4) consecutive days (i.e. 96 hours)**. Any vehicle parked in the same common area space for more than four consecutive days is **at risk of being towed**.

PET POLICY

Not Pets are permitted to run free on the property. Pet owners are required to clean up after their pets. To properly address offenses, resident reporting sightings of individuals not picking up after their pets are expected to report the unit# of the unit associated with the pet/pet owner. Sightings are to be reported to Leah Messmore at Kirkpatrick Management (lmessmore@ekirkpatrick.com).

Allowing pets to relieve themselves exclusively on the property causes deterioration to our property landscaping that is challenging & costly to remedy. Consequently, Residents are asked to walk their pets either **along the Monon Trail**, or **along the preserve at the north end of the property** (NOTE: NOT along preserve down by the sidewalk – **along the preserve on the edge between where the grass stops, and the**

preserver begins). Other than walking to & from one of these two designated dog-walking areas, pet owners are expected to NOT walk their dogs in and around the common areas of the community. Additionally, it's encouraged that dog owners train their dogs to refrain from relieving themselves in the common areas as much as possible – even when coming & going to the Monon Trail or the preserve area.

Dog Barking: Owners with dogs who have a tendency to bark are expected to train their dogs to **limit** – and preferably **cease** – their barking. Excessive dog barking becomes a violation of not only our pet nuisance covenant but our noise nuisance covenants. Units that have received complaints about their barking dog(s) shall receive letters notifying them of the Complaint(s).

Per **Article 6, Section 6.1 (f) of the HOA By-Laws**, “Any pet which, in the judgment of the Board, is causing or creating a nuisance, unreasonable disturbance, and/or noise shall be permanently removed from the Property within ten (10) days after written notice from the Board to the respective Owner.”

NOISE NUISANCE POLICY

Past 11pm the city's noise ordinance is in effect and the community obviously operates in accordance with this ordinance. In addition to time past 11pm, residents are expected to keep the volume emanating from their unit to a “reasonable level” so as not to disturb others in the Common and/or Limited Areas or in neighboring units. Additionally, if one owns a pet that tends to bark at outside activity, one is encouraged to discipline/train one's pet upon barking to ensure against continuous noise nuisance violations. If one gets politely approached by a neighbor requesting a reasonable reduction of volume from one's unit and/or from a surrounding Common/Limited Area, it is expected that such feedback be received in a respectful, responsive, and “neighborly” manner. Likewise, it is expected that all Reserve Owners/Residents understand that condominium living is a communal experience. Further, The Reserve at Broad Ripple is a community located within one of Indianapolis' most vital, active neighborhoods. Expecting the peace & quiet of the country or even suburban areas is not realistic. As neighbors, all are expected to work together, using “reasonableness,” from both sides of the issue, as the threshold metric.

TRASH/TRASH CAN POLICY

Trash is collected from Department of Public Works (DPW) and has issued 96 gallon carts by automated trucks. Each eligible residential unit is issued one cart. These carts are assigned to the home and must remain there if the resident moves. Put all trash in kitchen size (10 - 15 gallon) bags inside the cart and place cart as close to the curb as possible, but no farther than 2-3 feet away from the curb. Trash container must be set out by 7:00 a.m. on your scheduled day of pick-up and placed with arrows facing pick-up point (street).

Trash pick-up for the community is on Wednesdays. The exception is during weeks with a Monday holiday, at which time pick-up is on Thursday. Trash is to be placed outside Resident's garage **no sooner than Tuesday pm**. It is **preferred** all trash cans are **brought inside** Resident's garage by **Wednesday pm**. It is **required** that all trash cans are brought inside Resident's garage by Thursday. **Any trash cans not brought inside by Thursday will be removed from the property and discarded.**

DPW **will not take** boxes that are not broken down (this includes boxes filled garbage). When discarding multiple boxes, DPW requires the boxes to be broken-down and empty boxes to be tied/strung together to be picked up. Keep your cart at least 5 feet away from all objects and buildings.

DPW **will not take** demolition, construction, or discarded building materials such as lumber, drywall, brick, etc. If you should have any questions please contact the DPW at 327-5764.

SIGNAGE

The only signage permitted to be posted on units is signage from professional real estate brokers/agents and the Reserve at Broad Ripple custom signage. All other signage must be approved by the HOA Board in writing prior to posting. Reserve at Broad Ripple custom signage is the only allowable signage to post “For Lease” (i.e., “For Rent” not allowed), “For Sale By Owner,” or “For Lease or Sale By Owner” signs. The signs can currently be obtained from Dustin Brow (dustinbrown@indy.rr.com). The signs come in aluminum (\$30 deposit) for outside posting & corrugated (\$25 deposit) for inside posting.

Violators of this policy will be contacted immediately upon notice of the violation. Immediate compliance/cooperation is expected. A Remedial Assessment of \$35/offense/day after notice has been given will be assessed to the Owner of the unit with an unapproved sign.

GRILLING POLICY

Grilling with non-open-flame grills, such as “George Foreman” grills – any size- as well as the small, 14.1 propane tank grills are permitted to be used on balconies/decks.

ALL OTHER “Open-flame”/Gas grilling is NOT permitted on balconies/decks OR front porches at any time. This policy is in accordance with Local Fire Ordinance as well as our HOA By-Laws. Open flame grilling is permitted in front of garages. Provided you’re grilling in front of your garage – happy grilling!

SATELLITE DISH POLICY

Preference of U-Verse over Satellite Dishes: Please note, for the record, that the Board encourages residents to get **U-Verse** service over Satellite Dishes, primarily due to the architectural & aesthetic issues associated with Dish installation.

Architectural Request Form: In cases where one DOES wish to install a Satellite Dish, **Board approval is necessary** – i.e. an **Architectural Change Request Form** must be completed & submitted by the Owner to Kirkpatrick Management. Please contact Leah Messmore at lmessmore@ekirkpatrick.com for an Architectural Request Form & any questions.

Satellite Dishes are to be installed on the **rear of the unit/building** whenever possible. **not** the front. Currently, it is understood that buildings 1, 7, 10, & 11 do not receive signals to the rear of the units (Buildings 1, 7, 10, & 11 are the two buildings facing Westfield, the “middle” courtyard building facing south and the courtyard building facing east). When a signal is **not** receivable from the rear of a unit, installation on the railing of the unit’s French doors is permitted, with the exception of the three (3) courtyard buildings, the building adjacent to Broad Ripple Heating and A/C facing the pond and the building facing the Monon overlooking the pond (i.e. satellite dishes are NOT PERMITTED on the fronts

of any of these five buildings). In accordance with HOA By-Laws and to maintain the integrity and well-being of each building's structure/composition, satellite dishes are NEVER allowed to be installed on any "structural" part (e.g. frame, roof, siding, brick, etc.) of the building. Owners of units where this policy is violated are responsible for getting the satellite dish equipment installed per the policy, and are responsible for any/all costs associated with restoring structural and aesthetic damage/altering of their unit as a result of noncompliant satellite dish installation.

GROUNDS MAINTENANCE/PRESERVATION & PROPERTY AESTHETICS

Vulnerabilities to grounds maintenance deterioration fall into (4) GENERAL CATEGORIES, each of which has an associated Policy:

- A) **PET WASTE/RELIEF:** Review PET POLICY on page 1.
- B) **TRASH DAY/CAN POLICY:** Review Trash Can Policy on page 2.
- C) **VERANDAS/FRONT STEPS, FRENCH DOORS, BALCONIES:** Hanging towels, clothing, banners, etc. on one's French Doors, Balconies, Railings, etc. is NOT permitted. This is stipulated in our Covenants & Restrictions, explicitly. Essentially no material/items of this kind are permitted to be hanging in view of the Common Areas. Also, it is required that residents keep their Front Stoops/Verandas clean, uncluttered, and with limited, tasteful outdoor furnishings. If the Board/Kirkpatrick Management receives enough complaints about a particular unit having furnishings/items on their balconies or front stoops that seem excessive, non-tasteful, obtrusive, etc., that unit will be asked to remove/modify their space so that it is more in keeping with the aesthetic standard set by the majority of units within the community.
- D) **LITTERING/VANDALISM/PROPERTY DAMAGE:** Clearly, littering is not permitted on the Property. Owners/Residents are responsible for ensuring their Guests respect/honor our Property at all times, and Owners/Residents are held responsible for any policy violations committed by their Guests. Owners/Residents are encouraged to be PROACTIVE in informing Guests about the HOA's overall community standards & expectations in order to prevent violations from occurring, rather than seeking to address violations during or after the fact. When entertaining and enjoying Common Areas and Limited Areas (i.e. porches/steps), please leave all areas litter-free. Cigarette butts are NEVER to be disposed of on the property and garbage debris is never to be left on front stoops.