

A photograph of a garden with tulips in the foreground and a wooden fence in the background. The tulips are in various stages of bloom, with some showing vibrant orange and yellow colors. The background features a wooden fence and lush green trees under a bright sky.

TOWERS AT CHEESMAN PARK

RULES AND REGULATIONS

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COMMON AREA

1. The Common Area of Towers at Cheesman Park (TCP) shall not be obstructed or used for any purpose other than the intended use. TCP Common Area includes:
 - lobby and restrooms
 - Driveways and garages
 - exterior parking lot
 - elevators
 - entrances
 - exterior patio
 - landscaping
 - community room
 - billiard room
 - fitness center
 - laundry room
 - hallways
 - stairways
 - building storage areas
 - maintenance areas
2. No articles or personal property shall be stored on or in any Common Area. Except as otherwise provided in the Declaration, no resident shall perform any kind of alteration or contract any type of work to be done on Common Area.
3. Any damage done to the Common Area or common property by a homeowner, their tenants, family members, their guests, or pets shall be repaired or cleaned at the expense of the homeowner.
4. Common Area hallways and stairways of the building shall not be used for any other purpose other than ingress or egress. No trash, bicycles, or other such obstructive items shall be allowed to stand in the Common Area of the building.

ACCESS - BUILDING

1. Do not admit anyone in any entrance who you do not personally know is a current TCP resident.
2. Residents should use discretion and not issue the building door code to casual friends, contractors, delivery drivers, etc.
3. Never prop open any building entry door and leave it unattended.
4. All units were provided with a building access key. There is a \$50.00 fee to replace a lost key or obtain an additional key. Damaged keys will be replaced at cost when returned to Building Manager.
5. The homeowner's association is not responsible for the replacement of exterior keys which have not been passed on to new homeowner or have been lost.
6. All guests must use the entry system at the front door. Instructions for using the entry system:
 - 1) A guest arrives at the front entrance and dials resident's number on the directory
 - 2) Resident receives a phone call from the number 303-333-9980
 - 3) Resident confirms visitor's identity and presses the "9" key on telephone to release the front door
7. Solicitors, political campaign volunteers, and peddlers are not permitted.
8. A real estate open house is subject to the following:
 - a) Open houses are permitted only on Saturday and Sunday between the hours of 10:00 a.m. and 4:00 p.m.
 - b) The person/agent holding the open house must have two representatives: one representative in the lobby to provide prospective buyers with access into the building and to usher prospective buyers to unit, and one representative in the unit. No access into the building is allowed while lobby usher is away from lobby.

ACCESS – UNIT

1. It is strongly suggested that the Building Manager/Management have key access to all units and homeowner and resident phone contact information for all units pursuant to request by City of Denver Fire Department
2. Management will not enter a unit unless there is an emergency situation—smoke, gas, water leak, drain problem, or medical emergency. If an emergency, Management will first attempt to contact the homeowner/resident. If Manager does not have a unit key and is unable to reach homeowner/resident, a locksmith may be called and/or the door will be forced open at homeowner's expense.

BALCONY

1. Balcony shall be maintained in such condition as not to appear unsightly from the street.
2. Do not sweep debris off the balcony or allow water to drain off the balcony when cleaning as residue falls to lower balconies and windows.
3. Never throw anything including cigarettes off a balcony.
4. Do not drain waterbeds from balcony. Watering of plants must not affect other units.
5. Do not hang garments, clothing, towels, rugs, etc. from balcony railings.
6. On the exterior side, drapes and window coverings must be white or beige or such other color as approved by the Association. Balcony exterior paint must be the TCP-approved color.
7. Water drainage pipe must be kept free from blockage. Any modification to the balcony flooring that blocks or alters drainage causing damage to the unit and/or neighboring units is the responsibility of the owner.
8. Birdfeeders are not permitted. Refuse and bird nest construction and eliminations cause problems for other windows and balconies.
9. Balcony enclosures are not permitted.
10. High winds may blow non-secured items from balconies. Make sure all items are secured.
11. Charcoal grills are not permitted.
12. An electric grill or gas grill is permitted. Gas grills can only be used with a maximum 1 lb. propane bottle. No more than three 1-lb propane bottles can be stored on a balcony at any time. (City Ordinance and City of Denver Fire Code)
13. No pets may be housed on the balcony. Pets must not eliminate on the balcony.
14. Balcony shall not be used for storage. Bicycles may be kept on a balcony provided they are within the envelope of the balcony.
15. Flower pots or planters may not be hung outside balcony railing or on top of balcony wall.
16. Hot tubs are not permitted.

BULLETIN BOARD

1. A bulletin board for residents is located in the laundry room and is provided for general notices.
2. Inappropriate notices and flyers will be removed by management without notice.
3. Commercial notices must be approved by the manager.
4. Only Association notices may be posted in the elevator, entry, and hallways or any Common Area with exception of the laundry room bulletin board.

COMMUNITY ROOM and BILLIARD ROOM

1. Homeowners are responsible for the actions of their guests or tenants.
2. A letter of authorization from the respective homeowner is necessary before a tenant may reserve the Community Room or Billiard Room for a private event or gathering.
3. Private parties are allowed Sunday-Thursday between the hours of 9:00 a.m. and 11:00 p.m. and Friday and Saturday between the hours of 9:00 a.m. and 1:00 a.m.
4. Reservations must be made at least 24 hours prior to use.
5. Reservations are made with the Building Manager and require verification that homeowner's Association dues are current. A Community Room use agreement must be signed by the homeowner and/or tenant.
6. A deposit in the form of a \$100.00 personal check is required. The deposit will be returned provided the rooms are returned in the proper condition.
7. Damage to the building and/or Common Area properties and furnishings will not be tolerated and is the responsibility of the homeowner and/or tenant. Forfeiture of the damage deposit, and any additional fines and/or legal fees incurred are the responsibility of the homeowner.
8. There is 50-person occupancy limit for the combined Community Room and Billiard Room.
9. The homeowner and/or resident host is responsible for entry and exit of all guests, the conduct of guests, and for any damaged or stolen property. The homeowner or resident host must be in attendance at all times.
10. Pets are never permitted in the Community Room and Billiard Room.
11. Community and billiard room furniture must remain the rooms at all time. Do not take furniture out to the patio.

ELEVATORS

1. Avoid any activity that delays or prohibits use of the elevator. Do not hold the elevator doors as this may cause damage to the elevators.
2. Never wedge the elevator doors open. Use the hold button.
3. Immediately report any mechanical problems with elevator to the Building Manager.
4. Smoking is prohibited in the elevator—smoking is not permitted in any inside common area.
5. Clean up spills of any kind—food, beverage, etc.
6. Pets must be on a leash and always under control when on the elevator or traveling the hallways. Accidents do happen and it is pet owner's responsibility to clean up after a pet.
7. Only the north elevator may be used for moving and must be reserved with Building Manager. Installation of the wall padding is required and must be done by the Building Manager.
8. Deliveries requiring multiple trips should be scheduled through the Building Manager. Please measure furniture before purchase to be certain the furniture will fit in the elevator.
9. The elevator is to be cleaned following move-in, move-out, and/or contractor usage, and is the responsibility of the homeowner. Cost of any damages and potential fines may apply to the violation of this rule.

EXTERIOR UNIT WINDOWS and DOORS

1. No changes may be made to the windows, window frames and door frames on the exterior of the building without the written approval of the Board of Directors.
2. No object or debris is to be thrown out of any exterior window.
3. The portions of any window coverings or treatments that are visible from the exterior or the building shall be white or beige or such other color as may be approved by the Association.
4. Installation of new doors requires a permit

FITNESS CENTER/GYM

1. The fitness center is for residents and a maximum of two guests per resident.
2. All persons shall use the fitness center at their own risk.
3. Pets are not permitted in the fitness center, sauna, or steam room.
4. No food is allowed in the fitness center.
5. Residents and guests under the age of 14 are not permitted in the fitness center unless under the supervision of an adult resident.
6. The Association will not be responsible for personal items left unattended in the fitness center.
7. Fitness center is open 24 hours.

LAUNDRY ROOM

1. The laundry room is open 24 hours.
2. Remove your articles from the washer or dryer as soon as the cycle is finished.
3. Wipe washer clean after use and clean up spilled detergent or bleach.
4. Washers are not to be used for dyeing, bluing, etc., because of residue.
5. Remove lint from the lint screens after drying clothes and place in the trash.
6. Association laundry basket is to be returned immediately after use.
7. Report any mechanical problems to the building manager immediately.
8. Items left in the laundry room for more than 24 hours will be removed and discarded.
9. No laundry is to be brought in by non-residents.

LEASED UNITS

1. Homeowners leasing their units must provide an address and telephone number where the homeowner/agent can be reached. The homeowner shall also provide to Building Manager a copy of the lease agreement and the name(s) and telephone number(s) of all unit tenants.
2. The Governing Documents and Rules and Regulations shall be made part of all leases.
3. Each leased unit shall be for a period of time not less than six (6) months; short-term rentals, any type of rental or lease for a period of less than six months is not permitted.
4. Leasing of a unit for business purposes is not permitted.
5. Any non-homeowner residing in a unit shall be subject to these Rules and Regulations including all rights and liabilities contained herein. Penalties, fines and fees incurred by a non-homeowner of the unit shall be chargeable directly to the unit homeowner and shall be added to become due and payable per regulations stated in the Penalties, Fines and Fees section of this document.
6. Each homeowner shall be responsible for distribution of these Rules and Regulations to all tenants occupying said homeowner's unit.

MOVE-IN / MOVE-OUT

1. A minimum 48-hour notification of moves—in or out—is required with the Building Manager to schedule elevator use.
2. Move in/Move out hours:
 - Monday through Friday from 9 a.m. to 6 p.m.
 - Saturdays from 9 a.m. to 6 p.m.

No moves are permitted on Sundays or public holidays: Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and New Year's Day.
3. One move per day will be permitted.
4. Homeowners or renters must make arrangements for the installation of elevator protection pads with the Building Manager. The north elevator will be locked for the exclusive use of the person(s) moving.
5. All moves must be made through the garage. Contact the Building Manager for exceptions of moving small items or a single item.
6. Never prop any door open and leave it unattended.
7. The move in fee of \$150.00 (Monday through Friday) or \$250.00 (Saturdays) is required for a move-in. Costs not paid by resident will be billed to unit's homeowner.
8. Residents wishing to move-out on a Saturday must pay a move-out fee in the amount of \$250.00.
9. A \$500.00 fine will be imposed on any homeowner/agent/tenant who moves in a manner or at a time not authorized. Homeowners will ultimately be responsible for tenants in this regard.
10. All boxes and containers must be broken down before being placed in dumpsters or recycle bin.
11. Large item disposal (furniture or appliances) is the responsibility of the homeowner or tenant. Do not use the dumpsters or dispose of any furniture, large appliances, large electronics, etc. in the alley.
12. Used carpet and padding is to be disposed of off premises by the installer; the dumpsters are not to be used. The resident is responsible for vacuuming the elevator and hallways upon completion of installation.
13. Cleanup of the Common Area after a move or delivery is the responsibility of the homeowner/tenant.

NOISE

1. Residents should always exercise care in their unit, on their balcony, or in a Common Area to avoid making or permitting loud, disturbing, or objectionable noises. This includes loud conversations or music, amplified radios, stereos, television sets, barking dogs, musical instruments, activities, or devices that may disturb or tend to disturb residents of other units.
2. Noise should be kept to a minimum during the hours of 10:00 p.m. – 7:00 a.m. as restricted by the City and County of Denver Noise Ordinance.
3. Residents experiencing disturbances or objectionable noise may report the incident in writing to Building Manager. If the disturbance is severe especially during the nighttime hours, residents are encouraged to call Denver Police Non-emergency number 720-913-2000 to resolve the immediate problem. The incident should then be reported in writing to the Building Manager and Property Management Company for further resolution.

PARKING – GARAGE and SURFACE LOT

1. All parking is reserved; there is no guest parking at TCP. The parking garage and surface lot are the property of the Association. Individual spaces are the property of individual unit homeowners for their exclusive right to use. A space owner may allow a guest to park in his/her space at the homeowner's discretion.
2. Any resident who finds an unauthorized vehicle in his/her parking space may call the designated tow company to have that vehicle immediately towed at the vehicle owner's expense.
3. A vehicle(s) parked in any area not expressly designated for parking is subject to tow at vehicle owner's expense.
4. No recreational vehicles may be parked in the garage or on the surface lot.
5. There is a limit of one vehicle per space on the surface lot.
6. Personal property of any kind shall not be stored on the parking deck or in the garage with exception of Individuals with a garage space may store up to two bicycles or one motorcycle in addition to an automobile.
7. Homeowners may choose to rent or temporarily exchange their parking space(s) with another homeowner or tenant; homeowner is not permitted to rent or assign a space to a non-resident.
8. Homeowners and tenants are responsible for cleaning up fluids that leak from their vehicles. Owners of vehicles that have been leaking and have received notice to repair the leak have ten days to comply with the order or the vehicle must be removed from the garage or parking deck. Vehicles that do not comply will be subject to tow. Any required cleaning of leaked fluids is subject to a time and material fee.
9. No vehicle washing, maintenance, or repairs are allowed in the garage or on the deck. Only minor repairs of an emergency nature may be made.
10. Never block the garage door open unless the open door is attended and prior notification has been given to the Building Manager.

PATIO

1. Patio grills are first come, first served, unless reserved with the Community Room.
2. Pets are not allowed on patio or in back yard.
3. Residents using the patio and/or grills are responsible to clean up after use.
4. Community and Billiard room furniture must remain in the rooms at all time. Do not take furniture out to the patio.
5. Noise should be kept to a minimum during the hours of 10:00 p.m. – 7:00 a.m. as restricted by the City and County of Denver Noise Ordinance.

PETS

1. Pets must be on leash and under the control of the pet owner/pet walker while in or on any Common Area in accordance with Denver Animal Ordinance – Leash Law. The Common Area includes:
 - hallways
 - stairwells
 - elevators
 - lobby
 - building entranceways
 - garage / parking deck
2. Pets are not permitted in the Community/Billiard room, fitness center, patio/backyard or laundry room.
3. No pet may be leashed or confined to any stationary object in a Common Area.
4. No pet may be housed or permitted to eliminate on balconies.
5. No pet may use the Common Area including sidewalks, patio or backyard for waste elimination.

PETS (continued)

6. The unit owner of the pet is responsible for immediately cleaning, including sanitation of any area soiled by the pet. The owner will be responsible for the cost of any damage to the Common Area caused by the pet.
7. It is the responsibility of the pet owner to immediately and properly dispose of solid waste elimination by the pet. The unit owner will be held responsible and liable for any property damage, injury to persons or other pets, or disturbance that their pet(s) have caused or inflicted.
8. There is a limit of 2 dogs per unit.
9. No livestock, poultry, or other animals other than household pets may be kept.

PLUMBING / HVAC REPAIRS and MAINTENANCE

1. Plumbing repairs should be done by qualified, licensed, and insured plumbers. Qualified HVAC contractors should service HVAC blowers. Damages to other units or Common Area are the responsibility of the unit owner.
2. Filters in the heating/air conditioning vents should be changed at least twice a year, preferably in the spring and fall when building transitions from heat to air conditioning.

RECYCLING

1. A TCP recycle bin is located in the alley on the east side of building.
2. The recycle bin is locked; keys are available from the Building Manager.
3. Items that can be recycled include clean aluminum cans, metal, paper, cardboard, glass, and plastics. There is no need to separate recyclable materials. If you have questions or would like information, visit www.republicservices.com/residents/all-in-one-recycling

RENOVATIONS, REPAIRS, and CONSTRUCTION

1. All construction must comply with City Building Codes and TCP regulations/requirements.
2. All contractors working on the premises must provide proof to the Building Manager of proper licensure and permits as required by the City and County of Denver. Additionally, contractors must provide proof of insurance coverage to the Building Manager prior to the commencement of any work.
3. Construction or repair work is limited to the hours of 8:00 a.m. to 7:00 p.m. Monday through Saturday. Construction is not permitted on Sundays or Holidays. Delivery or removal of construction materials is not permitted on Saturday or Sunday.
4. Prior notice of planned renovation or construction projects, which involve electricians, plumbers, or contractors, must be given to the Building Manager at least three days in advance of the proposed start date. The project will be evaluated by the Building Manager for its potential effect on Common Area or other units. Advance notice is also needed for coordination of use of elevator or loading areas, utility shut-off, or clean up issues.
5. Homeowners are responsible for their contractors and cleaning the Common Area of any construction debris.
6. Hallways and Common Area are not to be used for storage of building materials including old or new carpeting, tiles, fixtures, etc.
7. Major debris must not be disposed of in TCP dumpsters. Contractors are responsible for removing and discarding major debris at an off-property location.
8. If a renovation involves large items (countertops, cupboards, bathtubs, etc.) homeowners must make arrangements with the Building Manager for the installation of elevator protection pads at least 48 hours in advance. Delivery of large items must be made through the garage.
9. Daily cleanup of the Common Area after a construction project is the responsibility of the owner/tenant.
10. A \$150 fine and any related costs will be imposed on any homeowner who fails to adhere to the above rules.

SECURITY

1. This is a limited access building, not a secured facility. Access is limited to anyone with a door code or key. Please use caution when giving out the door code or key; do not issue the building door code to casual friends, contractors, delivery drivers, etc.
2. Doors to and from the building should be kept securely closed and locked at all times.
3. Access doors are not to be propped open. Close any doors that are propped open and unattended.
4. Unit doors should be kept closed for fire safety and security at all times.

SIGNS and ADVERTISEMENTS

1. No "For Sale" or "For Rent" signs, posters or any other type advertising may be posted outside or inside the condominium building except one sign may be posted on the inside of a unit window.
2. No advertisement, sign, artwork, notice or other lettering shall be exhibited, displayed, inscribed, painted, or affixed on the common property within view of the Common Area or exterior of the building without the prior written approval of the Board of Directors.

SMOKE and CARBON MONOXIDE DETECTOR

1. Homeowners are responsible for the maintenance of smoke detectors in units. Carbon Monoxide detectors are also now required in all units. The detectors must be checked on a semi-annual basis and batteries replaced twice a year.
2. An annual certificate of compliance must be completed and signed and returned to the Building Manager. The City of Denver Fire Department and Building Inspectors will enforce this ordinance. Failure to comply may result in a penalty to unit homeowner.

SMOKING

1. Smoking is not permitted within any inside Common Area of the TCP property.
2. Smoking is not permitted within 15 feet of any building entrance.
3. Any damage to a Common Area that results from smoking is the responsibility of the unit owner
4. Never throw a cigarette from a balcony.
5. Dispose of cigarette butts in appropriate collection receptacles.

SOLICITATION

1. Selling products, collecting for charities, or solicitation of any kind is prohibited.

TRASH

1. Trash must be placed in the trash dumpsters on the main floor, north entrance.
2. Trash must be enclosed in a tightly sealed bag.
3. Boxes must be broken down and placed in a dumpster or preferably in the recycle bin.
4. Furniture, appliances, electronics, televisions, and/or construction debris may not be placed in the Association's dumpsters or in the alley. Electronics, televisions, and large items require a special disposal and/or pickup and the cost for disposal is the responsibility of the homeowner. Contact the Building Manager if you'd like assistance locating a disposal service.

VIOLATIONS

1. The Association encourages the “neighborly” approach and asks that residents first communicate with each other regarding a perceived violation of any laws, policies, and/or rules and regulations in an attempt to resolve any problems.
2. A report of violations of the Rules and Regulations must be made in writing to the Building Manager or Management Company. Anonymous reports will not be accepted.
3. Any owner-to-owner dispute which the Board of Directors finds not to be a violation of the Rules, Bylaws or Declarations must be settled between the unit homeowners themselves.

PENALTIES and FINES (Governance Policies)

1. The monthly installment of the annual assessment is due on the first calendar day of each month. Any such installment not received by the Association in the place designated by the Association by the 10th day of the calendar month in which the same becomes due will be subject to a late charge in the amount of \$25.00 per month or any part thereof. Further, an additional late charge in the amount of \$25.00 would be due and payable for each calendar month thereafter, applied as aforesaid, until said installment is received by the Association.
2. Unless a fine is specified for a particular violation, the fine schedule for violation of these Rules and Regulations is as follows:
 - First occurrence: Written notice of the violation
 - Second occurrence: Written notice of the violation and a \$50.00 fine.
 - Third occurrence: Written notice of the violation and a \$100.00 fine
 - Occurrence thereafter: The fine will double for each offence of the same rule
3. All fines shall be due and payable immediately upon the decision of the Board of Directors at a hearing held at the fined unit owner’s request. Should no hearing be requested by the unit owner, the fine will be due and payable upon notice of such fine.
4. Any fine/penalty assessment not paid within ten (10) days after the due date will be assessed an interest charge of twenty-one percent (21%) plus a \$10.00 per month late charge, if applicable.
5. The Association shall be entitled to take such action and perform such work as specified in these Rules and Regulations or as otherwise permitted or required by law prior to, in the absence of, or during any hearing held pursuant to these Rules and Regulations.
6. The owner(s) of each unit shall be personally, jointly and severally liable for all levied fine/penalty assessments. If the fine or penalty assessment is not paid within ten (10) days, the Association may, at its discretion, take appropriate legal action or inequity, or both against any owner personally obligated to pay the same, for recovery of said assessment plus late penalties.
7. Violation of Renovation and Repairs rules will result in \$150 fine and appropriate costs
8. Violation of the Move-in / Move-out rules will result in a \$500 fine.