

Rules and Regulations
La Fontaine Owners Association

UPLOADED
1/20/2024

**RULES AND REGULATIONS
OF LA FONTAINE OWNERS ASSOC., INC.
DECEMBER, 2018**

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**RULES AND REGULATIONS
OF LA FONTAINE OWNERS ASSOC., INC.
*Revised December, 2018***

- 1) All defined terms used in these Rules and Regulations (“Rules”) shall have the same meaning given to them in the Amended and Restated Declaration of Condominium of La Fontaine (“Declaration”), Articles of Incorporation of La Fontaine Owners Association, Inc. (“Articles”) and Amended Bylaws of La Fontaine Owners Association, Inc. (“Bylaws”) (collectively, the “Governing Documents”) unless otherwise indicated or unless the context clearly indicates otherwise. To the extent (if any) that any provisions contained herein conflict with any provisions in the Governing Documents, the provisions in the Governing Documents will control.
- 2) All use of the property comprising the Condominium shall be in accordance with the provisions of the Declaration, Bylaws, Articles and these Rules.
- 3) These Rules shall apply to each Unit Owner and family and/or their guests, employees, agents, lessees and their guests, employees and agents. Each Unit Owner shall be responsible for the actions of such family, guests, employees, agents and lessees.
- 4) Enforcement of these rules and regulations shall be as follows:
 - a. The Association, acting through its Board of Directors, has the power to assess charges against any Unit Owner for any violation of the condominium instruments or the rules and regulations for which such Unit Owner or his family members, tenants, guest or other invitees are responsible.
 - b. Before any such charges may be imposed, the Unit Owner shall be given an opportunity to be heard and to be represented by counsel before the Board of Directors.
 - c. Notice of infractions will be mailed to the owner allowing 7 days to remedy the situation.
 - d. If the matter has not been corrected, the Unit Owner will be called to a hearing. Notice of this hearing shall, at least 14 days in advance, be hand delivered or mailed by registered or certified United States mail, return receipt requested, to such Unit Owner at the address or addresses required for notices of meetings pursuant to the Virginia Condominium Act.
 - e. Failure of owner to appear at the hearing will not delay the Board’s procedure in adjudication or levying a charge if warranted.
 - f. The amount of any charges so assessed shall not exceed (\$50.00) fifty dollars for a single offense, or (\$10.00) ten dollars per diem for any offense of a continuing nature, and shall be treated as an assessment against such Unit Owner’s Unit for the purposes of the Virginia Condominium Act and the condominium instruments.
- 5) If a Unit Owner desires to make a change to his Unit that would require an exception to these Rules, the Unit Owner may submit an application for such (which can be obtained from the community manager) and submit it for consideration by the Board

of Directors. The Board of Directors may grant, withhold, or condition its approval of such in its sole and absolute discretion.

- 6) All Units shall be occupied and used by their respective owners only as a single family dwelling for such owners, their guests, tenants, social guests and other invitees and for no other purpose whatsoever. No more than 2 unrelated adults may occupy a Unit. No Unit Owner may rent or lease his Unit except in accordance with the provisions listed in the rental section of these Rules.
- 7) No in-home business may be conducted in any Unit that would involve visitation by associates, clients or potential clients for the purpose of conducting business.
- 8) Owners must have insurance policies that must include La Fontaine Owners Association, Inc. as the Certificate Holder and/or an additional insurer, with liability policy limits for no less than \$500,000 and a casualty protection recommended at an amount of at least \$70,000.
- 9) No sign, advertisement, notice or other lettering, painting, ornament, or bric-a-brac shall be exhibited, inscribed, painted or affixed on any part of the Common Elements, in the window(s), or upon the door(s) of any Unit without the prior written consent of the Board of Directors. Such prohibited items shall include, but are not limited to, bird feeders, flowerpots, chimes, flags, lanterns and ornaments of any kind, statuary, seasonal objects or For Sale signs. The American Flag not exceeding 12 inches by 24 inches may be displayed. No object in/on the patio or balcony of any unit may be visible above the fence railing except for an umbrella and the tops of potted plants. No towels, rugs or items of clothing may be draped on the fence. The painting of fences is the responsibility of the Association. Unit Owners must give access, when necessary, to allow painting to occur.
- 10) A door wreath or decoration, if kept in good condition, is permitted year round on the main entrance door of the Unit. Such decoration shall make no sound and shall contain no electrical illumination or wiring. Decorations shall not block the Unit number. No decorations will be permitted to be hung from the eaves or on the exterior of the building. Holiday specific decorations, which may include lights, must be removed within three weeks after the holiday. Seasonal decorations are not permitted on the Common Elements.
- 11) Any unauthorized items/plants in the Common Elements are subject to removal and may be removed at the discretion of the Board of Directors and are not subject to the formal enforcement procedures.
- 12) Fire Loss Prevention items include:
 - a. No gasoline, flammable liquids, including propane, or other hazardous substances may be stored on the property or in any portion of a Unit, or in or on the Common Elements or Limited Common Elements. The foregoing storage prohibition includes the compactor and its surrounding areas.

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- b. No grills besides those that are electric are allowed in the La Fontaine Community. An adult must stay with the grill while in use in any area of La Fontaine, including patios and Common Elements. (NOTE: The Statewide Virginia Fire Protection Code requires that no charcoal or open-flame cooking may be operated on balconies or within 10 feet of combustible construction, including vinyl siding and wood or vinyl fencing. In addition, storage tanks for grills are prohibited on balconies, within 10 feet of combustible construction, or inside a dwelling unit. This eliminates everything but electric grills.).
 - c. All dryers must be connected with foil or metal duct vent dryer hose.
 - d. Dryer duct vents will be professionally cleaned by the association every (2) two years on a rotating schedule. When notified, each unit owner must make an appointment with the management office to have the service completed. Unit owners may arrange alternate cleaning, at their expense and must submit a receipt to the community manager within 30 days that the service has been completed. Failure to comply would constitute a violation of a continuing nature.
- 13) Water Loss Prevention items include:
- a. All washing machines water service must be connected with braided steel hoses.
 - b. Unit Owners are responsible for keeping their air conditioner serviced on a routine basis, checking specifically for water leaks and blocked condensation drainage pipes.
 - c. Unit Owners and tenants occupying units are responsible for periodically checking the plumbing, including but not limited to, water heaters, under the cabinets in the kitchen and bathrooms, commodes, showers, tub, ice-making refrigerator, dish washers and washing machine connections, to make sure there are no leaks developing, which could cause damage to the unit or to adjacent Units.
 - d. The management company must be notified of any leaks. Repairs to leaking water lines or fixtures must be made immediately by the Unit Owner.
- 14) The exterior sides of all window coverings, including shades, drapes or other decorative furnishings shall be white or off white. Window coverings must be kept in good repair. Heat control window film on windows and patios must be professionally installed with the prior approval of the Board of Directors. Film may not be tinted and must be transparent and not mirrored.
- 15) No improvements may be constructed on, or alterations made to, the Common Elements, Limited Common Elements (patios, balconies and stoops) or on the property without the prior written consent of the Board of Directors. Such prohibited improvements shall include, but not be limited to, any additional buildings, terraces, patios, balconies, sidewalks, doors, screens, jalousies, driveways, walls, fences, awnings, or windows, or the enclosing of patios or balconies. No exterior part of a Unit shall be repainted in any color other than the existing colors.
- 16) Maintenance and replacement of the exterior main entrance door and light fixture hardware, including unit numbers, is the responsibility of the Unit Owner. All replacements or any additions to hardware and lighting fixtures must be submitted to

the Board of Directors, or its authorized committee, for approval before any such additions or replacements shall be made. Painting of door(s) is the responsibility of the Association. Unit owners must give access to allow painting to occur. The globe fixtures on the fences are to be maintained by the Association. Contact the management office for assistance in changing the bulb.

- 17) Full view white storm doors are permitted. Board of Directors must approve the door before installation.
- 18) Mulch beds are Common Elements. Annuals or perennials which do not interfere with the maintenance of the building, fences or landscaping may be planted only in the existing mulch beds adjacent to units. No other items are permitted, including but not limited to shrubs, trees, ground cover, climbing plants and vegetable plants. The Unit occupier must maintain all such plantings or authorized personnel will remove them. No plantings shall be put around trees, light poles, transformers, etc. No artificial plants or flowers are permitted. No decorative items, pots, bricks, rocks or other edging materials may be put in or around any bed, walkway, fence, etc. without prior approval of the Board of Directors.
- 19) No planters may be attached to the exterior of the Unit or fence. All planters must be inside the patio area. No planters or pots are permitted to sit on fence railing as this allows water to penetrate the wood and cause rot. A single Shepherd's Hook is permitted, as long as it is inside the patio area. Trellises are not permitted. Climbing plants are not permitted.
- 20) Patios and porches must be kept reasonably clean and free from unsightly objects. Tools, sporting equipment and other equipment must be kept within a Unit or permitted storage area. The globe fixtures on the patio fences are to be maintained by the Association. Contact the management office for assistance in changing the bulb. Units with porch/stoop are permitted to have potted plants on the porch/stoop. Pot size is not to exceed 18 inches in diameter. Any porch/stoop, which is in excess of 6 feet in length, is allowed to have a bench. A patio umbrella is allowed and must be a solid color. Bird feeders are not allowed.
- 21) Any television, radio antenna or satellite dish must be professionally installed and not attached to the building, roof or fence (must be free standing on the patio). Unit Owners will be responsible for any damage caused by installation and the physical antenna or dish.
- 22) The trash compactor enclosure is accessible with a pass key between the hours of 7:00 a.m. and 9:00 p.m., 7 days a week. The compactor is available for small household trash and shall not be used as a dumping ground for large items or any other waste. All other types of personal trash and recyclables may be taken to the James City County Trash and Recycle Center at 107 Tewning Road or the Jolly Pond Road facility. Trash and recyclables may be temporarily stored on a Unit's patio in a proper container but may not be placed on any Unit's porch or stoop. No gasoline,

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flammable liquids or other hazardous substances may be placed in the compactor or the surrounding area.

- 23) The following provisions relate to vehicles and parking in the La Fontaine community:
- a. All vehicles must be in good working order and have a current, valid license plate and inspection sticker to be kept on or allowed on the Condominium Property.
 - b. Unit Owners are financially responsible for oil leaks and other damage done to parking areas occupied by owner or tenants.
 - c. No work or maintenance may be performed on the Condominium Property on any vehicles, except for minor repairs such as changing a flat tire, replacing a headlight, jumping a dead battery or having a windshield professionally installed.
 - d. Washing vehicles on Condominium Property is not permitted.
 - e. Vehicles with un-muffled motors or other loud accessories are not permitted on the property.
 - f. No boats, campers, recreational vehicles, buses, motor vehicles (other than those of a private passenger type, in good working order) nor any similar vehicles may be parked or stored on the Condominium Property.
 - g. Vehicles with ladders, pipes, etc., displayed outside of the vehicle and/or tools or equipment visible on or in the open bed of a vehicle are not permitted except for temporary use by outside contractors.
 - h. Commercial vehicles used by owners are allowed if they are well maintained and can fit into a parking spot. The Board of Directors reserves the right to determine what constitutes a commercial vehicle.
 - i. No Unit may occupy more than three parking spaces on a daily basis. Visitor designated parking spots are not reserved or assigned to any specific unit.
 - j. Storage of owner, lessee, or guest vehicles for a period of longer than 7 days is not permitted in the visitor parking spaces, unless approved by the Board of Directors.
- 24) Skateboards are not allowed in the La Fontaine community. The use of drones must follow all state and federal regulations.
- 25) Shipping/moving containers (PODS) shall be allowed upon the premises provided that they are not used on site for more than 3 days.
- 26) Solicitation on the grounds of the La Fontaine community is not allowed.
- 27) No Unit Owner may rent or lease their Unit except in accordance with the following provisions:
- a. The number of rental units in the La Fontaine complex is limited to 32. A waiting list for owners who wish to rent is maintained after the maximum number of rental units has been filled. Owners may apply to be included on the list by written request to the Board of Directors.
 - b. No lease shall be made except upon a written form containing a provision requiring the lessee to comply with the Governing Documents and, these Rules

- and all other regulations of the Association, as if the lessee were the owner of the Unit.
- c. When a rental Unit is sold it reverts back to owner-occupied status. Those on the waiting list will be polled by the Owner's date of request, from earliest to most recent, to fill the vacated slot. Once approved, a Unit Owner has 90 days to lease the Unit or the vacated slot will revert to the next Owner on the waiting list.
 - d. A Unit Owner may apply to the Board of Directors for permission to rent on a temporary basis due to hardship. Hardships include financial, military obligation, illness, non-permanent job transfer, and documentation must be submitted with the application. Hardship waivers, when granted, are valid for only (1) one year and must be reapplied for each year. Hardship waivers will not be granted for a cumulative period of more than (2) two consecutive years.
 - e. No Owner(s) with delinquent assessments, charges, and/or fees shall be allowed to rent their Unit.
 - f. No Unit Owner shall lease their unit for a period of less than 12 months. No Unit Owner will be permitted to re-rent the unit if their tenant vacates the premises before the 12 month period has expired, unless the Owner has approval from the Board of Directors.
 - g. No Unit Owner(s) shall lease their Unit except for residential purposes. No more than 2 unrelated adults may occupy a Unit.
 - h. A Condominium Unit shall be deemed leased by a Unit Owner(s) for the purposes of these Rules and Regulations, whenever it is occupied by a third party, not a member of the Unit Owner's immediate family.
 - i. No Unit Owner(s) shall lease their Unit unless at least one of the lessees, who will actually occupy the Unit, is at least 18 years of age.
 - j. Notification of a lease shall be delivered to the Association, care of the management company, by the Owner-Lessor within 10 days of occupancy by the lessee. Included in or provided with the notification shall be the full name of each occupant-lessee, telephone number and the one year lease dates. (inception and expiration) Leases made in violation of these provisions shall be voidable at the option of Board of Directors. Each Unit Owner shall be required to institute legal proceedings to evict any lessee for cause when so directed by the Association due to any violations of the Governing Documents or these Rules.
 - k. As a processing and administrative fee, the Unit Owner/lessor shall pay to the Association a fee of \$100, assessed January 1st of each year for each Unit leased. This fee is pro-rated during the initial year at \$8.33 per month. This fee is non-refundable and shall be added to the general revenues of the Association.
 - l. Owners/lessors will be responsible for any damage caused by lessees to Common Elements and Limited Common Elements.
 - m. In addition to the insurance requirements for Unit Owners, all tenants are required to carry liability insurance policy limits of no less than \$500,000.
- 28) With respect to pets:
- a. No animals or reptiles of any kind shall be raised, bred or kept in any Unit or on the Common or Limited Common Elements, except small dogs (of no more than 25 pounds when fully-grown), small cats, or other normal small household pets, not to exceed 2 per Unit.

- b. Subject to the limitations contained herein, a pet may be maintained in a Unit as long as it is not a nuisance. Actions that will constitute a nuisance include, but are not limited to, abnormal or unreasonable crying, barking, scratching or unhygienic offenses.
- c. All pets shall be considered to be indoor pets and may not be kept on the patio without the Owner being present with the animal. _
- d. Pets are not to be chained or tied to or on any Common or Limited Common Elements.
- e. Pets shall be kept on a leash when taken from a Unit and shall not be allowed to run loose.
- f. "Pooper-scoopers" and plastic bags are required equipment of a resident, when a pet is outside the Unit. Any feces deposited must immediately be removed and properly disposed of by the Owner. No disposal of feces into outside drains is permitted.
- g. All pets must be registered with the management company and licensed and inoculated as required by law.
- h. Pet owners are fully responsible for any personal injuries or property damage caused by their pets.
- i. Removal of pet(s) may be required for recurring violations of the Rules or Governing Documents.

29) The following provisions relate to the La Fontaine pool:

- a. There is no lifeguard on duty. All persons using the pool do so at their own risk and agree to conform to the rules and regulations.
- b. It shall open for the summer season at 9:00 a.m. on the Saturday before Memorial Day and close at 9:00 p.m. on Labor Day. The pool is open from 9:00 a.m. until 9:00 p.m. daily. The gate automatically locks each evening.
- c. No one is permitted in the pool area or in the pool beyond the hours listed in the item above.
- d. A responsible person of at least 16 years of age must accompany children under 12 years of age.
- e. All residents or guests are required to use a key to enter the pool.
- f. All residents and guests must sign in upon entering the pool. Any resident or guest who refuses to sign in will be asked to leave the pool area.
- g. No one is permitted in either of the two (2) aeration fountains on the edge of the pool.
- h. The hours of 9:00 a.m. to 10:00 a.m. and 5:30 p.m. to 6:30 p.m. are reserved for lap swimmers. All other swimmers may enter the pool at the end of these two (2) sessions.
- i. Any person who is permanently or temporarily incontinent or not fully potty-trained must wear appropriate waterproof clothing while in the pool. Appropriate waterproof clothing includes protective swim diapers or other clothing which prevents human waste from being discharged in the pool.
- j. Persons wearing bandages or suffering from open abrasions, sores, nasal or ear discharge, inflamed eyes or similar conditions are prohibited from entering the pool.

- k. Persons under the influence of alcohol or drugs are prohibited from entering the pool.
- l. No pets are allowed in the pool area.
- m. Drinking and eating while in the pool is not permitted.
- n. No glass objects are allowed within the enclosed area of the pool.
- o. No disturbance or foul language will be allowed.
- p. Noise levels must be kept to a reasonable level.
- q. Smoking, vaping and all fire materials are prohibited.
- r. The pool shower should be used before entering the water.
- s. No diving, running, dunking or rough play is allowed in the pool.
- t. No flotation devices more than a maximum length of 4 feet are permitted in the pool.
- u. No sharp toys or objects are allowed in the pool.
- v. All refuse must be placed in the trash containers provided.
- w. Pool phone is provided for 911 calls in case of emergency.
- x. Residents are permitted up to five (5) guests in one visit. All guests must read the Pool Rules and sign in with their name, along with the Unit number and name of the Owner they are visiting.
- y. Parties of more than five (5) guests, but no more than fifteen (15), must be prearranged with the chairperson of the pool committee. Residents must remain with their guests during such events. The pool remains available to other residents during such events.

LA FONTAINE RESERVED PARKING ASSIGNMENTS

(03/16/2002) Revised 05/22/19

BLDG 100	Unit	Space	BLDG 500	Unit	Space	BLDG 900	Unit	Space	BLDG 1300	Unit	Space
	101	9		501	89		901	204		1301	294
	102	7		502	87		902	202		1302	292
	103	4		503	85		903	198		1303	290
	104	3		504	83		904	194		1304	287
	105	1		505	81		905	192		1305	283
	106	23		506	127		906	190		1306	281
	107	21		507	126		907	188		1307	279
	108	19		508	124		908	186		1308	277
	109	17		509	122		909	207		1309	298
	110	12		510	120		910	205		1310	296
BLDG 200	201	34	BLDG 600	601	144	BLDG 1000	1001	232	BLDG 1400	1401	307
	202	32		602	147		1002	230		1402	305
	203	29		603	141		1003	228		1403	303
	204	27		604	139		1004	226		1404	301
	205	56		605	137		1005	224		1405	299
	206	54		606	132		1006	220		1406	322
	207	52		608	130		1007	218		1407	320
	208	50		607	131		1008	216		1408	318
	209	42		609	149		1009	214		1409	316
	210	37		610	146		1010	212		1410	310
BLDG 300	301	65	BLDG 700	701	157	BLDG 1100	1101	251	BLDG 1500	1501	339
	302	64		702	155		1102	248		1502	337
	303	62		703	153		1103	246		1503	335
	304	58		704	152		1104	242		1504	333
	305	59		705	151		1105	240		1505	329
	306	60		706	154		1106	238		1506	327
	307	61		707	150		1107	236		1507	325
	308	69		708	148		1108	234		1508	323
	309	68		709	159		1109	255		1509	343
	310	67		710	158		1110	253		1510	341
BLDG 400	401	79	BLDG 800	801	165	BLDG 1200	1201	264	BLDG 1600	1601	99
	402	78		802	164		1202	262		1602	101
	403	77		803	163		1203	260		1603	103
	404	76		804	162		1204	258		1604	105
	405	75		805	161		1205	256		1605	107
	406	74		806	167		1206	276		1606	110
	407	73		807	168		1207	274		1607	112
	408	70		808	169		1208	272		1608	114
	409	71		809	170		1209	270		1609	116
	410	80		810	171		1210	268		1610	118

LA FONTAINE POOL SHALL OPEN FOR THE SUMMER SATURDAY BEFORE MEMORIAL DAY AND CLOSE AFTER LABOR DAY. THE POOL OPENS AT 9:00 AM AND CLOSSES AT 9:00 PM. THE GATE WILL AUTOMATICALLY LOCK EACH EVENING.

THE FOLLOWING RULES AND REGULATIONS HAVE BEEN ESTABLISHED FOR SAFETY, HEALTH, AND ENJOYMENT.

ALL PERSONS USING THE POOL DO SO AT THEIR OWN RISK AND AGREE TO CONFORM WITH THE RULES AND REGULATIONS.

NO ONE IS PERMITTED IN THE POOL AREA OR IN THE POOL BEFORE OPENING DAY OR AFTER CLOSING DAY; AND DURING THE REGULAR SEASON BEFORE 9:00 AM OR AFTER 9:00 PM.

No one is permitted in the either of the two (2) aeration fountains on the edge of the pool.

For the convenience and ease of lap swimmers, the following two (1) hour periods are reserved: 9:00 to 10:00 AM and 5:30 to 6:30 PM. All others swimmers may enter the pool at end of these two (2) sessions.

Any person who is permanently or temporarily incontinent or not fully potty-trained must wear appropriate waterproof clothing while in the pool. Appropriate waterproof clothing includes protective swim diapers or other protective clothing which prevents human waste from being discharged into the pool.

Persons wearing bandages or suffering from open abrasions, sores, nasal or ear discharge, inflamed eyes or similar conditions are prohibited from entering the pool.

Persons under the influences of alcohol or drugs are prohibited from entering the pool.

Positively no pets allowed in the pool area. County Health Code Regulation.

Drinking and eating while in the water is not permitted.

Positively no glass objects allowed within the enclosed area of the pool.

All residents must sign the book on at the table provided with name, unit number including the name of each person in their party.

Unescorted guests must read the pool rules and regulations and sign in with the unit owners name and unit number they are visiting along with their name(s).

Please use the pool shower before entering the water.

An adult must accompany children under 12 years of age.

No diving, no running, no dunking or rough-play allowed in the pool.

No throwing of balls or other objects while in the pool with others.

No floatation devices more than a maximum length of 4 feet are permitted in the pool.

No sharp toys or other objects allowed in the pool area.

Please place all refuse in the trash containers provided.

PHONE IS PROVIDED ON THE SIGN IN TABLE FOR 911 CALLS IN CASE OF EMERGENCY.

THANK YOU FOR YOUR COOPERATION AND HAVE A SAFE AND ENJOYABLE SUMMER.