

August 21, 2025



RULES AND REGULATIONS

MISSION STATEMENT

The Woodlands is an active Adult (55 years or older) Community,
That was created to provide a safe
and mutually supportive residential environment for its residents.

The following rules and regulations have been established by the Woodlands Condominium Owners' Association to support our mission statement. Compliance with these rules and regulations is required by all owners.

OWNERS' MOVE-INS AND MOVE-OUTS

All Move-Ins or Move-Outs

All move-ins or move-outs shall occur during the hours of 8:00 AM and 7:00 PM. The day and time of all move-ins or move-outs shall be approved by the Manager. Failure to obtain approval from the Manager shall result in a fine of \$1,000. This policy shall also apply to Tenants moving-in or moving-out. Exceptions may be granted by the Manager.

Purchase Of Unit from Lund Development

At closing, the Title Company shall collect a transfer fee in the amount of \$200, which shall be paid by the Buyer.

Resale of Owner's Unit

At closing, the Title Company shall collect a transfer fee in the amount of \$500. Responsibility for payment of this fee shall be determined by mutual agreement between Buyer and Seller

INDOOR PARKING

Each Unit Owner's Parking Garage Space is defined and limited to 12 inches inside the divider lines on the sides and where the lines end in the front and back.

Only automobiles, pickup trucks, and motorcycles will be permitted to park in the garage. No other items (such as a boat) will be allowed to be stored in Parking Garage Space. Vehicles must not be leaking oil or other fluids.

Unit Owners who are gone for over one month shall inform the Manager regarding the plans to be away so cars can be left unattended in the Unit Owner's Parking Garage Space.

RENTAL OF RESIDENTIAL UNITS BY OWNERS

The residential units at the Woodlands are condominium units which means they are owned by the individuals residing in the residential units. The common areas: hallways, elevators, lobbies, The Commons, mail room and outside grounds and parking lots, will ultimately be owned by Woodlands Condominium Owners' Association (WCOA). Each individual owner is a member of WCOA. At least one adult over 55 years of age must always live in the residential unit. This also applies to rental units. Rental of condominium units is permitted. Rental of units is permitted as accommodation to the owner when circumstances exist that prohibit the owners from living in the unit owned. Owning a residential unit for investment purposes is no longer permitted. When an owner wishes to rent their residential unit, they must obtain approval from the Board of Directors.

The following guidelines must be followed when renting a residential unit.

1. Prospective Tenants must meet with the Manager to evaluate the suitability of the prospective Tenant, review the Proposed Lease, and review Woodland's Rules & Regulations. Approval by the Manager of the prospective Tenant and the Proposed Lease is required before the prospective Tenant move-in and before the Unit Owner and Tenant sign a Lease.
2. Rentals must be for a period of at least six months.
3. The principal Tenant (the person whose name appears on the Lease) must be 55 years or older and must live in the unit leased full time.
4. Keys and garage cards for rented units are to be issued only by the Manager. That is, the Unit Owner of the rental unit must turn over keys and garage cards to be issued to the Tenants.
5. No "For Lease" or "For Rent" signs are permitted on the Property.
6. Noncompliance with these rules for rental of units by owners will result in a \$1,000 fine.

The Unit Owner is responsible for the behavior of the Tenants. Should the Tenants not comply with the Rules and Regulations of The Woodlands, a warning will be issued to the Tenant and the Unit Owner.

IN-HOME BUSINESSES

In-home businesses are permitted but must be approved by the Manager and comply with the Declaration and local zoning rules and regulations. The business must not be open to the public, generate customer traffic, or disturb the neighboring Unit Owners. Common areas, including the Commons and outside grounds or parking lot, may not be used for In-Home Businesses.

SMOKE-FREE CAMPUS

No smoking or vaping will be allowed in the condominium units, on the decks, in the commons building, in the hallways, in the garage, or on the grounds. A \$1,000 fine will be issued for non-compliance.

QUIET HOURS AT THE WOODLANDS

Quiet time at the Woodlands is from 9:00 PM to 8:00 AM every day. Areas of quiet time are patios, decks and grounds. In addition, owners need to be respectful of loud noises always coming from their units.

RESALE OF UNITS

Woodlands is a condominium community with 144 residential Units. The well-being of the Unit Owners must be considered when selling a Unit. The principal reason is security. For this reason, the sale of a Unit cannot be treated as a single-family home and is subject to the following rules:

Agents

Unit Owners may sell their Units at any time. Unit Owners may use the services of a licensed real estate agent or broker ("Agent"). **It is the responsibility of the Unit Owner to inform their Agent of these policies and procedures.**

Keys

One key can be given to the agent, and this must be documented by The Woodlands Manager. No Lockboxes are allowed.

Showings to potential buyers

The showings shall be by appointment only with the acting Agent. The acting Agent is responsible for all access regarding showings and must always be present. An acting Agent must always obtain the condo key. This key cannot be passed to other Agents. No open house events may be scheduled for showing the Unit.

Control of keys and garage cards and move-in dates and times.

Once the sale has been completed, the selling Unit Owner must turn in their keys and garage card to the Manager when they move out. The new Unit Owners will then be given keys and a garage card by the Manager with the necessary instructions. **There will be a \$500 fine for lost keys or a garage card.**

New Unit Owners of the resold unit must obtain a move-in date and time from the Manager. This step will be controlled by not issuing keys and garage cards until new Unit Owners meet with the Manager.

"For Sale" signs are not permitted on the Property.

A \$1,000 fine will be charged for non-compliance with these rules for resale of units which will be collected from the selling Unit Owner at closing.

OUTDOOR PARKING

Vehicles must be operational, maintained cleanly, and not left unused for more than one month. The Manager must approve exceptions.

RV's, camping trailers, campers, boats, or non-motorized vehicles are permitted in the external parking lot with a maximum time of 24 hours. The Manager must be notified concerning the parking of these types of vehicles. These vehicles cannot be occupied while parked in the outdoor parking lot.

GARAGE AND STORAGE ROOMS

Nothing can be stored outside of storage rooms. Nothing can be hung from the ceiling or walls of the garage. No hazardous materials can be stored in a storage room. Bike racks are available for bicycles. No auto repairs of any kind may be carried out in the garages or parking areas. Minor repairs such as windshields or tires are acceptable.

PETS

The reason for these rules is to give guidance for dog owners to be respectful of fellow owners and the beautiful grounds of The Woodlands. In addition, these rules also serve to keep owners' dogs from hurting other owners or other pets.

Unit Owners may have up to two pets. Pets are defined as dogs, cats, and domesticated birds. Dogs must be under 70 pounds and cannot be over two feet tall when standing on all four legs. Dogs cannot be a threat to any resident or guest of The Woodlands.

The size and breed of the dogs must be approved by the Manager. Not receiving prior approval for pets from the Manager will be a basis for not allowing such pets.

For first-time buyers of a Unit at the Woodlands, certain exceptions may be made for Unit Owners' pets at the time of purchase. This will be at the discretion of the Association.

Acceptable Behavior for Pets

Pets must remain calm and cannot disturb other residents or cause unsanitary conditions. They must always be under control by their owner. Aggressive behavior is not allowed. Pets are not allowed in the Commons. The Commons area is defined by the carpeted area between the four residential buildings. Therefore, owners cannot take their dog to the mail room through the Commons. All pets at the Woodlands must be registered with the County and have shots and vaccinations current.

Leash Requirement

Animals are not allowed outside of the owner's condo within the Woodlands property without a handheld leash connected to the animal or in a pet carrier. Leash cannot be the retractable type and must be no longer than six feet. The Woodlands property includes the area along the roadway entrance to the buildings. Pets are allowed without a leash in the designated fenced dog runs.

Acceptable Areas for Pets To Relieve Themselves

The area outside the walk paths on the east and west sides of the Woodlands grounds is acceptable. The rocks on the north boundary and south of the path on the south boundary are not acceptable areas to relieve your dog. The fenced dog runs: the gravel space outside the garage man doors adjacent to the Commons (one for Spruce and Willow and one for Birch and Ponderosa) and the gravel area by the entrance to the Woodlands are acceptable areas. Pets must be restrained from relieving themselves in the hallways, stairways, and elevators. Owners are required to properly dispose of all animal waste in the designated containers using the plastic bags provided.

Service Dogs and Emotional Support Animals

Service dogs and emotional support animals are not considered as pets. But they are required to follow the same rules of behavior and places to relieve themselves as stated above for pets. The condominium manager can request documentation from a licensed professional verifying the person's need for the service or emotional support dog. Misrepresentation of the need for an assistance animal is illegal.

The Federal Fair Housing Act requires accommodations of service dogs for people with the need for assistance in all condominium common areas. However, because some people at the Woodlands have physical disabilities, allergies, or problems dealing with dogs, it is requested that service dogs or assistance animals refrain from entering the Commons area. This will enable harmony for all owners.

Dog Maintenance Fee

All dog owners are required to pay a yearly dog maintenance fee of \$100 for the first dog and \$50 for the second dog. This fee will be collected at the sale's closing for new owners. All current owners must pay their dog fee by July 1st of each year. This fee will cover maintenance expenses related to dogs. This yearly fee will be in a separate "Dog Maintenance" account. The Advisory Board will approve the release of funds from this bank account.

Fines

Owners shall first confront the pet owner regarding abuse of these pet rules. Should the abuse continue, the matter must be reported to the Woodlands' manager, and the manager shall contact the Woodlands Homeowners Advisory Board to apply appropriate fines. There are now 34 cameras that cover all of the Woodland grounds and will be used as evidence for non-compliance with these rules. In addition, a written statement from an owner will serve as adequate evidence of wrongdoing. Pet owners found not abiding by the above rules will be fined. These rules are not substantially changed; therefore, this revised document serves as a warning. Future offenses will be fined. The first offense will constitute a \$100 dollar fine, 2nd offense will constitute a \$250 fine, and 3rd offense will result in a \$500 fine. These fines will be collected using successful methods followed by other HOAs in the Flathead Valley.

Guests

Guests of owners that bring their pets or guests taking care of owners' pets, must be made aware of the rules. When a guest does not abide by the rules, fines will be issued to the Woodlands Owner.

HEATING AND COOLING UNITS

It has been concluded that the heating and cooling units are owned by the individual Unit Owners, and it is their responsibility for upkeep and maintenance of these units. Questions about upkeep, maintenance, and repair can be discussed with the Manager.

CHANGES WITHIN INTERIOR UNITS

The Manager must approve all changes or remodeling. This guideline is to maintain the soundproofing systems' integrity and avoid damage to load-bearing walls.

PICTURE HANGING AND ADDITIONAL CABINETS

The common walls of the Units are specially built to reduce the transfer of sound between units. Therefore, when hanging heavy pictures, cabinets, or TVs on common walls, the Unit Owners must consult with the Manager and use authorized personnel to assist.

INSURANCE

The homeowners' insurance policy obtained by the Association will cover all structural features of the buildings. The Association recommends that the Unit Owners obtain an additional policy for liability and personal property coverage within their Unit.

PAYMENT OF DUES

Dues are for the payment of services provided to the owners and for the maintenance reserve. Monthly dues are due on the first of the month. Failure to receive dues by the 10th of the month will result in a 10% penalty added to next month's dues.

DECKS

Decks are a Limited Common Element associated with each Unit. The Unit Owner may have appropriate furniture for their use of the decks. However, the decks are not a place for storage. No hot tubs or gas fire pits are allowed on the decks. Holiday decorations on decks and hallways must be removed 30 days after the holiday and are not to be put up more than 30 days before the holiday.

No political indications on ads or flags on decks or outside of doors to hallways, nor in the windows facing out for the community to see. BBQ grills must use either propane or electricity. Charcoal, wood or lighter fluid may not be used. No smoker grills like Traeger or other brands. Propane heaters of any kind may not be used on the decks.

Outdoor plants must be in containers with drip pans so water will not drip on the deck below. Birdseed feeders are not allowed on the decks. Hummingbird feeders are allowed. Sunshades can be installed but must be approved by the Manager for color.

No rugs, blankets, towels, clothes, etc. allowed to hang or dry on balcony rails. Flags may be attached to the wood post on the deck but cannot be hung from the railing.

Wind chimes are not allowed on the decks or anywhere outside an owner's unit.

Decks are a part of the architectural design of the Woodlands. It is the responsibility of owners to maintain architectural excellence by following the rules relating to their deck.

ARCHITECTURAL COMMITTEE

This committee's purpose is to inspect the decks, hallways, and garages of the Woodlands to keep the Unit Owners in compliance with the Rules and Regulations. Violations will be initially discussed with the noncompliant Unit Owner. If the Unit Owner disagrees with the Architectural Committee, the matter shall be brought before the Association Board of Directors. The Association's Board of Directors will then determine the steps to be followed to bring the matter into compliance.

INAPPROPRIATE BEHAVIOR BY AN OWNER

The Woodlands is a community of condominium owners. A Unit Owner's ownership consists of their Unit and the associated deck, Parking Garage Space, and Storage Room as limited common elements. Presently all common areas are owned by Lund Development LLC. Eventually, all common areas will be owned by the Association. The Unit Owners are automatically members of WCOA.

As members of the Association, Unit Owners have the responsibility to contribute to the well-being of other members of the Association. In other words, following the Golden Rule: Do unto others as you would have them do to you. It is socially acceptable to be respectable.

Inappropriate behavior is prohibited and will result in the assessment of fines determined by the severity of the offense.

Here are examples of inappropriate behavior:

1. Indecent exposure of your body in front of fellow Unit Owners, including behavior that is offensive to a reasonable Unit Owner.
2. Loud noises coming from your Unit such as repetitive yelling, slamming of doors, loud music, and loud sounds from a TV, radio, or recording device.
3. Threatening a fellow Unit Owner with bodily harm.
4. Verbal, written or electronic harassment
5. Hitting, pushing, or shoving a Unit Owner, Woodland's employee, or any guests.
6. Drinking or abuse of drugs resulting in behavior that is described in 1 through 5 above.
7. Failure to respond to communications from Woodland's management regarding violations of rules and regulations established by Association.

ENFORCEMENT OF RULES AND REGULATIONS AND RELATED FINES

The Board of Directors, Woodlands Council Members, Association President, and Treasurer are responsible for enforcement of the rules and regulations of the Association. The following order of events shall be followed when rules and regulations are not followed:

1. When a rule or regulation is not being followed, notice will be given verbally and in writing to the Unit Owner not following the rule or regulation. This first notice will be a warning. The Manager will keep a file of such notices.
2. If the Unit Owner persists in not following the rules or regulations, the Association Board of Directors will meet to determine the fine amount, and the fine will be issued to the Unit Owner, payable immediately.
3. If the violation continues after the fine is issued, additional fines will be added by the Board.
4. If the fine is not paid in 30 days, late fees of annual rate of 10% will be added to the fine.
5. If the fine is not paid in 60 days, the Association will lien the owner's unit for collection of the fines, the late fees and attorney fees. The Association Board of Directors will determine the best way to collect the fine which may include foreclosure.

As set out in these Rules and Regulations, fines are set for certain offenses. The Board of Directors has the flexibility of imposing fines of different amounts depending on the violation and may issue a fine for the first offense if it is determined appropriate.

A Unit Owner not following a rule or regulation may meet with the Board of Directors of the Association to discuss the matter but must pay the fine before meeting with the Board of Directors.

If a fellow Unit Owner is concerned with another Unit Owner regarding their noncompliance with the Association rules and regulations, the first step is to discuss their concern with the Unit Owner. Gossiping about others is not an acceptable practice regarding the actions of others. If a fellow Unit Owner continues to be non-compliant, the Unit Owner concerned should contact those mentioned above concerning their concerns.

ACCESS TO UNITS

The Manager shall have access to all units. This is for the protection of the Unit Owners and their neighbors. The Manager will provide notice before entering. If the Unit Owner is not home when the Manager is required to enter, the Manager will immediately inform the Unit Owner that entry was made. The Manager is to be informed when Unit Owners plan to be gone for more than one month. No one can stay in the Unit unless the Unit Owner is present in the Unit.