



Normandy Hill

July, 2002

Normandy Hill is a private area in Northbrook. It consists of four condominium buildings, each containing twenty-five (25) units and each governed by its own board of elected directors. There are forty-three (43) townhomes and ranch homes governed by its board of elected directors. There is also a Homeowners Board consisting of the president or representative of each building and two representatives from the townhomes. This Board governs the common areas (clubhouse with pool, saunas, kitchen and pool table, tennis court, and roads). It is also responsible for providing management, landscaping services, snow removal, and services of common interest.

The Village of Northbrook has an excellent school system, park and sport facilities, bus transportation to the Milwaukee Railroad, and good nearby shopping.

NORMANDY HILL
RULES AND REGULATIONS
FOR COMMON AREAS

Preamble

The following Rules and Regulations governing the Normandy Hill **COMMON AREAS** have been developed to help maintain our attractive environment while providing availability of facilities for the greatest number of residents. They are also intended to provide reasonable restraints to forestall personal injury to residents and guests.

It is the responsibility of each Normandy Hill resident to read and understand the rules set forth. It is essential that each resident inform his or her guests regarding these rules. All Normandy Hill residents and guest must abide by these rules. **A GUEST IS DEFINED AS ANYONE WHO DOES NOT RESIDE WITHIN THE PREMISES.** Any member of a family who does not reside at Normandy Hill is considered a guest.

The Seller must provide a copy of these Rules and Regulations to the Buyer of a unit at Normandy Hill.

I. SECURITY

Electronic passkeys to the side door of the Clubhouse are issued upon signature to the respective owner. This door must be kept locked at all times. All sliding glass doors around the pool must be closed and locked when not in use. It is the responsibility of EACH OWNER to observe these rules. Electronic passkeys are not to be given to any non-resident (family or friends.)

Each passkey is electronically registered to each unit owner. It also registers in the computer each time the passkey is used. It is the Unit Owners responsibility to report if the passkey is lost or stolen. It can be turned off so that no one else may use it to enter the clubhouse. Passkeys can be replaced or you may have additional passkeys for a \$10.00 fee per passkey in the Normandy Hill office.

II. MEMBERS

The facilities for the Clubhouse are for the exclusive use of the residents of Normandy Hill.

III. GUESTS

Residents may have guests in the Clubhouse. However, the following rules must be observed.

1. An adult resident (over 18 years) must be present AT ALL TIMES when the Clubhouse and/or pool is being used.
2. Guests must comply with all rules and regulations, and it is required that the owner advise all guests of the rules in advance.
3. The facilities may not be monopolized by owners, residents, tenants or guests.
4. Each owner shall be responsible for any damage caused by said owner, resident, or tenant of his unit, or guests of any such owner, resident or tenant.
5. Any owner who allows his or her key to be used in violation of any of these rules and regulations, even if such use is by a family member, relative, tenant, or guest, will be subject to revocation of Clubhouse privileges for a period of up to six (6) months following the determination of the violation. Such suspension of Clubhouse privileges shall not relieve the unit

owner of his obligation for payment of any Clubhouse maintenance fees. Determination of violation under this rule shall be at the sole discretion of the Board of Managers of the Normandy Hill Homeowner's Association.

6. An adult non-resident guest of an owner may use the pool (without the unit owner present) if the owner registers with the office in advance. The guest would use the owner's pass, and therefore would still be the responsibility of said owner.
7. Persons in swimwear, or with bare feet are not allowed in the clubroom.

IV. **CHILDREN:**

Children must be accompanied by an adult at all times in the entire clubhouse area. Observance of this rule is essential to maintain insurance requirements.

V. **POOL TABLE:**

1. Use of the pool table is limited to 30 minutes whenever other residents are waiting to play.
2. Residents wishing to play pool are responsible for supplying their own cue sticks.
3. Children under 18 years must be accompanied by an adult resident when using the pool table.
4. Please fold the table cover when the table is in use and replace it when finished.
5. Slamming or throwing the balls is absolutely not allowed and any one abusing the equipment will be forbidden further use of the facilities.
6. Do not sit on the pool table.

VI. **DRESSING ROOMS:**

1. There are separate dressing rooms and saunas for men and women.
2. Children under 18 are not allowed in the sauna without an adult present.

3. All personal articles (clothing, shoes, shampoo, etc.) must be removed from the dressing rooms.
4. Turn off all lights, fans, heaters and the sauna when you are the last to leave.

VII. SWIMMING POOL:

These rules are required by State and County Laws and for insurance purposes.

1. **No lifeguard is on duty. All persons swim at their own risk.**
2. No persons under the age of 18 are allowed in the pool area without an adult owner, resident, or registered guest present.
3. All children must be properly supervised by adult.
4. No person may enter the pool area or swim alone.
5. Admission to the pool is denied to any person having a communicable or contagious disease, infectious lesion, or bandages of any kind.
6. A person under the influence of alcohol is not permitted in the pool area.
7. All persons must shower before entering the pool.
8. All apparel worn in the pool shall be clean, conventional swimwear. No cut-offs, Levis, walking shorts, etc.
9. No children wearing diapers are allowed in the pool.
10. All persons with hair longer than shoulder length must wear bathing caps while in the pool.
11. No food, drinks, gum, or tobacco is permitted. **NO SMOKING** in the pool area.
12. No glass items, breakable containers, or electrical devices are permitted.
13. No boisterous or rough play is allowed such as pushing, running, and throwing of objects.
14. No toys, floats, rafts or other objects are allowed in the pool.
15. No diving is allowed. Also no jumping that may interfere with or endanger other swimmers.
16. Unnecessary splashing, spouting of water, spitting, etc. is not allowed.
17. Street shoes are not permitted in the pool area.
18. No loud music, noises, or other types of disturbances are permitted.

19. Persons in swimwear or with bare feet are not permitted in the clubroom.
20. **THE NORMANDY HILL HOMEOWNER'S ASSOCIATION IS NOT RESPONSIBLE FOR, NOR DOES IT ASSUME THE RISK FOR ACCIDENTS AND/OR OCCURENCES, FATAL OR OTHERWISE, WHICH MAY OCCUR TO SWIMMERS OR OTHER PERSONS IN OR ABOUT THE POOL.**

VIII. **PETS IN CLUBHOUSE:**

Absolutely no dogs, cats or pets of any type are allowed in the clubhouse at any time.

IX. **KITCHEN AREA:**

Please clean up the kitchen area whenever you use it and dispose of all trash and garbage. Be sure the lights are out and all appliances are properly cleaned and turned off. Close the doors to the kitchen area.

X. **LIGHTS AND FIREPLACE:**

Please turn off all lights when you are the last to leave the building. Turn the gas on the fireplace off, and **CLOSE THE DAMPER** when not in use.

XI. **PRIVATE EVENTS:**

1. The clubhouse may be reserved for a private event by any **HOMEOWNER.**
2. Reservation must be made at least 30 days prior to the event, based on availability.
3. The pool area may be reserved with the clubroom except from Memorial Day weekend through Labor Day weekend.
4. Reservations may be made with the on-site person in the clubhouse office (564-0585). A non-refundable user fee of \$50.00 is to be paid at the time of the reservation.
5. A security deposit of \$75.00 is also to be paid at the time the reservation is made. Upon inspection of the premises after the event, the fee will be returned if no damage is found and the premises left clean.

6. The user fee will be subjected if the party or event does not take place, unless notice is given at least five days prior to the scheduled date.
7. A. **HOMEOWNER** must be present and responsible during the use of the facilities **AT ALL TIMES**.
B. Homeowner shall be responsible for the safety of their guests when using the pool.
C. Homeowner must make sure **ALL** sliding doors are secured and locked in all areas before leaving the facility.
8. Any damage to the facilities, or lack of cleanup after a party will be subject to review by the Board of Managers.
9. No furniture is to be removed from the clubroom at any time.
10. No loud music after 11:00 P.M.

Residents sponsoring a party will be responsible for all setting up in preparation for the party. Party set up may begin at 12 noon on the day of the party. It is the resident's responsibility to see that all cleanup (including the appliances) has been done after the party. Any catered equipment (tables, chairs, etc.) must be removed by noon of the day following the party. Cost of any additional cleanup required will be charged to the responsible owner. Furthermore, any damage to the clubhouse or its contents, will be the responsibility of the owner of the unit giving the party.

XII. CLUBHOUSE AND PATIO AREAS:

1. No smoking in the clubhouse.
2. These facilities are primarily for the enjoyment of RESIDENTS.
3. Radios, CD players, portable TV's or other noisemakers must not be used in such a manner that is disturbing to other residents.
4. The use of barbecues in the patio area is permitted providing it is not disturbing to other residents.
5. Good housekeeping by all residents is expected. Do not leave cans, bottles, papers, etc., for someone else to pick up.
6. The pool, clubhouse, or patio area shall not be monopolized by any one group, except for private parties.

XII. PETS (DOGS AND CATS IN PUBLIC AREAS)

1. All dogs must be on leashes and are not allowed to run free in any area of Normandy Hill.
2. Dog runs are provided as "toilet areas" for your pet. Scoops and disposal tanks are provided for you to clean up after your dog uses the area.
3. Do not allow your dog to use the lawns or sidewalks. If an "accident" occurs, the owner must clean up and remove the "evidence". The Declaration of each Condominium and Townhome Association state, "Any pet causing or creating a nuisance or unreasonable disturbance, shall be permanently removed from the property upon three (3) day notice from the Board." These will be enforced if violated.
4. Ownership of pets in Normandy Hill is subject to the Ordinances of the Village of Northbrook.
5. Ownership of pets in Normandy Hill is subject to the Declarations and By-Laws of the Association to which the resident who owns the pet lives.

XIV. TENNIS COURT:

1. **MEMBERS:**
All residents of Normandy Hill are considered members entitled to play. Commercial use of the facilities is not permitted.
2. **GUESTS:**
Guests of a resident may play provided at least one player (either singles or doubles) is a resident.
3. **SIGNING IN:**
Each group shall sign in at the start of play.
4. **WEARING APPAREL:**
Appropriate clothing is necessary. Regulation tennis shoes must be worn.
5. **CHILDREN'S PLAY:**
Children under twelve (12) years old must be accompanied by an adult member.
6. **RESERVATIONS:**
 - a. Reservations are good for the current week only.
 - b. The reservation sheet is posted on the Tennis Court board each Sunday evening for the following week.
 - c. No more than three (3) reservations may be posted for any one member each week.

- d. No more than one two hour period may be reserved for the same foursome or twosome consecutively.
 - e. Play shall not be before 8:00 A.M. nor after 9:00 P.M. To assure maximum reservation flexibility, play must terminate on the even hour (10:00 A.M., 12:00 P.M., 2:00 P.M., 4:00 P.M., 6:00 P.M., and 8:00 P.M.).
 - f. Reservation time will be defaulted if not in use within fifteen minutes after the hour. (If you have a 4:00 P.M. reservation, and fail to show by 4:15, the court is open for any other resident until 5:00 P.M.)
 - g. The court is padlocked, and can be opened by a key that has been issued to each homeowner. All residents are requested to lock the gate when leaving the court.
7. **ETIQUETTE:**
 If reservations or plans to play are changed, please erase your names from the sheet before hand. Consideration for other players and times is essential and should be "policed" by the tennis players themselves.
 No Smoking or glass items of any sort are allowed on the tennis court.
 Please clean up all trash and dispose of in the proper receptacle.

XV. **PARKING:**

Due to limited outside parking spaces, all residents are requested to park in their garages so guests will have parking spaces available.

All streets in Normandy Hill are designated **FIRE LANES** and curbside parking is prohibited.

No parking or storage of boats, trailers, vans, trucks, campers and similar vehicles will be allowed within the limits of the development's common areas.

XVI. **AUTOMOBILE STORAGE:**

Any vehicle that is apparently stored for more than 72 hours is subject to removal.

Homeowner's wishing to exceed 72 hours must obtain written permission from the Board of Directors of the Normandy Hill Homeowners Association through the on-site Management Office.

XVII. SPEED LIMIT:

Speed limit in the Normandy Hill Complex is 15 miles per hour. All residents are requested to drive at this speed when in the complex.

Signs are posted on the complex regarding speed limit.

XVIII. RULES COMMITTEE:

Any disputes, suggestions, or rules changes are within the jurisdiction of the Normandy Hill Homeowners Association Board of Managers as provided by the Normandy Hill Homeowners Declaration, Article IV, Section 6. (K).