

Parkside on the Green Single Family Homes Summary

Property Management Company
Mperial Asset Management, LLC
110 N Brockway St Unit 320
Palatine, IL 60067
(847) 757-7171

This booklet is a summary of the rules of the Parkside on the Green Single-Family Homes as detailed in the Declaration of the Association. The purpose of this booklet is to highlight, clarify, and summarize many of the rules of the Association.

This booklet does not replace or override the Declaration of the Association.

Homeowners must keep both their copy of the Declaration and the Rules Summary booklet and pass it on to the next owner. Additional copies of both may be obtained from Mperial Asset Management, LLC.

This summary Booklet Dated: 01/20/2025 replaces revision 01/09/2019

1. Definitions

"Homeowner"- the individual[s] who actually holds the title to the home.

"Community Area" - all areas within the Parkside on the Green Single Family Homes Association excluding homes and extensions (decks and garages) and "privacy areas" (lawns and yards). The "Community Area" includes, but is not limited to, interior streets, parkway grass, parkway sidewalks, and the water retention areas.

"Resident" - the individual or individuals, who reside in the home at any given time. In most instances the homeowner and the resident are the same person.

"Declaration of Covenants" Declaration of Covenants, Conditions, Restrictions and Easements for the Parkside on the Green Single-Family Homes.

2. Payment of Monthly Assessments

Monthly assessments are based on both an Operating Budget and a Capital Reserves Budget prepared annually by the Board. The Operating Budget covers normal maintenance and includes, but is not limited to, lawn care, shrub/tree trimming, dead tree removal, and snow removal. The Capital Reserves Budget covers capital improvements and includes, but is not limited to, repair and replacement of roads and the maintenance of the retention pond shoreline.

Monthly assessments are due on the first of each month. Checks are to be made payable to Parkside on the Green Single Family Homes and mailed to Mperial Asset Management, LLC, 110 N Brockway St Unit 320, Palatine, IL 60067. Homeowners should note their account number on their checks. A homeowner may also choose monthly electronic transfers by contacting Mperial Asset Management, LLC.

The property management company will assess a late penalty of \$20 on assessments received later than the 30th of the month. Failure to pay the monthly assessments within a reasonable time will result in legal action to collect all amounts due. Legal fees and expenses for collection and rule enforcements will be charged to the homeowner. Assessments, late fees, legal fees, and collection expenses not paid remain on the homeowner's ledger as a lien against the property until they are paid.

Late Assessment FEE (as of August 1st, 2025)

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The late fee fine has changed from \$20.00 to \$25.00; applied on the 30th of the month.

3. Leases, Tenants, and Non-Resident Unit Owners

Each home within the Association shall be used as a single-family residence. Homeowners who wish to lease/rent their home to an individual or family must forward to Mperial Asset Management, LLC a copy of the lease agreement (one year minimum) and give at least a 30-day prior notice to Mperial Asset Management, LLC of intent to lease. All residents of the single-family homes are subject to Association rules and regulations to the extent that it applies to them as a resident. The homeowner shall include such obligation in the lease agreement and provide the lessee with a copy of the rules and regulations. Failure of lessees to abide by Association rules and regulations will subject the homeowner to any applicable fines and/or penalties. Non-resident homeowners may not escape their responsibility under these rules by claiming that their lessees committed infractions.

Administrative Charge (as of August 1st, 2025)

A \$50 annual administrative charge (contract management) will be applied to the account of a homeowner who rents their house and has entered into a contract with the renter as stated in Rules Summary, Section 3)

4. Vehicle Parking

Parking of resident's vehicles shall be restricted to garages and driveways. Guest parking areas are not for everyday resident parking as they are reserved for visitors to the neighborhood. Any parking in turn-arounds is strictly prohibited as these areas are for use by homeowners when they are backing out of their driveways. The turnarounds are available so a driver, after backing into a turn-around, can exit the wing road in a forward motion. Backing out of a driveway and continuing to back out of the wing road becomes a dangerous situation for a driver as well as anyone walking on the wing roadway.

Parking on the Association roadways by residents and guests is prohibited at all times as these roads are narrow. Recreational and commercial vehicles parking on any of the Association roadways is not allowed by the Palatine Fire and Emergency Vehicle Department.

Homeowners or residents, who are planning social events, are encouraged to advise their guests to park in the available guest parking spaces and on Parkside Drive provided that they do not park overnight. If overnight parking on Parkside Drive is necessary, please notify the Village Police Department of your situation.

Homeowners or residents, who plan to have visitors parking their vehicles in the guest parking areas for more than fourteen days, must notify Mperial Asset Management, LLC of this need regarding visitor parking. Cars should be removed from the guest parking locations immediately prior to a snow storm to allow for snow removal procedures.

5. Prohibited Vehicle Parking on Driveways

Parking of commercial and recreational vehicles including, but not limited to, commercial trucks, boats, trailers, RV'S and other similar vehicles is strictly prohibited in driveway for more than 24 hours at a time.

Homeowners planning to use a waste management dumpster (in their driveways) to dispose of remodeling debris must notify Mperial Asset Management, LLC prior to placing the dumpster.

6. Vehicle Restrictions

Auto repairs are strictly prohibited (unless for breakdown) on the interior streets, guest parking areas,

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turn-arounds, and driveways. All automobile repairs shall be confined to that individual homeowner's garage. All vehicles in Parkside on the Green must be fully operational and properly licensed unless parked in a garage.

Bicycles are limited to streets, bike paths and sidewalks and not on common grass areas.

7. Speed Limit is 15 MPH on Interior Streets – There are Small Children Living in our Neighborhood

8. Pet Restrictions

No animals of any kind other than dogs, cats or other animals reasonably considered to be household pets shall be raised, bred, or kept anywhere in the community area or in any individual home. The Village of Palatine prohibits any village resident from keeping more than three household pets within his or her home.

No animal shall be left unattended on any deck or outside area when the homeowner or resident is not at home. Pets must be on a leash when being walked (Palatine ordinance). Pets shall not be staked or tied in such a way as to allow the pet access to the common areas.

A pet owner is responsible for cleaning up after their pet(s) in common areas, neighboring yards, and their own yards. The pet owner is responsible for connecting any damage caused by the actions of their pet.

9. Garage Sales

The Homeowner's Association holds one garage sale per year in conjunction with the adjoining Parkside townhomes. Homeowners will be notified in advance of the date of the annual garage sale so as to have time to adequately prepare and participate. Garage sales on any other dates are strictly prohibited unless special permission is approved by the Board for good a reason. (i.e. Moving)

10. Noise

No activity that is offensive or bothersome to other homeowners or residents shall be carried on in the community nor shall anything be done therein, either willfully or negligently, which may be or become an annoyance or nuisance to the homeowners or residents.

11. Garbage/Recycling

The Village picks up garbage and recycling every Tuesday morning between 6:30 a.m. And 3 p.m. The Parkside on the Green Single Family Homes Association requests that garbage and Recycling be placed at the curb on the morning of pick-up to both avoid the issue of animals and rodents making a mess in yards and streets and for easy access of vehicles using the roadways. The recycling carts should be used for ACCEPTABLE MATERIALS ONLY. Homeowners and residents are requested to contact the Village for notification of any schedule change due to holidays and information regarding unacceptable recycling materials. Recycling carts must be placed back in garages by the evening of the pickup day.

Please also note that residents who live on the wing streets (the dead-end streets) are required to bring their garbage and recycling cans to the main circle roads for disposal. The reason for this procedure is the heavy garbage and recycling trucks can damage/destroy the wing roads, and we are committed to both maintaining our roads and keeping our road maintenance costs to a minimum. Both the city engineers and paving contractors have made this recommendation.

12. Children

Parents, relatives, guardians, and baby sitters are responsible for the actions of children in their care. As our streets are narrow and the Village has not installed STOP SIGNS at the three Parkside Drive

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intersections, please be observant when walking with children on our streets and sidewalks along Parkside Drive.

13. Commercial Activities

Each home shall be used for residential purposes only. Home offices are acceptable.

14. Architectural Exterior Modifications

Prior written approval of the Board is required prior to making any additions, alterations, improvements, or color changes to a home exterior, or to any part of the home, or a lot which is visible to any resident or visitor. Proposed changes are reviewed and approved through the use of a Parkside on the Green Single Family Association Architectural Improvement Application sheet (ARCH form). The ARCH form must be completed by the homeowner, forwarded to Mperial Asset Management, LLC, and be approved by the Board prior to starting the work. A copy of the ARCH form is included in this booklet. Un-approved changes made to any home may result in the Board requesting the work be corrected at the homeowner's expense. Such additions, alterations, improvements, or color changes, include, but are not limited to, changes in the landscaping, exterior color of a home, color of window frames and doors, replacement windows, addition or replacement of a storm door, outdoor fixtures, changes to the deck area, sidewalk replacement, and the addition of flower beds/new shrubbery/trees. Storm doors must be permanently installed and must be an approved color and style.

Construction or placement of fences, sheds, vegetable gardens, and antennas are strictly prohibited on the homeowner's lot and/or common property. TV cable must be buried so that is not an obstacle for our landscaping and other contractors that are working on the Association's property. Satellite dishes. are allowed with the following restrictions:

1. It should be no larger than one meter in diameter.
2. It should be installed on the roof and in the most inconspicuous place possible. Board approval must be obtained (using an ARCH form) prior to installation. The installation must be done, in a professional manner, with wiring neatly and securely attached to the house.

Architectural Fine and Repair Notification (As of August 1st, 2025)

An IMMEDIATE \$75.00 fine will be applied to a homeowner's account if an ARCH form (including the Contractor's Certificate of Liability Insurance) is not submitted to the Association Board for approval prior to the start of any exterior changes/work.

First Request Fine:

- A \$25 administrative charge will be applied to a homeowner's account for:
 - a. A request to make needed repairs to the property
 - b. A request to correct a violation of Association Rules

Second Request Fine:

- A \$50 fine will be applied to a homeowner's account for not completing repairs or not resolving a violation of Association Rules.

Third Request Fine:

- A \$75.00 fine will be applied for no action taken on the prior request

Fourth Request Fine:

- An additional \$75.00 fine or legal action at homeowner's expense.

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15. Solar Panels

Below are the Associations Rules regarding the installation of Solar Energy Systems per the Homeowners Solar Rights Act of Illinois:

Resolution:

WHEREAS, The Parkside on the Green Single Family Homeowners Association ("Association") is an Illinois not-for-profit corporation, organized and operating for the purpose of administering and maintaining the property commonly known as Parkside on the Green; and

WHEREAS, Association is administered by a duly elected Board of Directors in accordance with a certain Declaration and By-Laws; and

WHEREAS, the Board of Directors is charged with the responsibility of maintain the property and acting in the best interests of the members of the Association; and

WHEREAS, the Board of Directors is charged with ensuring the healthy, comfort, safety, and general welfare of the members of the Association; and

WHEREAS, the Board of Directors has deemed it to be in the best interests of the Association to adopt rules regarding the installation of solar energy systems, in conjunction with the Homeowners' Solar Rights Act of Illinois.

IT IS THEREFORE RESOLVED AS FOLLOWS:

1. Any owner interested in installing a solar energy system should refer to the following instructions for installation of solar energy systems.
2. 2. Solar Energy System ("SEG") is defined as:
 - a. A complete assembly, structure, or design of solar collector, or a solar storage mechanism, which uses solar energy for generating electricity or for heating or cooling gasses, solids, liquids , or other materials and
 - b. The design, materials, or elements of a system and its maintenance, operation, and labor components, and the necessary components, if any, of supplemental conventional energy systems designed or constructed to interface with a solar energy system.
3. SEGs may only be installed on the exterior of Dwelling Units, provided that the Board, at its discretion, shall determine the specific location where the SEG may be installed on the roof provided that the determination does not impair the effective operation of the SEG. In any event, the SEG shall not be installed in a location that is visible from the front of the Dwelling Unit. SEGs may not be installed on the Common Areas without the prior written consent of the Board, and may be installed only on the portions of the property within the Owner's exclusive use.
4. To protect the health, safety and welfare of the residents, the Board strongly suggests that SEGs be professionally installed. If the owner uses a professional installer, the owner must provide proof that he contractor is insured (both liability and workman's compensation) and licensed.
5. In order to protect the health, safety, and welfare of the residents and their property, the Board reserves the right to inspect the installation and maintenance of the SEG.
6. The Owner shall at all times keep the SEG in good repair. Failure to do so after five (5) days' notice from the Board may result in the removal of the SEG at the Owner's expense.
7. The Owner shall be responsible to fund the cost of any maintenance, repair, or replacement to the property resulting from installation and/or operation of the SEG. In addition, the Owner must restore the property to its original condition upon removal of the SEG.
8. The repair of any damages to the Owner's property, the property of the other owners, and/or the Common Areas, resulting from the installation, maintenance and/or operation of the SEG shall be at the Owner's sole expense.
9. The Owner shall indemnify and hold harmless the Board of Directors, the Association, its agents and members from any and all claims, controversies or causes of action resulting from the installation or use of the SEG, including the payment of any and all costs of litigation and attorneys' fees resulting therefrom. Owner

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shall be responsible for any damage to the property or any injury to any individual as a result of the installation or operation of the SEG.

10. Upon transference of the ownership or occupancy of the unit, the Owner shall inform the successor in title, including any purchaser by Articles of Agreement for Warranty Deed, or tenant, of the existence of these Rules and Regulations and the obligations set forth herein. All obligations herein shall pass to any successor or interest.
11. All SEGs shall be constructed in strict compliance with these Rules and Regulations. Any deviation from these Rules and Regulations without the written consent of the Board of Directors may result in the dismantling and removal of the SEG by the Association without notice. All costs of removal and restoration shall be borne by Owner. The Association reserves the right to levy a continuing and daily fine for each and every day an unauthorized SEG shall remain on the premises after the Owner has been notified to remove it or advised to re-install the SEG in conformance with the Rules and Regulations. The fine shall be set by the Board of Directors in accordance with approved guidelines for fines.

APPROVED THIS _____ DAY of _____, 20__.

BOARD OF DIRECTORS

PARKSIDE ON THE GREEN SINGLE FAMILY HOMEOWNERS' ASSOCIATION

By: _____

Its: _____

16. Outdoor Lights

Garage lights should be fitted with light sensors that turn on at dusk and go out at daylight. One purpose of the lights is to provide lighting security for the community. It is the homeowner's responsibility to replace burned out bulbs. Failure to replace burned-out bulbs may result in a written warning followed by fines as indicated in Rule #23 of this booklet.

Holiday lights and decorations are permitted 30 days prior to and after holidays.

17. Maintenance of Homes and Yards

Homeowners are responsible for maintaining the exterior appearance of their homes which includes the owner's "privacy" area also known as the property's yard (grassy areas, deck, porches, shrubbery, trees, and flower beds). Gutters should be cleaned yearly if necessary. Leaves and debris left in gutters, in time, become very heavy and may tear the gutter assembly away from the house structure. Keeping window wells clear of debris and plant growth will allow proper drainage via the drain at the bottom of the window well and will ensure easy egress in case of an emergency.

The homeowner's "Plat of Survey" specifically details the property lines along with the house structure on the owner's lot. The homeowner is responsible for maintaining grassy areas (yard), and the planting and maintaining of flower beds, shrubbery, and trees. Vegetable gardens are not permitted in a yard, but vegetables can be grown in pots on a deck as long as the potted vegetables are not unsightly to neighbors and guests.

It is a violation of rules for homeowners to neglect the appearance of their homes and yards. There should be no external storage of any kind. Examples of unacceptable items include but are not limited to: toys, hoses not stored in proper containers or on reels, items placed on porches/alongside the house/ under unenclosed decks, empty plant containers on porches and in yards, plant containers with dead plants, and furniture not designed for outdoor use. The Board will issue written warnings regarding rule violations followed by fines as indicated in Rule #23 of this booklet. Homeowners are encouraged to pick up trash and debris in their yards, driveways, and adjacent streets. Keeping your property neat and clean is being respectful of your neighbors and the community.

18. Landscape Maintenance/Snow Removal Contractors

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The Association is responsible for hiring a contractor to manage lawn care and snow removal.

During the summer months, our contractor is responsible for mowing, edging beds, weed control, fertilizing lawns, shrubbery and tree trimming, removing dead shrubbery and trees, and a spring/fall yard clean-up.

During the snow season, our contractor is responsible for removing snow from roads, hydrants, driveways, turn arounds, guest parking, sidewalks, and porches. Roads are salted as needed. Snow removal protocols are activated when there is a snow fall of 2 or more inches. Our contractor will usually not start snow removal procedures until the snowfall ends. Cars must be garaged and guest parking locations vacated during a snowstorm so these areas can be cleared. Our contractor will not make a second trip to clear blocked driveways.

19. Signs

"House for Sale" signs may be placed in a window location during the time the house is for sale.

"Open House" lawn signs may be used during open house periods. No "House for Sale" signs are permitted at any other location on the property, outside the home, or at or near the entrance to The Parkside on the Green homes. "Garage Sale" signs may be placed on the lawn only during the hours of a garage sale. Political signs are prohibited, and all other types of signs are prohibited.

20. Lawn and Landscape Watering

All homeowners and residents are responsible for watering their grassy areas, flowers, shrubbery, and trees as needed. Palatine regulations state that you may not water yards from 12:00 p.m. to 6:00 p.m. between May 15, and September 15. Costs incurred by the Association in removing dead shrubbery or trees where damage was due to neglect of the homeowner, may be charged to the homeowner.

Garden hoses must be kept in either a suitable yard hose container or on a hose reel. HOSES ARE NOT TO BE LEFT ON SIDEWALKS, LAWNS, OR DRIVEWAYS. THEY ARE TO BE STORED PROPERLY AFTER EACH USE.

21. Water Retention Pond

No swimming, fishing or boating is allowed in the water retention pond on the north side of the Association adjacent to the bike path. Do not throw debris or stones into the pond.

22. Insurance

Homeowners are responsible for and shall procure fire and all risk coverage insurance on their home for not less than the full insurable replacement value. Any such policy shall contain waivers of subrogation with respect to the association and its directors, officers, employees and agents (including the managing agent). Each homeowner shall also be responsible for insurance on the contents of their home, furnishings and personal property therein.

Each homeowner shall deliver a certificate of insurance to the management company certifying that a policy of insurance covering the homeowner's home, as required under this Section, is in effect, and that said policy shall not be cancelled or materially changed except upon a written notice to the management company. This is normally done at closing.

All other requirements pertaining to homeowner's insurance covered in the Declaration of Covenants are

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incorporated hereto.

In addition.....

Homeowner's and Contractor's Responsibilities:

It is the duty and responsibility of each owner, when directly hiring a contractor to service their home, to ensure that the contractor has provided a proper certificate of insurance. Homeowners are ultimately responsible for negligent acts of all contractors, vendors, service providers, as well as guests and family that visit their home. As outlined in the governing documents, the Association is not responsible for any liabilities created by any of the above. Should damage occur to the common areas due to any of the above individuals or service providers, all costs related to collections would be assessed back to the responsible homeowner. Therefore, we highly encourage and recommend that when you are hiring service providers, you confirm with your insurance agent or carrier the types and amounts of coverages that their certificate should provide to protect you. Furthermore, we highly recommend that you include in the **contract** that you enter into with the service provider that you be named as an

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additional insured under the General Liability coverage section and also make sure the provider's agent shows evidence of Workers Compensation insurance on their certificate of insurance.

23. Procedure for Violations and Fines

A homeowner or resident, who violates any of the Rules and Regulations contained herein, as well as in the Declaration, shall be subject to the following procedure of warnings and fines: (Declaration-Article 1.06)

First Notice:	Warning Only
Second Notice:	Warning and \$50 Fine
Third Notice:	Warning and \$50 Fine
Fourth Notice:	Legal Action at Homeowner's Expense

The Association reserves the right to tow any vehicle that does not comply with sections 4 through 6 at the homeowner's expense.

All legal costs will be passed on to the offending homeowner. (Declaration- Article 7.07)

These fines are in addition to any action the Board or any homeowner may take pursuant to Article 7 of the Declaration of Covenants. Any homeowner wishing to file a complaint regarding fines or legal actions may submit it in writing to the management company.

24. Procedure for Changing/Adding Rules by Homeowners

Homeowners are encouraged to participate in all aspects of the community. Any homeowner, who wishes to suggest additional rules or changes to the existing rules, may put their request in writing to Imperial Asset Management, L.L.C. The recommendation will be considered at the next board meeting, or in an emergency, in writing to all homeowners.

APPROVED BY THE BOARD

President: Ron Cowell

Vice President: Lee Marsh

Secretary/Treasurer: Rick Davis

PARKSIDE-
ON THE GREEN

Exhibit B

Architectural Improvement Application

Name: _____

Address: _____

Telephone: _____ Date: _____

Nature of Improvement: _____

Color: _____ Style: _____

Location: _____ Dimensions: _____

Construction Materials: _____

Supplier: _____ Approximate Cost: _____

PLANS AND SPECIFICATIONS OF ALL IMPROVEMENTS MUST BE SUBMITTED AND ATTACHED TO THE APPLICATION TO SHOW LOCATION AND DIMENSIONS.

IN ADDITION YOU MUST ALSO PROVIDE A COPY OF THE CONTRACTORS CERTIFICATE OF INSURANCE WITH THIS APPLICATION.

We, the undersigned, do hereby acknowledge that we understand the rule concerning the proposed improvement. We agree to abide by the rule set forth by the Board of Directors and will be solely liable for upkeep and maintenance of this improvement.

(Homeowners Signature)

For office use only

Approved by:

Date Application Received:

Inspected by:

Received by:

Inspected on:

Disapproved by:

Reason for disapproval : _____

Revised: 05/02/2017