

**SUMMIT TWIN OAKS REALTY INC.**  
**Barber Knolls Community**  
**Community Rules**

We at Barber Knolls Community strive to maintain a high quality of living for our tenants. We appreciate your assistance in maintaining the Knolls as a friendly, comfortable living community. In the spirit of this effort, we ask your compliance with the following:

**General Interior Housekeeping Rules**

1. It is the expectation of Barber Knolls that our residents will maintain their living space in the condition in which it was originally leased. The purpose of the interior housekeeping rules is to serve as a guideline for the care of your apartment.

Barber Knolls provides insurance on its buildings, but insuring against loss or damage to personal property is the tenant's responsibility. Renters' insurance is strongly recommended.

Barber Knolls will tolerate no illegal drug use. We will terminate your lease if you use illegal drugs. There will be no second chances. Additionally, we urge responsibility in the legal use of alcohol.

2. Please be aware that repair of all damage caused by actions prohibited by the Community Rules will be made at tenant expense and will include materials costs plus labor. If you are careless and break something, you are responsible. In cases where safety is compromised, repairs will be scheduled by the Knolls maintenance staff.

3. Please use only small nails, pins, and picture hooks to hang pictures and other objects. Nothing may be attached to any ceiling in any manner. To protect the paint and finish of doors, windows and wood moldings, there are to be no holes, tape or any other application to these surfaces. This applies to interior and exterior doors, windows and moldings.

4. Prior written consent of the management is needed before painting interior walls. Wallpapering is prohibited.

5. To minimize fire hazards and limit your electricity costs, light bulbs over 60 watts are prohibited.

6. Tenants are responsible for exterminating any insects or rodents attracted by food particles left by their families, guests or pets.

7. Smoke alarms are provided for each unit, but battery replacement is the responsibility of the tenant. We will assist tenants needing help in installing batteries, but the tenant must submit a written maintenance request. Smoke alarms found without a battery will incur a \$10.00 charge for each missing battery.

8. Please use non-adhesive shelf lining materials. Use of adhesive to attach anything to your apartment shelves is prohibited.

9. All drapery rods and drapes are to be provided and installed by the tenant. Fire resistant materials are suggested for your safety. Items attached to the walls become the property of the apartment and cannot be removed when you move out.

10. Candles are to be used with great caution. Remember standard fire safety rules and never leave any open flame unattended. All open flames should be placed on a fireproof surface, away from all flammable objects. Storage of flammable materials, liquid or fuel is expressly prohibited. Possession and use of fireworks is expressly prohibited.

11. Smoking and candles leave a residue on every surface. This must be cleaned before you move out. The fee for cleaning nicotine/tar residue off the walls, ceiling, floors, cabinets, windows, etc. is \$50/hour. To avoid this fee, you may clean these surfaces yourself prior to your move out inspection.

12. Guests are welcome on a limited basis dictated by the terms of the lease.

13. It is your responsibility to inform us of repairs needed in your unit in a timely manner. If you fail to inform us of a plumbing leak and additional damage occurs, you will be responsible. All maintenance requests must be in writing and mailed to PO Box 12, Barberton, OH 44203, left in the rent drop next to the office door at 416 Crocus Place or you may send an email to [barberknollsmaintenance@barberknolls.com](mailto:barberknollsmaintenance@barberknolls.com). Include in your maintenance request whether or not we may perform the work in your absence. In cases where needed repairs compromise safety, work will be scheduled by the Knolls maintenance staff. It is your right to be home when the work is done. It is your responsibility to inform us of your availability with each maintenance request. Please inform us if a repair is ineffective, or we are slow in responding. If your toilet leaks you will have a high water bill. You pay the bill so let us know right away. And remind us if we don't fix it or it still leaks. REMEMBER IF YOU DO NOT TELL US ABOUT A LEAK THAT CAUSES MORE DAMAGE (like a ceiling problem), IT IS YOUR PROBLEM. We will fix it and bill you! Our labor charge is \$50.00 per hour.

### **General Vehicle Rules**

1. Barber Knolls allows two licensed automobiles per leased unit to be parked on Barber Knolls property. Proof of vehicle insurance may be requested.

2. Unlicensed or inoperable vehicles will be deemed abandoned, and towed or disposed of at owner's expense.

3. Vehicles other than automobiles operated or kept on the premises by tenant, tenant's agent or guests, requires written permission. Vehicles in this category shall include, but not be limited to: trailers, motorbikes, recreational vehicles, boats and trucks.

4. There shall be no trucks over 10,000 pounds in the streets, parking areas, or lawn. Noncompliance with the terms of this rule may result in any of said vehicles being towed from the premises at tenant's risk and expense.
5. Automotive repairs on the premises are prohibited, and we ask that there be no dripping fluids from any vehicles.
6. Please respect the designated parking areas. Lilac Place townhomes have two(2) parking spaces.
7. Please do not park or drive on the grass.

### **General Exterior Housekeeping Rules**

1. All tenants are responsible for picking up litter around their units and the grounds. All improper trash disposal will be charged \$50.00 per occurrence. This includes cigarette butts.
2. If you notice rocks in the grass, please dispose of them. They may be thrown by the lawn mower and are very dangerous.
3. All grocery carts must be returned to the shopping center. Our fee to you for returning shopping carts is \$50/hour.
4. Please do not discard computers in the trash because the trash service will not take them. Computers may be recycled by Barberton Recycling, 701 W Hopocan Ave(330)745-4437. You will be charged \$50.00 for any computers that are found in the trash.
5. Please keep all sound to a level that does not bother your neighbors. Barber Knolls complies with the Noise Abatement ordinances established by the City of Barberton. These are available on the city website:  
[http://www.cityofbarberton.com/govt/pdf/Barberton\\_Code\\_of\\_Ordinances.pdf](http://www.cityofbarberton.com/govt/pdf/Barberton_Code_of_Ordinances.pdf).
6. Please lock your door when you leave, but take your keys with you, and avoid using the night lock on the back door when you are not home. This is your way in if the lock on the front door fails. For your safety, please do not change the locks. We will be unable to help you in an emergency if your locks are changed. We will let you in if you forget your keys, but a charge of ten dollars(\$10.00) will apply during normal business hours; after business hours, the charge will be \$15.00.
7. Please use common sense when grilling on patios. Heat from the grill can melt the vinyl fence, so keep them away from the fence when hot. Tenants with a patio must keep any grill at least three (3) feet away from the patio divider when in use. Any items stored on the patio are to be covered with gray or brown tarps only (no blue).

**8.** Our emergency phone number is 330-603-5349. Please use the emergency phone number only in case of genuine emergency. If you call the emergency phone and it is not an emergency, we may charge you \$50.00 for a service call.

**9.** Townhouse residents are not permitted washers or dryers. We maintain a laundromat in 259 Lilac Place for the convenience of our tenants only. Children are not allowed in the laundromat without adult supervision.

**10.** Please be aware that clotheslines are not permitted anywhere at Barber Knolls. Clotheslines will be promptly removed by our staff.

**11.** Written permission must be obtained prior to acquisition of a pet. An unauthorized pet charge of \$25.00 per day will be assessed if proper permission is not secured in advance.

**12.** Please use common sense in keeping all firearms and ammunition locked up so children will not have access to them. We value our children.

**13.** At the Knolls, there are plenty of open places for children to play, but streets and parking lots are not a playground. Please do not let your children play unattended.

**14.** Summit Twin Oaks Realty Inc. authorizes ONLY AT&T/Ameritech to install a telephone/digital interface box on any of the buildings in the Barber Knolls Community. Therefore, you MUST use AT&T/Ameritech for telephone/digital service to your apartment. Barber Knolls maintenance personnel will cooperate with AT&T/Ameritech for the location of the box, but you must make your installation request in writing to the Knolls office. Then you must work within the schedules of AT&T and our maintenance personnel for installation. No Resellers are allowed.

**15.** Satellite dish/cable TV installation and outlet policies state that tenants must have written permission from the management before any installation of satellite/cable TV in the Barber Knolls Community. Satellite installation must be performed by contractors approved by Summit Twin Oaks Realty Inc. This policy supercedes any installation offer by any satellite provider, contractor or business. Installation costs are the sole responsibility of the subscriber, not Summit Twin Oaks Realty Inc. or contractor. See policy on Satellite/Cable TV installation.

**16.** To avoid fire hazards, Lilac Court tenants are not permitted to store anything in the furnace/water heater area.

**17.** Snow will be removed from the parking areas only, limited to areas that do not have vehicles parked in the way of the plow. Tenants are responsible to clear snow from their parking area to their door. We regret that we are unable to clear sidewalks.

Additionally, any activity deemed illegal by the State of Ohio is forbidden at The Knolls.

The renting, leasing and managing of all units by Summit Twin Oaks Realty Inc. will fully comply with The Fair Housing Act and its regulations.

I have read these Community Rules and agree to follow them.

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Tenant names & date

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Tenant names and date

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HouseWPS/vh/7/3/10 Management and date

Barber Knolls House Rules