

TOWER LAKES HOA RESPONSIBILITIES

**TOWER LAKES OWNERS' ASSOCIATION, INC.,**

- an **Ohio non-profit corporation** (the "Community Association"), and Bylaws with the powers and duties set forth in the **Declaration of Covenants and Restrictions for TOWER LAKES SUBDIVISION** (the "Declaration"). The purposes for which it is formed are to provide for the operation, maintenance, preservation, and architectural control for the development of TOWER LAKES SUBDIVISION.
- The Community Association is to provide for the preservation of the values and amenities of the total community and for the maintenance of community lands and properties, open spaces and community facilities, now or hereafter existing. *i.e., Lake (single pond & land bordering Straub Rd., 6.94 acres), Farmhouse, Gazabos, Front Entrance, etc.*
- The Community Association is to exercise the powers, duties and functions delegated to it, own any Community Property, real and personal, enforce the Covenants and Restrictions and collect and disburse the assessments and charges hereafter. created.
- The Community Association may provide such additional services as may be agreed upon by the residential Owners and the Community Association.

*The Board of Trustees is authorized to contract on behalf of the Owners and Condominium Unit Owners Associations.*

**Monthly HOA Fee\* includes the following:**

- Regular weekly garbage pick-up
- Mowing and trimming yards and Tower Lakes community common areas
- Edging and preening front flower beds every year
- Fresh mulch in the front of each Dwelling Unit every other year
- Fertilizing and weed control of yards and community common areas
- Snow removal from driveways, porches and streets
- Salting and clearing the intersections
- Exterior insurance
- Maintenance of the Farmhouse (Community Center)
- Handling all monies for the individual building funds

\*The cost and expense is uniformly & equitably apportioned & assessed against the Owners of each "Dwelling Unit" of each "Unit Owners Association."



Above: **TOWER LAKES SUBDIVISION<sup>†</sup>**

<sup>†</sup>Per July 2023 Richland County Auditor's map.

I have read and do hereby understand & will present to prospective buyer(s) the **Declaration of Covenants and Restrictions for TOWER LAKES SUBDIVISION** and the [Unit Address: \_\_\_\_\_]

[Street Name: \_\_\_\_\_] Condominium **"Unit Owners Association, Inc."** prior to the sale of Dwelling Unit.

Unit Owner (address & sign name): \_\_\_\_\_ Date: \_\_\_\_\_

Realtor (print & sign name): \_\_\_\_\_ Date: \_\_\_\_\_

Prospective buyer(s) (print & sign name): \_\_\_\_\_ Date: \_\_\_\_\_

*Return signed copy to Tower Lakes Board of Trustees*

TOWER LAKES CONDOMINIUM OWNERS' RESPONSIBILITIES

**UNIT OWNERS ASSOCIATION**

Owners of a condominium are the sole owners of their respective units within the condominium building, but only own an undivided interest in the building and lot outside of their unit. The balance of the building and the lot on which a condominium building is located are known as common elements, and the unit owners only own an undivided common interest in that building lot. For example, each condominium owner in a four (4) unit building only owns an undivided 25% interest in that building lot along with the other owners of that condominium, and each condominium owner in a two (2) unit building only owns an undivided 50% interest in that building lot along with the other owner of that condominium.

Each lot as a common element includes everything outside the building, such as grass and landscaping. As described in the Declaration for each condominium and as depicted in the drawings thereof is a subcategory called limited common elements, which are reserved for the sole use of the owners of the adjacent unit, such as driveways, sidewalks, decks and so forth.

An owner of a stand-alone condominium is in a **Unit Owners Association** with all other stand-alone condominium owners of their particular phase, and the ownership provisions outlined above apply.

- “Unit Owners Association” - an **Ohio corporation** - “[Unit Address] [Street Name] Condominium Association, Inc.” i.e.: **“1489 Cape Cod Drive Condominium - Unit Owners Association”**
- Governed by **Declaration of Covenants and Restrictions for TOWER LAKES SUBDIVISION** and reports to the **“TOWERLAKES OWNERS' ASSOCIATION, INC.”** Board of Trustees
- Residential condominium buildings = single\* (1) dwelling unit or two (2) dwelling units or four (4) dwelling units



Above: **“Unit Owners Association”** residential condominium building #4 with four (4) dwelling units

<ul style="list-style-type: none"> <li>• Each Condo Unit owner is a member of their “Unit Owners Association”-A separate corporation</li> <li>• Administers the Condominium Property</li> <li>• Elect a Statutory Agent to complete Corporate filings with Secretary of State of Ohio (every 5yrs)</li> <li>• Conduct an annual meeting including preparation of Minutes and election of Officers - Board of Managers consisting of five (5) members to serve for one (1) year terms, four (4) of whom shall be Unit Owners, each representing a different Unit to the extent</li> <li>• Periodic Assessments. The “Unit Owners Association” Board of Managers shall prepare or cause to be prepared an estimated annual budget for each fiscal year of their Association</li> <li>• Maintenance and/or replacement outside the condo; i.e. roof, windows, siding, etc. (some expenses can come from the building fund with all owners approval)</li> </ul>	<ul style="list-style-type: none"> <li>• Variance requests are required for exterior alterations/additions</li> <li>• Select a Building Representative who meets with the Board of Trustees quarterly</li> <li>• Weeding and trimming bushes and trees in all garden areas (front &amp; back) as necessary</li> <li>• Landscape replacements as necessary</li> <li>• Painting / replacing shutters when necessary</li> <li>• Keeping the exterior siding mold free</li> <li>• Mailbox maintenance (straight &amp; in the ground)</li> <li>• Extra garbage pick-up for big items (to be arranged with appropriate Board member)</li> <li>• Maintenance of outside lighting</li> <li>• Interior homeowner’s insurance &amp; ALL utilities</li> <li>• Each Unit has % ownership of Common Elements</li> </ul>
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