

Policies, Procedures, and Violations for the Use of Common Elements at the Jefferson Condominium

(Adopted 09/27/2011. Last updated 9/16/2018)

In addition to full ownership of one's unit, condominium living involves the shared ownership and use of space outside of the unit; in the Declarations, these spaces are defined as General Common Elements (GCEs) and Limited Common Elements (LCEs). This policy details what GCEs and LCEs are, and what uses are allowed or prohibited in these areas.

USE OF COMMON ELEMENTS FROM THE BYLAWS

7.6 (b) **Use of common elements.** The common elements shall be used for the furnishing of services and facilities for which the same are reasonably intended, for the enjoyment of the units. The use, operation, and maintenance of the common elements shall not be obstructed, damaged or unreasonably interfered with by any unit owners.

INTERPRETATION AND ENFORCEMENT

Interpretations. No personal items are allowed in the common areas (GCE, LCE-R, or LCE-C) as defined in Appendix A, except that residents may adorn the unit doors, frames, and alcoves of their residential unit entries with personal items (such as door mats or holiday decorations), so long as said adornments do not interfere with fire or life safety, do not permanently damage or alter the common areas (i.e. nails, screws, paint), are not offensive in nature, and do not interfere with or jeopardize the enjoyment of the common areas by other residents. Any such adornments (aside from door mats) shall not extend past the entry alcove and into the hallway. Additionally, common areas may not be used for storage of personal items.

Residents may occasionally be asked by the management company or the Board of Directors to move or remove personal items as necessary for maintenance purposes.

Security Cameras. The adornment of security cameras in the common areas (GCE, LCE-R, or LCE-C) aside from those installed by the association with the approval of the Board shall be addressed separately from this policy.

Abandoned items. Items where ownership is unknown will have a notice posted to the item. The resident will be given ten days to remove the item or present a response or explanation to the Board. If no response after ten days, the item(s) are considered abandoned. The Board may, in its discretion, disposition the items, up to and including disposal.

Enforcement of Rules. Violations of this policy should be reported in accordance with the "Enforcement of Rules and Fines" policy.

**DEFINITION OF COMMON ELEMENTS AND LIMITED COMMON
ELEMENTS FROM THE DECLARATIONS**

Article 5

General Common Elements

The general common elements consist of all portions of the Condominium that are not part of a unit or limited common element, including but not limited to, the following:

- 5.1 The land, pathways, driveways, fences, grounds, and driveways.
- 5.2 Pipes, ducts, flue, chutes, conduits, wires, and other utility and communication installations to their outlets.
- 5.3 Roofs, foundations, bearing and shear walls, perimeter walls, beams, columns, and girders to the interior surfaces thereof, and window frames.
- 5.4 The loading dock, trash area and mail room.
- 5.5 All other elements of the buildings and the Condominium necessary or convenient to their existence, maintenance and safety, or normally in common use, except as may be expressly designated in their Declaration as part of a unit or a limited common element.

Article 6

Limited Common Elements

6.2 Those areas marked LCE-R on the Plat, which shall pertain to the Residential and Parking Units based upon the relative square footage of each such unit compared to all such units combined, and those areas marked LCE-C on the Plat, which shall pertain to the Commercial Unit.

Appendix A

GCE- General Common Element (Also known as Common element)

- *Trash room*
- *Garage driveways*
- *1st floor lobby*
- *Mail room*
- *Green roof*
- *Stairwells to the lobby*
- *Elevator to the lobby*
- *Entrances into the townhomes*

LCE-R – Limited Common Element Residential (This is a GCE exclusive to the residential units)

- *Hallways (walls, unit doors & frames, floor, and ceiling)*
- *Stairwells above the lobby*
- *Elevator above the lobby*
- *Lobbies from 2nd floor and above*
- *2nd – 5th floor lobby balconies*

LCE-C – Limited Common Element Commercial (This is a GCE exclusive to the commercial unit)

- *Entry into the commercial space*
- *2 foot sidewalk around the commercial space*