

RECORDING COVER SHEET

AFTER RECORDING RETURN TO

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BENTON COUNTY, OREGON **2007-428413**
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I, James V. Morales, County Clerk for Benton
County, Oregon, certify that the instrument
identified herein was recorded in the Clerk
records.

James V. Morales - County Clerk



NAME OF THE TRANSACTION

CONDOMINIUM DECLARATION FOR COHO COHOUSING CONDOMINIUM

1. DECLARANT
CORVALLIS COHOUSING DEVELOPMENT, LLC
2. OWNER
CORVALLIS COHOUSING DEVELOPMENT, LLC

After Recording, Return to:

Cary B. Stephens
Attorney At Law
Barnhisel, Willis, Barlow & Stephens, P.C.
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**CONDOMINIUM DECLARATION
FOR
COHO COHOUSING CONDOMINIUM**

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**CONDOMINIUM DECLARATION
FOR
COHO COHOUSING CONDOMINIUM**

This Declaration submits to the provisions, restrictions, and limitations of the Oregon Condominium Act, real property hereinafter described (the "Real Property") and all improvements now existing or to be constructed on such real property, to be known as COHO COHOUSING CONDOMINIUM.

Recital, Intent and Purpose

Corvallis Cohousing Development, LLC ("Declarant") is the owner in fee simple of the Real Property described herein below, and desires to submit the Real Property to the Condominium form of ownership, to be converted, used, and owned in the manner provided by the Oregon Condominium Act.

NOW, THEREFORE,

Declaration

Declarant hereby declares on behalf of itself, its successors, grantees, and assigns, as well as to any and all persons having, acquiring, or seeking to have or acquire any interest of any nature whatsoever in and to any part of the Real Property, as follows:

1. **Definitions.** Except as otherwise provided or modified by this Section, the terms contained herein shall have the meaning set forth in the Oregon Condominium Act, ORS 100.005 et seq., and said statute and its definitions are incorporated herein. As used in this Declaration and in the bylaws (the "Bylaws") of the CoHo Cohousing Condominium Association (the "Association"), the following terms shall have the following meanings:

1.1 *Association* shall mean and refer to the CoHo Cohousing Condominium Association which shall be an Oregon nonprofit corporation.

1.2 *Condominium* means the Real Property, all buildings and structures constructed thereon, and all improvements made thereto, and all easements, rights, and appurtenances belonging thereto, all of which are herewith submitted to the provisions of the Oregon Condominium Act.

1.3 *Mortgage* means a recorded first mortgage, first trust deed, or first contract of sale that creates a first lien against a Unit, and *Mortgagee* means the holder, beneficiary, or vendor of such a mortgage, trust deed or contract of sale, but only when such holder, beneficiary, or vendor notifies the Association in writing of the existence of such mortgage and gives the Association a current name and mailing address.

1.4 *Parking Unit* means a garage space designated on the Plat (hereinafter defined) as a parking unit.

1.5 *Storage Area* means a storage shed owned by unit owners and designed and installed with approval of the Association.

1.6 *Unit* means the airspace encompassed by the undecorated interior surface of the perimeter walls, floors and ceilings which is owned in fee simple by each owner of a Condominium Unit and which is more specifically described in Section 3.2 of this Declaration. Provided, however, "Unit" shall not include the Parking Unit.

2. Real Property Description. The Real Property that is submitted hereunder to the Oregon Condominium Act is located in Corvallis, Benton County, Oregon, and is more particularly described on Exhibit A. Each owner shall hold fee simple title to the Unit and an undivided interest in the common elements pertaining thereto when such property is conveyed to the owner by Declarant. Prior to such conveyance, Declarant shall hold fee simple title to all Units and the appertaining common elements.

3. Name and Unit Description/Parking Units.

3.1 Name. The name by which the Real Property hereunder shall be known is CoHo Cohousing Condominium.

3.2 Boundaries of Units. Each Unit shall be bounded by the interior surfaces of its perimeter walls, floors, ceilings, windows and window frames, doors and door frames, and trim. The Units shall include all lath, furring, wallboard, plasterboard, plaster, paneling, tiles, wallpaper, paint, finished flooring, and any other materials constituting any part of its finished surfaces and the exterior surfaces so described, except those portions of the walls, floors, or ceilings that materially contribute to the structural or shear capacity of the Condominium. All other portions of the exterior walls, floors, or ceilings shall be a part of the common elements. In addition, each Unit shall include the following:

3.2.1 All spaces, nonbearing interior partitions, windows, window frames, exterior doors, door frames, and all other fixtures and improvements within the boundaries of the Unit; and

3.2.2 All outlets of utility service lines, including, but not limited to, power, light, gas, hot and cold water, heating, refrigeration, air-conditioning, and waste disposal within the boundaries of the Unit, but shall not include any part of such lines or ducts themselves.

In interpreting deeds, mortgages, deeds of trust, and other instruments, for any purpose whatsoever or in connection with any matter, the existing physical boundaries of the Unit or of a Unit reconstructed in substantial accordance with the original plans hereof shall be conclusively presumed to be the boundaries regardless of settling, rising, or lateral movement of the building and regardless of variances between boundaries as shown on the plat being recorded simultaneously with this Declaration (the "Plat") and those of the actual building or buildings.

3.3 Building Description and Unit Designation. The Condominium consists of nine (9) two story buildings--designated as Buildings 1 to 9 on the Plat-- that contain a total of thirty four (34) units, which are designated as Units 1 to 34 on the Plat; as well as one (1) building that contains the Common House, designated as building 10 on the Plat; one (1) building that contains bike parking, designated as the Bike Barn on the Plat; and one (1) building that contains eight (8) Parking Units, designated as Garage Structure on the Plat. The buildings are wood frame construction with poured concrete foundation, fiber cement and wood batten siding, and asphalt shingle roofing. The vertical and horizontal boundaries, number designation, location, and dimension of each Unit and the designation, location, description of boundaries, and area of each Parking Unit are shown on the Plat. The numerical designation, square footage area, and percentage of ownership in common elements of each Unit is shown on Exhibit B.

3.4 Owner's Duty to Maintain. Every owner shall perform promptly all maintenance and repair work that is needed within the owner's own Unit to prevent any negative effect on the common elements of the Condominium or a part thereof belonging to other owners, and every owner shall be responsible for the damages and liabilities that the owner's failure to maintain

and repair may cause, including, but not limited to, damage caused by plugged toilets and bath drains, overloaded electrical outlets, and clothes washer and dishwasher overflow.

3.4.1 *Owner's Expenses.* All repairs of internal installations of each Unit, such as water, lights, gas, power, sewage, telephones, air conditioners, heaters, and sanitary installations, doors, windows, lamps, and all other accessories and appliances belonging to the Unit area, shall be at the sole expense of the owner of such Unit.

3.4.2 *Reimbursement of Association.* An owner shall reimburse the Association for any expenditures incurred in repairing or replacing any common elements and/or facility that was damaged through such owner's fault and that is not otherwise covered by insurance policies carried by the owner or the Association for the owner's and the Association's benefit. In such circumstances, the insurance obtained by the owner shall be deemed to be the primary coverage.

3.5 *Parking Units.* There is one (1) building that contains eight (8) Parking Units, designated as G51 to G58 on the Plat. The numerical designation and square footage area of each Parking Unit is shown on Exhibit B. The boundaries of the Parking Units are the unfinished floors and the planes along the interior surfaces of the wall studs and the plane along the underside of the ceiling joists. The exterior doors and garage doors are part of the Parking Units. The building in which the Parking Units are located is a limited common element.

4. General Common Elements.

4.1 *Definition.* The general common elements "GCE" as designated on the plat consist of all portions of the Condominium that are not part of a Unit or a limited common element, including, without limitation, the following:

4.1.1 The land;

4.1.2 For Buildings 1 through 9 (which contain Units 1 through 34) the foundations, the studs, insulation, columns, girders, beams, supports, etc. of exterior walls/ceilings/floors and of any other walls/ceilings/floors that form the perimeter of any Unit (i.e. - roofs, exterior walls, and party walls that divide units) including interior load bearing walls, that contribute materially to the structural or shear capacity of the condominium, roofs (including roof flashing and roof decking), exterior siding and trim, gutters and downspouts of the building(s), front porches, and the entry stairs and front porch/balcony on upstairs units.

4.1.3 The yards, gardens, trees, flowers, plants and shrubs on GCE land, fences around perimeter of the land or GCE areas and parking areas not assigned to individual Units;

4.1.4 Installations of central services, such as power, light, gas, hot and cold water, heating, refrigeration, air-conditioning, waste disposal, and incinerators, up to the outlets within any Units;

4.1.5 The mechanical closets, tanks, pumps, heat pumps, motors, fans, compressors, ducts, and, in general, all apparatus and installations existing for common use;

4.1.6 The Common House of the Condominium as designated on the plat;

4.1.7 The Bike Barn as designated on the plat; and

4.1.8 All other elements of any building or land that are not part of a Unit or a limited common element that are necessary or convenient to its existence, maintenance and safety or that are normally in common use.

4.2 *Ownership of Common Elements.* Each Unit shall be entitled to an undivided percentage ownership interest in the common elements determined by dividing the sum of the floor space of all Units into the floor space of each respective Unit and arbitrarily subtracting from the percentage of ownership of the Units an amount sufficient to allocate a .000001

percentage of ownership in the common elements to each Parking Unit as shown on Exhibit B attached hereto and made a part hereof. Each unit's interest in the common elements shall be inseparable from the unit and any conveyance, encumbrance, judicial sale, or other transfer; voluntary or involuntary of an undivided interest in the general common elements shall be void unless the unit to which that interest is allocated is also transferred.

4.3 *Maintenance, Repair, and Replacement of General Common Elements; Liability for Common Expense.* Except as otherwise specifically provided in this Declaration, the necessary work to maintain, repair, or replace the general common elements, shall be the responsibility of the Association and shall be carried out as provided in the Bylaws, except that any damage caused by the negligence or intentional act of an owner or the owner's invitee, guest, tenant or servant shall be repaired by the Association at such owner's sole cost and expense. Although repair, maintenance, and replacement of doors and door frames (including patio and garage doors), windows and window frames, and skylights and skylight frames (if any) shall be the responsibility of individual owners, exterior painting shall be the responsibility of the Association. The Association shall inspect windows and exterior doors for proper function and weather tightness on a regular basis in order to protect Common Elements. Common expenses shall be assessed and apportioned among the owners as set forth in Section 10.6 of this Declaration.

4.4 *Income from General Common Elements.* All income derived from the common elements, if any, shall be income of the Association. The Board of Directors may, in its discretion, use such income to help meet the expense of maintaining the common elements or for such other purpose as may benefit the Association and the Unit owners in a substantially equal manner.

5. **Limited Common Elements.** The following shall constitute limited common elements, the use of which shall be restricted to the Unit or Units to which they pertain:

5.1 *Definitions.*

5.1.1 *Yards.* Each of the yard areas designated Y-3 to Y-34 is a limited common element assigned and appertaining to the Unit set forth on Exhibit B.

5.1.2 *Patios.* Each of the patios that adjoin a Unit is a limited common element appertaining to the Unit to which it adjoins.

5.1.3 *Parking.* Each of the parking spaces designated P-1 through P-34 is a limited common element assigned and appertaining to the Unit set forth on Exhibit B.

5.1.4 *Garage Structure.* The garage building in which the Parking Units are located is a limited common element pertaining to such Parking Units.

5.2 *Maintenance, Repair, and Replacement of Limited Common Elements; Liability for Common Expense.* Except as otherwise specifically provided in this Declaration, the necessary work to maintain, repair, or replace the limited common elements shall be the responsibility of the unit owners to which such limited common elements appertain, subject to applicable provisions in the Bylaws. The necessary work to maintain, repair, or replace the limited common element parking spaces shall be the responsibility of the association and assessed as a Common expense under Section 10.6. Maintenance and repair of the limited common element Garage Structure in which Parking Units are located will be conducted by the Association. The cost of the Garage Structure maintenance and repair shall be allocated equally to the owners of the Parking Units in the Garage Structure, except that any damage caused by the negligence or intentional acts of an owner or an owner's invitee, guest, tenant or servant shall be repaired by the Association at such owner's sole expense.

6. Parking.

6.1 *Parking Units.* Garage spaces G 51 through G 58 are Parking Units. Only the owner of a Unit may own a Parking Unit, and such Parking Unit shall be used in conjunction with the use of such Unit. Provided, however, Declarant (or the Association) may own Parking Units even if it owns no Units and may use such Parking Units itself, lease them to owners or occupants of Units, or convey them to the Association (free of any lien other than property taxes not yet due). The Association shall accept such conveyance. The Association may lease any Parking Units owned by it to an owner or occupant of a Unit. Transfer of Parking Units between or among Unit owners shall be accomplished by delivering and recording executed Parking Unit deeds.

6.2 *Limited Common Element Parking.* Each Unit has a parking space appertaining to it as a limited common element, as more particularly set forth in Section 5 and Exhibit B of this Declaration. All owners shall use the limited common element parking space assigned to their Unit for parking of their primary household vehicle.

6.3 *General Common Element Parking.* Any unnumbered parking spaces are general common elements and shall be available for the use of the owners and their guests. The general common element parking shall be used in accordance with rules and regulations promulgated by the Board of Directors.

6.4 *Parking Restrictions.* Unless otherwise authorized by the Board of Directors, the occupants of any Unit may use no more than two spaces at the Condominium, including the one limited common element parking space. The Association may pass additional parking restrictions to enforce this section. Unless otherwise authorized by the Board of Directors, vehicles (except those parked wholly within a Parking Unit) shall be limited in size to fit within a parking space.

7. Voting. Whenever this Declaration, the Bylaws, or the Oregon Condominium Act require voting or state that approval by a certain percentage (or majority) of owners or Directors is required to approve a matter, voting shall be the method for decision making. Otherwise, consensus shall be the method of decision making at all levels of Association governance. Using Consensus, each member may agree with a matter before the Association, disagree with the matter but not "block" passage, or disagree and "block" consensus. Consensus does not require unanimous agreement but rather is achieved and a decision is made if no participating member "blocks" passage. When consensus apparently cannot be achieved, then a two thirds vote of the members present at that meeting may place the issue on the agenda for a second meeting, which shall be scheduled for not less than seven days in the future, at which the decision shall be made by voting. A quorum as defined by sections 2.4 & 4.14 of the Bylaws shall be required at all meetings.

Each Unit is entitled to two votes. The votes of the Unit shall be divided by the number of owners and voted as fractional votes. The Association shall maintain a list of all owners of all Units and the fractional voting rights of each owner. The calling and conducting of meetings of the Association and the exercise of voting rights shall be controlled by Articles 2 and 3 of the Bylaws.

8. Use of Property.

8.1 *General.* Each Unit shall be used for residential purposes allowed by applicable

zoning laws. The common elements shall be used for furnishing of services and facilities to Unit owners. Every Unit owner shall have an easement to enjoy and use the general common elements in the manner for which they were intended. Additional restrictions and regulations shall be set forth in the Bylaws and rules or regulations adopted pursuant to the provisions of the Bylaws.

8.2 Rules and Regulations Promulgated by the Association. The Board of Directors shall have the authority from time to time to promulgate such rules and regulations as the Board may deem to be in the best interest of the Association. No person shall use the common elements, the Units, or any part thereof in any manner contrary to or inconsistent with such rules and regulations. Without limiting the generality of the foregoing, the Board of Directors shall have the right, but not the obligation, to promulgate rules and regulations limiting the use of the common elements to the members of the Association and their respective families, guests, invitees, tenants and servants. Such use may be conditioned on, among other things, (a) the payment by the Unit owner of assessments for common expenses and such other assessments or fees as may be established by the Association for the purpose of defraying the costs associated with the use of such common elements and the administration and operation of the Condominium property; and (b) the observance by the Unit owner and the owner's guests, invitees, tenants and servants, of the provisions of the Declaration, the Bylaws, and the Association's rules and regulations of the Bylaws or this Declaration. The Board of Directors shall have the authority to fine owners who are not in compliance with the rules and regulations. The amount and the procedure to impose such fines shall be established by Board resolution.

8.3 Right of Ingress and Egress. Each Unit owner shall have a perpetual right of ingress and egress to and from the owner's Unit. This right shall pass to all successors in interest to the Unit when the Unit is transferred voluntarily, involuntarily, or by operation of law. Any attempt to transfer voluntarily or involuntarily any common element ownership interest separately from the transfer of the Unit to which such interest pertains shall be void.

9. Contracts and Leases. All contracts or leases that are entered into before the turnover meeting (including any management contract) shall be terminable without penalty by the Association or the Board of Directors on not less than 30 days' written notice to the other party by the Association given not later than 60 days after the turnover meeting. Provided, however, that any such contracting or leasing party may request the Association to affirm the continuation of any such agreement for the balance of its stated term. Affirmation by the Association after transfer of control shall extinguish all termination rights of the Association under this Section 9.

10. Bylaws; Association; Management.

10.1 Adoption of Bylaws. On behalf of the Association, the Declarant hereby adopts the Bylaws attached hereto as Exhibit C to govern the administration of the Condominium. The Bylaws shall be effective on the execution and recording of the Bylaws and this Declaration.

10.2 Association; Membership. The name of the Association shall be CoHo Cohousing Condominium Association, and the Association shall operate under this name or a name as close to that name as is permitted by the Oregon Secretary of State. Each owner of a Unit in the Condominium shall be a member of the Association, and membership therein shall be limited to Unit owners only. The Association, which shall be organized on the recording of the Declaration and the Bylaws, shall serve as a means through which the Unit owners may take action with regard to the administration, management and operation of the Condominium. The Association shall be an Oregon nonprofit corporation.

10.3 *Management; Board of Directors.* The affairs of the Association shall be governed by a Board of Directors as provided in the Bylaws. The Board of Directors shall elect officers consisting of a president, secretary, and treasurer, and such other officers as the Board of Directors deems prudent or convenient. Pursuant to the provisions of the Bylaws and the Oregon Condominium Act, the Board of Directors may adopt rules and regulations governing details of the operation, maintenance, and use of the Condominium property. The Board of Directors may contract with a professional manager or management firm to manage some or all of the affairs of the Association.

10.4 *Interim Board and Officers.* Declarant has reserved control over the administration of the Association by reserving the right in the Bylaws to appoint an interim Board of Directors to manage the Condominium until the turnover meeting. The turnover meeting shall be held within 90 days after the earlier of the following dates: the date on which 50% of the Units in the Condominium have been conveyed to persons other than the Declarant or the date on which three years have elapsed since the date of the first conveyance of a Unit in the Condominium to a person other than Declarant. The one to three members of the interim board shall also serve as the interim officers.

10.5 *Powers and Duties of the Association.* The Association and the Board of Directors shall have the powers and duties granted to them by this Declaration, the Articles of Incorporation for the Association, the Bylaws, and ORS 100.405(4) and all other provisions of the Oregon Condominium Act.

10.6 *Covenant to Pay Assessments; Liability for Common Expense.* Each owner hereby covenants to pay to the Association annual assessments for common expenses as more fully provided in the Bylaws. No owner may avoid liability for assessments by abandonment of his or her Unit or nonuse of the common elements. Except as otherwise provided in this Declaration or the Bylaws, each Unit and the owner thereof shall be liable for the common expense and funding of the replacement reserves, both of which shall be apportioned among the Units on the following formula basis: 50 % based on the percentage of ownership in the common elements allocated to such Unit under Section 4.2, above, and 50 % divided equally between all Units. Certain services provided through the Association, such as water service and basic cable television service, may be billed on a per-Unit basis rather than on this apportionment basis. No offset against any assessment shall be permitted for any reason, including, without limitation, any claim that the Association is not properly discharging its duties. Assessments shall be levied against all Units not later than the first day of the month next following the date when the first Unit is conveyed to a person other than Declarant.

10.7 *Delegation.* Nothing in this Declaration shall be construed to prohibit the Association or the Board of Directors from delegating to persons, firms, or corporations of its choice the performance of such duties as may be imposed upon the Association or the Board of Directors by this Declaration, Articles of Incorporation, the Bylaws, Association rules or regulations, or applicable law.

11. **Service of Process.** The designated agent to receive service of process in cases set forth in ORS 100.550(1) shall be named in the Condominium Information Report, which shall be filed with the Oregon Real Estate Agency in accordance with ORS 100.250(1).

12. **Mortgagees.** In the event of a conflict between this Section 12 and other provisions of this Declaration, the provisions of this Section 12 shall prevail. The terms *Mortgage* and *Mortgagee* are defined in Section 1 of this Declaration.

12.1 *Notice of Action.* On the written request of a Mortgage holder, insurer, or guarantor to the Association, identifying the name and address of such person and the number or address of the Unit on which a Mortgage has been placed, such Mortgagee, insurer, or guarantor shall be entitled to timely notice of the following:

12.1.1 Any condemnation loss or casualty loss that affects either a material portion of the Condominium or any Unit securing its Mortgage;

12.1.2 Any 60-day delinquency in the payment of assessments or charges owed by an owner of any Unit on which it holds a Mortgage;

12.1.3 Any lapse, cancellation, or material modification of any insurance policy maintained by the Association;

12.1.4 Any proposed action that would require the consent of a specified percentage of eligible Mortgage holders.

12.2 *Mortgagee Exempt from Certain Restrictions.* Any Mortgagee that comes into possession of the Unit pursuant to the remedies provided in the Mortgage, by foreclosure of the Mortgage, or by deed (or assignment) in lieu of foreclosure, shall be exempt from any "right of first refusal" or other restriction on the sale or rental of the mortgaged Unit, including, but not limited to, restrictions on the age of Unit occupants and restrictions on the posting of signs pertaining to the sale or rental of the Unit. Provided, however, that Mortgagees shall not be exempt from the restriction that Units cannot be rented for periods of fewer than 30 days.

12.3 *Subordination of Association Lien to Mortgage; Discharge of Lien upon Foreclosure.* The lien of the Association shall be subordinate to any first Mortgage. Any first Mortgagee that comes into possession of the Unit pursuant to the remedies provided in the Mortgage, by foreclosure of the Mortgage, or by deed (or assignment) in lieu of foreclosure, and any purchaser at the foreclosure sale of a first Mortgage, shall take the property free of any claims for unpaid assessments or charges against the mortgaged Unit which accrue before such Mortgagee comes into possession of the Unit (except for claims for a pro rata share of such assessments or charges resulting from a pro rata reallocation of such assessments or charges to all Units, including the mortgaged Unit).

12.4 *Professional Management.* On the written request of holders of first Mortgages that represent at least 75% of the votes of Units in the Condominium, the Board of Directors shall employ a professional manager to manage the affairs of the Association. If professional management has previously been required by any Mortgage holder, any decision to establish self-management shall require prior consent of the owners of Units to which 67% of the votes in the Association are allocated. Any agreement for professional management shall provide that the management contract may be terminated for cause on 30 days' written notice.

12.5 *Consent of Mortgagees to Change Percentage Ownership in Common Elements.* The Unit owners may not reallocate the percentage of interest in the common elements attributable to any Unit without the prior written approval of holders of first Mortgages that represent at least 51% of the votes of mortgaged Units with respect to which the percentage of ownership is proposed to be altered. Nothing in this Section 12.5 shall be construed to give the owners, the Association, or the Board of Directors, any specific authority to alter such percentage of ownership and, if any attempt is made to do so, full compliance shall be made with the Declaration, the Association's Articles of Incorporation, Bylaws and the Oregon Condominium Act.

12.6 *Consent of Mortgagees Required to Terminate Project.* Except with respect to termination of the Condominium as a result of destruction, damage or condemnation, any termination of the Condominium shall require the written approval of holders of first Mortgages

that represent at least 67% of the votes of mortgaged Units in the Condominium. However, such consent will be deemed given if a Mortgagee does not object in writing within 30 days after notice of the proposed termination. Additionally, any such terminations shall be carried out by the owners pursuant to provisions of the Declaration; the Association's Articles of Incorporation, the Bylaws, and the Oregon Condominium Act and shall be carried out only after vote of the owners, as provided in such provisions.

12.7 *Limited Right of Amendment.* Except on the written approval of holders of first Mortgages that represent at least 51% of the votes of Mortgaged Units in the Condominium, no amendment that adds to or amends any material provision that establishes, provides for, governs, or regulates any of the following may be made to the Declaration or the Bylaws:

12.7.1 reallocation of interests in the general or limited common elements, or rights to their use;

12.7.2 redefinition of any Unit boundaries;

12.7.3 convertibility of Units into common elements or vice versa;

12.7.4 expansion or contraction of the Condominium project, or the addition, annexation, or withdrawal of property to or from the Condominium project;

12.7.5 hazard or fidelity insurance requirements;

12.7.6 restoration or repair of the Condominium (after damage or partial condemnation) in a manner other than that specified in the documents; or

12.7.9 any provisions that expressly benefit Mortgage holders, insurers, or guarantors.

The provisions of this Section are intended to limit only the right of the Unit owners, the Board of Directors, and the Association to amend the Declaration and the Bylaws, and are not intended to give any such parties any specific rights to effect any amendments. Any amendments to the Declaration or the Bylaws shall be made only on full compliance with the provisions of the Declaration, the Bylaws, and the Oregon Condominium Act relating to the procedure and percentage of votes required for such amendment. An addition or amendment to the Declaration or the Bylaws shall not be considered to be material so as to require the consent or approval of Mortgagees, if its purpose is to correct technical errors or to clarify unclear language.

12.8 *Request for Approval of Mortgagees.* Any Mortgagee that receives a written request to approve additions or amendments to the Declaration or the Bylaws, or any other action to be taken by the Board of Directors, the Association or Unit owners shall be considered to have given such approval unless such Mortgagee delivers or posts a negative response within 30 days after receipt of such request.

12.9 *[Reserved]*

12.10 *Right to Examine Documents.* The Association shall make available to Unit owners, lenders, and Mortgagees current copies of the Declaration, the Bylaws, the Articles of Incorporation, other rules concerning the Condominium, and the books, records, and financial statements of the Association. The Association shall have the right to impose a reasonable charge for any copies requested by owners, lenders, or Mortgagees.

12.11 *Right to Receive Annual Reports.* On written notice, the holder of any Mortgage on a Unit in the Condominium shall be entitled to have an audited financial statement prepared at their expense if such statement is not otherwise available. The Association and its officers, directors, and manager (if any) shall cooperate with such Mortgage holders and their auditors to facilitate the necessary auditing and review process. Such financial statement shall be furnished within a reasonable time following request.

12.12 *Right to Receive Written Notice of Meetings.* On a Mortgagee's written request,

the Association shall give all Mortgagees written notice of all meetings of the Association, and such Mortgagees shall be permitted to designate a representative to attend all such meetings.

12.13 *List of Mortgagees.* The Association shall maintain at all times a list of Mortgagees who have given the Association notice on any matter described in Section 12 of this Declaration, which list shall include their names, addresses, the Units, and mortgagors affected, and the matters with respect to which such Mortgagees have requested notice, provided that such information has been furnished to the Association by the owners or their Mortgagees.

13. Amendments to Declaration. Except when a larger percentage of approval is required by law, this Declaration may be amended from time to time only by vote and approval of Unit owners holding 75% or more of the voting rights as otherwise set forth in this Declaration.

13.1 *Declarant's Approval Required.* Declarant's prior written consent shall be required for any amendment to this Declaration until the expiration of the period of developer control as provided by ORS 100.200 and Section 3.3 of the Bylaws. Provided, however, that even thereafter, no amendment may limit or reduce any of Declarant's special rights, whether reserved herein or otherwise provided by law.

13.2 *Amendment Restrictions.* No amendment may change the size, location, percentage of interest in the common elements, method of determining liability for common expenses, right to common profits, or voting power of any Unit(s) unless such amendment has been approved by the owners and the Mortgagees of the affected Unit(s). Additionally, this Declaration shall not be amended to reduce or eliminate the rights of any Mortgagee without all such Mortgagees' prior written consent. The Declarant may not amend this Declaration or the Bylaws to increase the scope of its reserved rights without the consent of all unit owners.

13.3 *Recordation/County Assessor and Commissioner Approval Required.* An amendment to the Declaration shall be effective on recordation in the Deed Records of Benton County, Oregon, certified to by the chairperson and secretary of the Association and, if required by law, approved by the County Assessor and the Real Estate Commissioner. Approval by the Commissioner shall not be required for an amendment to a declaration transferring the right of use of a limited common element pursuant to ORS 100.515(5).

14. Subdivision. No Unit may be subdivided into divisions of any nature.

15. Relocation of Boundaries. The owner or owners of any two adjoining Condominium Units may apply to the Board of Directors of the Association for permission to change the sizes of their Units by adjusting the common boundary between the two Condominium Units or to consolidate the two Condominium Units into one Unit by deleting the common boundary. Any such application shall identify the Condominium Units involved, state any reallocations of the affected Unit's interest in common elements, or of Unit owners' voting rights, liability for common expense, and right to receive common profits. The Board of Directors shall approve such an application unless it determines that the proposed reallocations are unreasonable or that the proposed relocation or deletion would impair the structural integrity or mechanical systems of the condominium or would reduce the support of any portion of the Condominium. If approved, a proposed change would become effective on recording in the appropriate records of Benton County, Oregon, of an amendment to this Declaration and of a floor plan, both setting forth the proposed change, executed by the owners and Mortgagees of the affected Condominium Units and certified to by the chairperson and secretary of the

Association, together with any governmental approvals required by law. All costs in connection with such amendments shall be paid by the applicants.

16. Authority to Grant Easements, Rights-of-Way, Licenses, and Other Similar Interests/Encroachments.

16.1 *General.* The Association shall have the authority to execute, acknowledge, deliver, and record leases, easements, rights-of-way, licenses, and other similar interests affecting the general common elements and to consent to vacation of roadways within or adjacent to the Condominium after the vote and approval required by ORS 100.405(6). An instrument granting any such interest or vacating any such roadway shall be executed by the chairperson and secretary of the Association, shall be acknowledged in the manner provided for acknowledgment of such instruments by such officers, and shall state that such grant was approved by the minimum required vote of the owners or Board of Directors required by ORS 100.405(6).

16.2 *Utility Easements; Dedications.* Anything in this Declaration to the contrary notwithstanding, Declarant shall have the right to execute, deliver, and record on behalf of the Association and the Unit owners such documents as may be required to grant easements, rights-of-way, and licenses over the common elements for the installation, maintenance and repair of public utilities serving the Condominium or adjacent property. Declarant shall also have the right to execute, deliver and record on behalf of the Association and the Unit owners such deeds and other documents as may be required to convey, dedicate, or grant such easements, rights-of-way, or licenses over common elements, as may be required by any government or governmental agency in order to complete development of the Condominium. To effect the intent of this Section 16.2 each Unit owner, by acceptance of a deed or contract to a Unit, whether or not it shall be expressed in such deed or contract, for the owner and the owner's successors in interest, irrevocably appoints Corvallis Neighborhood Housing Services, Inc. of Corvallis, Oregon, or the owner's nominee, as his or her lawful attorney-in-fact for the purpose of executing any and all documents required or permitted to be executed hereunder. The Power of Attorney and the rights under this Section shall expire at such time as Declarant no longer owns a Unit or three years from the date this Declaration is recorded, whichever is earlier.

16.3 *Encroachments.* There shall be an easement for any encroachment of the common elements on any Unit or an encroachment of any Unit on the common elements or another Unit arising from the original construction, reconstruction, authorized repair, shifting, settling, or other movement of any portion of the condominium improvements. Such easements shall exist indefinitely and may be terminated only by the voluntary act of the party who benefits from the easement(s).

17. Declarant's Special Rights. Declarant shall have the following special rights:

17.1 *Sales Office and Model.* Declarant shall have the right to maintain sales and/or rental offices and sales and/or rental models in one or more of the Units that Declarant owns. Declarant, its agents, and prospective purchasers shall have the right to park automobiles in the parking area on the common elements and to use and occupy the sales and/or rental office and models during reasonable hours any day of the week.

17.2 *"For Sale" and "For Rent" Signs.* Declarant may maintain a reasonable number of "For Sale" and/or "For Rent" signs at reasonable locations on the Condominium property.

17.3 *No Capital Assessments Without Consent.* Neither the Association nor the Board

of Directors shall make any assessments for new construction, acquisition, capital improvements, or otherwise without the prior written consent of Declarant, as long as Declarant owns the greater of two Units or 5% of the total number of Units in the Condominium. Nothing contained in this Section 17.3 shall be construed to limit Declarant's obligation to pay assessments for common expenses on Units owned by Declarant pursuant to requirements of the Oregon Condominium Act.

17.4 *Common-Element Maintenance by the Association.* The Association shall maintain all common elements in a clean and attractive condition. If the Association fails to do so, Declarant may perform such maintenance at the expense of the Association.

17.5 *Declarant's Easements.* Declarant and its agents and employees shall have an easement on and over the common elements for the completion of any portion of the Condominium, including the furnishing and decoration of any Unit, sales office, or model, and the right to store materials on the common elements at reasonable places and for reasonable lengths of time.

17.6 *Declarant's Other Special Rights.* The rights reserved to Declarant in this Section 17.6 shall in no way limit any other special rights that Declarant, as a declarant, may have, whether pursuant to the Oregon Condominium Act or otherwise. On the expiration of any or all such special rights, Declarant shall have the same rights as any other owner in the Condominium with respect to such ownership.

17.7 *Assignment of Declarant's Rights.* Declarant shall have the right to assign any and all of its rights, including, without limitation, Declarant's special rights, as set forth in this Section 17, or to share such rights with one or more other persons exclusively, simultaneously, or consecutively.

17.8 *Expiration of Declarant's Special Rights.* Unless otherwise provided, Declarant's special rights, as reserved in this Section 17, shall expire on the conveyance by Declarant of the last Unit owned by the Declarant or three years after the first conveyance of a Unit in the Condominium, whichever is earlier.

18. Right to Make Additions to Common Elements. Declarant is reserving the right to create additional common elements consisting of part of the condominium buildings, land, pavement, landscaping and parking spaces. However, Declarant is not reserving the right to create substantial recreational amenities.

19. General Provisions.

19.1 *Interpretation.* The rights and obligations of all members of the Association and any person dealing with the Association or any of its members with respect to matters pertaining to the Declaration, Articles of Incorporation, or the Bylaws shall be interpreted in accordance with and governed by the laws of the State of Oregon.

19.2 *Severability.* Each provision of the Declaration, the Articles of Incorporation, and the Bylaws shall be independent and severable. The invalidity or partial invalidity of any provision thereof shall not affect any of the remaining portions of that or any other provision of this Declaration or the Bylaws.

19.3 *Waiver of Rights.* The failure of the Association, the Board of Directors, an officer, or a Unit owner to enforce any right, provision, covenant, or condition provided in the Declaration, Articles of Incorporation, or the Bylaws shall not constitute a waiver of the right of any such party to enforce such right, provision, covenant, or condition in the future.

19.4 *Legal Proceedings.* Failure to comply with any of the terms of the Declaration, Articles of Incorporation, the Bylaws, and any rules or regulations adopted thereunder shall be grounds for relief, which may include, without limitation, fining the noncomplying owner, bringing an action to recover money due, damages or a suit for injunctive relief, or an action to foreclose a lien, or any combination thereof. Relief may be sought by the Association, Board of Directors, an officer, a professional manager, or a management firm, or, if appropriate, by an aggrieved Unit owner.

19.5 *Costs and Attorney Fees.* In any proceeding arising because of an alleged failure of a Unit owner to comply with the terms and provisions of this Declaration (as amended or supplemented), the Bylaws (as amended), Articles of Incorporation, rules and regulations adopted under the Bylaws, or the Oregon Condominium Act, the prevailing party shall be entitled to recover the cost of the proceedings and such reasonable attorney fees as may be determined by the trial court in any trial or by the appellate court in any appeal thereof. In addition, the Association shall be entitled to recover costs and attorney fees incurred by it to collect delinquent assessments or fines, or to enforce the terms of the Declaration, Bylaws, or any rules or regulations promulgated thereunder whether or not any action or suit is filed.

19.6 *Compliances.* Each Unit owner shall comply with the provisions of the Declaration, Articles of Incorporation, and the Bylaws, and with the administrative rules and regulations adopted thereunder, and with all other applicable covenants, conditions, and restrictions of record. Failure to comply therewith shall be grounds for suit or action, maintainable by the Association or any Unit owner in addition to other sanctions that may be provided by the Bylaws or by any existing administrative rules and regulations.

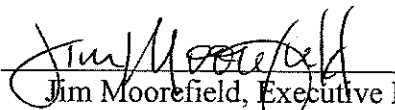
19.7 *Conflicting Provisions.* In the event of a conflict between or among the provisions of the Declaration, the Articles of Incorporation of the Association, the Bylaws, and any administrative rules and regulations, the provisions of the Declaration shall be paramount to those of the Articles, Bylaws, and the rules and regulations, and the Articles shall be paramount to the Bylaws and the rules and regulations and those of the Bylaws shall be paramount to the rules and regulations. For purposes of this Section 19.7, the term *Declaration* shall include all amendments to this Declaration, and the term *Bylaws* shall include all amendments to the Bylaws.

19.8 *Section and Paragraph Captions.* Section and paragraph captions shall not be deemed to be part of this Declaration unless the context otherwise requires. In construing this Declaration, if the context so requires, the singular shall be taken to mean and to include the plural, the masculine shall be taken to mean and to include the feminine and the neuter, and, generally, all grammatical changes shall be made, assumed, and implied to make the provisions hereof apply equally to individuals, trusts, estates, personal representative, trustees, and corporations.

The undersigned Declarant of the subject property has caused this Declaration to be executed this ____ day of _____, 2007.

Corvallis Cohousing Development, LLC

By:



Jim Moorefield, Executive Director

Corvallis Neighborhood Housing Services, Inc.
Its Sole Member

STATE OF OREGON)

) ss. September 27, 2007

County of ~~Benton~~
Marion)

Personally appeared before me the above-named Jim Moorefield and who, being duly sworn, did say that he is the Executive Director of Corvallis Neighborhood Housing Services, Inc., the sole and managing member of Corvallis Cohousing Development, LLC, and that said instrument was signed on behalf of said corporation as managing member by authority of its Board of Directors; and they acknowledged said instrument to be its voluntary act and deed.



Kathleen Forstrom
Notary Public for Oregon

My commission expires: 5-20-2009

The foregoing Declaration is approved pursuant to ORS 100.110 this 25th day of September, 2007, and, in accordance with ORS 100.110(7), this approval shall automatically expire if this Declaration is not recorded within two years from this date.

Gert Bentley
Real Estate Commissioner

By: Laurel Lee

I hereby certify that pursuant to ORS 100.095, all ad valorem taxes, fees and other charges as required by law to be placed on the 2007 and 2008 tax roll, which became a lien or will become a lien on this condominium during the tax year, but not yet certified to the tax collector for collection have been paid to me this _____ day of _____, 2007.

Director,
Benton County Department of Assessment

By: _____

I hereby certify that all ad valorem taxes and other charges required by law to be placed on the tax roll, which have become a lien on this condominium that are not due and payable have been paid to the _____ day of _____, 2007.

Director,
Benton County Dept. of Finance, Auditing
and Tax Collection

By: _____

Exhibit A.

Legal Description

Parcels 1 and 2 of Benton County Partition Plat No. 2006-38, recorded as Document No. 2006-409558, of the Benton County Deed Records, Benton County, Oregon.

Exhibit "B"

The unit designation, approximate area, and percentage ownership in common elements are as follows:

<u>Building #</u>	<u>Unit #</u>	<u>Square Footage</u>	<u>Percentage Ownership Common Elements</u>	<u>Parking Space Assigned</u>	<u>LCE- Yards</u>
1	1	786	2.187342	P-37	
1	2	786	2.187342	P-36	
1	3	1076	2.994379	P-35	Y-3
1	4	1076	2.994379	P-34	
2	5	786	2.187342	P-40	Y-5
2	6	786	2.187342	P-39	Y-6
2	7	1327	3.692881	P-38	Y-7
2	8	1327	3.692881	P-11	Y-8
3	9	786	2.187342	P-12	Y-9
3	10	786	2.187342	P-13	Y-10
3	11	1076	2.994379	P-14	Y-11
3	12	1076	2.994379	P-15	Y-12
4	13	786	2.187342	P-23	Y-13
4	14	786	2.187342	P-22	Y-14
4	15	1327	3.692881	P-21	Y-15
4	16	1327	3.692881	P-20	Y-16
5	17	1244	3.461902	P-19	Y-17
5	18	953	2.652084	P-18	Y-18
5	19	943	2.624256	P-17	Y-19
5	20	1244	3.461902	P-16	Y-20
6	21	1244	3.461902	P-41	Y-21
6	22	953	2.652084	P-42	Y-22
6	23	1244	3.461902	P-43	Y-23
7	24	1244	3.461902	P-44	Y-24
7	25	953	2.652084	P-45	Y-25
7	26	1244	3.461902	P-46	Y-26
8	27	1244	3.461902	P-33	Y-27
8	28	953	2.652084	P-32	Y-28
8	29	1244	3.461902	P-31	Y-29
9	30	1244	3.461902	P-30	Y-30
9	31	943	2.624256	P-29	Y-31
9	32	943	2.624256	P-28	Y-32
9	33	953	2.652084	P-25	Y-33
9	34	1244	3.461902	P-24	Y-34
<u>Parking Units</u>					
	G 51	213	0.000001		
	G 52	213	0.000001		
	G 53	213	0.000001		
	G 54	178	0.000001		
	G 55	182	0.000001		
	G 56	182	0.000001		
	G 57	184	0.000001		
	G 58	184	0.000001		
		35934**	100.000000		

The allocation to each Unit of an undivided interest in the common elements was determined by dividing the sum of the floor space of all Units into the floor space of each respective Unit and arbitrarily subtracting from the percentage of ownership of the Units an amount sufficient to allocate a .000001 percentage of ownership in the common elements to each Parking Unit.

**The square footage for Parking Units has not been included in calculation of total square footage for purposes of the Percentage Ownership in the Common Elements. The maintenance costs of the garage building containing the Parking Units shall be allocated equally to the owners of the Parking Units in the garage building.

After Recording, Return to:

Cary B. Stephens
Attorney At Law
Barnhisel, Willis, Barlow & Stephens, P.C.
123 N. W. Seventh Street
P. O. Box 396
Corvallis, OR 97339

**BYLAWS
OF
COHO COHOUSING CONDOMINIUM ASSOCIATION
Exhibit C to Declaration of CoHo Cohousing Condominium**

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**BYLAWS
OF
COHO COHOUSING CONDOMINIUM ASSOCIATION**

**Exhibit B
to Condominium Declaration for CoHo Cohousing Condominium**

RECTIAL

“CoHo is a **cohousing community** that is designed to encourage interactions between people and enrich lives with the pleasure of **cooperation and friendship**. We care about the earth and are committed to the environmentally **sustainable** practices and building techniques. Our multi-generational community welcomes **diversity** and values the input of each person”

**ARTICLE 1
PLAN OF UNIT OWNERSHIP**

1.1 Unit Ownership. The condominium, located in the City of Corvallis, County of Benton, State of Oregon, known as CoHo Cohousing Condominium, is submitted to the provisions of ORS 100.005 et seq., the Oregon Condominium Act, by the CoHo Cohousing Condominium Declaration (“Declaration”), and these Bylaws.

1.2 Bylaws Applicability. The provisions of these Bylaws are applicable to the CoHo Cohousing Condominium Association (“Association”) and the entire management structure thereof. (The term *Condominium* as used herein shall include the land.)

1.3 Personal Application. All present or future owners, tenants, future tenants or their employees, or any other person that might use the facilities of the Condominium in any manner, are subject to the regulations set forth in these Bylaws. The acquisition, occupancy, or rental of any of the Units of the Condominium or the mere act of occupancy of any such Units will constitute acceptance and ratification of these Bylaws and agreement to comply with all the provisions hereof.

1.4 Incorporation. The association shall be incorporated under the Oregon Nonprofit Corporation Act. The Articles of Incorporation shall be consistent with the Declaration and these Bylaws, and these Bylaws shall constitute the Bylaws of the incorporated Association.

1.5 Definitions. Except as otherwise provided below, the terms herein shall have the meaning set forth in the Oregon Condominium Act, ORS 100.005 et seq., as supplemented by the Declaration, and said statute and definitions are incorporated herein by this reference.

ARTICLE 2
ASSOCIATION MEMBERSHIP, VOTING,
MAJORITY OF OWNERS, QUORUM, PROXIES

2.1 *Membership in the Association.* On recordation of a conveyance or contract to convey a Unit, the grantee or purchaser named in such conveyance or contract shall automatically be a member of the Association and shall remain a member of the Association until such person's ownership ceases for any reason. For all purposes of the Declaration and the administration of the Condominium, Unit ownership shall be determined on the basis of the records maintained by the Association. The record shall be established by the Unit owner filing with the Association a copy of the deed to or land sale contract for his Unit, to which shall be affixed the certificate of the recording officer of the County of Benton, Oregon, showing the date and place of recording of such deed or contract. No person shall be recognized as a Unit owner unless a copy of the deed or contract showing him/her to be the current owner or contract purchaser of a Unit has been filed with the Association as provided above. Notwithstanding the foregoing, Declarant shall be the owner of all previously unsold Units, although no deed or land sale contract, with respect to such Units, has been filed with the Association.

2.2 *Consensus, Voting.* Whenever the Declaration, these Bylaws, or the Oregon Condominium Act require voting or state that approval by a certain percentage (or majority) of owners or Directors is required to approve a matter, voting shall be the method for decision making. Otherwise, consensus shall be the method of decision making at all levels of Association governance. Using Consensus, each member may agree with a matter before the Association, disagree with the matter but not "block" passage, or disagree and "block" consensus. Consensus does not require unanimous agreement but rather is achieved and a decision is made if no participating member "blocks" passage. When consensus apparently cannot be achieved, then a two thirds vote of the members present at that meeting may place the issue on the agenda for a second meeting, which shall be scheduled for not less than seven days in the future, at which the decision shall be made by voting. A quorum as defined by sections 2.4 & 4.14 of the Bylaws shall be required at all meetings.

Each Unit is entitled to two votes. The votes of the Unit shall be divided by the number of owners and voted as fractional votes. The Association shall maintain a list of all owners of all Units and the fractional voting rights of each owner. The calling and conducting of meetings of the Association and the exercise of voting rights shall be controlled by Articles 2 and 3 of the Bylaws.

2.3 *Majority of Owners.* As used in these Bylaws, the term *majority of owners* shall mean those owners holding over 50% of the voting rights allocated to the Unit owners in accordance with the Declaration and Section 2.2 above. *Majority of owners present* shall mean owners holding over 50% of the votes present at any legal meeting as defined in Section 2.8 hereof.

2.4 Quorum. Except as otherwise provided in these Bylaws, the presence in person, by proxy, or by ballot of owners holding 60% or more of the outstanding votes in the Condominium, as defined in Section 2.2 hereof, shall constitute a quorum. Provided, however, that the quorum at any adjourned meeting, as described in Section 3.8, shall be reduced to 50% of the outstanding votes in the Condominium.

2.5 Proxies; Ballots. Except as allowed herein and Section 2.7, proxies will not be allowed for any vote of the Association. Unit owners who do not reside in their Unit may designate their voting rights ("proxies") to the current residents of their Unit and may divide such voting rights into fractional shares for designating proxies. These proxies must be filed with the secretary of the Association (the "Secretary") before or during any meeting where a vote is taken. In the sole discretion of the Board of Directors, a meeting of the Association may be held by ballot rather than at a formal gathering. Ballots for such meeting must be properly executed and returned in sufficient quantity to constitute a quorum and/or to pass the proposal(s) specifically propounded on the ballot. Procedures for meetings by ballot shall comply with the Oregon Condominium Act as may be amended from time to time and Section 3.9 of these Bylaws. Proxies and ballots must be retained by the Association for one year from the date of determination of the vote.

2.6 Authority to Vote. All owners, including those who have leased their premises to a third party but not designated a proxy, shall be entitled to vote. An owner's right to vote may not be revoked. A purchaser under a land sale contract who is entitled to immediate possession of the Unit shall be deemed to be the owner thereof unless otherwise provided in such contract.

2.7 Fiduciaries and Joint Owners. An executor, administrator, guardian, or trustee may vote, in person, by proxy or by ballot, at any meeting of the Association with respect to any Unit owned or held by him or her in such capacity, whether or not the same shall have been transferred to his or her name; provided, that he or she shall satisfy the Secretary that he or she is the executor, administrator, guardian, or trustee, holding such Unit in such capacity. Whenever any Unit is owned by two owners according to the records of the Association, each vote attributable to the Unit may be exercised separately by each owner. Whenever any Unit is owned by more than two persons according to the records of the Association, and the owners do not agree, the votes of such Unit may be divided by the owners present into fractional votes and exercised by each owner present.

2.8 Actions by Association; Legal Meeting. Except as otherwise provided in the Declaration, the Articles of Incorporation, these Bylaws, the Oregon Condominium Act or the Oregon Nonprofit Corporation Act, decisions and resolutions of the Association shall require approval by a majority of owners present at any legal meeting. For purposes of these Bylaws, a legal meeting is one duly called pursuant to these Bylaws at which a quorum is present in person or by proxy, at a ballot meeting where the number of owners casting written ballots constitutes a quorum.

ARTICLE 3 ADMINISTRATION

3.1 Association Responsibilities. The owners of the Units constitute the members of the Association which, through its Board of Directors, has the responsibility of administering the project, approving the annual budget, establishing and collecting assessments, and arranging for the operation, management, and maintenance of the Condominium, including negotiating and contracting with and supervising any person, persons, or business entity with respect to such matters.

3.2 Place of Meetings. Formal meetings of the Association shall be held at the principal office of the Condominium or such other place that is convenient to the owners as may be designated by the Board of Directors. The outcome of a ballot meeting shall be determined by the Board of Directors within 48 hours of the deadline for return of ballots, or in the event the ballot return date is postponed, within 48 hours of the postponed date. Each Unit owner shall be notified within 10 days after the ballots have been counted, by mail or other delivery of written notice, of the results of the ballot meeting or that a quorum of ballots was not returned.

3.3 Turnover Meeting/Initial Meeting. The turnover meeting (which shall constitute the initial organizational meeting) shall be held within 90 days after the earlier of the following: the date on which 50% of the Units that Declarant has reserved the right to create have been conveyed to persons other than Declarant or the date on which three years have elapsed since the first conveyance of a Unit to someone other than Declarant. The turnover meeting shall be called by notice to all Unit owners of the time, place, and purpose thereof not less than 10, nor more than 50, days before the meeting. If such meeting is not called by Declarant within the time specified, the meeting may be called and notice given by a Unit owner.

At the turnover meeting, Declarant shall relinquish control of the administration of the Association and the Unit owners shall assume such control and shall elect a board of directors ("Board of Directors") in accordance with the provisions of Article 4 of these Bylaws. Additionally, Declarant shall deliver to the Association those items specified in the Oregon Condominium Act to be turned over by the Declarant at the turnover meeting. To facilitate an orderly transition, during the three-month period following the turnover meeting, the Declarant or an informed representative shall be available to meet with the Board of Directors on at least three mutually acceptable dates to review the documents delivered to the Association as required by the Oregon Condominium Act and as referred to above. The turnover meeting may not be conducted by written ballot.

3.4 Transitional Committee. Within not less than 60 days of conveyance to persons other than Declarant of 50% of the Units in the Condominium (unless the turnover meeting has been held), Declarant shall hold a meeting of the Unit owners for the purpose of forming a transitional committee in accordance with the Oregon Condominium Act and these Bylaws. The transitional committee shall be advisory only and shall consist of two or more members selected

by Unit owners other than Declarant and may include not more than one representative of Declarant. The members shall serve until the turnover meeting.

The function of the transitional committee shall be that of enabling ease of transition from control of the administration of the Association by Declarant to control by the Unit owners. The committee shall have access to the information, documents and records which the Declarant must turn over to the Unit owners under the Oregon Condominium Act and Section 3.3 of these Bylaws.

Declarant shall give notice of the meeting required under this Section 3.4 to each Unit owner at least seven, but not more than 50 days before the meeting. The notice shall state the purpose of the meeting and the time and place where it is to be held. If such meeting is not called by Declarant within the time specified, the meeting may be called and notice given by a Unit owner. If the owners, other than Declarant, do not select members for the committee under this Section 3.4, Declarant shall have no further responsibility to form the committee.

3.5 Annual Meetings. The first annual meeting of the Association shall be held during the calendar year following the calendar year during which the turnover meeting is held, and its date shall be set by action of the Board of Directors. This meeting, the date of which may be changed from time to time, at the discretion of the Board of Directors, must be held annually under the rules and regulations as set forth in the Bylaws. At such meetings, new members of the Board of Directors shall be elected by the owners in accordance with the requirements of Section 4.6 of these Bylaws, to replace those directors whose terms have expired. The owners may also transact such other business of the Association as may properly come before them. Annual meetings of the Association may not be conducted by written ballot.

3.6 Special Meetings. Special meetings of the Association may be called by the chairperson of the Association ("Chairperson"), a majority of the Board of Directors, or on the presentation to the Secretary of a petition signed by 10% of the owners. All meetings called because of petition of Unit owners shall be held at a formal gathering and not by ballot, and shall be held within 60 days after receipt of the petition. The notice of any special meeting shall state the time and place of such meeting and the purpose thereof. No business, except as stated in the notice therefor, shall be transacted at a special meeting unless by consent of all the owners of the Units or as otherwise set forth in these Bylaws.

3.7 Notice of Meetings. The Secretary shall mail by first-class or certified mail, or shall hand-deliver, a notice of each annual or special meeting, stating the purpose thereof and the time and place where it is to be held, to each owner of record at least 10, but not more than 50, days before such meeting or the date when ballots for a ballot meeting are required to be returned. The Secretary shall hand-deliver, or mail by first-class or certified mail, written ballots for ballot meetings to each owner of record not less than 20 days before the date on which such ballots must be received by the Association in order to be counted. The mailing shall be to the owner's address last given to the Secretary in writing by the Unit owner or his vendee. If Unit ownership is split or the Unit has been sold on a contract, notice shall be sent to a single address, of which the Secretary has been notified in writing by such parties. If no address has been given to the Secretary in writing, then mailing to the Condominium Unit shall be sufficient. The

mailing of a notice in the manner provided in this Section shall be considered notice served. For a period of ten years, Notice shall also be provided to the Declarant regarding any meeting relating to defective design or construction of the project, and Declarant, or its agent, may attend such meeting.

3.8 Adjourned Meetings. If any gathering of owners is not a legal meeting because a quorum has not attended, the owners who are present, either in person or by proxy, may adjourn the meeting to a time not less than 48 hours nor more than 20 days from the time the original meeting was called. The Board of Directors may postpone the date for counting the ballots of a ballot meeting, in one or more postponements, for up to 90 days after the originally scheduled ballot return date if a quorum of ballots has not been returned and/or for matters on which a certain percentage approval is required and that vote has not been received nor have sufficient votes in opposition been received to negate such approval. Provided, however, if a secret ballot is required, secrecy envelopes may not be examined prior to counting the vote.

3.9 Ballot Meetings. Unless prohibited or limited by the Articles of Incorporation of the Association, any action that may be taken at any annual or special meeting of the Unit owners may be taken without a meeting if the Association delivers a written ballot to every Unit owner entitled to vote on the matter. Such ballot shall set forth each proposed action and provide an opportunity to vote for or against each proposed action. A proposed action shall be deemed to be approved by written ballot when the number of votes cast by ballot equals or exceeds any quorum required to be present at a meeting authorizing the action, and the number of approvals equals or exceeds the number of votes that would be required to approve the matter at a meeting at which the total number of votes cast was the same as the number of votes cast by ballot. The Board must provide owners with at least 10 days' notice as required by ORS 100.425(2)(b) before written ballots are mailed or otherwise delivered. If, at least three days before written ballots are scheduled to be mailed or otherwise distributed, at least 10% of the owners petition the Board requesting secrecy procedures, a written ballot must be accompanied by a secrecy envelope, a return identification envelope to be signed by the owner and instructions for making and returning the ballot. Written ballots that are returned in secrecy envelopes may not be examined or counted before the deadline for returning ballots has passed.

3.10 Order of Business. The order of business at all meetings of the owners of Units shall be as follows unless the Board of Directors sets a different agenda:

- 3.10.1 Roll call.
- 3.10.2 Proof of notice of meeting or waiver of notice.
- 3.10.3 Reading of minutes of the preceding meeting.
- 3.10.4 Reports of officers.
- 3.10.5 Reports of committees.
- 3.10.6 Election of inspectors of election.
- 3.10.7 Election of directors.
- 3.10.8 Unfinished business.
- 3.10.9 New business.

ARTICLE 4 BOARD OF DIRECTORS

4.1 *Number and Qualification.* The affairs of the Association shall be governed by a Board of Directors consisting of not less than three and no more than 34 directors, each of whom must be an owner or co-owner of a Unit. An officer or employee of a corporation, a trustee of a trust, a personal representative of an estate, or an employee of a trust or estate may serve on the Board of Directors if such corporation, trust, or estate owns a Unit.

4.2 *Powers, Duties, Decision Making.* The Board of Directors shall have the powers and duties necessary for the administration of the affairs of the Association and may do all such acts and things as are not by law or by these Bylaws directed to be exercised and done by the owners. The Board may establish various committees of members to assist it in its duties. Whenever the Declaration, these Bylaws, or the Oregon Condominium Act require voting or state that approval by a certain percentage (or majority) of Directors is required to approve a matter, voting shall be the method for decision making. Otherwise, consensus shall be the method of decision making. Using Consensus, each Board member may agree with a motion before the Board, disagree with the motion but not "block" passage, or disagree and "block" consensus. Consensus does not require unanimous agreement but rather is achieved and a decision is made if no participating director "blocks" passage. When consensus apparently cannot be achieved, then a two thirds vote of the directors present and which constitute a quorum at that meeting may place the issue on the agenda for a second meeting, which shall be scheduled for not less than seven days in the future, at which time an affirmative vote of a majority of the Directors present at the meeting, when a quorum is present, may pass the resolution.

4.3 *Other Duties.* In addition to duties imposed by these Bylaws or by resolutions of the Association, the Board of Directors shall have authority to carry out and shall be responsible for the following matters:

4.3.1 Caring for, maintaining, and supervising the management of the Condominium, Association property, if any, the general common elements, the limited common elements for which the Association has maintenance responsibilities, and assigning, supervising assignments, or approving any assignment of the use of any common element, general or limited, as may be required by the Declaration.

4.3.2 Establishing and maintaining replacement reserve accounts and other reserves, as required by the Oregon Condominium Act or these Bylaws and such other reserve accounts as are permitted by these Bylaws.

4.3.3 Designating and collecting regular and special assessments from the owners, in accordance with these Bylaws, the Declaration, and the Oregon Condominium Act.

4.3.4 Establishing a budget for payment of all common expenses of the Association and instituting and maintaining a system for such payment as may be reasonably necessary to prevent any misuse of Association funds.

4.3.5 Obtaining and maintaining insurance policies and paying premiums therefor out of the common expense funds with respect to both the common elements and individual Units as more specifically provided in Article 8 of these Bylaws.

4.3.6 Designating and dismissing the personnel necessary for the maintenance and operation of the Condominium, the general common elements, and the limited common elements, if any.

4.3.7 Causing the preparation and distribution of annual financial statements of the Condominium to each of the Unit owners as more specifically provided in Article 12 of these Bylaws.

4.3.8 Adopting and amending administrative rules and regulations governing the details of operation and use of the common elements and the Units and the administration of the Association, including a fine schedule for violations of these Bylaws, the Declaration or any rules or regulations promulgated thereunder. Provided, however, that any such rules or regulations always shall be subject to rescission or amendment by the Association at any properly called meeting at which a quorum is present.

4.3.9 Causing the Association to comply with ORS 100.480 relating to maintenance within the State of Oregon of documents delivered to the Association by Declarant, depositing all assessments in a separate bank account in the name of the Association, payment of all expenses of the Association from the Association's bank account, and maintenance and distribution of financial statements and to maintain copies suitable for duplication of the following: the Declaration, the Articles of Incorporation, the Bylaws, the Association rules and regulations and any amendments thereto, the most recent annual financial statement, and the current operating budget of the Association. Further, the Board of Directors shall cause to be maintained and kept current the information required to enable the Association to comply with ORS 100.480(7).

4.3.10 Causing the Association to file an Annual Report with the Oregon Real Estate Agency, as provided in ORS 100.250 and ORS 100.260, and an Annual Corporate Report with Secretary of State.

4.3.11 Causing the Association to file the necessary tax returns of the Association.

4.3.12 Establishing and maintaining a current mailing address for the Association.

4.3.13 Conducting such other activity as appropriate for the Association.

4.4 Management Agent. The Board of Directors may employ a management agent, to be compensated in an amount established by the Board, to perform such duties and services as the Board shall authorize, including, but not limited to, the duties listed in Section 4.3 hereof. Any such management contract must be cancelable without penalty upon 90 days' written notice. Any management contract entered into by Declarant before the turnover meeting may be canceled by the Board of Directors elected at the turnover

meeting upon 30 days' written notice given not later than 60 days after the turnover meeting.

4.5 *Interim Directors.* On the filing of the Declaration submitting the Condominium to the Oregon Condominium Act, Declarant shall appoint an interim board of one to three directors (who need not be owners of Units), who shall serve until replaced by the Declarant or their successors have been elected by the Unit owners at the turnover meeting as hereinafter provided. The interim board shall work closely with the transitional committee, once appointed, to acquaint the members of the transitional committee with the procedures and operations of the Condominium.

4.6 *Election and Term of Office.* At the turnover meeting, the Board of Directors shall be elected on vote of a majority of the owners. The term of the Directors shall be 2 years, with re-elections occurring at every other annual meeting. The Directors shall hold office until their successors have been elected and hold their first meeting. The Association may increase or decrease the number of Directors and length of terms for which each is elected only by amendment to the Bylaws of this Section 4.

4.7 *Vacancies.* Vacancies on the Board of Directors caused by any reason other than the removal of a Director by a vote of the Association shall be filled for the balance of the term of each directorship by vote of a majority of the remaining Directors; and each person so elected shall be a Director until the person's successor is elected on expiration of the term for which such person was elected by the other Directors to serve.

4.8 *Removal of Directors.* At any legal annual or special meeting, other than a meeting by ballot, any one or more of the Directors may be removed with or without cause, by a majority vote of owners and a successor may be then and there elected to fill the vacancy thus created. Any Director whose removal has been proposed by the owners shall be given an opportunity to be heard at the meeting. Any Director or Directors who fail(s) to attend three successive meetings of the Board of Directors which have been properly called, or who has failed to attend more than one-third of the Board of Directors meetings during a 12-month period which have been properly called, may be removed by a majority of the remaining Directors.

4.9 *Organizational Meeting.* The first meeting of a newly elected Board of Directors shall be held within 10 days after its election at such place as shall be fixed by the Directors at the meeting at which such Directors were elected, and no notice need be given to the newly elected Directors to hold such meeting legally, providing that a majority of the newly elected Directors are present.

4.10 *Regular Meetings.* Regular meetings of the Board of Directors may be held at such time and place as shall be determined, from time to time, by a majority of the Directors, but shall be held no less often than quarterly. Notice of regular meetings of the Board of Directors may be called by the Chairperson on three days' notice to each

Director, given personally or by mail, telephone, facsimile, telegraph, or other similarly reliable method, which notice shall state the time, place (as hereinabove provided), and purpose of the meeting.

4.11 *Special Meetings.* Special meetings of the Board of Directors may be called by the Chairperson or Secretary or on the written request of at least three Directors. Special meetings of the Board of Directors may be called on three days' notice to each Director, given personally or by mail, telephone, facsimile, or telegraph, which notice shall state the time, place (as hereinabove provided), and purpose of the meeting.

4.12 *Waiver of Notice to Directors.* Before, at, or after any meeting of the Board of Directors, any Director may, in writing, waive notice of such meeting and such waiver shall be deemed equivalent to the giving of such notice. Attendance by a Director at any meeting of the Board shall be a waiver of notice by the Director of the time and place thereof. If all the Directors are present at any meeting of the Board, no notice to Directors shall be required and any business may be transacted at such meeting.

4.13 *Board of Directors' Quorum.* At all meetings of the Board of Directors, 60% of the current Board shall constitute a quorum for the transaction of business. If consensus decision making has failed (or is not applicable) and the Board resorts to voting, the vote of a majority of the Directors shall be the act of the Board of Directors. A majority of those present may adjourn a meeting of the Board of Directors at which less than a quorum is present to a later date. At any such adjourned meeting, any business that might have been transacted at the meeting date as originally called may be transacted without further notice.

4.14 *Board of Directors' Meetings Open to All Association Members.* Except as provided in Section 4.15, all meetings of the Board of Directors shall be open to all members of the Association. No Association member shall have a right to participate in the Board of Directors' meetings unless such member is also a member of the Board of Directors. The Chairperson shall have authority to exclude any Association member who disrupts the proceedings at a meeting of the Board of Directors.

4.15 *Executive Session.* At the discretion of the Board, the following matters may be considered in executive sessions:

- (a) Consultation with legal counsel concerning rights and duties of the Association regarding existing or potential litigation or criminal matters;
- (b) Personnel matters, including salary negotiations and employee discipline;
- (c) Negotiations of contracts with third parties;
- (d) Collection of assessments; and
- (e) Any other matters for which the Oregon Condominium Act permits.

Except in the case of an emergency, the Board of Directors shall vote in an open meeting whether to meet in executive session. If the Board of Directors votes to meet in executive session, the presiding officer of the Board of directors shall state the general

nature of the action to be considered, as precisely as possible, when and under what circumstances the deliberations can be disclosed to owners. The statement, motion, or decision to meet in executive session must be included in the minutes of the meeting. A contract or an action considered in executive session does not become effective unless the Board of Directors, following the executive session, reconvenes in open meeting and votes on the contract or action, which must be reasonably identified in the open meeting and included in the minutes.

4.16 Notice to Association Members of Board of Directors' Meetings. For other than emergency meetings, notice of Board of Directors' meetings shall be posted at a place on the Condominium property at least three days before the meeting or notice otherwise shall be provided to each member of the Association in a manner that is reasonably calculated to inform each member of such meetings. The posting of such notices shall be at a reasonable location which has been generally publicized to the Unit owners. For a period of ten years, Notice shall also be provided to the Declarant regarding any meeting relating to defective design or construction of the project and Declarant, or its agent, may attend such meeting.

4.17 Emergency Meetings. In the event of an emergency, Board of Directors meetings may be conducted by telephonic communication or by the use of a means of communication that allows all Board members participating to hear each other simultaneously or otherwise to be able to communicate during the meeting. No notice to either Directors or Association members shall be required for such meetings of the Board of Directors to be held for any emergency action. Provided, however, that no such meeting shall occur unless at least 75% of the Board of Directors participate in the same and after an attempt has been made to reach each Director.

4.18 Compensation of Directors. No Director shall be compensated in any manner, except for out-of-pocket expenses, unless such compensation is approved by a majority vote of the Unit owners.

ARTICLE 5 OFFICERS

5.1 Designation. The principal officers of the Association shall be a chairperson, a secretary, and a treasurer, all of whom shall be elected by the Directors. The Directors may appoint an assistant treasurer and an assistant secretary and any such other officers as in their judgment may be necessary.

5.2 Election of Officers. The officers of the Association may be elected by the Board of Directors at the organizational meeting of each new Board or any Board meeting thereafter and shall hold office at the pleasure of the Board.

5.3 Removal of Officers. On an affirmative vote of a majority of the members of the Board of Directors, any officer may be removed, either with or without cause, and the officer's successor shall be elected at any regular or special meeting of the Board of Directors.

5.4 Chairperson. The Chairperson shall be the chief executive officer of the Association. The Chairperson shall preside at all meetings of the Association and of the Board of Directors. The Chairperson shall have all of the general powers and duties that are usually vested in the office of president of an association, including, but not limited to, the power to appoint committees from among the owners from time to time as he or she may in his or her discretion decide is appropriate to assist in the conduct of the affairs of the Association.

5.5 Secretary. The Secretary shall keep the minutes of all meetings of the Board of Directors and the minutes of all meetings of the Association; the Secretary shall have charge of such books and papers as the Board of Directors may direct; and the Secretary shall, in general, perform all the duties incident to the office of secretary.

5.6 Treasurer. The treasurer of the Association ("Treasurer") shall have responsibility for Association funds and securities not otherwise held by the managing agent, and shall be responsible for keeping full and accurate accounts of all receipts and disbursements in books belonging to the Association. The Treasurer shall be responsible for the deposit of all monies and other valuable effects in the name, and to the credit, of the Association in such depositories as may from time to time be designated by the Board of Directors.

5.7 Directors as Officers. Any Director may be an officer of the Association.

ARTICLE 6 OBLIGATIONS OF THE OWNERS

6.1 Assessments. All owners shall be obligated to pay assessments imposed by the Association to meet all the Condominium's common expenses, which shall include premiums for insurance required or permitted under Article 8 of these Bylaws. In the discretion of the Board of Directors, the assessments may be made payable semiannually, quarterly, or monthly. An annual assessment shall be charged beginning when Declarant first conveys a Unit to a Unit owner. Prior to such time, Declarant shall pay all operating expenses of the Condominium. All of the reserve accounts set up pursuant to these Bylaws shall be funded by allocation and payment from the assessment of Unit owners. The assessment of all Unit owners who may be benefited by expenditure of reserve funds may be increased as necessary, so the reserve fund in question can be maintained in an amount sufficient to meet the needs for which such fund was established.

Except as otherwise provided in the Declaration or these Bylaws, each Unit shall be liable for the common expense as follows: 50 % based on each Unit's percentage of ownership in the common elements allocated to such Unit and 50% divided equally between all units (hereinafter "formula basis").

In addition to monetary assessments, members shall be responsible to participate in the administration and management of the Association and in the maintenance of the Condominium common areas a number of hours per month (herein "participation hours") as specified by the Board of Directors from time to time. Participation hours shall be regarded as part of the common expenses of the Association to the extent determined by the Board of Directors. The Board of Directors is empowered to create additional policies regarding participation or payment in lieu of participation.

Certain services provided through the Association, such as water service and basic cable television service, may be billed on a per-Unit basis rather than on the formula basis. Each Parking Unit owner shall be liable for the limited common element expense of maintaining, repairing, and replacing the limited common element garage building in the proportion which the square footage of such Parking Unit bears to the total square footage of all garaged Parking Units.

The assessment of Units shall include the following items, which shall be common expenses:

6.1.1 *Expense Items:*

6.1.1.1 Expenses of administration.

6.1.1.2 Expenses of maintenance, repair, or replacement of the common elements and Association property, if any.

6.1.1.3 Any deficit in common expenses for any prior period.

6.1.1.4 The costs of utilities for the common elements and other utilities that have a common meter or that are commonly billed, such as water and sewer.

6.1.1.5 At the discretion of the Board of Directors, the expense of basic cable or satellite television service to all Units, together with maintenance and repair expenses for such system and service.

6.1.1.6 The cost of insurance or bonds obtained in accordance with these Bylaws.

6.1.1.7 The cost of any professional management if required by mortgagees or desired by the Board of Directors.

6.1.1.8 Legal, accounting, and other professional fees.

6.1.1.9 Any other items that are properly chargeable as an expense of the Association.

6.1.2 *Reserve Items:*

6.1.2.1 *Reserve Account.* A reserve account shall be established for the purpose of effecting replacements of structural elements, mechanical equipment, exterior painting, and other common elements of the Condominium which will normally require replacement in more than three years and less than 30 years. Payment into this account shall be deemed a contribution to capital improvement as and when made. Pursuant to provisions of the Oregon Condominium Act, Declarant has established a reserve account for replacement of such common elements. The reserve accounts for replacement shall be funded by assessment against the same Units that are assessed for the maintenance of the

items for which the reserve account is established. Accordingly, the reserve account for replacement of those general common elements and limited common elements, the maintenance of which is provided by assessment against all owners shall be created by assessment against all owners. The reserve account for replacement of those limited common elements, the maintenance of which is provided by assessment of fewer than all Units, shall be created by assessment only against the specific Units responsible for the maintenance of such limited common elements.

The Board of Directors of the Association annually shall conduct a reserve study, or review and update an existing study, of the common elements to determine the reserve account requirements. A reserve account shall be established for those items of the common elements all or part of which will normally require replacement in more than three and less than 30 years, for exterior painting if the common elements include exterior painted surfaces, and for the maintenance, repair or replacement of other items as may be required under the Declaration or Bylaws or that the Board of Directors, in its discretion, may deem appropriate. The reserve account need not include items that could reasonably be funded from operating assessments. The reserve study shall include:

- (a) Identification of all items for which reserves are to be established;
- (b) The estimated remaining useful life of each item as of the date of the reserve study;
- (c) An estimated cost of maintenance, repair or replacement of each item at the end of its useful life; and
- (d) A 30-year plan with regular and adequate contributions, adjusted by estimated inflation and interest earned on reserves, to meet the maintenance, repair and replacement schedule.

Except as otherwise provided in the Oregon Condominium Act, the reserve account shall be used only for maintenance, repair, and replacement of common elements for which reserves have been established and shall be kept separate from other accounts.

In addition to the authority of the Board of Directors contained in this section, following turnover, the association on an annual basis may elect not to fund the reserve account by unanimous vote of the owners, or elect to reduce or increase future assessments for the reserve account by vote of at least 75 percent of the owners.

6.1.2.2 *General Operating Reserve.* The Board of Directors shall create and maintain a general operating reserve account by allocation and payment thereto monthly of an amount determined by the Board of Directors. This account shall be used to pay expenses which exceed budgeted amounts. The initial working capital required by Section 6.2.1 shall be deposited into such operating reserve account.

6.1.2.3 *Special Reserves.* Such other special reserve funds as may be set up by the Directors by special assessments of the Unit owners who benefit thereby as may be required by the Declaration or otherwise determined by the Association to be appropriate.

Each reserve account shall be kept in an account with a safe and responsible depository or prudently invested, shall be accounted for separately and, if invested, be invested only pursuant to an investment policy adopted by the Board of Directors. Assessments paid into the reserve accounts are the property of the Association and are

not refundable to sellers of Units. Provided, however, that nothing contained herein shall prevent sellers of Units from treating their outstanding allocable share of reserve accounts as a separate or reimbursable item in a sales agreement. No Unit owner shall have any individual rights in any of these reserves, although it is understood that the value of their respective Units may increase in proportion to each Unit's right to receive repair, maintenance, and replacement therefrom.

6.2 Initial Assessment. The amount of the initial assessment due from Unit owners other than Declarant shall be determined by Declarant. The amount of the annual assessment thereafter shall be subject to review and modification by the Board of Directors.

6.2.1 Contribution to Working Capital. At closing, each purchaser shall contribute to the Association a sum equal to one-sixth of the annual assessments, with respect to the Unit being purchased, as a one-time contribution to the working capital of the Association. Within 60 days after the first conveyance by Declarant of the first Unit in the Condominium, Declarant shall make such contribution with respect to all Units in the Condominium that have not yet been conveyed to a purchaser. If Declarant has made such contribution, no further contribution shall be required to the Association, but each purchaser shall reimburse Declarant at closing for the amount of the contribution made by Declarant with respect to the Unit conveyed to the purchaser. If the amount of assessments is reduced pursuant to the authority granted to Declarant in 6.2.3., the initial deposit to the Association budget, equal to one-sixth of the annual assessments, shall be based on the projected amount of such annual assessments after substantial or full occupancy of the Units rather than on the reduced amount. The working capital contribution shall be allocated to the general operating reserve provided in Section 6.1.2.2 of these Bylaws. The working capital contribution is in addition to regular assessments and shall not be used as a prepayment of assessments by any Owner. Declarant may not use the working capital funds to defray any of its expenses, reserve contributions, or construction costs, or to make up any budget deficits while Declarant is in control of the Association. All working capital contributions shall be disbursed to the Association at or prior to the turnover meeting and shall be credited to the operating reserve account.

6.2.2 Procedures. With respect to Units not yet conveyed by Declarant, Declarant may accrue the replacement reserve items. At the time of conveyance of the Unit for which the replacement reserve has been accrued, the accrued reserves must be paid to the Association.

Declarant, or such other person paying all operating expenses or subsidizing such expenses, shall give 10 days' written notice to individual Unit owners before their obligation to pay the full assessment begins. Thereafter, each owner, including Declarant or such other person, shall pay the assessments to the Association. If Declarant has collected initial assessments from Unit purchasers at closing and thereafter elects to pay or subsidize the operating expenses, thereby causing the amount of the assessment to be reduced, the one-time initial contribution collected from Unit purchasers shall be held by Declarant in a separate Association account. On the date on which Unit owners are

required to pay full assessments, the aggregate sums held in such separate account shall be deposited to the Association's general account to be used as working capital.

6.2.3 *Temporary Reduction of Assessment Amount.* If the Association expenses are temporarily less than projected by Declarant because some or most of the Units are not yet sold or occupied, Declarant shall have the authority to reduce temporarily the amount of the assessment to reflect the lower expenses of the project.

6.3 *Special Assessments.* The Board of Directors shall have the power to levy special assessments against an owner or all owners for the following purposes and in the following manner:

6.3.1 To correct a deficit in the operating budget if approved by the Board;

6.3.2 To collect amounts due to the Association from an owner for breach of the owner's obligations under the Declaration, these Bylaws, or the Association's rules and regulations, by vote of a majority of the Board;

6.3.3 To make repairs or renovations to the common elements if sufficient funds are not available from the operating budget or replacement reserve accounts if approved by the Board;

6.3.4 To make capital acquisitions, additions, or improvements costing less than \$2,500; or

6.3.5 To make capital acquisitions, additions, or improvements costing \$2,500 or more by vote of at least 75% of all votes allocated to Units in the Condominium.

6.4 *Payment of Assessments.* Subject to the provisions of Sections 6.2 and 6.3, from the date on which the Declaration is recorded, Declarant shall:

6.4.1 Pay assessments due for operating expenses on all unsold Units; and

6.4.2 Pay assessments due for reserves on all unsold Units, or, at Declarant's option, pay or require the Unit owner to pay all accrued reserve assessments against the Unit at the time of the initial sale to the Unit owner. Provided, however, such reserve accrual shall not extend beyond the date of the turnover meeting.

6.5 *Adoption of Budget; Determination of Fiscal Year; Filing of Income Tax Returns.*

6.5.1 *Adoption of Budget.* At least 60 days before the beginning of each fiscal year, the Board of Directors shall adopt a budget for the Association containing an estimate of the total amount considered necessary to pay the cost of maintenance, management, operation, repair, and replacement of the common elements and those parts of the Units as to which it is the responsibility of the Association to maintain, repair, and replace, and the cost of wages, materials, insurance premiums, services, supplies, and other expenses that may be declared to be common expenses pursuant to the Oregon Condominium Act, the Condominium instruments, or a resolution of the Association and that shall be required during the ensuing fiscal year for the administration, operation, maintenance, and repair of the Condominium and the rendering to the Unit owners of all related services.

Such budget also shall include such reasonable amounts as the Board of Directors considers necessary to provide working capital and such general operating reserve accounts, contingency and other reserve accounts as the Board shall determine. The amount designated for replacement reserves shall be adjusted annually to reflect current replacement cost and remaining useful life. Within 30 days after adopting the annual budget, the Board shall provide a summary of the budget to all owners. Such budget shall constitute the basis for determining each Unit owner's assessment for the common expenses of the Condominium.

6.5.2 Failure to Prepare Budget. The failure of the Board of Directors to prepare and/or to present, in a timely manner, a budget to the Unit owners shall not be cause for any owner to fail or refuse to pay assessments. Assessments shall continue, based on the last adopted or accepted budget, until a new budget is created and announced. Retroactive increases and/or special assessments may be made by the Board of Directors to make up for any deficiency.

6.5.3 Failure to Adopt Budget. If the Board of Directors fails to adopt a budget for a new fiscal year in a timely manner, the Unit owners at any general or specially called meeting, may adopt such a budget, announce it to the Unit owners, and immediately commence assessments based on the newly adopted budget. Additionally, at any general or specially called meeting, the Unit owners may amend any budget adopted by the Board of Directors. Thereafter, the amount of assessments due from Unit owners shall be based on the budget as so amended until a new budget is adopted in accordance with this Section 6.5.

6.5.4 Determination of Fiscal Year. The fiscal year of the Association shall be October 1 through September 30 unless otherwise determined by the Board of Directors.

6.5.5 Filing of Income Tax Returns. The Board of Directors, in its sole discretion, shall determine the manner in which all necessary income tax returns are filed and of selecting any and all persons to prepare such tax returns.

6.6 Default. The failure of an owner to pay any assessment of the Association shall be a default by such owner of the owner's obligations pursuant to these Bylaws and the Oregon Condominium Act and, in addition to the Association's other remedies provided in the Declaration, these Bylaws shall entitle the Association to declare the balance of such owner's annual assessment otherwise being paid in installments to be immediately due and payable in full. Interest shall be charged on delinquent assessments at such rate as may be set by the Board of Directors from time to time not to exceed the lower of 18% per annum or the highest rate permitted by applicable law. The initial rate shall be 9% per annum. Before a change in the interest rate charged on delinquent assessments, the Board of Directors shall give 30 days' written notice to all owners.

In addition, the Board, at its option, may impose a late charge penalty on any assessment that is delinquent for 10 or more days. Such penalty shall not exceed the sum of 25% of the delinquent assessment and shall be imposed only once on each regular or special assessment or installment of such assessments.

The Association shall be entitled to a lien that may be enforced on compliance with the provisions of ORS 100.450. In any foreclosure suit by the Association with

respect to such lien, the Association shall be entitled to collect reasonable rent from the defaulting owner for the use of his Unit or shall be entitled to the appointment of a receiver pursuant to ORS 100.460. Liability for all assessments, fines, charges, interest, fees (including attorney fees, whether or not a suit or an action is commenced), and other sums owing by the Unit owner pursuant to the Declaration, these Bylaws, the Oregon Condominium Act, and rules and regulations of the Association shall be the personal obligation of the Unit owner and may be enforced by suit for a money judgment, in addition to all other remedies of the Association. Any default by the owner in any provisions of these Bylaws or of the Oregon Condominium Act shall be deemed to be a default by the owner of any mortgage to which the owner is a party or to which the Unit is subject.

6.7 *Statement of Assessments.*

6.7.1 The Association shall provide, within 10 business days of receipt of a written request from an owner, a written statement that provides:

6.7.1.1 The amount of assessments due from the owner and unpaid at the time the request was received, including:

- (a) Regular and special assessments;
- (b) Fines and other charges;
- (c) Accrued interest; and
- (d) Late payment charges.

6.7.1.2 The percentage rate at which interest accrues on assessments that are not paid when due.

6.7.1.3 The percentage rate used to calculate the charges for late payment or the amount of a fixed charge for late payment.

6.7.2 The Association is not required to comply with Section 6.7.1 if the Association has commenced litigation by filing a complaint against the owner and the litigation is pending when the statement would otherwise be due.

6.8 *Maintenance and Repair.*

6.8.1 *Common Elements.* Except as otherwise specifically provided in the Declaration, the necessary work to maintain, repair, or replace the general common elements, as well as limited Common Element parking, Limited Common Element trees and other landscape improvements designated by the Board of Directors, and the limited common element front porches and stairways, which were part of initial construction, shall be the responsibility of the Association and shall be carried out as provided in these Bylaws, except that any damage caused by the negligence or intentional act of an owner or the owner's invitee, guest, tenant or servant shall be repaired by the Association at such owner's sole cost and expense. Although repair, maintenance, and replacement of doors and door frames (including patio and garage doors), windows and window frames, and skylights and skylight frames (if any) shall be the responsibility of individual owners,

exterior painting shall be the responsibility of the Association. The Association shall inspect windows and exterior doors for proper function and weather tightness on a regular basis in order to protect Common Elements. Common expenses shall be assessed and apportioned among the owners as set forth in Section 10.6 of the Declaration.

6.8.2 *Limited Common Elements.* Except as otherwise specifically provided in the Declaration, the necessary work to maintain, repair, or replace the limited common elements (excluding trees and other landscape improvements designated by the Board of Directors as the responsibility of the Association) shall be the responsibility of the unit owners to which such limited common elements appertain, subject to applicable provisions in the Bylaws

6.8.3 Units -

6.8.3.1 *Owner's Duty to Maintain.* Every owner shall perform promptly all maintenance and repair work that is needed within the owner's own Unit to prevent any negative effect on the common elements of the Condominium or a part thereof belonging to other owners, and every owner shall be responsible for the damages and liabilities that the owner's failure to maintain and repair may cause, including, but not limited to, damage caused by plugged toilets and bath drains, overloaded electrical outlets, and clothes washer and dishwasher overflow.

6.8.3.2 *Owner's Expenses.* All repairs of internal installations of each Unit, such as water, lights, gas, power, sewage, telephones, air conditioners, heaters, and sanitary installations, doors, windows, lamps, and all other accessories and appliances belonging to the Unit area, shall be at the sole expense of the owner of such Unit.

6.8.3.3 *Reimbursement of Association.* An owner shall reimburse the Association for any expenditures incurred in repairing or replacing any common elements and/or facility that was damaged through such owner's fault and that is not otherwise covered by insurance policies carried by the owner or the Association for the owner's and the Association's benefit. In such circumstances, the insurance obtained by the owner shall be deemed to be the primary coverage.

6.9 *Right of Entry; Easement for Maintenance; Encroachments.*

6.9.1 *Association Right of Entry.* If an emergency originates in or threatens a Unit, the owner shall grant the right of entry to the management agent or to any other person authorized by the Board of Directors or the Association, whether the owner is present at the time or not.

6.9.2 *Easement for Maintenance.* An easement for the benefit of the Association is hereby reserved in and through all Units and the common elements providing access at reasonable times and with reasonable notice for purposes of maintenance, repair, and replacement of the common elements. If, in the process of such repair and maintenance by the Association, it is necessary to alter or damage any Unit or common elements, such alterations or damages shall be permitted without compensation, provided that the Unit and/or common elements are promptly restored to substantially their prior condition by

the Association.

6.9.3 *Encroachment.* If any portion of the common elements encroaches on a Unit, or a Unit encroaches on any portion of the common elements, a valid easement for the encroachment and for the maintenance of the same, as long as the affected Unit or common element stands, shall and does exist. If the affected Unit or common element either is partially or totally destroyed and then rebuilt, the owners of the Units agree that minor encroachment of parts of the common elements due to such rebuilding shall be allowed and an easement shall exist for such purpose.

ARTICLE 7 USE AND OCCUPANCY RESTRICTIONS; RULES OF CONDUCT

Without limiting the other legal rights of the Association, the failure of an owner (or the owner's family, invitees, or tenants) to comply with the rules of conduct and restrictions set forth herein, in the Declaration, or others promulgated by the Board of Directors, shall be cause for which the Board of Directors may deny or restrict such owner's right to use any common element facility with respect to which such owner otherwise had a right of use.

7.1 *Use as Private Dwelling Only.* Each units shall be used for residential purposes and limited business purposes, subject to applicable government regulations and any other restrictions adopted by the Board.

7.2 *Restriction on Alteration to Unit.* No owner shall make structural alterations or installations in his or her Unit without previously notifying the Association in writing to the management agent, if any, or to the Chairperson of the Board of Directors, if no management agent is employed. The Association shall answer within 30 days of receipt of such notice, and failure to do so within the stipulated time shall mean that it does not object to the proposed alteration or installation. Provided, however, that nothing herein contained shall waive or limit an owner's obligation to comply with the provisions of ORS 100.535.

7.3 *Use of the Common Elements.* No owner shall place or cause to be placed in the general common elements of the Condominium, any furniture, packages, or objects of any kind, except that suitable furniture may be placed on the decks and patios without the prior written consent of the Board of Directors or pursuant to policies adopted thereby. Such areas shall not be used for any purpose that is not appropriate, customary, and acceptable to the Board of Directors.

7.4 *Pets.* Any Unit owner who maintains any pet on any portion of the Condominium shall be deemed to have indemnified and agreed to hold the Association, each of its members, and Declarant, free and harmless from any loss, claim, or liability of

any kind or character whatever arising by reason of keeping or maintaining such pet within the Condominium. All pets shall be registered with the Board of Directors and shall be registered and inoculated as required by law. Further, such owner shall abide by the Municipal Sanitary Regulations, leash laws, and rules or regulations of the Association created by the Board of Directors. The Board of Directors may adopt additionally pet restrictions.

7.5 *Appearance of Condominium Building(s).* The Board may make such rules and regulations as may be necessary to govern the appearance of Condominium Buildings by which all owners and other uses shall be bound.

7.6 *Nuisances.* No nuisances or any use or practice that is the source of annoyance to residents or that interferes with the peaceful possession and proper use of the property by its residents shall be allowed on the Condominium property. Residents shall exercise extreme care about creating disturbances, making noises or using musical instruments, radios, televisions, and amplifiers that may disturb other residents. All parts of the Condominium shall be kept in a clean and sanitary condition; no rubbish, refuse, or garbage shall be allowed to accumulate; and no fire or environmental hazard shall be allowed to exist. All garbage and trash shall be placed inside disposal containers. No Unit owner shall make or permit any use of his or her Unit or make any use of the common elements that would increase the cost of insurance on the Condominium property.

7.7 *Improper, Offensive, or Unlawful Use.* No improper, offensive, or unlawful use shall be made of the Condominium property or any part of it; all valid laws, zoning ordinances, and regulations of governmental bodies having jurisdiction shall be observed. The Board of Directors may establish policies defining what is "improper or offensive" use, but the Board's failure shall not prevent the Board from determining that a use is improper or offensive. The responsibility for meeting the requirements of governmental bodies for maintenance, modification, or repair of the Condominium property shall be carried out and paid for in the same manner as the responsibility for the maintenance and repair of the property concerned.

7.8 *Restriction on Exterior Installations.* Unless authorized by the Board, or otherwise allowed herein, no owner, resident, or tenant shall install anything on the exterior of the Condominium building(s) or cause anything to protrude through the walls or the roof of a Condominium building.

7.9 *Satellite Dishes and Antennas.* The Board may adopt reasonable rules and regulations governing the installation, safety, placement, and screening of such antennas, satellite dishes, and other transmission devices. Any damage to the common elements caused by installation of allowed devices by an owner shall be repaired at owner's sole cost and expense. Such cost shall be considered as an assessment and collectible as such as elsewhere provided in the Bylaws or Declaration.

7.10 *Parking.* The parking spaces designated as general or limited common elements in the Declaration are intended for use of owners and guests. The Directors may make such rules as may be necessary to govern the use of any general or any limited common element parking areas by which all owners and other users shall be bound.

7.11 *Vehicle Restrictions.* The speed of vehicular traffic, including bicycles, on the parking areas and driveways on Condominium property shall be limited to five miles per hour as a safety precaution. The Board may make such rules and regulations as may be necessary to govern the use of vehicles by which all owners and other users shall be bound.

7.12 *Use of Recreational and Common Facilities.* Recreational buildings and facilities and play areas, all other general common elements, including any common garden and common patio or storage areas, are provided for the use of the owners, tenants and their guests. Rules and regulations setting forth the hours the various facilities shall be available for use and the conditions attendant thereto shall be posted. Use of recreational and common facilities shall be conditioned on compliance with such rules and regulations.

7.13 *Leasing/Renting Units.* All leases or rentals shall be by written lease agreement, which shall provide that the terms of the lease shall be subject in all respects to the provisions of the Declaration, these Bylaws, and rules and regulations of the Association, and that any failure by the lessee or tenant to comply with the terms of such documents shall be a default under the lease. If the Board of Directors finds that a lessee or tenant has violated any provision of such documents or the rules and regulations adopted by the Board of Directors, the Board may require the owner to terminate such lease agreement. No owner of a unit shall lease or rent her/his unit unless the lessees or tenants under the lease or rental agreement expressly assume the existing responsibilities for owners or other occupants of units pursuant to the rules and regulations adopted by the Board of Directors. A copy of any proposed lease agreement shall be delivered to the Board of Directors. Each unit owner is responsible for providing prospective lessees or tenants of the owner's unit with a copy of the current Declaration, Bylaws, and rules and regulations of the Association. Unless otherwise authorized by the Board of Directors, no more than 25% of units (which does not include the renting of individual rooms in otherwise owner occupied units) may be rented at any one time, and the Board is empowered to develop policies and systems to regulate this limit on renting units.

7.14 *Use of Parking Units.* Unless authorized by the Board, Parking Units shall be used for parking vehicles only.

7.15 *Use of Storage Areas.* Storage Areas shall be used for storage of nonhazardous materials only.

7.16 *Fines.* The Board of Directors may, after giving written notice and an

opportunity to be heard, levy reasonable fines for violations of the Declaration, Bylaws, and rules and regulations of the Association, provided that fines levied are based on a schedule previously adopted by Board resolution that is mailed to the mailing address of each Unit or mailed to the mailing address designated in writing by the owner(s).

7.17 Additional Rules. Rules and regulations concerning other use of the Condominium property and Units and administration of the Association may be made and amended from time to time by the Association or the Board of Directors. Copies of such rules and regulations shall be furnished to all Unit owners and residents of the Condominium on request.

7.18 Covenants, Conditions, Restrictions, and Easements in Other Documents. In addition to the provisions of the Declaration, the Articles of Incorporation, the Bylaws, and any rules or regulations promulgated thereunder, each owner of a Unit in the Condominium is subject to covenants, conditions, restrictions, easements, and assessments as set forth in the title report issued at the time of purchase and accepted by owner.

ARTICLE 8 INSURANCE

The Board of Directors shall obtain and maintain at all times insurance of the type and kind and in the amounts hereinafter provided, including insurance for such other risks of a similar or dissimilar nature as are or hereafter customarily shall be covered with respect to other condominiums similar in construction and design, and which insurance shall be governed by the provisions in this numbered section.

8.1 Types of Insurance Policies. For the benefit of the Association and the owners, the Board of Directors shall obtain and maintain at all times, and shall pay for out of the common expense funds, the following insurance to the extent that it is available at reasonable cost:

8.1.1 A policy or policies of property insurance, including, but not limited to, fire, extended coverage, vandalism, and malicious mischief, for the full insurable replacement value, if available, of all Units and common elements, and such other fire and casualty insurance as the Board of Directors shall determine, to give substantially equal or greater protection to the owners and their mortgagees, as their respective interests appear, which policy or policies shall provide for a separate loss payable endorsement in favor of the mortgagee or mortgagees, if any, of each Unit. For the purposes of any policy or policies of fire insurance, the term *building* shall include fixtures (including cabinets, built-in appliances, and plumbing fixtures), installations or additions comprising a part of the building within the unfinished interior surfaces of the perimeter walls, floors, and ceilings of the individual Condominium Units initially installed or replacement thereof, in accordance with the original Condominium plans and specifications, or installed by or at the expense of any Unit owner or owners.

8.1.2 A policy or policies insuring the Association, its Board of Directors, the Unit owners individually, and the manager against any liability to the public or the owners of Units and their invitees or tenants, incident to the ownership, supervision, control, or use of the project. Limits of liability under such insurance shall be not less than \$1 million per occurrence for bodily injuries and property damage. Such limit and coverage shall be reviewed at least annually by the Board of Directors, which, in its discretion, may increase either. Said policy or policies shall be issued on a comprehensive liability basis and shall provide cross-liability endorsements wherein the rights of a named insured under the policy or policies shall not be prejudiced with respect to his or her action against another named insured.

8.1.3 Workers' compensation insurance to the extent necessary to comply with any applicable laws.

8.1.4 A fidelity bond naming such persons as may be designated by the Board of Directors as principals and the Association and the owners as obligees, for the amount determined by the Board of Directors. Provided, however, that the Board of Directors shall require that all officers and employees of the Association handling or responsible for Association funds obtain adequate fidelity bonds. The premiums on such bonds shall be paid by the Association.

The Association shall not be responsible for any loss or damage to personal property of any owner, whether stored on the common elements or in the owner's Unit; nor shall the Association maintain any insurance coverage for such loss.

8.2 Insurance Companies Authorized. All policies shall be written by a company licensed to do business in Oregon and holding a "Commissioner's rating" of "A+" and a size rating of "AAA," or better, by Best's Insurance Reports, or as may be otherwise acceptable to all mortgagees and directors.

8.3 Authority to Adjust Losses. All losses under policies hereafter in force regarding the property shall be settled exclusively with the Board of Directors or its authorized representative; provided, however, that when a first mortgagee has been designated as a loss payee by a Unit owner and such first mortgagee has requested the opportunity to exercise the rights provided by this Article 8, such mortgagee shall be entitled to settle losses as to the mortgaged Unit, provided that the loss which occurs is severable. Releases and proofs of loss shall be executed by at least two directors.

8.4 Value of Owner Improvements. Each owner must inform the Board of Directors of the value of improvements made to his Unit in excess of \$1,000 so that the Board of Directors may make any desired adjustments in insurance coverage. Nothing in this paragraph shall permit an owner to make improvements without first obtaining the approval of the Board of Directors pursuant to Article 7.2.

8.5 Provisions in Insurance Policies. The Board of Directors shall make every effort to secure insurance policies that provide for the following:

8.5.1 A waiver of subrogation by the insurer as to any claims against the Board

of Directors, the manager, the Unit owners, and their respective servants, agents, and guests.

8.5.2 A provision that the master policy on the Condominium cannot be canceled, invalidated, or suspended on account of the conduct of any one or more individual owners.

8.5.3 A provision that the master policy on the Condominium cannot be canceled, invalidated, or suspended on account of the conduct of any officer or employee of the Board of Directors or the manager without prior demand in writing that the Board of Directors or manager cure the defect.

8.5.4 A provision that any "no other insurance" clause in the master policy exclude individual owners' policies and not otherwise prevent such individual policies from providing coverage for damage to Units or common elements.

8.6 Reconstruction Costs. If the Association is required or elects to reconstruct any common element or Unit that has been damaged or destroyed, an affected Unit owner (i.e., the owner whose Unit or limited common element has been damaged or destroyed) shall contribute to the Association all amounts received by such owner from property loss insurance policies to help pay for the repairs. To the extent that such insurance proceeds are unavailable or unpaid when needed, the Association shall assess such owner the amount of the Association's "deductible" under its policy to pay the cost of repairing or reconstructing such owner's Unit or limited common elements. Such assessment shall be both a personal obligation of such owner and a lien against such owner's Unit in the same manner as any other Association assessment.

8.7 Insurance Deductible/Owner and Tenant Insurance. The Board of Directors shall determine the amount of the deductible for property loss insurance policies, as well as other insurance policies required to be procured by the Association under this Article 8. In determining the deductible under the policies, the Board shall take into consideration, among other factors, the availability, cost, and loss experience of the Association. In this regard, as in other Board responsibilities, the Board members shall exercise their reasonable business judgment.

The Association shall have no responsibility to procure or assist in procuring property loss insurance for any owner or tenant for (a) damage to a Unit or limited common elements not covered by the Association's policy (because of the deductible amount or because the claim for loss or damage is one not normally covered by fire and property loss insurance policies with extended coverage endorsements) or (b) for any damage or loss to the owner's or tenant's personal property. Owners shall be responsible for purchasing insurance policies insuring their Units and appurtenant limited common elements for any losses below the deductible amount under the Association's policies and for insuring their own personal property for any loss or damage. Proof of such insurance coverage shall be provided to the Association's Secretary by the Unit owner. Tenants shall be responsible for insuring their own personal property for any loss or damage. The Board of Directors shall notify all owners of the amount of the deductible under the Association policies. To the extent reasonably practicable, the Board of Directors shall

give at least 30 days' notice to the owners of any increase in the deductible proposed in renewal or replacement insurance policies. Owners and tenants of all Units shall procure and maintain comprehensive liability policies having combined limits of not less than \$50,000 for each occurrence. Such insurance shall provide coverage for, without limitation, the negligent acts of the owner(s) and tenant(s) and their guests or other occupants of the Unit(s) for damage to the general and limited common elements and other Units and the personal property of others located therein.

8.8 *Review of Insurance Policies.* At least annually, the Board of Directors shall review all insurance carried by the Association, which review shall include a consultation with a representative of the insurance carrier writing the master policy.

8.9 *Duplicate Insurance Coverage.* In the event of duplicate insurance coverage, the insurance policy obtained by the Unit owners shall be deemed to be the primary coverage.

ARTICLE 9 DAMAGE AND DESTRUCTION

9.1 *Insurance Proceeds Sufficient to Cover Loss.* In case of fire, casualty, or any other damage and destruction, the insurance proceeds of the master policy, if sufficient to reconstruct the buildings damaged or destroyed, shall be applied to such reconstruction.

9.2 *Insurance Proceeds Insufficient to Cover Loss.* If the insurance proceeds are insufficient to reconstruct the damaged or destroyed buildings, the damage to, or destruction of, such buildings shall be promptly repaired and restored by the manager or the Board of Directors, using the proceeds of insurance, if any, on such buildings for that purpose and all the Unit owners shall be liable for assessment for any deficiency for such reconstruction, such deficiency to take into consideration as the owner's contribution any individual policy insurance proceeds provided by such owner. Provided, however, that if three-fourths or more in value of all the buildings is destroyed or substantially damaged, and if the owners of at least 60% of the Units so vote, and on written approval of holders of first mortgages that represent at least 51% of the votes of mortgaged Units in the Condominium, the manager or Board of Directors shall record with the County Recorder a notice setting forth such facts, and upon the recording of such notice:

9.2.1 The Condominium property shall be deemed to be owned in common by the owners.

9.2.2 The respective interest of each Unit owner in the property shall be determined by the provisions of ORS 100.610 that are in effect on the date the Condominium Declaration is recorded.

9.2.3 Any liens affecting any of the Units shall be deemed to be transferred in accordance with the existing priorities to the undivided interests of the owners in the project.

9.2.4 The Condominium shall be subject to an action for partition at the suit of any owner. If a decree of partition orders the sale of the Condominium property, the net proceeds of sale, together with the net proceeds of the policies of insurance on the Condominium, if any, shall be considered as one fund and shall be divided among all of the owners in proportion to their respective undivided interests, after first paying, out of the respective shares of the owners, to the extent such share is sufficient for the purpose, all liens on the undivided interest in the project owned by each owner.

9.3 Architectural Changes After Damage or Destruction. Reconstruction of the damaged or destroyed building as used in this Article means restoring the buildings to substantially the same condition in which they existed prior to the fire, casualty, or disaster and shall be performed substantially in accordance with the Declaration and the original plans and specifications unless other action is approved in writing by holders of first mortgages that represent at least 51% of the votes of mortgaged Units in the Condominium. Such reconstruction shall be accomplished under the direction of the manager or the Board of Directors. Notwithstanding all other provisions hereof, the owners may, by an affirmative vote of sufficient owners, amend these Bylaws, cause an amendment to be made to the Condominium documents so as to facilitate architectural changes that the owners affected thereby and the Association deem desirable if, and only if, the partial or total destruction of the Condominium, or any buildings thereof, by fire, casualty, or any other disaster is so great as to require the substantial reconstruction of the whole of the Condominium, or said buildings, and on written approval by holders of first mortgages that represent at least 51% of the votes of mortgaged Units in the Condominium. Provided, however, that any such amendment of such Condominium documents shall be valid only upon (a) compliance with all applicable provisions of the Oregon Condominium Act, (b) approval by the Oregon Real Estate Commissioner, (c) recording thereof with the recording officer of Benton County, and (d) recording with that recording officer of the approval thereof of each mortgagee and each other lienholder of record having a lien against any part of the project, or building, affected by such amendment.

9.4 Reallocation of Percentage Interest. In the event of a partial destruction of the Condominium buildings or Units therein, the Unit owners may not reallocate percentages of interest in the common elements without the prior approval of the Mortgagees of all the remaining Units, whether existing in whole or in part. Any such reallocation shall also comply with the Oregon Condominium Act and other provisions of the Declaration and the Bylaws.

ARTICLE 10 CONDEMNATION

The Board of Directors shall have the sole authority to negotiate with any public or private body or person having the power of eminent domain and to sue or defend in any litigation involving such bodies or persons with respect to the common elements of

the Condominium and shall assist any Unit owner whose Unit or a part thereof, is the subject of any condemnation or eminent domain proceeding. Provided, however, that nothing in this or any document or agreement relating to the Condominium shall be construed to give a Unit owner or any party priority over the rights of the first mortgagees of any Condominium Units in the case of a distribution to the Unit owner of any such condemnation awards for losses to or a taking of a Unit and/or the common elements. In the event of a taking or acquisition of part or all of the common elements by a condemning authority, the award or proceeds of settlement shall be payable to the Association, or any trustee, for the use and benefit of the Unit owners and their mortgage holders as their interest may appear. The Board of Directors shall distribute the proceeds of any such award or settlement on a reasonable and equitable basis among the Unit owners.

ARTICLE 11 AMENDMENTS TO BYLAWS

These Bylaws may be amended by the owners holding a majority of the total voting rights allocated to the Units in a duly constituted meeting or ballot meeting called for such purpose, and no amendment shall take effect unless approved by owners holding a majority of the voting rights as otherwise set forth in the Declaration. Any amendments adopted hereunder shall be reduced to writing and certified by the Chairperson and Secretary of the Association to be the amendment so adopted by the Association. Such amendment so certified shall be recorded in the Deed Records of Benton County, Oregon. Provided, however, that no amendment of these Bylaws reducing or eliminating the right of any first mortgagee shall be made without the prior written consent of such first mortgagees. Provided, further, that no amendment of these Bylaws may be made without the consent of the Declarant so long as Declarant owns any Unit in the Condominium, but no such consent shall be required after conveyance to owners other than Declarant of 75% of the Units or three years after the first conveyance of a Unit in the Condominium, whichever is earlier. Provided, however, that even thereafter, no amendment may limit Declarant's special rights, whether reserved in the Declaration, these Bylaws, or as otherwise provided by law. ANY AMENDMENTS TO THESE BYLAWS MADE WITHIN FIVE YEARS OF THE RECORDING DATE HEREOF, IF REQUIRED BY LAW, MUST BE APPROVED BY THE OREGON REAL ESTATE COMMISSIONER PRIOR TO RECORDING. DECLARANT MUST CONSENT TO ANY AMMENDMENT TO MODIFY SECTION 4.16, 16.5, & 16.6 FOR A PERIOD OF 10 YEARS FROM THE DATE THESE BYLAWS ARE RECORDED.

ARTICLE 12 RECORDS AND AUDITS

12.1 General Records. The Board of Directors and the managing agent or manager, if any, shall keep detailed records of the actions of the Board of Directors and the managing agent or manager, minutes of the meetings of the Board of Directors, and

minutes of the meetings of the Association as required by ORS 100.480. The Board of Directors shall maintain a list of owners entitled to vote at meetings of the Association and a list of all mortgagees of Units insofar as those names have been provided to the Board by the owner or mortgagee. Proxies and ballots must be retained by the Association for one year from the date of determination of the vote.

12.2 *Records of Receipts and Expenditures.* The Board of Directors or its designee shall keep detailed, accurate records in chronological order of the receipts and expenditures affecting the common elements, itemizing the maintenance and repair expenses of the common elements and any other expenses incurred. Such records and the vouchers authorizing the payments shall be available for examination by the Unit owners and mortgagees during convenient weekday hours.

12.3 *Assessment Roll.* The assessment roll shall be maintained in a set of accounting books in which there shall be an account for each Unit. Such account shall designate the name and address of the owner or owners, the amount of each assessment against the owners, the dates and amounts in which the assessment comes due, the amounts paid on the account, and the balance due on the assessments.

12.4 *Payment of Common Expenses.* The Board of Directors shall authorize the Treasurer, the management agent, or another specified party to pay all legitimate expenses of the Association. Such payments shall be made pursuant to the payment system instituted by the Board of Directors as described in Section 4.3.4 of these Bylaws.

12.5 *Reports and Audits.* The Board of Directors shall prepare or cause to be prepared an annual report of the receipts and expenditures of the Association and a balance sheet and income and expense statement setting forth the financial condition of the Association as of the end of each year. The report shall be prepared according to generally accepted accounting procedures and shall be distributed to all Unit owners within 90 days after the end of each fiscal year. At any time and at his or her own expense, any owner or mortgagee may cause an audit or inspection to be made of the books and records of the Association.

12.6 *Notice of Sale, Mortgage, Rental, or Lease.* Immediately on the sale, mortgage, rental, or lease of any Unit, the Unit owner shall promptly inform the Secretary or manager of the name and address of such purchaser, vendee, mortgagee, lessee, or tenant. This obligation is in addition to those set forth in Section 7.13.

12.7 *Annual Report.* The Board of Directors shall cause an Annual Report, including any amendments, to be filed with the Oregon Real Estate Agency, pursuant to the provisions of ORS 100.250 and ORS 100.260.

ARTICLE 13 COMPLIANCE

These Bylaws are intended to comply with the provisions of the Oregon Condominium Act, which are incorporated herein, and to supplement the provisions of the Condominium Declaration. If any of the provisions herein conflict with the provisions of the statutes, the statutory provisions shall apply. If any of the provisions herein conflict with the provisions of the Declaration, the provisions of the Declaration shall apply.

ARTICLE 14 INDEMNIFICATION OF DIRECTORS, OFFICERS, EMPLOYEES, AND AGENTS

The Association shall indemnify any Director, officer, employee, or agent who was or is a party or is threatened to be made a party to any threatened, pending, or completed action, suit, or proceeding, whether civil, criminal, administrative, or investigative (other than an action by the Association) by reason of the act that the person is or was a Director, officer, employee, or agent of the Association, or is or was serving at the request of the Association as a Director, officer, employee, or agent of another corporation, partnership, joint venture, trust or other enterprise, against expenses (including attorney fees), judgments, fines, and amounts paid in settlement actually and reasonably incurred by that person in connection with such suit, action, or proceeding if the person acted in good faith and in a manner the person reasonably believed to be in, or not opposed to, the best interest of the Association, and, with respect to any criminal action or proceedings, had no reasonable cause to believe that his or her conduct was unlawful. The termination of any action, suit, or proceeding by judgment, order, settlement, conviction, or with a plea of nolo contendere or its equivalent, shall not of itself create a presumption that a person did not act in good faith and in a manner which the person reasonably believed to be in, or not opposed to, the best interest of the Association, and, with respect to any criminal action or proceedings, had reasonable cause to believe that his or her conduct was unlawful. Payment under this clause may be made during the pendency of such claim, action, suit, or proceeding as and when incurred, subject only to the right of the Association to be reimbursed, should it be proven at a later time that said person had no right to such payments. All persons who are ultimately held liable for their actions on behalf of the Association as a Director, officer, employee, or agent shall have a right of contribution over and against all other Directors, officers, employees, or agents and members of the Association who participated with or benefited from the acts which created said liability.

ARTICLE 15 ASSESSMENT AND FINE COLLECTION COSTS; ENFORCEMENT SUITS AND ACTIONS

Whether or not suit or action is commenced, Unit owners shall be obliged to pay reasonable fees and costs, including, but not limited to, attorney fees (whether or not suit

or action is commenced) incurred in connection with efforts to collect delinquent and unpaid assessments, fines, and enforcement of the Declaration, Bylaws, or rules and regulations of the Association. In addition to the assessment for operating expenses and the funding of reserves, such assessments may include fees, late charges, fines, and interest imposed pursuant to ORS 100.405(4)(j)-(L).

If suit or action is commenced by the Directors for the collection of any amounts due pursuant to these Bylaws or for the enforcement of any provisions of the Bylaws or of the Oregon Condominium Act, the owner or owners, jointly and severally, will in addition to all other obligations, pay the costs of that suit or action, including reasonable attorney fees to be fixed by the trial court and, in the event of an appeal, the cost of the appeal, together with reasonable attorney fees in the appellate court to be fixed by such court.

ARTICLE 16 MISCELLANEOUS

16.1 Notices. All notices to the Association or to the Board of Directors shall be sent in care of the managing agent or, if there is no managing agent, to the principal office of the Association or to such other address as the Board of Directors may hereafter designate from time to time. All notices to any Unit owner shall be sent to such address as may have been designated by him from time to time, in writing, to the Board of Directors, or if no address has been designated, then to the owner's Unit.

16.2 Waiver. No restriction, condition, obligation, or provision contained in these Bylaws shall be deemed to have been abrogated or waived by reason of any failure to enforce the same, irrespective of the number of violations or breaches thereof which may occur.

16.3 Invalidity; Number; Captions. The invalidity of any part of these Bylaws shall not impair or affect in any manner the validity, enforceability, or effect of the balance of these Bylaws. As used herein, the singular shall include the plural, and the plural the singular. The masculine and neuter shall each include the masculine, feminine, and neuter, as the context requires. All captions used herein are intended solely for convenience of reference and shall in no way limit any of the provisions of these Bylaws.

16.4 Energy Tax Credits. Declarant expects to incorporate certain energy conservation measures and devices into the Condominium. Any refund or tax credit received for energy conservation measures shall be passed through to the Association. Except for those measures specific to a building or unit (which will be paid to those owners who paid for the measures) any amounts received by the Association for these tax credits or refunds shall be re-paid to the Declarant.

16.5 Contractor's Maintenance Manual. Declarant shall provide to the Association the Maintenance Manual provided to it by the contractor who built the

project. The Association and Unit owners agree to perform all routine maintenance inspections and repairs recommended in the Maintenance Manual. Failure to follow the inspection, maintenance and repair requirements and standards contained in the Maintenance Manual delivered to the Association by Owner, shall preclude the Association or any Unit Owner from any claim against Owner or its design professionals, contractors and subcontractors and their consultants, including without limitation, all of their officers, members, directors, employees, agents, brokers and affiliates, for loss or damage to the extent the same results from such failure to follow the Maintenance Manual.

16.6 *Alternative Dispute Resolution Procedure.* The Unit Owners and Association agree to comply with the procedures set forth in ORS 701.560 et seq. before either may file a complaint for damages against the Declarant (as if Declarant was a contractor covered by ORS 701.560). Declarant shall have all rights afforded by ORS 701.560 et seq. to a contractor and agrees to follow the procedures of ORS 701.560 et seq. in responding to such claims.

It is hereby certified that these Bylaws have been adopted by Corvallis Cohousing Development, LLC, Declarant of CoHo Cohousing Condominium, and will be recorded in the Deed Records of Benton County, together with the Condominium Declaration for said Condominium, after the Declaration and Bylaws are approved by the Assessor of that County.

DATED this 27th day of September, 2007.

Corvallis Cohousing Development, LLC, an Oregon
Limited Liability Company, by Corvallis
Neighborhood Housing Service, Inc., an Oregon
non-profit corporation, managing Member

By: Jim Moorefield
Print Name: Jim Moorefield
Its: Executive Director

STATE OF OREGON)

) ss.

September 27, 2007

County of Benton
Marion)

Personally appeared Jim Moorefield who, being duly sworn, did say that he is the Executive Director of Corvallis Neighborhood Housing Services, Inc., managing member, of Corvallis Cohousing Development, LLC and that the foregoing instrument was signed in behalf of said corporation by authority of its board of directors; and they acknowledged that instrument to be its voluntary act and deed.



Kathleen Forstrom

Notary Public for Oregon

My commission expires: 5/20/2009

I HEREBY CERTIFY THAT PURSUANT TO ORS 100.110, ALL AD VALOREM TAXES, FEES AND OTHER CHARGES AS REQUIRED BY LAW TO BE PLACE ON THE 2007 AND 2008 TAX ROLL, WHICH BECAME A LIEN OR WILL BECOME A LIEN ON THIS CONDOMINIUM DURING THE TAX YEAR, BUT NOT YET CERTIFIED TO THE TAX COLLECTOR FOR COLLECTION HAVE BEEN PAID TO ME THIS 1 DAY OF October, 2007.

DIRECTOR
BENTON COUNTY DEPARTMENT OF ASSESSMENT

By: George J. Spivey

I HEREBY CERTIFY THAT ALL AS VALOREM TAXES AND OTHER CHARGES REQUIRED BY LAW TO BE PLACED ON THE TAX ROLLS WHICH HAVE BECOME A LIEN ON THIS CONDOMINIUM THAT ARE NOT DUE AND PAYABLE HAVE BEEN PAID AS TO THE 30 DAY OF June, 2007.

DIRECTOR
BENTON COUNTY DEPARTMENT OF FINANCE, ADUITING AND TAX
COLLECTION

for: T. J. Kida