

Riverside Townes Townhome Association
P. O. Box 2921, Joliet, IL 60434
Phone 815-556-0687



WELCOME

TO THE RIVERSIDE TOWNES HOMEOWNERS ASSOCIATION

Dear Towne Home Owner:

Welcome to our community. We hope the following information concerning the community will make living in Riverside Townes, in your home, comfortable for many years to come. The Association's By-Laws and Rules and Regulations can be downloaded via the internet by visiting the Association's website at www.riversidetownes.com. The Associations E-Mail address is riversidetownes@yahoo.com.

The Riverside Townes was developed by the Woodhill Corporation in 1995. The development was built in three phases, consisting of a total of 200 homes. The five streets that comprise the community are Rivertowne Drive, Rivertowne Court, Woodhill Court, Dalewood Drive and Dalewood Court. Riverside Townes is within the city of Joliet, but with a Plainfield, Illinois mailing address, park district and schools. Our Zip Code is 60586 and our Area Code is 815.

The utilities for Riverside Townes are provided by:

City of Joliet for sewer and water	815-724-3820
Commonwealth Edison for electricity	800-334-7661
NiCor for natural gas	888-642-6748

The Public Schools are in School District 202. The schools are:

Grade School	Riverview 2097 Bronk Rd. Plainfield, Il. 815-439-4840
Middle School	Timber Ridge 2101 Bronk Rd. Plainfield, Il, 815-439-3410
High School	Plainfield High (Central) 611 W. Fort Beggs Dr., Plainfield, IL. 815-436-3200

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Other important Phone numbers are:

Joliet Police and Fire (emergency)	911
Joliet Police (non-emergency)	815-726-2491
Joliet Fire (non-emergency)	815-724-3500
City of Joliet Street Division	815-724-3650
City of Joliet Public Works	815-724-4200
City of Joliet Sewer and Water Maintenance	815-724-4220
City of Joliet City Hall (information desk)	815-724-4000
City of Joliet City Hall (customer service)	815-724-3820
Joliet Township Animal Control	815-725-0333
After Hours Utilities Emergency	815-724-4220
Joliet Building & Inspections Division	815-724-4070
Waste Management	815-280-7854
Will County Offices	815-722-5515
Will County Highway Dept.	815-727-8476
Will County Health Dept.	815-727-8480
Will County Animal Control	815-462-5633
Plainfield Township Park District	815-436-8812
Plainfield Post Office	815-436-3095

The recycling and garbage pickup day is on Tuesday by 8:30 am. Since our community is close to the river, we do have wildlife that love to feast on our leftovers, and the complex is rather wide open and windy, so please keep your trash in garbage cans inside your garage or beside your garage until garbage day, and then place your recycling bins and garbage cans/bags in the auto court (alley) behind your garage on the morning of the scheduled pickup days. This will keep the area neat without garbage cans and bags torn open and papers and food strewn all about.

The Streets (Rivertowne Dr., Rivertowne Ct., Woodhill Ct., Dalewood Dr., Dalewood Ct.) are City of Joliet Streets and are maintained by the City of Joliet. The Frontage Road is a county road and is maintained by Will County. The autocourts (alleys) are maintained by the Association.

There are guest parking areas in each of the autocourts (alleys). Some autocourts have more guest parking spots than others. We realize that the garages are rather small and

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built for mid-sized cars, and a large van , or truck will not fit and some townhome owners possess several cars. The Guest Parking Areas were designated for Guests visiting townhome owners, however we realize that Guest Parking spots are used by townhome owners. **Vehicles parked in guest parking spots must be moved every 24 hours.** Vehicles left in Guest parking spots for more than 24 hours will be tagged with a violation notice and given 24 hours to be moved, if the vehicle is not moved it will be towed. Owners who must leave a vehicle stationary for any length of time should park the vehicle on the street.

Parking behind the garages is prohibited, unless for very short temporary periods (unloading groceries, washing the vehicle, etc.). The autocourts (alleys) are narrow, and maneuvering in and out of garages is made very difficult when someone is parked behind a garage.

The Association’s monthly assessment fee is \$150 per month. The Assessment is due on the first of each month and payable by the 15th of each month. A statement is mailed on or near the 25th of each month for the next month's assessment. You do not have to wait for your statement to send in your payment. The statements are only sent as a reminder!

Although the Association is responsible for the exterior maintenance of your townhome, the Association does not carry any structural or dwelling insurance on any townhome. The maintenance performed by the Association is that which a homeowner would routinely perform to maintain the exterior of their home. The Association will repair loose siding, repair porch rails, paint the porch columns and rails on a routine schedule, repair minor roof leaks, etc. If you need maintenance, please call the Association at 815-556-0687 or send an email to “riversidetownes@yahoo.com”

You as the owner, must carry complete homeowners insurance and file insurance claims for damage caused from natural disasters such as wind, hail, fire, tornado and situations such as vandalism, etc.

Pet owners/caretakers must obey the city of Joliet pet ordinances and laws. The city of Plainfield has similar ordinances and Laws. Pets must be kept on a leash, and pet caretakers are expected to and are required to clean up after their pets at all times. To report a townhome resident that does not clean up after their pet, you may call the city of Joliet at 815-744-4000 with the townhome residents address and file an anonymous

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complaint. The City of Joliet will send an inspector, who will give the resident a citation and a fine. You may also contact the Association at 815-556-0687 and file a complaint, however, if the enforcement of a fine by the Association is necessary, the complaint cannot be anonymous, and a violation report must be signed.

The mailboxes are the property of the Plainfield Post Office. Any problems experienced with the mailboxes including lost mailbox keys should be reported to the Plainfield Post Office, located at 14855 S. New Van Dyke Rd., Plainfield, IL 60544. The phone number is 815-436-8641.

The Associations By-Laws were amended in August of 2005, to prohibit the renting or leasing of the townhomes. All townhomes as of August 2005 must be owner occupied.

The Association holds quarterly meetings in February, May, August, and November. Meeting notices are mailed approximately 20 days prior to the scheduled meeting and a notice is posted on the mailbox centers the Saturday immediately prior to the meeting date.

Sincerely

Riverside Townes Board of Directors



RULES AND REGULATIONS

The following Rules and Regulations are hereby made by the Board of Directors in Accordance with the Declaration of Covenants Conditions and Restrictions for Riverside Townes A Residential Community, Article Seventeen, Section 8, Paragraph P.

These Rules and Regulations adopted on July 1, 1997 and amended June 10, 2009, are in addition to those as spelled out in the Declaration of Covenants Conditions and Restrictions.

PETS:

Pets cannot be allowed to roam all over and defecate where ever they feel like it. It takes away from the beauty and upkeep of the entire neighborhood and is very unsanitary.

- * All dogs must be on a leash at **ALL TIMES.**
- * Dogs can not be tied on to the porch of any home. If a dog is tied outside, it must be staked out on a leash. The leash can not allow the dog to reach or interfere in any way, any common sidewalk.
- * All dog owners **must clean up** after their pet, regardless of whether the pet defecates within the owners own yard or in the common area.
- * All pet owners must complete and submit a Pet Registration Form within 30 days of acquiring a pet.

The City of Joliet Ordinances state:

Sec. 6-22. No person shall cause or permit any dog owned or kept by him to run at large within the limits of the City. Any dog found upon any public street, sidewalk, alley, parkway or an enclosed place shall be deemed running at large unless the dog is **firmly held on a leash** or is in an enclosed vehicle. (Ord. No. 4185, ch. 3: Ord. No. 4864 ch. i; Code 1961, ch. 6-18)

Sec. 6-23. Any dog found upon any public street or highway running at large or any dog for which the annual license tax has not been paid, as provided in this article, shall be **impounded.**

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Sec. 6-25. On complaint that any dog in the city is dangerous, **or in any way or manner disturbs the peace and quiet** of any person whomsoever, a summons may be issued and directed to the owner or keeper of the dog, commanding him to appear before a judge at a time stated in the summons. (Ord. No. 4185 ch. 9; Code 1961. ch. 6-22)

Sec. 6-27. It shall be unlawful for the owner or any person in charge thereof to permit or suffer any dog to **defecate** upon or injure any roof, walkway, flowers, grass plots, shrubs vegetable or flower garden in any private lot or any other private property within the city. (Illinois Rev. State. Ch. 8 & 12)

Sec. 6-28. It is unlawful for any person to maintain a public nuisance by permitting any dog or other animal to leave the premises of its owner when not under control by leash or other recognized control methods.

The Joliet City Code will be enforced. Homeowners are encouraged to call the City authorities when they observe the violation of any above City codes, or a homeowner can contact the Association.

PARKING:

Garages must be used as garages, and not for storage, workshops or other uses which would prevent an owner from parking their vehicles in their garage. All owner's vehicles must be parked in the garage. However, there are the following exceptions: A) If a vehicle is too large to fit in the garage. (this will be verified by the Board of Directors measuring an owners' vehicle claimed to be too large.) B) If a homeowner owns more than two vehicles.

- * All garages are considered capable of housing two vehicles.
- * All vehicles must be parked in a garage. Two vehicles per garage
- * Two motorcycles will be considered to constitute one vehicle.
- * **No parking is allowed in front of garages or in the alleyways.**
- * All vehicles parked within the complex must be operational, in good working order and properly licensed and tagged.



- * Vehicles can not be parked in Guest/Visitor parking areas for extended period of time of more than 24 hours.
- * Improperly parked cars will be tagged and towed at the owners expense.
- * In accordance with City of Joliet Ordinance, Sec. 19-150 Parking, no truck, semitrailer, recreational vehicle or bus in excess of eight (8,000) pounds may be parked in any guest parking space, alley, or street.

The Association has contracted with Dick's towing, a licensed Illinois Vehicle Relocator. Vehicles which the Association will tag as improperly parked, will be towed by Dick's Towing at the vehicle owner's expense.

Improperly parked vehicles will be those that are:

A. Parked or left unattended in the auto courtyards (alleyways)

B. Parked on the grass.

C. Improperly parked in the designated guest parking areas. (parked at an angle so as to take up more than one space.

D. Inoperative vehicles parked in the designated guest parking areas. (inoperative vehicles are those with flat tires, or won't start or without current licenses or city stickers)

E. Any vehicle parked in a Guest/Visitor parking space for more than 24 hours.

Vehicles will be tagged identifying them as improperly parked at least 24 hours prior to their being towed, to allow the owner to remove the improperly parked vehicle.

HEALTH & SAFETY

GARBAGE DISPOSAL AND PICKUP:

A. Garbage pickup is performed by the City of Joliet. Garbage pickup day for the complex is every Tuesday, except if the preceding Monday is a holiday. To prevent the rummaging around in the garbage by animals and to keep the wind from blowing garbage and refuse and papers around, garbage must be placed in closed and secured plastic bags or in garbage or refuse cans or bins with lids. Garbage should be placed in the alleys for pickup no earlier than the night before the scheduled pick up day.

ANIMAL AND BIRD FEEDING:

B. For the health and safety of the residents, children and pets and to protect the complex from the intrusion of wildlife and rodents, the distribution of bird seed, the placing of and distribution of edible or non-edible food, whether spoiled or not, or garbage, or any type of alimentation, **ON THE GROUND** anywhere within the complex whether on a townhome lot or common area, is prohibited.

ARCHITECTURAL:

Any structure to be built or anything to be attached to a home or garage must be approved by the Architectural Committee. The Architectural Committee consists of Board of Director members, and those residents appointed by the Board of Directors to serve as members of the Architectural Committee.

- * **FENCING** can be installed between townhomes. Fences must not be more than 48 inches high and must be of the shadow box design with a scalloped or box ear top. Fences must be painted or stained white. The installer of the fence cannot attach the fence to the neighboring house. The fence must be gated on the garage side. The installer of the fence is responsible for all landscaping and lawn maintenance between the townhomes and around the fence. Fences are only allowed for the middle units only. Placement and design must be approved by the Architectural Committee. Before installing, the proper city, village and county authorities must be notified, and proper permits secured.
- * **MALIBU LIGHTS** are allowed around a home and in landscaped areas but not in lawn or grass areas, or along sidewalks. The owner of the Malibu lights is solely responsible for their upkeep and any damage caused to them. The Landscaping contractor or any of their employees and or agents are not responsible for any damage to Malibu lights caused during the performance of their duties.
- * **STONE** used for landscaping can be of the owner's discretion. However, to maintain uniformity within the subdivision, only natural small river rock can be placed between homes. Any other kind of stone placed between townhomes is not allowed.
- * **DECKS AND PATIOS** size is determined on an individual basis by the Architectural committee and is determined by but not limited to: A) owners plat of

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survey, B) location of common area sidewalks, and guest and visitor parking areas, C) location of the home. All decks and patios must be approved by the Association. Requests for the construction of a deck or patio must be submitted on the proper form to the Architectural Committee for approval.

FINES:

Fines can be assessed by the Association for any violation of the Declaration of Covenants Conditions and Restrictions for Riverside Townes A Residential Community, the By Laws, and the Rules and Regulations.

Violators will be notified by mail of the offending action, and given a specified time within which to correct the offense. Should the offending action not be corrected within the allotted time frame the violator will be assessed a fine.

Should the violator have a total disregard to the Declaration of Covenants Conditions and Restrictions for Riverside Townes a Residential Community, the By Laws, and the Rules and Regulations, the violator can be called to a hearing before the Board of directors and the Associations legal counsel. Should the violator be found guilty by the Association of the offense they have been charged with, the minimum assessed fine shall be \$250.00, to cover the cost of the Associations legal counsel.

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PET REGISTRATION FORM

Cat _____ Dog _____ Other _____ None _____

Date _____

Pet Owner _____

Address _____

Phone # _____

E-Mail _____

PET DESCRIPTION

Pets Name _____ **Male** _____ **Female** _____ **Age** _____

Breed _____ **Color** _____

Size/Weight _____ **Identifying Marks** _____

Wears a Collar? Yes _____ **No** _____ **Collar Color** _____

Rabies Tag # _____

Joliet Pet Registration Tag # _____

Microchip? Yes _____ **No** _____

Veterinarian _____

Veterinarian Address _____

Phone _____

Please return form to Riverside Townes, P.O. Box 2921, Joliet, IL 60434



LANDSCAPING WAIVER

The 6 feet of area between the homes is not a HOA common area. This area is the private property of each homeowner. Therefore, the HOA is not responsible for maintaining this area. The landscaping company has been maintaining this area if it has not been improved by the homeowner, (i.e. fences, stone, pavers, etc.) as a courtesy. However, there have been complaints of minor damage to private property when they maneuver their equipment around bushes, shrubs and obstacles to access this area. The landscapers will no longer maintain this 6 ft. area, unless the homeowner signs a release exempting the landscaping company and the HOA from liability for any damages caused by the Landscaping company as result of their maintaining this area.

Please complete the statement below indicating whether you want the landscaping company to maintain the 6 ft. area on the side of your home or not, and return it to the HOA at P.O. Box 2921, Joliet, Illinois 60434.

_____ **YES**, I want the landscaping company to maintain my 6 ft. of area on the side of my home, and I release and exempt the HOA and the landscaping company from any liability for any damages accidently caused in their performance of their maintenance.

_____ **NO**, I do not want the landscaping company to maintain my 6 ft. of area on the side of my home.

Signature

Address



INSURANCE RULES AND REGULATIONS

The following Rules and Regulations are hereby made by the Board of Directors in accordance with the Declaration of Covenants Conditions and Restrictions for Riverside Townes A Residential Community, Article Seventeen, Section 8, Paragraph P.

These Rules and Regulations adopted on November 13, 2012, amend the original Rules and Regulations adopted on July 1, 1997, and amended November 20, 2008, are in addition to those as spelled out in the declaration of covenants Conditions and Restrictions.

INSURANCE REQUIREMENTS

The Declaration of Covenants Conditions and Restrictions, Article Eleven, Reconstruction, states: "...**Owners will maintain casualty insurance covering said Lot and Residence with good and sufficient companies in a minimum amount equal to the replacement cost of said premises.**" Article Thirteen, Insurance, Section 2, Owner's Insurance obligations, states: "...Each Owner shall be responsible for procuring homeowner's insurance to include general liability for his Residence on his Lot. The cost of this insurance shall be paid directly by each Owner and shall not be an expense of the Association.

To assure that each town home is properly and adequately insured according to the declaration of Covenants Conditions and Restrictions, the following Rules and Regulations shall apply to each and **every current homeowner effective March 1, 2013, and every new homeowner after 30 days of the closing sale date.**

1. Each homeowner shall be required to purchase casualty and liability insurance covering said Lot and Residence with good and sufficient companies in a minimum amount equal to the replacement cost of said premises and to include general liability for his residence on his lot.
2. Each homeowner shall be required to have added to their home owners' casualty and liability insurance policy "**Riverside Townes Townhouse Association**" as an "**additional insured or party of interest**".

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3. Each homeowner shall be required to have their insurance company, upon purchase of or upon the renewal of their home owners casualty and liability insurance policy, whether quarterly, biannually or annually, provided to the Riverside Townes Townhouse Association, P.O. Box 2921, Joliet, IL 60434 a copy of the "Certificate of Insurance".

A fine of \$250 shall be assessed against a current homeowner for each month that the requested documentation, "Certificate of Insurance" is not provided, or for each month that the town home is determined to be uninsured after March 1, 2013 and every new homeowner after 30 days of the closing sale date.



BILLING PROCEDURES

The monthly assessment is **DUE** on the 1st of each month, and **PAYABLE** no later than the 15th of each month. That means the HOA must receive the payment by the 15th of each month. Because of the poor United States Post Office service, that means you must write your check and mail it at least by the 10th of each month to assure it reaches the HOA by the 15th of each month. Checks should be made out to “**Riverside Townes**” and mailed to “**P.O. Box 2921, Joliet, Illinois 60434**”.

The monthly statement will show the balance due in **BLACK**, if an owner has a credit, the credit amount will be shown in **RED**

The late fee for payments received after the 15th of the month is \$45. If a Homeowner has not paid their assessments for 3 months, their total amount in late fees is \$135, they will be placed in collection. The monthly statement of a homeowner that owes three months of assessments will have the wording in red “**Total must be paid by (date) or you will be placed in collection. Attorney fees and court costs will be added to your account.**”.

If the homeowner has not paid the total amount due by the stated date, the homeowner will be placed in collection. The collection process is as follows:

The homeowners next statement will have the wording in red, “**YOU HAVE BEEN PLACED IN COLLECTION.**” and the legal costs of placing the homeowner in collection will have been added to the homeowners account. The homeowner will receive a 30 day demand letter from the HOA attorney.

If the homeowner does not pay the total amount due within the 30 day demand period, The HOA attorney will go to court and get a 30 day court ordered payment. The additional attorney’s fees and court costs will also, then be added to the homeowners account.

If the homeowner does not pay the total amount due, (past due assessments, late fees, attorney fees, and court costs) within the date set by the court, the court will grant the HOA possession of the homeowners home. This court granted possession gives the HOA the power and authority to evict the homeowner with all of their furniture, possessions, and belongings until the homeowner pays the full amount due.

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PLEASE PAY YOUR ASSESSMENT ON TIME, SO THAT THE HOA DOES NOT HAVE TO TAKE THIS DRASTIC ACTION, AND YOU INCUR THE ADDITIONAL ATTORNEY FEES AND COURT COSTS, AND THE POSSIBLE EVICTION FROM YOUR HOME.



City of Joliet

Citizen Engagement Information

City of Joliet's VUEWorks: CitizenVUE Citizen Engagement App & Portal Information

The City of Joliet announces a new free citizen engagement mobile app (CitizenVUE). This new app provides residents a convenient way to report non-emergency residential issues directly to the City. The VUEWorks: CitizenVUE app is available for free download via [Windows](#), [Apple IOS](#), and [Google Play](#) stores. Upon download select the area that says Joliet is a great place to live as the code, if you are downloading the app outside of City limits use the code: JolietIL

The CitizenVUE mobile app allows residents add up to five photos, give a brief description of an issue, input the problem address location, and have the choice input the submitters contact information or remain anonymous per each submitted service request. Upon submission a service request number is generated for easy trackability and follow up with the City.

Please note, CitizenVUE is not intended to report police, fire, and or water/sewer non-emergency and emergency issues.

- *In Emergency dial 9-1-1*
- *Non-Emergency Police or Fire assistance dial (815)726-2491*
- *For water and/or sewer related emergencies/issues contact Joliet's 24-Hr. Public Utilities line at (815)724-4220*

In addition to CitizenVUE's new mobile device app residents still have three other convenient options to report their residential issues to the City including through: [CitizenVUE's website portal](#) by using the "Report An Issue" button located on our [joliet.gov](#) website's homepage, by phone (815)724-4005 or in person at City Hall. The city suggests all users read through and be familiar with the CitizenVUE user guidelines prior to submitting their first service request. Visit [joliet.gov/servicerequest](#) to review CitizenVUE's user guidelines.

To follow-up on a service request, residents can call the City Hall Information Desk at (815)724-4000, by email at infodesk@joliet.gov, or in person at the City Hall Information Desk, located at 150 W. Jefferson St., during business hours, M-F, 8am-4:30pm.

Ways to Communicate and Stay Connected with the City of Joliet

- By Phone – City Hall Mainline: (815)724-4000 or [Contact Us](#) list for our Mayor & Council, Departments & Service Contact Information.
- By email at Infodesk@joliet.gov
- In person at the City Hall Information Desk, 150 W. Jefferson St., Joliet, IL 60432, during business hours, M-F, 8am-4:30pm, except on observed holidays
- Via [City Communications](#) (Social Media Links for City of Joliet, JPD, JFD & City Newsletters)
- Via [Meeting Calendar](#), [Meetings & Agendas](#), and City [News Releases](#)
- Via [Smart Message Community Alerts Network](#)
- Via [JCTV Channel 6](#)

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