

# *ami* Association Management, Inc.

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## SEASONAL REMINDERS AND UPDATES

April 14, 2016

To: All Stonehenge Condominium Association Co-owners

Re: Rules and Regulations

Dear Co-owner,

It is always a good practice for co-owners to periodically review the **Community Handbook** in order to remain aware of the policies and restrictions of the community. The items below are a few of the important, seasonal regulations that should be remembered. We recommend that you attach this document to your **Community Handbook** so that it will remain readily available for your review.

### **ALTERATIONS/MODIFICATIONS:**

All areas outside of your porch and deck area, including all landscaped areas around your unit are general common elements. As such there are no designated planting spaces or areas that can be modified in any way with flowers, shrubs or trees, without first seeking approval through an Alteration / Modification form as described below:

Approval by the Board of Directors for all modification or alterations to the common elements including landscape areas must be received prior to undertaking any modification, alteration or performing any landscaping on common elements. Please complete and submit for approval, an Alteration / Modification Request form when seeking these approvals.

### **DRIVING:**

Please observe all traffic and speed rules when driving throughout the community. The speed limit on Stonehenge and North Rockledge is 25mph. The speed limit in the courts, including Danberry, Woodshire, Rockledge and Meeting Hall Lane is 5mph.

### **FLAGS AND BANNERS:**

Nothing other than a properly displayed American flag may be installed or visible from the exterior of the unit. Banners and other decorative flags may not be installed at any location. Details on how to properly install and display the American Flag are available through the Association.

### **GARAGE DOOR:**

Garage doors must remain shut at all times other than for entering or exiting your garage.

### **GARAGE SALES:**

Please contact the Association prior to holding any garage or estate type sale. Guidelines for these are available and must be adhered to.

## **GARBAGE/TRASH REMOVAL:**

Please refer to your Community Handbook for rules regarding garbage removal, including:

- pick-up
- holiday pick-up
- special pick-ups (bulky items/Appliances)

PLEASE REMEMBER: All trash should be placed in plastic bags and well tied.

ADDITIONAL REMINDER: Trash placed outside for pick-up prior to 5:00pm the day before collection day carries a \$100.00 fine and is an exception to the Violation Fine Policy.

## **GARDEN HOSES:**

Garden hoses must be stored above ground level on a reel or holder at all times when not under your direct use and must be returned to the reel or holder each time a task requiring the use of a garden hose has been completed.

At no time may a garden hose be left lying unattended on common element areas such as lawns or walks or left coiled on the grounds.

Reels and holders must be freestanding and may not be installed on any building or structure and are permitted in approved areas only.

Please be advised that the above requirements are necessary to ensure safety and minimize liability to the Association and each co-owner directly. The Association may enforce its right to remove without prior notice, any hose not stored properly.

Most holders and reels visible in the community are in permissible locations; however, unit owners who have installed these in an unapproved location will be given notice and opportunity to relocate them to an approved location prior to removal by the Association.

## **GRILL USE:**

Open fire grills must be 10 feet away from buildings. Patios are restricted as they are within the 10 foot limit of the structure.

No grills are permitted on balconies.

## **PARKING:**

Please refer to your Community Handbook for all guidelines regarding parking within the Community.

In addition to those listed within the Handbook, parking on Meeting Hall Lane is restricted to those using the Clubhouse, Office or Pool only. All others may be fined or towed at the owners' expense.

## **PATIO AREA FENCES:**

Fences surrounding the patio/deck areas are the responsibility of the co-owner to maintain, repair and replace. The Association enforces proper maintenance of these and you may be asked from time to time, to repair, restore or even replace the fencing. These must be replaced following the existing design and size. Details are available through the Association.

## **PET WASTE:**

Pet waste must be removed from common element areas immediately upon being deposited. Failure to clean up dog waste will result in potential fines. Additionally, if a co-owner fails to comply, the Association may hire a service to clean the pet waste left on common elements and charge all related expenses to the unit owner responsible for the pet.

## **SATELLITE DISHES:**

Stonehenge complies with all FCC guidelines regarding satellite dish installation. A dish may be installed pursuant to these guidelines. Permission is required, however, to penetrate the building structure at any location with cable to connect the dish to interior equipment. Therefore, prior approval for the location of the installation is required BEFORE the installation takes place. Any installations made without approval are subject to immediate removal by the Association, at the co-owner's expense and liability.

## **STORAGE OF PERSONAL ITEMS:**

Storing of personal items on any Common Element is prohibited. Please use care in returning all personal items to your garage or the inside of your unit.

## **VANDALISM / MISCHIEF:**

A fine of \$50.00 will be levied on a co-owner if they or their guests, invitees or lessees are found to be initiating or partaking in vandalism or mischief on or about the common elements.

## **WATER USAGE:**

Community water may not be used for recreational purposes, e.g., running through sprinklers or filling up portable swimming pools.

Community Water may be used for watering plants, flowerbeds, etc. Only a handheld watering device which is manually operated and controlled may be used for no more than 15 minutes daily.

Co-owners are permitted to use community water to power wash decks and patios

Community water may not be used for washing vehicles.

Community water may not be used for recreational purposes, e.g., running through sprinklers or filling up portable swimming pools.

Community Water may be used for watering plants, flowerbeds, etc. Only a handheld watering device which is manually operated and controlled may be used for no more than 15 minutes daily.

## **VIOLATION FINE POLICY:**

The schedule of fines for violations will be as follows:

- (a) FIRST VIOLATION. No fine (warning notice)
- (b) SECOND VIOLATION. \$50.00 fine.
- (c) THIRD VIOLATION. \$75.00 fine.
- (d) FOURTH VIOLATION. \$125.00 fine.
- (e) SUBSEQUENT VIOLATIONS will be subject to a fine in the amount to be determined at the discretion of the Board of Directors.

Please be advised that pursuant to the bylaws, the Association has the ability to enforce compliance, or correct conditions which violate the bylaws, through other measures and may utilize such measures at its discretion along with levying fines and expenses for other corrective actions it may pursue.

## **CLARIFICATIONS:**

Please be advised that the Stonehenge Condominium Association Master Deed, created at the inception of the community, defines all general and limited common elements of the Association and identifies who is responsible for the maintenance, decoration, repair and replacement of each. Responsibility for an item is not always entirely one party or the other (Associations' or Co-owners'). In some instances the responsibility is shared, or aspects of care are divided between the Association and Co-owners. Of the common elements, the following item requires clarification:

ARTICLE IV, COMMON ELEMENTS, SECTION: (B), Paragraph: (2), defines each individual balcony and private porch as a limited common element.

ARTICLE IV, COMMON ELEMENTS, SECTION: (C), Paragraph: (1), defines cost for maintenance of the individual balcony and private porch referred to in Article IV, B(2) above shall be borne by the co-owner of the unit to which such limited common elements are appurtenant.

In as a much as the Association may have previously provided maintenance to these areas by staining, painting or sealing balconies, the Association will begin to phase out this practice as it is the responsibility of the co-owner and continuing to expend Association funds on items that are not designated as the Associations' responsibility would not be a sound fiduciary practice.

Sincerely,

Board of Directors  
Stonehenge Condominium Association