

September 1, 2014

Dear Co-owner,

The Board of Directors of the Manors at Central Park Condominium Association (the Association) believes that one of our most important responsibilities is to protect and enhance the value of our property. It is in the best interests of all Association members that our General and Limited Common Element areas are always kept safe, neat and orderly for the benefit of all residents and guests.

Therefore, your Board has revised and adopted the enclosed rules and regulations, which were originally adopted in 2008. The Association's rules and regulations are in addition to - and consistent with - those identified in the Association's Master Deed and Condominium Bylaws. The creation of these types of rules and regulations are permitted by Article VII, Paragraph (k) of the Association Bylaws. This revised set of rules and regulations was adopted by the Association's Board of Directors on Aug. 15, 2014. The revisions shall become effective ten days after delivery of this document to all designated co-owner voting members of the Association. Enforcement of revisions will begin on November 1, 2014.

The major revisions in the rules and regulations are to the parking regulations in Article 1, where Paragraph 5 has been added to address "Snow Emergencies" and where Paragraph 7 has been revised to add the enforcement provision for towing "unauthorized vehicles" without the owner's consent. Also, Article II, Paragraph 2 has been revised to include new regulations requiring the use of covered trash and recycling containers and Paragraph 4 has been added to Article III.

If you need to purchase a trash and/or recycling container, Rizzo Services will sell and deliver to your door a "Shelby Twp." 96 gallon, wheeled trash cart with an attached, hinged lid. The cart dimensions are 28" w x 33" d x 45" h. It can be purchased for \$75.00 over the phone by calling Rizzo at (866) 772-8900 (Visa, MasterCard and American Express accepted). Sam's Club currently sells a nearly identical "HuskyLite" 96 gallon, wheeled trash cart for \$73.80.

If you prefer to purchase a smaller trash container, here is a sampling of what is available from Home Depot and other retailers (these cannot be used for recycling waste pickup):

"Roughneck" 45 gal. Black Wheeled Trash Cart with hinged lid, 22.0" w x 26.4" d x 36.6" h - \$24.97

"Roughneck" 32 gal. Black Wheeled Trash Can with detached lid, 22.3" w x 25.5" d x 32.5" h - \$19.97

"Toter" 32 gal. Green Wheeled Trash Cart with hinged lid, 19.8" w x 24.3" d x 37.5" h - \$59.98

The Association's Master Deed, Bylaws and Rules and Regulations are available for reading and download from the Manors Blog. Visit <http://manorsatcentralpark.blogspot.com> and click on the appropriate links in the upper right corner of the page. All Association members agreed to abide by the Master Deed, Bylaws and Rules and Regulations when they purchased their unit and they are also binding on all tenants, occupants and/or guests of each condo unit.

The Board of Directors thanks you in advance for your cooperation.

Sincerely,

The Board of Directors of the
Manors at Central Park Condominium Association

Manors at Central Park Condominium Association
Rules and Regulations
Revised and Adopted on Aug. 15, 2014

Article I - Parking

1. Parking is prohibited wherever there are “No Parking” signs. The “No Parking” zones are generally on the side of the street where the fire hydrants and mailboxes are located. Parking is also prohibited along both sides of West Broadway between Central Park North and Lexington South. This means that parking is only allowed on the
 - a. North side of Lexington North
 - b. South side of Lexington South
 - c. East side of Lexington East
 - d. West side of Lexington West
 - e. West side of Watling
 - f. East side of Regent
 - g. North side of the private access drive paralleling North Central Park.Vehicles parked in violation of this paragraph are considered “unauthorized vehicles” for enforcement purposes. Exception: a vehicle that is too large to fit in a driveway and which is engaged in the delivery, pickup, loading or unloading of items to a condo unit may temporarily park in a “No Parking” zone in front of that unit for a period not to exceed 4 hours, provided the vehicle is at least 15 feet away from any fire hydrant.
2. At no time shall any vehicle be parked such that
 - a. It obstructs any driveway entrance while parked on a street or access drive; such vehicle is considered to be an “unauthorized vehicle” for enforcement purposes.
 - b. It obstructs a sidewalk while parked in a driveway
 - c. It is closer than 25 feet from a street corner
 - d. Its tires are resting on a sidewalk, landscaped area or empty lot
 - e. the left (driver’s) side of the vehicle is adjacent to the curb, sidewalk or lawn
3. Article VII, Paragraph (e) of the Bylaws states that no vehicles may be left unattended on or about the Common Elements. With respect to the General Common Elements^[1], “unattended” is hereby defined as being parked for more than 48 hours. Vehicles parked in violation of this paragraph are considered “unauthorized vehicles” for enforcement purposes.
4. Overnight parking is prohibited on all streets from November 1st through March 31st, inclusive, unless a co-owner has received written approval from the Board of Directors. The purpose of this regulation is to facilitate snow removal operations. “Overnight” shall mean the period from Midnight until 6:00 AM. Vehicles parked in violation of this paragraph are considered “unauthorized vehicles” for enforcement purposes.
5. Parking is prohibited on all streets and access drives during any “Snow Emergency” that is officially declared by the Charter Township of Shelby (Snow Emergency announcements are distributed by the local news outlets and are also posted on the Shelby Township web site and the Manors Blog). Vehicles parked on a street or access drive that has not yet been plowed during a “Snow Emergency” are considered “unauthorized vehicles” for enforcement purposes.

6. Article VII, Paragraph (j) of the Bylaws limits to 24 hours the length of time that “Campers and similar vehicles” may be kept on the premises of the Manors at Central Park, unless they have written approval from the Board of Directors. The phrase “similar vehicles” is hereby defined to include all of the types of recreational vehicles and trailers listed in the first sentence of Paragraph (j) of the Bylaws. A co-owner may seek written approval from the Board of Directors if they feel they need more time than the 24 hour limit. Requests should be submitted in advance and the Board at its discretion may give the co-owner a new limit that shall not exceed 48 hours. The intent of the time limit is to allow the co-owners sufficient time to load/unload/service their recreational vehicles, equipment and trailers before and after their use since the Manors of Central Park has no specifically designated parking and storage area for them. At no time shall recreational vehicles be used as living quarters while kept on the premises of the Manors at Central Park. Recreational vehicles parked in violation of this paragraph are considered “unauthorized vehicles” for enforcement purposes.
7. Enforcement:
 - a. Complaints about parking violations shall be brought to the attention of the Board of Directors or submitted to the Association’s Property Management company. Requests for written Board approval to vary from these parking regulations should be submitted to the Association’s Property Management company.
 - b. A vehicle found to be in violation of these parking regulations will have a violation notice affixed to the vehicle informing the driver of the violation; additionally,
 - i. An “unauthorized vehicle” will be removed by the Association’s towing company at the vehicle owner’s expense; the vehicle owner will have to pay the towing company’s bill before their vehicle will be released to them.
 - ii. Enforcement for all other vehicles that receive a violation notice will be handled according to the procedures and assessments described in Article XII of the “Condominium Bylaws of the Manors at Central Park”.

^[1] General Common Elements are defined in Article V, Section 5.2 (A) of the Master Deed and with respect to these rules and regulations, they include “roads, sidewalks, parking areas (other than driveways), lawns, landscaping, yards, frontage improvement”.

Article II - General and Limited^[2] Common Element usages

1. The State of Michigan’s 25 MPH Prima Facie Speed Limit for residential streets applies to all roadways within the Manors at Central Park.
2. Collection of trash and recyclables
 - a. Trash and recyclables shall be placed at the curb for pick-up no earlier than 6:00 PM of the evening before collection day. Empty containers shall be removed from the curb no later than 6:00 AM of the day following the collection day. Trash and recycling containers must be stored inside the garage of the unit when not at the curb for collection (Units 1-14 must store their containers either inside their garage or out of sight from the street).
 - b. Containers and lids shall be marked with the co-owner’s street name and address.

- c. Residents are not obligated to separate their recyclables from their trash; participation in the Township's recycling program is at the option of the resident but subject to the requirements set forth by the Township and the Association.
 - d. All trash placed at the curb must be inside a rigid and covered container that, per the Township's waste hauling contractor, must have a capacity between 32 and 96 gallons. Plastic bags filled with trash may not be placed at the curb unless they are inside a rigid and covered container; the only exceptions are for large bulky waste items, such as appliances, furniture, worn carpet, etc. Please note that the Township's waste hauler's recycling trucks will only collect from containers marked with the recycling symbol and that their trash trucks do not collect from containers that are marked with the recycling symbol.
 - e. All recyclables placed at the curb must be inside either:
 - i. A rigid and covered container that is marked with the recycling symbol
 - ii. A clear plastic bag that is securely tied shut and placed within a tote bin that is marked with the recycling symbol; the plastic bag and tote bin must be heavy enough that they cannot be blown away by the wind.
 - f. Empty boxes and packaging materials must be broken down and placed inside either the recycling container or the trash container.
 - g. Please note that the Township's waste hauler does not pick up yard waste from Units 16-167.
3. Article VII, Paragraph (i) of the Bylaws states that household pets shall not be permitted to run loose upon the General and Limited Common Elements areas and that care must be given such that they do not produce any noisy, odorous or unsanitary conditions. Therefore, when a pet is taken outdoors, their keeper must maintain control of their pet at all times and they must immediately pick up and dispose of their pet's feces.
 4. The orderly use and appearance of the General and Limited Common are addressed in Article VII, Paragraphs (e) and (n) of the Bylaws. Furthermore, during the seasons when they are reasonably used, outdoor furniture and equipment, sports equipment, bicycles, toys, etc. shall be stored on the co-owner's deck or patio, walkway, porch or driveway at all times when they are not actually being used or otherwise stored indoors or in the co-owner's garage. When not being used, these items shall not be left on General Common Element areas such as lawns where they can interfere with other co-owners use of these areas as well as sprinkler operation and lawn growth and maintenance.
 5. Vehicle washing is permitted only in the co-owner's driveway or garage and vehicle maintenance is permitted only in the co-owner's garage.
 6. The use of gas or charcoal fired grills inside any garage is strictly prohibited.
 7. Annual flowers, planters, etc. that a co-owner has planted or placed on the General or Limited Common Elements must be maintained by them during the growing season and removed immediately after the first killing frost.
 8. Enforcement:
 - a. Complaints about violations of the regulations listed above shall be brought to the attention of either the Board of Directors or the Association's Property Management company.
 - b. Enforcement will follow the procedures and assessments described in Article XII of the "Condominium Bylaws of the Manors at Central Park".

^[2] Limited Common Elements are defined in Article V, Section 5.2 (B) of the Master Deed and with respect to these rules and regulations, they include “each individual patio or deck”, “each individual walkway and porch” and “each individual driveway serving each unit”.

Article III – Satellite Dishes and Antennas

1. Under the Federal Communication Commission’s rules for Over-the-Air-Reception Devices (“OTARD” rules; <http://www.fcc.gov/guides/over-air-reception-devices-rule>), a co-owner or tenant of a condominium unit has the unrestricted right to install certain types of antennas within “exclusive use” areas, such as terraces, balconies, or patios. Article V, Section 5.2 (B) of the Manors at Central Park Master Deed defines “each individual patio or deck” as being “limited in use to the owners” and therefore they are considered “exclusive use” areas under the OTARD rules. Therefore, co-owners (or tenants) may install a qualifying antenna on their deck or patio without the need for written approval by the Board of Directors. Per the OTARD rules, such qualifying antennas must be installed wholly within the “exclusive use area”. A qualifying antenna that extends beyond the patio or deck railing is considered to be in a common area which is beyond the scope of the OTARD rules and therefore its installation can be regulated by the Association. Accordingly, the Board of Directors has determined that qualifying antennas at the Manors at Central Park that extend beyond the outer perimeter of a deck or patio will be permitted without written approval, but only if the protruding portions of the antenna is at least six feet above the ground level directly beneath the antenna. All other qualifying antennas that are proposed to protrude at a lesser height must receive prior written approval from the Board of Directors.

Qualifying antennas under the OTARD rules include only the following types and sizes:

- A "dish" antenna one meter (39.37 inches) or less in diameter, designed to receive direct broadcast satellite service, including direct-to-home satellite service, or to receive or transmit fixed wireless signals via satellite.
 - An antenna that is one meter or less in diameter and is designed to receive video programming services via broadband radio service (wireless cable), or to receive or transmit fixed wireless signals other than via satellite.
 - An antenna that is designed to receive local television broadcast signals.
2. Co-owners wishing to install a qualifying satellite dish or antenna on a mounting location other than their deck or patio must first submit an Alteration/Modification Request and receive written approval from the Board of Directors. This requirement also applies to co-owners wishing to install a non-qualifying satellite dish or antenna on any location. The Board will favor the mounting location that is the first one in the following list that provides a clear signal for the co-owner’s receiving equipment:
 - a) mounted on the rear of the co-owner's portion of the building at a point higher than 6 ft. above the ground level, by attaching it into either the brick veneer or wood trim board

- b) mounted on the side of the co-owner's portion of the building (excluding the garage exterior) at a point higher than 6 ft. above the ground level, by attaching it into either the brick veneer or the wood trim board along the top of the brick wall
 - c) mounted on a post or pipe sunk into the ground such that no part of the satellite dish or antenna is farther than 10 ft. away from the rear wall or 5 ft. away from the side wall of the co-owner's portion of the building (excluding the garage exterior).
- 3. Antennas must not be mounted on the roof or attached to the second story siding. Cables shall be neatly routed or buried from the antenna to the building entry point. Cables shall enter the building at a point on the wall nearest to the antenna and then be routed inside the building to the receiving equipment. Co-owners must remove their antenna when they sell their condo unit or discontinue their subscription service. Co-owners are responsible for caulking and filling all holes and repairing any exterior damage caused by their satellite dish or antenna.
- 4. All antennas that are currently mounted on a roof were installed without receiving approval from the Board of Directors. The co-owners of those units are responsible for repairing any damage to the shingles, roof structure and/or interior that may result from wind damage and/or water leaks. The co-owner will be required to permanently remove the antenna from the roof at the time repairs are made and must then request and receive Board approval to relocate it elsewhere. All antennas must be taken down when the service is discontinued, however for roof-mounted antennas the mounting brackets and fasteners that contact the shingles should remain in place to avoid creating immediate paths for water leaks.
- 5. Enforcement:
 - a) Complaints about violations of the regulations listed above shall be brought to the attention of either the Board of Directors or the Association's Property Management company.
 - b) Enforcement will follow the procedures and assessments described in Article XII of the "Condominium Bylaws of the Manors at Central Park".