

GEORGETOWN COMMONS OF DEARBORN CONDOMINIUM ASSOCIATION

RULES & REGULATIONS

The purpose of these rules is to maintain and increase the value of our property by making the community a pleasant living environment for all residents. These rules are a supplement to, and consistent with, the Condominium Bylaws and related documents of our Condominium Association.

I. Doors

A. Storm Doors

Please find the approved storm door at: <http://gtcdearborn.com/fix-and-maintain-your-home/storm-door.pdf>

Prior to purchase, please complete a Modification Request Form and send to Compass.

The door is a 36” Andersen, Almond in color, Full View, insulated door. It is Almond in color with a brass handle. These doors provide excellent weather and sound insulation.

Home Depot Allen Park is giving GTC a 10% Discount on the storm door. Just ask for “Brett” in the Door Department: (313) 271-8842.

B. Front Door and Garage Door

All doors must be kept in operational condition. Please do not keep your garage door open longer than necessary. Do not leave your front door open unless you have a closed, storm door.

C. Door Handles

All front door handles should be brass Schlage brand, grade 1, digital keypad handle, or key-lock handle, or locking knob with deadbolt. All come with a lifetime finish guarantee.

D. Existing full view storm doors

If you have a full view storm door that has a rusted handle, then, open the storm, look at Spine on door, locate and write down the serial number and phone number for EMCO. The handle sets have a lifetime finish and EMCO will ship a free replacement brass handle. Call Compass Management if you need help with the installation.

ANY CONDOMINIUM THAT HAS A “SHUT-OFF VALVE” MUST HAVE A KEYPAD ENTRY LOCK AND AN EMERGENCY PHONE NUMBER ON FILE WITH COMPASS TO RETRIEVE THE CODE IN CASE OF FIRE.

If you own a shut off valve unit, DO NOT LOCK YOUR STORM DOOR WHEN YOU LEAVE HOME.

II. Satellite Dishes

A. Installation

Contact Compass Management to obtain prior approval by the Board of Directors before installing your Dish. A Dish cannot be installed without prior approval and will be removed at the co-owner’s expense.

- B. Dishes must be installed on the deck with non-penetrating brackets and cannot be bolted to the deck trim. No external cables running outside the building will be permitted without board approval.

III. Windows

A. Broken Windows

Co-owners must repair any broken windows within 30 days. Thereafter, the following fines shall be assessed:

1. First Violation - Warning Only
2. Second Violation - \$25.00 Fine
3. Third Violation - \$50.00 Fine
4. Fourth Violation - \$100.00 Fine shall apply, and will apply to any subsequent violations.

B. Window Parts for original Windows

Clarkston Window is a company that has parts available for the original builder windows. Please call (248) 338-6781 if you need spare parts for repairs.

IV. Garbage Receptacles

A. Storage

Co-owners and residents should always store their receptacles in their garage, except, of course, on pick-up days. (\$250 Fine for Violation)

On pick up day, co-owners and residents must return their receptacles to the garage by 10:00 p.m., the same day of pick up, or face fines. The pick-up trucks will not pick up trash outside the receptacles.

B. Disposal of Large Items

Contact Dearborn's Department of Public Works (DPW) at (313) 943-2075, for bulk pick up.

a.) Any large items left outside the unit for failure to contact DPW shall cause owners of unit to accrue a \$500.00 fine, plus costs associated with removal of the item.

1.) Examples of large items include, but do not exclude other large items, are:

- i.) Mattresses;
- ii.) Furniture;
- iii.) Carpet;
- iv.) Appliances.

2.) Residents shall place the receptacle so that the opening of the receptacle will face the truck, or a fine of \$50.00 will apply against the owners' account.

3.) Residents shall not place bags of garbage outside the receptacles and will be fined \$300.00 if they do so.

4.) Residents shall not leave un-bagged garbage outside the receptacles, including pizza boxes or other large food containers, or will face a \$300.00 fine.

Garbage left outside a receptacle attracts rodents and other vermin, creating a health hazard to all residents of GTC-Dearborn.

C. Using another's garbage receptacle

Do not use another Unit's garbage receptacle. You will be fined \$100.00 if you do so. The fine amount may be used to purchase an extra receptacle for that unit.

If it is necessary to obtain a second garbage receptacle, please call DPW at (313) 943-2075 to get one.

V. Insurance Coverage:

- A. All Co-owners must have insurance coverage to replace personal property. All Co-owners are liable, and must have coverage for, events that occur in their Unit.
 - a. Condo Insurance for co-owners if you are not renting it out
 - b. Rental Insurance for the Tenant if you are renting it out
 - i. Paid for by the Tenant, not the Landlord.
 - c. Landlord Insurance for co-owners leasing out their unit
- B. Your coverage should also cover any damage occurring inside your unit that damages limited common elements appurtenant to your unit.
- C. If coverage is appropriate in any specific instance through the Association's insurance policy, it will apply to cover what a Co-owner's insurance fails to cover.
- D. Any coverage provided to a Co-owner by the Association's insurance policy shall only be those amounts more than the Associations deductible.
- E. In the event the Association finds it necessary to pay a Co-owners repair costs, and the insurance policy fails to cover the full repair costs, the Association shall apply those costs, including any deductible, to the Co-owners account for immediate reimbursement to the Association.

VI. Renting your property

- A. Every Renter must have rental insurance policy documents on file with Compass Management. This policy is in addition to the Co-owners' insurance policy.
- B. All Renters must sign a one-year lease agreement and that lease agreement shall be on file with Compass Management. All lease agreements should be updated to comply with any By-Law Amendment changes concerning these agreements.
- C. All Rental Units are subject to an annual inspection by The City of Dearborn.

D. Any Rental Unit not in compliance with these rules will result in a monthly fine of \$200.00 being added to the Co-owner's account.

VII. Pets and Animals

- A. Residents may only keep one domesticated dog, or one domesticated cat.
- B. All pets must be registered with the Association. You can register your pet on the <www.GTCDEARBORN.COM> website click on the Compass page.
- C. No pets may be bred for commercial purposes.
- D. All pets must be restrained by a leash in common areas and always with a responsible attendant.
- E. Residents shall not leave their pet tethered to anything in common areas.
- F. Pet owners are required to clean up all pet waste and must prevent their pet from creating obnoxious noise, odors, or any other offensive behavior.
- G. No wild animals will be kept anywhere in or on the property and no resident shall attract wild animals with food or housing.

VIII. Weapons

- A. Co-owners, residents, occupants, agents, employees, or guest **SHALL NOT USE ANY WEAPONS ANYWHERE ON OR ABOUT THE GTC DEARBORN PROPERTY.**
- B. Weapons include, but are not limited to such weapons as:
 - a. Air Rifles
 - b. Pellet Guns
 - c. B-B guns
 - d. Bows and Arrows
 - e. Sling Shots
 - f. Projectiles

IX. Payments and Collection of Annual Assessments

- A. All annual assessments may be payable in 12 monthly installments. The installment payments must be of an equal dollar amount.
 - B. Any installation payment that becomes 10 days late will be deemed in default. Further, a fine of \$100.00 shall be applied to the Co-owners account monthly unless or until the annual assessment and late fees are paid in full.
 - C. All assessments shall be paid on the final due date; if the assessment is not paid by the date due, will be deemed to be in default.
 - D. Any assessment that is in default, in an amount equal to or greater than 3 months of Association fees, will cost the Co-owner all legal fees and court costs involved in collection proceedings and all lien proceedings.
 - E. Any account that is delinquent for 6 months or more shall subject a Co-Owner's Unit to Foreclosure, and the Co-owner must pay for any legal fees and court costs involved in the Foreclosure Action.
 - F. The Association may also discontinue the furnishing of any utilities or other services upon seven (7) days' written notice to the Co-owner in default or foreclosure.
 - G. Any Co-owner in default or foreclosure will not be entitled to vote at any Meeting of the Association.
- X. Outdoor Grills and City of Dearborn Ordinance concerning combustibles 307.5
- A. Throughout the Georgetown Community premises all open flame grilling is prohibited
 - B. Storage of Propane Tanks on Georgetown premises are strictly prohibited
 - C. Electric Grills are allowed.
 - D. Fines:
 - 1.) First Violation results in a Warning;

2.) Second and Subsequent Violations shall incur a \$100.00 fine.

XI. Fire Lanes

- A. Fire-Lane parking by anyone in the Georgetown Commons Community-Dearborn is strictly prohibited. Vehicle owners shall pay all towing, court and legal costs associated with the vehicles removal.

XII. Rule and Regulation Enforcement

The foregoing rules and regulations are enforceable pursuant to The Georgetown - Dearborn Association Bylaws, Article XX, Sections 1-3

XIII. Notice

- A. Notice of any violation shall be delivered by the following means:

- a. Personal Delivery
- b. Certified Mail, or,
- c. First Class Mail;
- d. Email in the event the alleged violator has previous waived his right to the above outlined delivery methods.

- B. Content of Notice

A description of the alleged violation with citation to the actual violation as it appears in the Bylaws, the Master Deed, the Michigan Condominium Act, Rules and Regulations, and the City of Dearborn's Ordinances.

- C. Opportunity to Defend against alleged violation

The alleged violator may submit a written defense and or appear before the Board of Directors at the next scheduled meeting.

- a. A Special Meeting may be called.
- b. Co-Owner will never be asked to appear before the Board with less than 10 days' notice.
- c. Failure to appear at the meeting will constitute an admission to the violation; however, the Board will determine the final question of whether a violation occurred or not.

XIV. Meeting and Decision

A. Upon receipt of information brought forth supporting the finding of a violation, , information brought forth regarding the Co-Owners defense to the violation, by majority vote, the Board Shall:

- 1.) Determine whether the alleged violation occurred,
- 2.) Then then make a final decision.
- 3.) The Boards decision is Final.

B. Collection of Fines

All fines levied shall be against the Co-Owner and will be due and payable together with the regular Condominium assessment next falling due. Failure to pay the fine will subject Co-Owner to all liabilities set forth in the Condominium documents. (Also, see Section XI. above)