

The Links

of Northville Hills

CONDOMINIUM ASSOCIATION

RULES AND REGULATIONS

AS THEY APPLY TO THE

ARCHITECTURAL CONTROL

POLICIES AND PROCEDURES

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Destroy Previous Editions

**The Links of Northville Hills Golf Club
The Rules and Regulations As They Apply
To the Architectural Control Policies and Procedures**

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THE LINKS OF NORTHVILLE HILLS GOLF CLUB

THE RULES AND REGULATIONS AS THEY APPLY TO THE ARCHITECTURAL CONTROL POLICIES AND PROCEDURES

POLICIES

To promote the aesthetic harmony and continuing attractiveness of The Links of Northville Hills Golf Club and to facilitate the beneficial operation of the residential areas thereof, The Links of Northville Hills Golf Club Association Board has adopted the following Architectural Control Policies and Procedures. These policies provide for community appearance standards and coordinated administration of those items related to community appearance throughout the community.

The Board of Directors and/or the Covenants Committee is responsible for the approval of alterations and modifications to all Limited Common Elements. The Condominium By-laws stated in Article VI, Section 3, contains the general requirements. They are:

Section 3. Alterations and Modifications

No Co-owner shall make alterations in exterior appearance or make structural modifications to his Unit (including interior walls through or in which there exist easements for support of utilities) or make changes in any of the Common Elements, Limited or General, without the express written approval of the Board of Directors and/or the Covenants Committee, including, without limitation, the erection of antennas, lights, aerials, flags, awnings, doors, shutters, newspaper holders, mailboxes, basketball backboards or other exterior attachments or modifications. No Co-owner shall in any way restrict access to any plumbing, water line, water line valves, water meter, sprinkler system valves or any other element that must be accessible to service the Common Elements or any element which affects an Association responsibility in any way. It shall be permissible for Co-owners to cause to be installed television antennas in the attic areas above Units; providing, however, that any damage or expense to the Common Elements or to the Association resulting from such installation shall be borne by the Co-owner performing or authorizing such installation. Should access to any facilities of any sort be required, the Association may remove any coverings or attachments of any nature that restrict such access and will have no responsibility for repairing, replacing or reinstalling any materials, whether or not installation thereof has been approved hereunder, that are damaged in the course of gaining such access, nor shall the Association be responsible for monetary damages of any sort arising out of actions taken to gain necessary access.

GENERAL

1. The Board may appoint representatives to the appropriate Covenants Committee (Building and Grounds, Landscaping, Pool or Social) to enforce these policies and review applications for alterations and modifications. The Covenants Committee will make non-binding recommendations to the Board, which has final approval on all issues.
2. Alteration and modification requests will be considered only if submitted in accordance with procedures established by The Links of Northville Hills Golf Club Association.
3. These requests shall be acted on in writing, within 30 days of receipt.
4. The initial approval granted by the Board or Covenants Committee shall constitute only as authority to construct. Any construction so approved shall be in accordance with the approved request, the municipality building code and shall be subject to their permits and final inspections.
5. The Board reserves the right to use any authorities granted to it under the Master Deed and Condominium By-laws as well as any other rights available to enforce these policies and related procedures.
6. Once approved, alterations/modifications made by a Co-owner and/or contractor shall be done without expense or liability to the Association. Co-owners shall be responsible for the following but not limited to:
 - 6.1 Damage to sod, landscaping, final building grades, fences, irrigation system, utilities and building exteriors during construction.
 - 6.2 Damage to neighboring units, both interior and exterior during construction.
 - 6.3 Injury to themselves, members of the public and workmen.
 - 6.4 Damage to their unit or neighboring units caused during or after construction as a result of improper construction or a change in drainage.
 - 6.5 Maintenance of decks or landscaping installed in accordance with Article IV, Section 3 of the Master Deed.
 - 6.6 Removal and/or relocation of any existing structure(s), landscaping, etc., in connection with said installations.
 - 6.7 The subsequent removal of decks or landscaping, as required to allow access to the association, municipality, or utility companies for the purpose of carrying on necessary repairs or maintenance.

- 6.8 Removal of construction debris/trash shall be within two days of alterations/modification completion.
7. Alterations/modifications (decks, patio, awnings and landscaping) once started must be completed within 30 days of approval unless the Board grants an exception.
8. The property management company shall act as receiving agent for all alteration and modification problems, concerns, applications, correspondence and refunds of deposit.
9. The Association reserves the right to periodically inspect alterations/modifications for adequate maintenance and if in the Association's opinion adequate maintenance has not been performed, request the same of Co-owner. Should Co-owner fail to comply, the Association reserves the right to arrange for needed maintenance and charge Co-owner for it plus a 10% service charge for arrangements made.

SPECIFICS

1. Approved alterations shall be constructed only within the limited common elements or privacy areas A or B as defined in Exhibit "B" to the Master Deed.
2. Approved alterations within privacy area A shall not impair the view, privacy and/or enjoyment of neighboring units. It will be generally required that:
 - 2.1 Decks shall not be attached to or in contact with adjoining condominium units.
 - 2.2 Privacy fences shall be attached to the surface of the deck.
 - 2.3 Existing grade shall not be changed to result in impaired water drainage for the building (or neighboring building).
 - 2.4 Access shall be provided to enable outside utility meters to be read.
 - 2.5 The property management company shall be contacted when existing irrigation lines or sprinkler heads are to be moved. The Co-owner is responsible for moving heads and costs related thereto.
 - 2.6 The Co-owner is responsible for locating all underground utility lines including the building's sump lines.
3. The installation of approved alterations shall not prevent the Association from performing normal maintenance and repair work.
4. Approved alterations shall be in conformance with the architectural standards of the Association.
 - 4.1 Wood deck floor surface shall be western red cedar (#2 construction grade or better) or pressure treated ponderosa pine.

- 4.2 Where decks are being installed, existing sod will be removed and replaced with 2" of crushed or float stone (pea stone or gravel shall not be acceptable) on visqueen.
- 4.3 Deck railings, privacy fences and deck and step(s) skirt or fascia boards will be stained the appropriate color as designated by the Association. The Association may elect to perform the staining and bill the co-owner to ensure uniformity. (Sherwin Williams Fence, A14, Solid Color Heavy Body Stain)
- 4.4 Gates shall be permitted within the deck railings as shown on the deck drawings. The gate shall be constructed of the same materials as the deck railing and shall appear as a continuation of the deck railing.
- 4.5 Hardware used to hang and latch the gate shall be made of solid brass or wrought iron and shall not show on the outside of the railing or the gate. Use only strap or butt hinges.
- 4.6 If the deck floor is more than 9" above grade with a gate, steps also must be constructed (Township ordinance). The steps to grade shall be located in accordance with the deck drawings, and must remain within privacy area A.
- 4.7 If an existing deck is modified to incorporate a gate and steps, structural support for the modified deck shall meet township specifications.
- 4.8 Deck floors and top of step(s) shall be cleaned and sealed at least every two years with Natural Clear Olympic Stain (2 wet coat applications) as a protective measure. It is the co-owner's responsibility to maintain his/her deck system whether it be co-owner or developer installed.
- 4.9 The Association reserves the right to have non-maintained decks cleaned and sealed at the expense of the co-owner.
- 4.10 Decking Specifications using Trex Easy Care Decking
Trex Easy Care Decking can be used for the deck flooring and top of step(s) only. Stringer and any other visible areas must be made of cedar. Approved lumber dimensions are 2 x 6.

The approved color for Trex Easy Care Decking is "Saddle". Deck Floors installed prior to August 23, 2004 using "Natural" Trex Easy Care Decking are exempt from this rule until such time the flooring needs replacement.

Trex flooring shall be cleaned a minimum of every two years. Trex recommends Olympic Deck Wash (800-441-9695, and Behr Deck Prep and Mildew Stain Remover (800-854-0133) for light cleaning. If the problem is severe, they recommend Advanced Composite Deck Cleaner and Enhancer from Expert Chemical (800-354-2926) and Composite Deck Restorer, Composite Deck AfterKlean, and Composite Deck Protector from PSC Solution (800-354-2926). If the deck has grayed, use a deck brightener.

5. Exterior front door speakers may only be installed on the sidewalls, adjacent to the door on the front entry porch. Speakers shall be Nutone IS-67 Woodgrain or IS-70 Antique Brass finish or approved equal.
6. Rear deck and patio speakers are prohibited.
7. Exterior remote keyboards for Co-owner's security system shall be prohibited as well as any exterior sirens, emergency warning lights except as required by the Fire Marshall.
8. Exterior key or keyless garage door remote switches shall be installed on the garage door side jamb. Pad covers (if available) may be gray, black, neutral colored plastic or anodized aluminum. The plate shall be 2 3/4" x 6 1/2" or smaller.
9. No more than four alarm decals per home shall be allowed. The decals' size shall not exceed 4 1/2" by 3". The recommended location for decals is the lower corner of an operating door or window.
10. Interior window treatment (blinds, drapes, curtains, shutters, etc.) backing shall be white or off white in color. Wood window treatments shall be white or off white or stained the natural colors of the wood, exclusive of ebony (black), or mahogany. Clear leaded glass window treatments are allowed. "Sun catchers" are not permitted.
11. Window reflective film treatment manufactured by US Lamco, Inc. or equivalent shall be allowed on the inside of windows and door walls. The film shall have no more than 30% reflectance and three tints are allowed, 50% NT (light), 35% NI (medium), and 25% NI (dark) gray. **Note:** Applications applied directly to glass typically voids any manufacturer's glass warranties. In addition, when replacing the glass on windows, Co-owners may elect to use factory reflective treated glass in the same tints and colors approved for the film above.
12. Window and door screens must be the same color as originally installed on the units. (See 23.0 for approved Storm Door and Storm Window.)
13. Annual and perennial flower plantings are allowed in the general common elements and privacy Area B provided these guidelines are followed.
 - 13.1 Plantings can be planted in existing mulch beds, including mulched areas around the trees.
 - 13.2 Plantings cannot exceed 24" in height at maturity.
 - 13.3 Plantings shall not interfere with shrub maintenance.
 - 13.4 Plantings must be well maintained.
 - 13.5 Annual plants must be removed by November 15th each year.

- 13.6 Refer to 35.0 for a "synopsis" of Landscaping Modification Guidelines for specifics on adding, deleting, moving or replacing shrubs and trees in existing beds. A copy of the approved Landscaping Modification Guidelines can be obtained from the Landscaping Committee Chairperson.
14. Flowerpots may be placed on limited common elements (but not driveways, walks, and sidewalks) as follows:
- 14.1 No more than three pots are allowed on the front porch including the step(s).
 - 14.2 One to five pots are permitted in mulch beds, provided they are seated on the mulch beds rather than buried in the beds. Plant stands or similar items should not be placed in the mulch beds.
 - 14.3 The pots may be cylindrical, square or multiple sided in shape only.
 - 14.4 Pots shall be neutral; terra cotta or black colored, and made of clay, (glazed or unglazed), wood, concrete, plastic or any other weather resistant material.
 - 14.5 Pots shall be no larger than 15" in diameter or 18" high.
 - 14.6 Pots must be well maintained and in good repair.
 - 14.7 Pots must be removed from the limited common elements, mulch beds, porches, steps etc. by November 15th each year.
 - 14.8 Evergreen potted plants may be left out year around. The Association shall not be responsible for damage to pots due to snow removal activities.
15. Hanging flowers and suspended flower boxes are allowed on rear decks (not on front porches); Shepherd Hooks with hanging pots are allowed in the mulch area immediately adjacent to each unit provided these guidelines are followed.
- 15.1 No more that two hanging flowerpots per sliding glass door wall can be attached to the door's fascia board. Pots should not be attached to the siding or brick.
 - 15.2 Hanging pots shall be simple cylinder, standard clay pot or standard hanging pot shape.
 - 15.3 Hanging pots shall be white, neutral or terra cotta colored, and made of clay, plastic, moss or other weather resistant material.
 - 15.4 Hanging pots shall be hung by natural or white colored roping or wire, using rust-resistant brackets and screws fastened to trim facing or joists. **Note:** Fastening to siding or shingles is not allowed.

- 15.5 Suspended flower boxes shall be neutral, natural, or terra cotta colored, and made of clay, plastic, wood, or other weather resistant material;
- 15.6 Suspended flower boxes may be hung from the top of the deck railing and privacy fence, using removable brackets (no screws or nails) made of a rust-resistant material. Permanent brackets are not allowed.
- 15.7 No more than one Shepherd hook per unit is allowed. They may be up to 86" in overall height, with not more than two plant hangers on the hook. The hooks shall be made of wrought iron in black, dark green or dark brown color throughout. Design must be simple, without decorative scrollwork, designs or insignias. Pot color, material, roping or wire shall be consistent with those for hanging pots. Their placement in the mulch must not interfere with underground lines, shrubs, trees or maintenance of the area. They must be used for hanging flowers only and should not be fastened to the building.
- 15.8 Hanging pots and suspended flower boxes must be well maintained and in good repair by Co-owner;
- 15.9 Hanging pots, suspended flower boxes and shepherd hooks must be removed by November 15th each year.
16. All hoses must be coiled and stored in a neat fashion. Portable hose holders are recommended and should be placed at the front water spigot. A neutral colored hose holder may be attached to the deck fascia board. Hoses and hose holders must be removed by November 15th each year and stored inside.
17. Wind chimes, windsocks, or any other item shall not be hung outside the home. Exception: A wreath may be hung on or near the front door, provided it is not attached to the siding or door. Refer to 23.2
18. Bird feeders are allowed on the rear decks of your unit where they will not infringe on neighbor's privacy of enjoyment of their deck or privacy areas. **Note:** Bird feeders are not allowed in common area beds.
19. Small thermometers may be hung on the inside of the deck as long as it is below the rail and not visible from the outside.
20. Units backing to the existing golf course are not permitted to erect protective netting on their deck, privacy area A or B, or general common area.
21. Front porch (limited common element area) may have furniture placed on it; this furniture shall be functional (as opposed to decorative) and well maintained. Collapsible style furniture shall be stored inside.

- 21.1 Furniture is not allowed on the driveway, sidewalk, grass or mulched beds.
- 21.2 Storing of Rear Deck Furniture
It is recommended that rear deck furniture be stored inside during the winter months. Furniture left outdoors during the winter months can not exceed the height of the deck railing and must be secured against movement to prevent damage to the common elements. Damage caused by items contained on a deck will be the responsibility of the respective Co-owner. If the furniture is covered it must be with a neutral colored material.
- 21.3 Under Deck Storage
Storing items under decks is prohibited. Furniture, hoses, bicycles, flowerpots, grills, etc. must be stored inside during the winter months.
22. Flags may be displayed on the co-owner unit's garage doorjamb.
- 22.1 Flags shall not exceed 3' by 5' in size.
- 22.2 Flagpole holders must be solid cast brass, without ornamentation;
- 22.3 Flag holder must be mounted on the 1 x 6 garage doorjamb trim board (or mounted on brick if no 1 x 6 is used on the garage door jamb trim, no further than 6" from garage door jamb) at 65" above the garage floor slab;
- 22.4 Flagpoles shall not exceed 72" in length or 3/4" in diameter;
- 22.5 Flags shall be well maintained and in good repair by co-owner.
23. Storm doors shall be full view with non-beveled glass in Herringbone color. Approved Models: P-100 by Fox and models 100 and T108 by Trapp. Options such as kick plates, corner grills or insignias shall not be permitted.
- Storm doors with kick plates installed prior to September 3, 2003 are exempt from this rule until such time current storm door needs to be replaced
- 23.1 The Trapp Outside Storm Window in Black is approved to replace the standard metal frame basement window.
- 23.2 One wreath or decoration is permitted on or near the front door. Please do not nail or screw into the door or place a magnet on the front door as a means of affixing this decoration. The wreath may be fastened to the trim, but not the siding. The recommended wreath hanger is an over-the-door hook in a simple style. These can be purchased at Classic Hardware and the suggested models are WH 1 12" Brass or WH28 6 1/2" Brass.

24. Doorknockers and kick plates shall be permitted on the front entry door (not storm door) as follows:
- 24.1 Door knockers and kick plates shall be solid polished brass;
 - 24.2 Door knockers shall be Baldwin #0116-030 Solid Polished Brass;
 - 24.3 Kick plates shall be 8" high and 34" wide manufactured by Baldwin #9200-020-PB34;
 - 24.4 Door knockers and kick plates shall be well maintained and kept in good repair by Co-owner.
25. Decorative objects, such as statuary or birdbaths, are not allowed on the front porch or in any of the shrub or mulch beds, in the driveways, in privacy area B or in the general common elements.
- 25.1 One landscape boulder per unit may be placed by the owner in the landscape bed adjoining their unit. The boulder must be of a material native to Southeastern Lower Michigan, and be of a diameter not to exceed 24 inches. The boulder must be free of any painted message, markings, or plaques. The boulder must be placed in such a manner so as not to interfere with the landscaping planted by the developer or water drainage throughout the landscape bed. The boulder must be located so as not to interfere with the landscape maintenance, sidewalk and driveway access, and snow removal.
26. The following rules and regulations pertaining to vehicles apply to all co-owners, residents and guests while on the property of the Association:
- 26.1 The speed limit within the condominium premises is **15 mph**.
 - 26.2 Co-owners and residents shall park their vehicles in the spaces allocated to them in the Master Deed, those being the enclosed garage space attached to their unit and the limited common element apron directly outside of their garage door.
 - 26.3 Vehicles parked outside of garages shall not be covered with a tarp, car cover or any other material.
 - 26.4 Parking is allowed on one side of the road only to allow accessibility of emergency vehicles. Co-owners and their guests must observe the no parking signs on the side of the road.
 - 26.5 Overnight parking on the street is prohibited except as the Association may make reasonable exceptions thereto from time to time.

- 26.6 During and after periods of snowfall, there is no parking on the roads until the roads have been cleared. After the roads have been cleared, vehicles are to be moved from the entrance drives and parking areas to the street, if possible. The snow removal company will not plow parking areas if there is even one (1) vehicle in the entrance drive.
- 26.7 No parking is permitted on any grass or landscaped area.
- 26.8 The clubhouse parking lot shall be used for event parking only. It is not to be used for short or long term storage of vehicles.
- 26.9 Only automobiles or vehicles used for general personal use may be parked or stored on condominium premises.
- 26.10 House trailers, commercial vehicles, boat trailers, boats, personal water crafts, camping vehicles, camping trailers, motorcycles, all terrain vehicles, snow mobiles, snowmobile trailers may not be parked or stored upon the premises unless parked in the garage.
- 26.11 Commercial vehicles and trucks, which shall include pick-up trucks with snow blades affixed or with a company name on the outside of the truck, shall not be parked in or about the Condominium (except as above provided) unless making deliveries or pickups in the normal course of business. **Note:** The Board of Directors may make a reasonable and limited exception for a pickup truck or automobile that has a business name affixed to it, if the only variance from classification as a personal vehicle is that the pickup truck or automobile has a business name affixed to it.
- 26.12 Co-owners and residents shall be responsible for ensuring that their guests adhere to all parking regulations and will be responsible for any infractions that their guests cause.
27. Holiday decorations for Easter, Halloween, and Thanksgiving may be displayed one week prior to the holiday and must be removed the day after the holiday. Lights may not be placed on the outside of the home, including garage, or displayed inside the windows during these holiday periods.
28. **DECEMBER HOLIDAY LIGHTS/DECORATIONS**
These guidelines have been designed to allow flexibility for each individual co-owner and still maintain aesthetic harmony within the community:
- 28.1 December holiday decorations should not be operated prior to the day before Thanksgiving and must be removed no later than January 15th each year.
- 28.2 One green wreath or red bow is allowed on each garage light.
- 28.3 Miniature lights are allowed on front and rear trees and shrubs.

- 28.4 Miniature lights and/or rope garland is permitted on deck rails.
- 28.5 Lights may not be placed on or attached to any part of the condo unit (including garage).
- 28.6 Lights are not permitted around the interior or exterior of the windows.
- 28.7 Exterior lighted or unlighted figures, etc. are not allowed.
- 28.8 Lighted figures are not permitted in the window.
- 29.0 Paver patios will be allowed in the Limited Common Element, or Privacy Area A as defined in Exhibit "B" to the Master Deed, in accordance with the following specifics.
- 29.1 The design of the paver patio is to be submitted for approval by the Board of Directors. The design submission must include all applicable dimensions (i.e. height, width, and depth), notation of steps, and height of steps, pattern of paver bricks, color of retaining wall and paver bricks. It is required that the installation contractor provides the design to the Co-owner for submission to the Board. Both top and side view drawings will be required for approval by the Board. At no point may a paver patio come in contact with an adjoining condominium unit. The approved paver patio shall not impair the view, privacy, and/or enjoyment of neighboring units.
- 29.2 Raised patios must meet all applicable building codes in effect at the time of construction of the patio, concerning allowable height and depth of steps. All raised patios must use a retaining wall stone manufactured by Versa-Lok, in "Old Tudor" color.
- 29.3 Versa-Lok Systems must be installed in accordance with the manufacturer's current specifications. A sample of the specifications is available by request from the Association. All footing and backfill requirements of the manufacturer must be strictly adhered to.
- 29.4 Steps contained within the patio (i.e. as at door walls, or level changes within the patio), are restricted to one step, two risers. If more steps are required, there must be a minimum of a 36" wide platform in between sets of steps.
- 29.5 The following colors of paver bricks are approved for use:
- Lafrage - Romanesque, and Beech-Pioneer
 - Fendt - Vintage Forest, Vintage Walnut, Vintage Sandstone, and Autumn
 - Unilock - Terracotta Blend
- Minimum thickness of paver bricks is 60mm.

- 29.6 The following patterns are approved for use: Cobblestone, Holland Herringbone 90 degrees, Mini Holland (running), Circlestone, and Half Holland (basket weave). A drawing of the patterns is available by request from the Association.
- 29.7 Drainage is required on all raised patios. If using the Versa-Lok Retaining wall, the manufacturer's specifications for placement of a 4" perforated drainage pipe must be strictly followed. The discharge of the pipe must be esthetically pleasing. The water from the discharge may not enter a neighbors Limited Common Element or privacy area A, and must be located so that discharge water entering the General Common Element does so that it drains properly. No ponding of water in the General Common Element due to discharge water will be allowed.
- 29.8 Drainage is required at the building line on all raised patios. The drain tile's purpose is to direct any water seepage through the paver bricks, away from the brick and basement of the home. A 4" perforated drain tile with a gravel backfill material is required at the brick ledge of the foundation of the home. Water discharge requirements are as stated above for the retaining walls.
- 29.9 All patios must be designed with a 2% gradient for proper surface drainage, which is 2 inches of fall for every 10 feet of distance.
- 29.10 All downspouts from gutters attached to the home must be buried under the paver patio, and exit to the lawn area by use of a green colored 4" P.V.C. cap (as used in the fronts of the homes for downspouts under sidewalks). A downspout detail is available upon request from the Association.
- 29.11 Paver patios must be constructed on a suitable base. The base shall consist of 4"-5" of crushed limestone 21AA aggregate, or slag, with a leveling course of 2" thick 30A slag sand base. The slag sand base shall be held in place by use of a triangular cement edging, which is 6" in width at its base, or plastic edging staked in place and designed specifically for use with paver patio installations. All base materials shall be suitably compacted per the manufacturer's specifications. Detail cross-section drawings are available from the Association by request.
- 29.12 The Association reserves the right to inspect all phases of construction on the paver patios. This may include exposing sub grade base, and edging to assure compliance with the required installation guidelines.
- 29.13 It is the Co-owner's responsibility to assure the restoration of all Common Elements to the condition they were in before the start of the paver patio construction. This includes any access through lawn areas,

landscape beds, driveways, and sidewalks. A contractor of the Association's choosing must install all irrigation lines and heads that must be relocated due to the installation of a paver patio. All spoils of dirt generated from the excavation of retaining walls, and paver patio sub-base must be removed from the development at the Co-owner's expense. Any grass in the paver patio area must be completely removed and disposed of properly, off the development at the Co-owner's expense.

- 29.14 Care must be taken when working around and above the sump pump discharge lines. If repair of the sump pump line is required in the future, or access is required for the association, municipality, or utility companies for the purpose of carrying on necessary repairs or maintenance, it will be the Co-owner's responsibility to remove and restore that portion of the paver patio, and or retaining wall that is above and within the work area.
- 29.14 Time of construction is of the utmost importance to the Association, as the construction of paver patios is disruptive to the General Common Element, and the enjoyment of its use during construction. Weather permitting, all paver patios and retaining wall construction must be complete within three consecutive days. All remaining building materials and removed spoils must be removed from the development, and General Common Elements restored to prior conditions by the fourth day from the start of construction (weather permitting).
- 29.15 It is expected that ground settlement may occur in the area that was disturbed by the original construction of the home within the limited common element, or privacy area A. It is the Co-owner's responsibility to repair and restore any portion of the paver patio that settles or shifts from its original installed grade, as inspected by the Board. The Developer and the Association assume no responsibility for repairs needed to a paver patio due to ground movement below the patio. The Co-owner shall have any repairs made to the level of the paver patio in a time frame as established by the Board in writing to the Co-owner.
- 29.16 The Association reserves the right to inspect and request repairs to the paver patio as deemed necessary by the Board of Directors. Such requests will be in writing to the Co-owner. Failure to accomplish the requested repairs within the time frame specified shall be cause for the Association to hire a contractor to complete the repairs done and charge the Co-owner for expenses, including administrative and legal, incurred due to the repair, plus 10% service charge for making the arrangements for repairs. The Co-owner will be notified in writing prior to the Association exercising its right of self-help, if the Co-owner fails to perform repair within the designated time frame.
- 29.17 Prior to construction, the Co-owner is required to submit an "Application for Alteration/Modification," and after construction, submit a "Request for Final Inspection," form to the Board of Directors for approval.
- 29.18 A construction bond of \$500.00 is required and should be submitted with the

documents listed in 28.17, above.

30. The following rules and regulations pertaining to pets apply to all co-owners, residents and guests while upon the property of the Association:
- 30.1 Ownership of an animal is restricted to no more than two pets and must be pre-approved in writing by the Association.
 - 30.2 No animal may be kept or bred for any commercial purpose.
 - 30.3 No animal may be permitted to run loose at any time.
 - 30.4 Animals must be leashed and attended to at all time. No one should be walking a pet without being secured by a leash.
 - 30.5 Each co-owner shall be responsible for collection and disposition of all fecal matter deposited by their pet on all areas of the Condominium complex.
31. Garage doors shall be kept closed at all times except as may be reasonably necessary to gain access to or from any garage.
32. Trash must be bagged in heavy-duty bags. Container(s) with secured lids may also be used. Trash should not be put out for pickup any earlier than 6:00 p.m. of the day before the regularly scheduled pick-up day, except as the Association may make reasonable exceptions thereto from time to time.
33. Exterior painting of the units is the responsibility of the Association. Co-owners wishing to touch up their units must receive prior approval of the Association and must use a high level of the following approved paints:
- Siding: Sherwin Williams "STUDIO TAUPE" *SW2071
 - Exterior Trim: Sherwin Williams "FENCE POST WHITE" (SW2074)
(SWP Eggshell Oil)
 - Deck Rails/Steps: Sherwin Williams "FENCE POST WHITE" Stain (SW2074)
(A14, Solid Color Heavy Body Stain)
 - Shutters: Sherwin Williams "BORDEAUX (Exterior, Super Paint, Gloss, Latex)
 - Front Door: Sherwin Williams "BORDEAUX" (Exterior, Super Paint, Gloss, Latex)
34. Sandstone stepping-stones #94900 by Pavestone Company available from Home Depot may be used in the mulch bed nearest to the front water spigot. The paver bricks noted in 29.5 can be used around the air-conditioning units, and decks steps.
35. Landscaping modifications shall be allowed in accordance with the following specifics. A copy of the complete Landscaping Modifications Guidelines can be obtained from the Landscaping Committee.

- 35.1 Prior to making any modifications to shrubs/trees in existing landscaping beds, co-owner(s) must submit a Landscape Modification Application to the Association for approval.
- 35.2 By signing the application, the co-owner(s) accepts full responsibility for on-going maintenance of the modified landscaping bed(s).
- 35.3 A \$100 bond must be submitted at the time of application. The bond will be refunded when the final inspection is completed and approved.
- 35.4 A detailed scaled drawing (measurements in inches and feet) of the proposed landscaping designs, which shows the location and type of current and proposed plantings must be submitted with application. The design must incorporate the guidelines outlined in the "Standard Planting Specifications".
- 35.5 When planting trees, the co-owner(s) must have the property staked for existing underground utilities. Call "Miss Dig" at (800) 482-7171 at least 3 days prior to the commencement of work.
- 35.6 The following steps must be followed by the co-owner(s)
- Drainage must be maintained and ground sloped away from the building
 - Plantings must not interfere with the irrigation/sprinkler system
 - Plantings must not interfere with mowing or snow removal.
 - Landscaping bed(s) must be weed blocked and/or weeded prior to planting.
 - Landscaping bed(s) must be mulched with double shredded hardwood bark.
- 35.7 Co-owner(s) must adhere to the following restrictions:
- Expansion of existing landscaping beds will only be permitted if submitted as a proposed landscaping modification and approved by the Association Board.
 - Addition of new landscaping beds will only be permitted if submitted as a proposed landscaping modification and approved by the Association Board.
 - Trellises are not permitted. Climbing plants are not permitted.
 - With the exception of trees, nothing can be planted that will mature to more than 4 feet.
 - Varieties of rapidly multiplying plants are not permitted.
 - Additional White Pines are not permitted
- 35.8 Approved proposed landscaping modifications must be completed within 30 days of approval unless an extension is granted by the Board.
- 35.9 The co-owner(s) must notify the Landscaping Committee of shrubs/trees being eliminated or replaced so that they can be relocated within the condo complex.
- 35.10 The co-owner(s) must request a final inspection of the modification.
- 35.11 At the time of sale of the unit, the co-owner(s) must obtain concurrence in writing

from the buyer indicating that the buyer accepts full responsibility for on-going maintenance of a new or modified landscaping bed(s). If the buyer does not agree to maintain the landscaping bed(s), the co-owner must return the property back to the original design.

36. Exterior Deck Retractable Awnings shall be allowed in accordance with the following specifics.

36.1 Awnings must be provided and installed by Sunshine Awning Co., 7366 Ledgewood, Fenton, Michigan 48430

36.2 The approved awning is the Durasol system, with Sunbrella Fabric Style #4633 in Linen; with 8" Serpentine matching Valance; Color: Linen ; Braid Trim: Linen; with a Sand Metal Frame.

36.3 Awnings are allowed on the rear decks and must be retractable and closed when not in use. Window awnings are not permitted. Awnings may only be extended from the hours of 6am through 12am (midnight). Some responsible person must attend the awning while it is extended.

36.4 One awning shall be allowed per unit as follows:

Condo Type	Awning Size		Awning Size
Birkdale I Over Dining Room Doorwall and side window of fireplace	17'x10' w/hood 8" Serpentine Valance	OR	17'x11'.6" w/hood 8" Serpentine Valance
Birkdale II Over Dining Room Doorwall and side window of fireplace	17'x10' w/hood 8" Serpentine Valance	OR	17'x11'.6" w/hood 8" Serpentine Valance
Dorset Centered over Living Room Doorwall	10'x10' w/hood 8" Serpentine Valance	OR	10'x11'.6" w/hood 8" Serpentine Valance
Thornberry Centered over living room doorwall (left side of fireplace)	6'9"x8'6" w/hood 8" Serpentine Valance		

36.5 All awnings will require a hood to protect the retracted awning when not in use.

36.6 Available options approved:

- Wind-O-Matic sensor mechanisms;
- 5 ft. drop valance in the color Linen style (same as awning) or Duramesh Beige (mesh fabric) DM 3001.

36.7 Motorized units with a manual override and with an inside switch must be installed by a licensed electrician on all such installations.

36.8 The Co-owner shall not hang anything from the awning or related awning structure (i.e. plants, lanterns, wind chimes, etc.).

- 36.9 Awning maintenance, repair and/or structural damage (including damages to any other unit, General or Limited Common Element), is the responsibility of the co-owner of the unit to which the awning is being installed.
- 36.10 Removal and reinstallation of awning by the co-owner, at the co-owner's expense, may be required by the Association to accommodate scheduled exterior maintenance.
- 36.11 The Association reserves the right, at its discretion, to have any work completed on awnings at the co-owners' expense if necessary maintenance, repair, and or requested removal is not performed.
- 36.12 Prior to construction, the co-owner is required to submit an "Application for Alteration/Modification" and "Links of Northville Hills Condominium Association Installation of Awning System Agreement" forms to the Board of Directors for approval and recording, if necessary. A construction bond of \$500.00 is required to be submitted with the documents listed above.
- 36.13 Upon the completion of the installation of the awning, the co-owner must submit the "Request for Final Inspection" to the Board of Directors to initiate the final inspection.
37. The following guidelines pertaining to Satellite Dish installation have been approved by the Association Board and must be followed when installing a satellite dish.
- a. Prior to installation the co-owner is required to submit an "Application for Alteration/Modification".
- b. After construction is completed the co-owner is required to submit a "Request for Final Inspection" form to the Association for approval.
- 37.3 An installation bond of \$100 is required with "Application for Alteration/Modification".
- 37.4 No antenna shall be installed which creates interference with reception of signals by other co-owners.
- 37.5 A co-owner may install no more than one antenna for each type of service.
- 37.6 All installations shall be restricted to the requesting co-owners unit.
- 37.7 Installations shall be completed so that they do not cause material damage to any elements (General Common Elements or Limited Common Elements), or to individual units, or void any warranties of the Condominium Association or other co-owners or in any way impair the integrity of the Association structure.

- 37.8 Any installer other than the owner shall provide the Association with an insurance certificate listing the association as a named insured prior to installation. Insurance shall meet the following minimum limits:
- a) Contractor's General Liability (including completed operations): \$1,000.00.
 - b) Workers Compensation: Statutory Limits
(The purpose of this regulation is to ensure that antennas are installed in a manner that complies with building and safety codes and manufacturer's instructions. Improper installations could cause damage to structures, posing a potential safety hazard to Association residents and personnel)
- 37.9 Antenna must be secured so they do not jeopardize the soundness or safety of any structure or the safety of any person at or near the antennas, including damage from wind velocity.
- 37.10 Dishes must be placed in the most inconspicuous place possible while still receiving an acceptable signal.
- 37.11 Location Hierarchy – Most preferred (a) to Least Preferred (e)
- a) In the attic
 - b) Exclusive Use Area with out a mast (structure which an antenna is attached that raises the antenna height). In an area that a co-owner has exclusive use and remain inconspicuous. (i.e. Not above the deck rail)
 - c) Under the roof soffit
 - d) On the roof hidden behind the chimney
 - e) On the roof
- 37.12 Co-owners who install or maintain antennas are responsible for all associated costs, including but not limited to costs to:
- a) Place (or replace), repair, maintain, and move or remove antennas.
 - b) Repair damage to any property caused by antenna installation, maintenance or use.
 - c) Pay medical expenses incurred by persons injured by antenna installation, maintenance, or use.
 - d) Reimburse residents or the Association for damage caused by antenna installation, maintenance or use.
 - e) Restore antenna installation sites to their original condition.
- 37.13 Co-owners shall not permit their antennas to fall into disrepair or to become a safety hazard. Co-owners shall be responsible for antenna maintenance, repair and replacement, and the correction of any safety hazard.
- 37.14 If antennas become detached, owners shall remove or repair such detachment within 72 hours of the detachment. If the detachment threatens safety, the Association may remove antennas at the expense of the owner.
- 37.15 Co-owner shall be responsible for antenna repainting or replacement if the exterior surface of antenna deteriorates.

- 37.16 Co-owners shall be responsible for removing the dish and restoring the roof, siding and trim boards when the unit is sold unless the purchaser accepts in writing the responsibility for the use and continued maintenance of the device
- 37.17 The co-owner will be responsible for any damage such as leaks that result from the device during and after installation.
- 37.18 If these rules are violated, the Association, after notice and opportunity for the co-owner to be heard, may bring action for declaratory relief with the FCC or any court of competent jurisdiction. If the court or FCC determines that the Association rule is enforceable, a fine of \$50 shall be imposed by the Association for each violation. If the violation is not corrected within a reasonable length of time (30 days), additional fines of \$10.00 per day will be imposed for each day that the violation continues. To the extent permitted by law, the State Condominium Act, and the Master Deed and Bylaws of the Association, the Association shall be entitled to reasonable attorney fees, costs and expenses incurred in the enforcement of this policy.
- 37.19 If antenna installation poses a serious, immediate safety hazard, the Association may seek injunctive relief to prohibit the installation or seek the removal of the installation.
- 38.0 The following rules apply to the use of the Association's pool.
- 38.1 The pool is open from 10:00 a.m. to 9:00 p.m. daily during the operating season that is Memorial Day weekend to date determined by the Board of Directors.
- 38.2 The pool may periodically be closed for maintenance operations, health and safety considerations, inclement weather conditions or other reasons made at the Board's discretion.
- 38.3 Entrance into the pool area and bathrooms is by key. One key per unit. Replacement of lost keys is \$50.00.
- 38.4 Persons using the pool must be attired in clean, bona fide swimwear. Cut-off jeans or trousers, tee shirts, or street socks are not acceptable.
- 38.5 Any one using the pool must take a cleansing shower prior to entering the pool or after using the bathroom facilities. Suntan lotions must be showered off before entering the water.
- 38.6 A hosting adult co-owner must accompany guests. Guests are bound by the Association's pool and clubhouse rules and regulations.
- 38.7 Children, 16 and under, non-swimmers or others unlikely to exercise mature judgment in health and safety matters, are not permitted to enter the pool area

unless accompanied by an adult co-owner charged with the responsibility for their safety and conduct. **Note:** There is no lifeguard on duty.

- 38.8 Children who are not toilet trained must wear a clean diaper and tight fitting plastic pants or a swim diaper.
- 38.1 Floating devices or other objects that may pose a hazard or hinder efficient use of the pool are not permitted.
- 38.2 Running, boisterous or rough play, ball throwing, diving or other accident prone and disruptive activities are not permitted.
- 38.3 Glass containers of any kind are not permitted within the enclosure area.
- 38.4 No food products will be allowed within 6 feet of the pool edge.
- 38.5 Amplified sound equipment may not be used in the pool area.
- 38.6 Persons under the influence of alcohol or other intoxicants will be denied access to the pool area.
- 38.7 Pets are not allowed within the pool enclosure fence.
- 38.8 Any damage caused by a co-owner or their guest will be charged to the co-owner.
- 38.9 A representative of the Board of Directors or the Management Company may dismiss any person who violates the rules, exhibits unbecoming conduct or who fails to show evidence of his/her right to use the facility. The Board of Directors may suspend an individual's pool privileges temporarily or permanently in cases of obvious or continued violation of these provisions.
- 39.0 Solar-powered lights shall be permitted in existing landscape beds and tangential to deck steps to aid walkway visibility during hours of darkness. The fixtures should be a one-piece, durable, all metal construction with plastic globes.
- The maximum number of lights that may be installed is four (4).
 - The lights must be black in color.
 - The total height of an installed solar light fixture may not exceed 24 inches.
 - The lights themselves shall be a classic round, shaded design, may be tiered, and shall be a maximum of eight (8) inches in diameter.

THE LINKS OF NORTHVILLE HILLS CONDOMINIUM ASSOCIATION

APPLICATION FOR ALTERATION/MODIFICATION

Condominium Association: _____

I hereby apply for permission to make the following alterations in or around my residence.

I acknowledge receipt of the rules and regulations as they apply to the Architectural Control Policies and Procedures and the Alteration/Modification Procedures, have reviewed them, and agree to abide by them.

I hereby certify that this work will be performed in accordance with all applicable state and local codes and regulations, and in accordance with all Association Policies and Procedures.

Co-Owner: _____ Unit #: _____

Co-Owner (s): _____ Phone # _____

Unit Address: _____ Phone # _____

Contractor's Name: _____
Address: _____ Phone # _____

Co-Owners Signature

Contractor's Signature

Date: _____

Date: _____

Check # _____

Approved by _____

Date _____

Name Printed: _____

Title: _____

THE LINKS OF NORTHVILLE HILLS CONDOMINIUM ASSOCIATION

REQUEST FOR FINAL INSPECTION

Co-Owner Name (s): _____ Permit: _____

Address: _____

Phone #: _____

I hereby apply for final inspection of the following alterations, requested by me on _____, and approved by the Association on _____, and which is secured by a cash bond in the amount of \$500.

I also request, upon Association approval, the release of, the aforementioned cash bond.

I acknowledge that the Association inspection is only an inspection for conformity to the aforementioned approval. I release the Association from any responsibility for the adequacy of the installation/alteration as it relates to:

- a. Conformity to local municipality requirements
- b. The adequacy of construction specification
- c. The quality of workmanship
- d. The soundness or safety of the improvement

Date: _____

Co-Owner Signature

Date: _____

Co-Owner Signature

Note: A copy of the Township final inspection must be attached.

Approved by _____ Date _____

Name Printed: _____ Title: _____