

CONDOMINIUM RULES

WATERFRONT CONDO ASSOCIATION
JUNE, 2001

1. **RESALE OF CONDOS:** As per the master deed; Article X, Section 2, if you sell your condo, you shall give the association not less than thirty (30) days prior written notice of the proposed transfer and briefly state the name, address, financial, and character references of the proposed transferee. The notice shall also include a copy of the proposed contract for sale and other documents, if any, effecting said transfer.

If you sell your condo, two (2) board members will meet the new occupants after they move in to discuss and review the association rules and answer any questions they may have. Your copy of the master deed must be given to the new owner upon sale of condo.

Extra garages on Waterbury Lane must stay with the association and must be sold with or before the condo unit.

2. **CONDO MORTGAGES:** As per master deed; Article VIII, Section 1, any co-owner who mortgages a condominium unit shall notify the association of the name and address of the mortgagee, and the association shall maintain such information in a book entitled "Mortgages of Units".
3. **INSURANCE COVERAGE:** We now carry \$10.9 million insurance on our buildings. This is a blanket policy that is increased with each year's inflation. We also have \$1,000,000 liability coverage, with medical payments of \$5,000 per person, and \$25,000 per accident. We also have \$1,000,000 for director and officer liability coverage.

This insurance covers the basic condo unit. It DOES NOT cover furnishings or any additions you make on your unit, such as finished basements, enclosed porches, air conditioners, etc. You must cover these with a separate #6 policy. Our insurance coverage is with The Dornbush Agency in Hudsonville. The coverage is with Auto Owners Insurance.

4. **RESIDENCY RULE:** Each condo unit is limited to three persons. The third person shall be blood-related. If an emergency arises, notify the president of the board when you need to house more people.
5. **REQUESTS:** All requests should be submitted in writing to the president or a board member. Each board member has work request forms for your use.
6. **TRASH CONTAINERS:** At the present time we have two large trash containers that are emptied twice a week. Please cooperate by flattening boxes. We ask Port Sheldon residents to use the dumpster on Waterbury Lane. Garbage does not belong in the dumpster if it can be put in your

disposal. All trash should be put in sealed bags and into the dumpster. We must pay extra for the items that have to be picked up from the ground.

7. PETS: Remember that NO PETS are allowed.
8. DECORATIONS: Ground items must be kept within the stone area. Any damage from items mounted onto the buildings will be the owner's responsibility. Because of problems sustained from weight and paint damage, nothing should hang from the cross-arms on the light posts. No flower boxes are allowed on the building.
9. SPEED LIMIT: The speed limit on our private drives is 15 miles per hour. This is for the safety of all pedestrians, cars backing out, etc.
10. PARKING: Please inform your guests to park on the blacktop and not on the grass because the sprinkler heads get broken. When parking, please consider others and only take one space. If you go on vacation, put your cars in your garage, or in front of your garage, leaving the other spaces for guests.
11. RECREATIONAL VEHICLES: No recreational vehicle, boat, trailer or commercial truck shall be parked or stored on the common drives or parking areas, except for a period not to exceed 48 hours for the purpose of loading, unloading, cleaning, etc.
12. LANDSCAPING: The shrubs will be trimmed once a year. Dead trees and shrubs will be re-placed by the association. No shrubs or trees can be planted without board approval. Mowing, fertilizing, and weed control are taken care of by the association. Each spring, the association furnishes flats of flowers to be planted in the berms. Anyone who is able is asked to help with this planting.
13. LAWNS AND SPRINKLER SYSTEMS: Please cooperate in keeping the sprinkler systems in working condition. NEVER allow a car or truck to be parked on any part of the lawn, including the street in front of your unit. Report any problems to sprinkler maintenance person in your area. Watch "Reflections" for sprinkler maintenance person in your area.
14. AIR CONDITIONERS: If you have an air conditioner installed after taking possession of your condo, request in writing to the president of the board before installation to see that placement does not interfere with the sprinkler system.
15. WINDOWS AND SLIDERS: If a window or slider becomes cloudy (moisture between the layers of glass), request in writing to Rich Lotterman, and it will be replaced. If a window should be broken because of action of the owners, it must be replaced at their expense.
16. DECKS AND SCREENED PORCHES: No work may be done on the outside of your condo unit until the board has given approval. Decks can only be enclosed if they compare in color and approximate design with ones already installed. Send a written request for any outside work to the board president. All maintenance of enclosed porches is the responsibility of the owner. Downspouts on enclosed porches must be drained properly. A decision by the board was made to

limit the size of new porches. We recommend the maximum size to be ten feet by sixteen feet. Please contact the board for approval to have a new porch before you purchase one.

17. HOSE CONNECTIONS: Disconnect your hose in the fall. Pipes have been known to freeze if a hose is left connected to the condo. Any expense for repair of frozen pipes will be the responsibility of the owner.
18. STORM DOORS: If your condo door faces direct sunlight, the storm door glass should not be in during the hot months. Please use your screen. Otherwise it may be necessary to leave the main door open so that heat build-up does not occur between the main door and the storm door. The association does not feel it should be responsible for any repairs of this type. Front doors may be replaced at owner's expense. Please contact a board member concerning the style and color restrictions.
19. OUTSIDE MAINTENANCE: The board will be responsible for regular maintenance on the outside of the original buildings. Your observations of needed repairs in writing to the board president will be of help and appreciated.
20. WATERFRONT LAKE: Our lake is for the use of all condo owners and their guests. Feel free to use it. No motors are allowed on the lake at any time. This is a private lake and should be used only by people connected with our association or property owners adjoining the lake on the west. Waterfront residents are not required to have a fishing license to fish in our lake.
21. MEETINGS: The ANNUAL BUSINESS MEETING will be held on the first Saturday in June with a breakfast meeting. You will be notified of time and place. The association covers this expense.
22. MONTHLY MAINTENANCE FEES: Maintenance fees are due on the sixth of the month, with a seven-day grace period. If not paid by the thirteenth of the month, a \$20 late fee will be applied. Maintenance fees are adjusted each year at the annual meeting in June. The new fee, if any, is to start with the October sixth payment. The extra garages on Waterbury Lane have an additional amount per month. Your payments are to be placed in the mailbox on the front porch of the treasurer's unit or mailed to the address of the treasurer. Rich Lotterman is our present treasurer and lives at 6709 Waterview Dr. All checks should be made payable to Waterfront Condo Association.
23. SOCIAL EVENTS AND SALES:
 - a. A HYMN SING will be held in the summertime. You are asked to bring your own chairs. Coffee and goodies are donated.
 - b. A GOLF OUTING will be the same day as the annual breakfast meeting, if we have volunteers. This is a self-supporting event.
 - c. ANNUAL GARAGE SALES are held on the second Tuesday and/or Wednesday of May for those wishing to do so. This is the only time of the year that garage sales are allowed.
 - d. ESTATE SALES: Please contact the board.
 - e. AN ICE CREAM SOCIAL will be held in the summertime on one of our lawn areas. You are asked to bring your own chairs. The association covers this expense.

24. SCHEDULED BOARD MEETINGS: The Waterfront Condo Association Board plans to meet the third Monday of each month. This may change due to other board commitments. Please watch the Waterfront Reflections for these dates.

25. BOARD OF DIRECTORS: 2001-2002

Jerry Vrugink	(1999)	457-0441	6692 Waterbury Lane
George Huffman	(1999)	457-3482	702 Waterview Ct.
Bernie Schipper	(2000)	457-5248	700 Waterview Ct.
Carol Fletcher	(2000)	457-0758	6768 Waterview Dr.
Clara VanderLaan	(2000)	457-1554	6702 Waterview Dr.
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NOTE: THESE RULES DO NOT SUPERSEDE THE MASTER DEED