

STRATHMORE CONDOMINIUM ASSOCIATION

ARCHITECTURAL CONTROL POLICIES AND PROCEDURES

POLICIES

To promote the aesthetic harmony and continuing attractiveness of Strathmore and to facilitate the beneficial operation of the residential areas thereof, the Strathmore Condominium 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. This document is meant to be a quick reference guide. Please refer to the actual by-laws for more detailed information.

The Board of Directors and/or the Architectural Control Committee is responsible for the approval of alterations and modifications to all Limited Common Elements. The Condominium By-laws stated in Article 6 – RESTRICTIONS/ARCHITECTURAL CONTROL, contain the general requirements.

General

1. The Board may appoint representatives to an Architectural Control Committee to enforce these policies and review applications for alterations and modifications.
2. Alteration and modification requests will be considered only if submitted in accordance with procedures established by the Strathmore Condominium Association.
3. These requests shall be acted on in writing, within 30 days of receipt.
4. The initial approval granted by the Board or Architectural Control 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 an Owner and/or contractor shall be done without expense or liability to the Association. Owners shall be responsible for the following but not limited to:
 - 6.1 Damage to sod, landscaping, final building grades, fences, irrigation system, and utilities 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;

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- 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, patios or landscaping installed in accordance with Article VI, Section 6.33 of the Bylaws;
 - 6.6 Removal and/or relocation of any existing structures, landscaping, etc., in connection with said installations;
 - 6.7 The subsequent removal of decks, patios 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 once started shall be completed in a timely manner, without delay.
8. The Association Board or its designated Architectural Control Committee or a property management company shall act as receiving agent for all alteration and modification problems, concerns, applications, correspondence and refunds of deposit.

Specifics

- 1. **Advertising.** No signs or any kind shall be displayed to the public view on any Unit excepting one (1) professional sign of not more than five (5) square feet advertising the property for sale or rent. Such signs as are allowed must be maintained in good condition at all times and removed on the termination of their use. The foregoing restrictions contained in the Bylaws shall not apply to signs installed or erected on any Unit by Board or Architectural Control Committee or any builder who owns Units for resale in the ordinary course of business, during any construction period or during such periods as any residence may be used as a model or for display purposes. All signs shall be in compliance with applicable ordinances.
- 2. **Air Conditioners.** No external air conditioning unit shall be placed in or attached to a window or wall of any Unit. No compressor or other component of a central air conditioning system (or similar system, such as a heat pump) shall be so located on any Unit so as to be visible from the public street on which the Unit fronts, and, to the extent reasonably possible, all such external equipment shall be so located on any Unit so as to minimize the negative impact thereof on any adjoining Unit, in the terms of noise and appearance.
- 3. **Basketball Hoops.** Basketball hoops and play areas are permitted subject to strict compliance with the following restrictions:

All basketball hoops shall be on ground mounted posts located at least 20 feet from the curb of the adjacent road for a residence with a front entry garage, or at least 30 feet from the curb of the adjacent road for a residence with a side entry garage.

The ground mounted post for the basketball hoop shall be located at least 5 feet from the side line of the Unit.

No florescent or bright colors shall be permitted for either the post or the backboard. The ground mounted post shall be painted black and the backboard of the basketball hoop shall be clear.

Any lighting of basketball hoops and play areas shall be designated to shield light away from homes on other Units.

4. **Clothesline/Clothes Drying.** No laundry drying equipment shall be erected or used outdoors and no laundry shall be hung for drying outside of a dwelling.
5. **Decks.** All decks require submission of plans and written approval of the Board or Architectural Control Committee prior to construction, subject to local ordinances and setback requirements.
6. **Dog Runs.** Dog kennels or runs or other enclosed shelters for animals are prohibited.
7. **Driveways.** Access driveways and other paved areas for vehicular use on a Lot shall have a base of compacted sand, gravel, crushed stone or other approved base material and shall have a wearing surface of concrete, asphalt or the equivalent thereof. Plans for driveways, pavement edging or markers must be approved by Board or Architectural Control Committee in writing prior to commencing any construction in accordance with such plans.
8. **Fences.** No fences, walls or similar structures shall be erected on any Unit without the prior written consent of the Board or Architectural Committee. Any fences, walls or similar structures, if approved, shall be constructed and maintained in compliance with all applicable laws, governmental regulations and ordinances. Except for fences approved pursuant to Section 6.19 of the Bylaws pertaining to swimming pools, only decorative or ornamental fences may be constructed. No chain link fences are permitted under any circumstances. No fences may be installed between the rear line of the dwelling and the street. Fences may only start at the rear of the dwelling and be placed in the rear yard. A Co-Owner owner shall not install within the exterior yards of any Unit, any cables, wires, ropes or other device intended to physically constrict the movement of a dog, with the exception of an "invisible" fence. The boundaries of any invisible fence shall be limited to the rear yard and the portion of the side yard of a Unit which is located between the rear boundary of a Unit and the front wall of the dwelling. A dog shall not be allowed unleashed in either the front yard of a Unit or the Common Elements. The only fence type allowed for perimeter fences is residential grade ornamental aluminum or iron in black. Perimeter fences shall not exceed four (4) feet in height. Notwithstanding anything to the contrary in Section 6.43 of the Bylaws as amended, no fence in excess of twenty-four (24) inches in height shall be permitted within setback areas along any public road.
9. **Flags.** Ground-mounted posts for flag display are permitted after submission of location and with written approval of Board.
10. **Hot Tubs.** No hot tubs or other similar recreational structures shall be constructed on any Unit until after the Transition Control Date. Thereafter, no hot tubs or similar recreational structure shall be constructed on any Unit unless approved by the Association. Any hot tub or similar structure which has been approved in writing by the Association shall be constructed in

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accordance with the Master Deed and Bylaws and with all applicable local ordinances and/or state laws. Whirlpools, hot tubs and other similar recreational structures, if approved in writing by the Association, shall be screened from any street lying entirely within the Condominium, by wall, solid fence, evergreen hedge or other visual barrier as approved in writing by the Association and in compliance with all laws and governmental regulations and ordinances pertaining thereto.

11. **Landscaping.** Upon completion of construction of a residential dwelling on any Unit, the Owner shall cause the Unit to be finish graded, seeded or sodded, irrigated and suitably landscaped as soon after such completion of construction as weather permits, and in any event ninety (90) days from the date of completion. When weeds or grass located on any Unit exceed six (6") inches in height, the Owner shall mow or cut the weeds and grass over the entire Unit except in wooded areas, and wetlands, if any. If an Owner fails to mow or cut weeds or grass on the Owner's Unit within ten (10) days after written notice the Association may perform such work and the cost shall be assessed to the Co-Owner and become a lien upon the Unit as provided in Article 2 of the Bylaws.

Maintenance of Side Strips. Co-Owners of Units shall be responsible for the maintenance of parkways or public rights-of-way located between the line of the Co-owner's Unit and the edge of adjacent street pavement.

The Township may regulate the type of fertilizers that may be used on any Unit.

The stockpiling and storage of building and landscape materials and/or equipment are not permitted on any Unit or appurtenant Limited Common Elements, except such materials and/or equipment as may be used within a reasonable length of time. In no event shall the storage of landscape materials extend for a period of more than thirty (30) days.

Plant Diseases or Noxious Insects. No plants, seeds or other material harboring or breeding infectious plant diseases or noxious insects shall be introduced or maintained upon any part of a Unit or appurtenant Limited Common Elements.

Soil Removal. Soil removal from Units shall not be permitted, except as required for construction purposes and as permitted by the Board or Architectural Control Committee. In addition, all construction shall be subject to the requirements of the Michigan Soil Erosion and Sedimentation Control Act, as amended, and all other applicable statutes, ordinances, rules and regulations of all governmental agencies having jurisdiction over such activities.

Tree Removal. Clear-cutting or removal of trees greater than six (6") inch caliper at breast height by any person other than Board or Architectural Control Committee is not be permitted unless such clear-cutting or tree removal is in compliance with all applicable municipal ordinances, and approved by Board or Architectural Control Committee. Prior to commencement of construction, each Unit Co-Owner shall submit to Board or Architectural Control Committee for its approval, a plan for the preservation of trees in connection with the construction process. Each Unit Co-Owner is responsible for maintaining and preserving all large trees on the Co-Owner's Unit, including welling trees, if necessary.

The burning of leaves shall be permitted if allowed by ordinance of the Township, provided that it does not become offensive or a nuisance.

Natural Drainage Ways. Where there exists on any Unit(s) a condition of accumulation of storm water remaining over an extended period of time, the Co-owner may, with the written approval of Board or Architectural Control Committee and the Township, take such steps as shall be necessary to remedy such condition, subject to the provisions of the Master Deed, and provided that no obstructions or diversions of existing storm drain swales and channels, over and through which storm water naturally flows upon or across any Unit, shall be made by an Co-Owner in a manner as to cause damage to other property.

12. **Lights.** No exterior illumination of any kind shall be placed or allowed on any portion of a Unit other than on a residential dwelling, unless first approved by Board or Architectural Control Committee. Board or Architectural Control Committee shall approve such illumination only if the type, intensity and style thereof are compatible with the style and character of the development of the Unit.
13. **Mailboxes.** All mail boxes of the Project shall be of uniform size, location, color and same design in compliance with the standards set forth by the Board or Architectural Control Committee. Each owner shall be responsible for the maintenance, repair and replacement of the mailbox within his Unit.
14. **Patios.** All patios require submission of plans and written approval of the Board or Architectural Control Committee prior to construction, subject to local ordinances and setback requirements.
15. **Play Structures.** No swings, slides, playscapes or other similar playground equipment (collectively "Playground Equipment") shall be constructed on any Unit unless approved in advance, in writing by the Architectural Control Committee. Any Playground Equipment which has been approved in writing by the Architectural Control Committee shall be constructed in accordance with the Master Deed and Bylaws and with all applicable local ordinances and/or state laws. In any event, all approved Playground Equipment must be placed in a location on the Unit that is unobtrusive, and not readily visible from the street or common areas and shall be adequately screened by landscaping, if necessary, or by other visual barriers as may be approved in writing by the Architectural Control Committee.
16. **Solar Panels.** No solar panel, solar collector or similar devise shall be placed, constructed, altered, or maintained on any Unit or placed, constructed, altered, or maintained on any Unit.
17. **Statues.** No lawn ornaments, sculptures or statutes shall be placed or permitted to remain on any Unit.
18. **Swimming Pools.** No swimming pools, tennis courts, or other similar recreational structures shall be constructed on any Unit until after the Transition Control Date. Thereafter, no swimming pool or other recreational structure shall be constructed on any Unit unless approved by the Association. Any swimming pool or similar structure which has been approved in writing by the Association shall be constructed in accordance with the Master Deed and Bylaws and with all applicable local ordinances and/or state laws. No above ground swimming pools are permitted. Swimming pools, tennis courts, whirlpools, hot tubs and other similar recreational structures, if

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approved in writing by the Association, shall be screened from any street lying entirely within the Condominium, by wall, solid fence, evergreen hedge or other visual barrier as approved in writing by the Association and in compliance with all laws and governmental regulations and ordinances pertaining thereto.

Subject to any approvals and/or permits which may be required to be obtained from any public authority having jurisdiction, swimming pools may be installed in rear yard areas but only upon specific written approval of the Board or Architectural Control Committee based upon plans and specifications therefore. Such approval shall not be unreasonably withheld but may be reasonably conditioned upon compliance with adequate screening and other aesthetic requirements. The size, configuration, location and exterior appearance of any swimming pool shall be subject to the Board or Architectural Control Committee's prior written approval, and shall conform to all local ordinances. In-ground swimming pools shall not exceed more than 1 foot above ground level. All swimming pool areas shall be landscaped to minimize any visual impact upon adjacent residences and shall not be visible from the road. All related mechanical equipment will be located in the rear yard and will not extend past the side of the dwelling and will be fully concealed from view. Inflatable pools shall not exceed 24" in height and are subject to such restrictions as the Board or Architectural Control Committee may place upon their use and location. Inflatable pools must be stored in garage when not in use.

The Transitional Control Date has passed.

19. **Temporary Structures.** Trailers, tents, shacks, tool sheds, barns or any temporary buildings of any design whatsoever are expressly prohibited within the Development and no temporary dwelling shall be permitted in an unfinished residential building.
20. **Trash.** No Unit shall be used or maintained as a dumping ground or for outside storage for rubbish, trash, garbage or other materials. Other waste shall be kept in a sanitary container, properly concealed from public view. The Board of Directors of the Association may designate a day of the week on which all trash pick-up in the Development shall occur. No trash shall be put out earlier than the morning of the day designated for pick-up and all containers shall be removed by the end of such day.

Trash, garbage or other waste shall be kept only in closed, sanitary containers and shall be promptly disposed of so as not to be objectionable to neighboring property Co-Owners. No outside storage for refuse or garbage shall be maintained or used. The burning or incineration of rubbish, trash, construction materials or other waste outside of any residential dwelling is prohibited.

21. **Vehicles.** No trailers, boats, aircraft, commercial vehicles, boat trailers, boats, camping vehicles, camping trailers, snowmobiles, snowmobile trailers, jet skis, jet ski trailers or other recreational vehicles, or other vehicles, other than passenger cars, passenger vans, pick-up trucks and so-called "Blazer" type vehicles shall be parked or maintained on any Unit unless in a suitable private attached garage. Motorcycles are allowed on the roads in the Development, but motorcycles and all other motorized off-road vehicles are prohibited in all other General Common Element areas. Snowmobiles are prohibited in all General Common Element areas.

No trailer, mobile home, bus, boat trailer, boat, camping vehicle, motorcycle, recreational vehicle, commercial or inoperative vehicle of any description shall at any time be parked, stored or maintained on any Unit, unless stored fully enclosed within an attached garage or similar structure; provided, however, that builders' sales and construction trailers, trucks and equipment may be parked and used on any Unit during construction operations. No commercial vehicle lawfully upon any Unit for business shall remain on such Unit except in the ordinary course of business and in conformity with all applicable laws and/or ordinances

22. Approved alterations shall be constructed only within the unit area as defined in Exhibit "B" to the Master Deed.

23. Approved alterations shall not impair the view, privacy and/or enjoyment of neighboring units. It will be generally required that:

Existing grade shall not be changed to result in impaired water drainage for the building (or neighboring building);

Access shall be provided to enable outside utility meters to be read;

The property management company shall be contacted when existing irrigation lines or sprinkler heads are to be moved. The Owner is responsible for moving heads and costs related thereto;

The Owner is responsible for locating all underground utility lines including the building's sump lines.

24. The installation of approved alterations shall not prevent the Association from performing normal maintenance and repair work.

25. Approved alterations shall be in conformance with the architectural standards of the Association.

STRATHMORE CONDOMINIUM ASSOCIATION ARCHITECTURAL CONTROL GUIDELINES MATRIX

The following matrix displays several types of architectural control modification or alteration requests that may come to the Association from time to time by homeowners or their representatives. The Matrix may be used as a general guideline for future requests subject to appeal to the Board of Directors. ALL "YES" ITEMS MUST STILL BE REQUESTED IN WRITING WITH ALL APPROPRIATE REQUIRED DRAWINGS AND EXHIBITS. All approvals must be in compliance with the Restrictions and Architectural Control Policies and Procedures. The governing document for these items is the Recorded Master Deed.

Item	Allowed		Approval Required	Fineable Offense	Section & By-law Page	Comments
	Yes	No				
Run a Business Out of my Home	X		No		Section 6.8 Page 22	As long as it doesn't require people coming to your home
Diseases or Noxious Insects		X		Yes	Section 6.9 Page 22	No plants, seeds or other material harboring or breeding infectious plant diseases or noxious insects
Removal of Soil		X		Yes	Section 6.11 Page 23	
Above Ground Wiring		X		Yes	Section 6.12 Page 23	Must be ran underground
Maintenance of Side Strips				Yes	Section 6.13 Page 23	Co-Owners are responsible for maintaining the grass between sidewalk and the adjacent street pavement
Tree Removal		X		Yes	Section 6.14 Page 23	Clear cutting or removal of trees greater than 6" is not permitted
Camper / Boat / Trailer Parking		X		Yes	Section 6.16 Page 23	
Garbage stored outside		X		Yes	Section 6.17 Page 24	
Burning of Garbage		X		Yes	Section 6.17 Page 24	
Parking of Trailers		X		Yes	Section 6.16 Page 23	Must be fully stored inside the attached garage
Parking of Motorcycles		X		Yes	Section 6.16 Page 23	Must be fully stored inside the attached garage
Parking of Boats		X		Yes	Section 6.16 Page 23	Must be fully stored inside the attached garage
Parking of Commercial Vehicles		X		Yes	Section 6.16 Page 23	Must be fully stored inside the attached garage
Parking of Recreational Vehicle		X		Yes	Section 6.16 Page 23	Must be fully stored inside the attached garage
No outside storage for refuse or garbage		X		Yes	Section 6.17 Page 24	Trash, garbage or other waste shall be kept only in closed, sanitary containers and shall be promptly disposed
Burning of rubbish & trash		X		Yes	Section 6.17 Page 24	The burning or incineration of rubbish, trash, construction materials or other waste outside of any residential dwelling is prohibited.
Weeds / Grass above 6 inches		X		Yes	Section 6.18 Page 24	Can be cut down at owner's expense after 10 days
In ground Swimming Pools	X		Yes	Yes	Section 6.19 Page 24	Transitional Control Date has passed
Above Ground Swimming Pools		X	Yes	Yes	Section 6.19 Page 24	
Tennis Court	X		Yes	Yes	Section 6.19 Page 24	
Whirlpools or Hot tubs	X		Yes	Yes	Section 6.19 Page 24	
Lawn Fertilization	X				Section 6.20 Page 25	
Political Signs		X		Yes	Section 6.21 Page 24	Michigan has no law guaranteeing the right to display political signs
Vendor Signs		X		Yes	Section 6.21 Page 24	
Real-estate Signs	X			No	Section 6.21 Page 24	Must be no larger than 5 square feet
Lighted Signs	X		Yes	Yes	Section 6.21 Page 24	Must be approved by the Board
Above Ground Fuel Tanks		X		Yes	Section 6.22 Page 25	
Outside storage of building materials		X		Yes	Section 6.22 Page 25	Limited to 30 Days
Outside storage of landscaping materials		X		Yes	Section 6.22 Page 25	Limited to 30 Days
Outside storage of construction equipment		X		Yes	Section 6.22 Page 25	
Outside Laundry drying equipment		X		Yes	Section 6.22 Page 25	
Maintenance				Yes	Section 6.23 Page 25	The Co-Owner of each Unit and the occupants of any portion of the Unit shall keep all buildings and grounds in good condition and repair
Right to Lease Your Property	X				Section 6.25 Page 25	A written lease disclosure should be sent to the Board of Directors
Leases less than 6 months	X		Yes		Section 6.25 Page 25	Must be approved in writing by the Board
Changes in Common Elements by Co-owner	X		Yes		Section 6.29 Page 28	Must be approved in writing by the Board
Unightly Conditions		X		Yes	Section 6.35 Page 30	Co-owners responsibility to prevent unsightly conditions
Lawn ornaments and Statues		X		Yes	Section 6.35 Page 30	No lawn ornaments, sculptures or statues are allowed
Temporary Structures		X		Yes	Section 6.36 Page 30	Trailers, tents, shacks, tool sheds, barns or any temporary buildings of any design whatsoever are expressly prohibited
Household Pets	X			No	Section 6.37 Page 30	
Storage of Trash, Garbage, or Other Materials		X		Yes	Section 6.38 Page 30	
Storage of Sanitary Containers outside		X		Yes	Section 6.38 Page 30	Garbage cans must be kept inside your garage or similar structure
Unique mailbox		X		Yes	Section 6.39 Page 30	Mailboxes shall be uniform size, location, and color
Solar Panels		X		Yes	Section 6.40 Page 30	No solar panel, solar collector or similar devise allowed
Television antenna or Satellite Dishes	X		Yes	Yes	Section 6.41 Page 30	Smaller than 24 inches in diameter and mounted on rear or side of home
Window Air-conditioning Units		X		Yes	Section 6.42 Page 31	Not allowed at all
Central Air-conditioning unit	X			Yes	Section 6.42 Page 31	Must not be visible from the street that it fronts
Fences	X		Yes		Section 6.43 Page 31	Allowed under the fence amendment must be wrought iron type fence, no chain linked.
Walls		X		Yes	Section 6.43 Page 31	No other fences, walls or similar structures shall be erected on any Unit
Dog Runs		X		Yes	Section 6.43 Page 31	Dog kennels or runs or other enclosed shelters for animals are prohibited
Vehicles, Motorcycles and Snowmobiles.		X		Yes	Section 6.45 Page 31	
Basketball Hoops		X	Yes	Yes	Section 6.46 Page 31	On ground Mounted Posts, located 20 ft. from curb front entry garage, 30 feet for side entry garage, 5 feet from side line of unit
Basketball Hoop colors		X		Yes	Section 6.46 Page 31	Post needs to be Black, and the Backboard should be clear
Basketball I Hoop Lighting		X	Yes	Yes	Section 6.46 Page 32	should shield light away from homes on other Units.
Swings, Slides, Playscapes and Playground Equipment	X		Yes	Yes	Section 6.47 Page 32	Should be unobtrusive, and not readily visible from the street

Item	Allowed		Approval Required	Fineable Offense	Section & By-law Page	Comments
	Yes	No				
Decks and Patios	X		Yes		Not Outlined in By-laws	
Gardens	X		Yes		Not Outlined in By-laws	

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