

## **EXHIBIT C -RULES AND REGULATIONS OF THE KENTWOOD, INC.**

- 1) Condominium fees are due on the first day of each month. Checks should be made out to *The Kentwood, Inc.* and should be mailed to the address required by the management company.
- 2) No part of the Property shall be used for any purpose except housing and residential use and the common recreational purposes for which the Property was designed. Each Residential Unit shall be used as a residence for a single family, household employees, and guests. No Unit, or any portion of any Unit, may be used as a professional office whether or not accessory to a residential one.
- 3) Only cars belonging to Unit Owners or residents may park in the garage except by permission of the Kentwood Board of Directors. Any car parked in the garage must have a valid license plate. Guests must park at the rear of the building. No washing of vehicles shall take place on any part of the Property, nor shall underground or surface parking spaces be used for any purpose other than to park cars, bicycles, or motorcycles except by permissions of the Kentwood Board of Directors. At no time will trucks, commercial vehicles, trailers or boats or any vehicle exceeding 10,000 lbs. gross weight be parked in either the garage or the back parking lot. Vehicles parked in the garage cannot exceed 6 feet in height. Trucks are not allowed to block/park in the East driveway without permission of Management. Vehicles in violation of these rules will be towed without warning, and a fine shall be levied against the Unit Owner. Nothing may be stored in a parking space except a bicycle, a unit on wheels like a shopping cart, or plastic bins. Other items may be stored only in storage cabinets. All stored objects must fit well within the boundaries of the parking space so that adjacent cars have good clearance. Garage pipes must remain free and clear of any obstruction--no objects should be touching pipes.
- 4) There shall be no obstruction of the Common Elements, nor shall anything be stored in the Common Elements without the prior consent of the Board of Directors except as herein or in the By-Laws expressly provided.
- 5) A) Each Unit Owner shall be obligated to maintain and keep in good order and repair his own Unit in accordance with the provisions of the By-Laws. If any major work is to be done in a Unit, the Unit Owner must contact the Managing Agent before work is begun. The Unit Owner must present to the Managing Agent detailed plans for the proposed work to be done and a schedule for dates of completion and must obtain permission from the Managing Agent before the work is undertaken to make sure that the proposed work meets the specifications of the Master Deed and By-Laws. A refundable deposit of \$200 must be paid to the Managing Agent before any work is begun. Arrangements must be made 3 days in advance if water needs to be shut off at any time during construction and a fee of \$150 will be charged. **Water shutoffs can be scheduled for Tuesday through Thursday only.**  
B) All construction workers must enter through the garage. The Managing Agent must be notified at least 48 hours in advance of any equipment, furniture, appliances, etc., to be moved in or out of the Unit in order to pad the elevators. The elevator must also be padded before any activity which could potentially cause damage to the cab interior. The Unit Owner responsible for such activity must contact the Managing Agent 48 hours in advance to arrange for the padding. Padding Fee is \$35 per day. All construction work and/or movement of equipment, etc., must take place on Monday through Saturday between 8:00 am and 4:00 pm and the Unit owner must always be on the premises. **Nothing may be moved in or out of the building through the lobby, including**

**bicycles. Any Unit Owner violating this rule will immediately be fined \$200 for each occurrence.**

6) Nothing shall be done or kept in any Unit or in the Common Elements that will increase the rate of insurance of the building, or contents thereof, without the prior written consent of the Board of Directors. No Unit Owner shall permit anything to be done or kept in his/her Unit or in the Common Elements which will result in the cancellation of insurance on the building, or contents thereof, or which would be in violation of any law. No grills may be used on balconies or in common areas anywhere on the property or the roof. Only the community charcoal grill in the pool area may be used by residents. Users must provide their own charcoal/grilling tools and clean area each time after use.

7) The agents of the Board of Directors or the Managing Agent, and any contractor or workman authorized by the Board of Directors or the Managing Agent, may enter any room or Unit in the building at any reasonable hour after notification (or without notification in case of an emergency) for the purpose of 1) inspecting such Unit for the presence of vermin, insects or other pests, and for the purpose of taking such measures as may be necessary to control or exterminate any such vermin, insects or other pests; or 2) mitigating any situation which may cause damage to another Unit or to the Common Elements. If an emergency must be dealt with and the Owner is not available, the Board of Directors or Managing Agent or their agent is empowered to take whatever action is necessary to protect other Units or the Common Elements. Any expense incurred in dealing with such emergencies will be borne by the Unit Owner.

8) Nothing shall be done in any Unit or in, on, or to the Common Elements which will impair the structural integrity of the building or which would structurally change the building. Unit Owners shall not cause or permit anything to be hung or displayed on the outside of windows or placed on the outside walls or doors of the Building, and no sign, awning, canopy or shutter or radio or television or satellite antenna (except for the master antenna system) shall be affixed to or placed upon the exterior walls or doors, roof, or any part thereof or exposed at or on any window without the prior consent of the Board of Directors. **Balcony enclosures and any other major modifications to the balcony including painting balcony ceilings must first be approved by building management.** No clothes, sheets, blankets, laundry, or any other kinds of articles shall be hung out of a Unit or exposed on any part of the Common Elements. Replacement windows must conform to existing window specifications and be approved by building management.

9) No animals or reptiles of any kind shall be raised, bred, or kept in any Unit or in the Common Elements except as specified below. Only a domestic cat owned by Unit Owners at the time of their Unit purchase not to exceed one per Unit may remain, provided that they are not kept, bred, or retained for any commercial purchase; and provided further that any such pet causing or creating a nuisance or unreasonable disturbance or noise shall be permanently removed from the Property upon three (3) days written notice from the Board of Directors. Only pets owned at the time of Unit purchase are allowed; once that pet is gone it cannot be replaced. Pets are not allowed in the Common Rooms (Lombard Room, Roof Garden, Gym). In no event shall any pet be permitted in other portions of the Common Elements (hallways, stairs, elevators) unless carried or on a leash. Pets are not allowed in the lobby and must be brought in and out of the Property through the garage or through the side door of the building and may not be on any grass or garden area under any circumstances. Any exception to rules about pets must be approved by the Board of Directors.

10) No noxious or offensive activity shall be carried on in any Unit, or in the Common Elements. The Kentwood is a smoke-free property. Nothing shall be done in any Unit, or in the Common Elements, either willfully or negligently, which may become an annoyance or nuisance to the other Unit Owners or occupants. No Unit Owner shall make or permit any disturbing noises in the building by himself, his family, friends, employees, agents, tenants, or visitors, nor do or permit anything by such persons that will interfere with the rights, or comforts, or conveniences of other Unit Owners or residents. No unit Owner shall use a television set, radio, or any music-playing apparatus on the premises between the hours of 11:00 pm and the following 8:00 am if the same shall disturb or annoy other occupants of the building.

11) All radio, television, and other electrical equipment of any kind installed or used in each Unit shall fully comply with all rules, requirements, regulations, and recommendations of the Board of Fire Underwriters and the public authorities having jurisdiction, and the Unit Owner alone shall be liable for any damage or injury caused by any radio, television, or other electrical equipment in each Unit.

12) The laundry rooms on each floor are for the common use of residents between the hours of 8 am and 10 pm. Nothing may be put in any machine that will jeopardize the operations of the machine. No dyeing or bleaching may take place in any machine. Lint must be removed from the dryer after each use and put into the waste basket in each laundry room. Unit Owners may not add washing machines or dryers in their Units. No resident may use the laundry room to do the laundry of a non-resident.

13) No public part of the building shall be decorated or furnished by any Unit Owner in any manner. The Common Elements shall be kept free of rubbish, debris, and other unsightly materials. No garbage cans shall be placed in the halls or on the staircase landing. Nothing shall be hung from the windows, terraces, or balconies or placed upon windowsills. No rugs or mops may be shaken from any windows, doors, balconies, or terraces. Nothing should be thrown from the doors, windows, terraces, or balconies. Each unit owner shall keep his/her unit in a good state of preservation. Draperies, blinds, or curtains must be installed by each Unit Owner on all windows of his/her Unit and must be maintained in said windows. The color of the portion of said draperies, blinds, or curtains visible from the exterior must conform to standards specified by the Board of Directors.

14) Except in recreational areas designated as such by the Board of Directors, there shall be no playing, lounging, or parking of baby carriages or playpens, bicycles, wagons, toys, vehicles, benches, or chairs on any part of the Common Elements except that terraces and balconies may be used for their intended purposes. Storage by Unit Owners in areas designated by the Board of Directors shall be at the Unit Owner's risk.

15) No industry, business, trade, occupation, or profession of any kind, commercial, religious, educational, or otherwise designed for profit, altruism, or otherwise, shall be conducted, maintained, or permitted on any part of the Property nor shall any "For Sale", "For Rent", or "For Lease" signs or other window displays or advertising be maintained or permitted on any part of the Property or in any Unit therein, nor shall any Unit be used or rented for transient, hotel, or motel purposes. Classes that are open to all Kentwood residents, with expenses shared by all attendees, may be held only by prior approval of the Board of Directors.

16) Nothing shall be altered or constructed in or removed from the Common Elements, except upon the written consent of the Board of Directors. Messages may be placed only on the bulletin boards specifically maintained for those purposes.

- 17) Lockouts must be handled by individual Unit Owners. If an emergency arises and management needs to gain access to a unit, every effort will be made to employ a qualified locksmith to minimize damage to the unit. All costs associated with such emergency will be borne by the Unit Owner.
- 18) No unit may be rented without express written permission of the Board. If a unit is rented, the Unit Owner must provide the Managing Agent with a copy of the lease, which must contain the paragraphs required by the Master Deed Amendment and must be renewed each year only after receiving permission from the Board. The Managing Agent will communicate only with the Unit Owner and not any Renter. If a problem arises within the Unit, the Renter must contact the Unit Owner who will contact either the Managing Agent or the Board.
- 19) There will be a \$200 non-refundable move-in and \$200 non-refundable move-out fee which must be paid by the Unit Owner using the elevators, in advance of any move, to the Managing Agent. This fee applies to Renters as well as Unit Owners. Move-ins and move-outs may take place ONLY on Tuesdays, Wednesdays, Fridays, and Saturdays between 8 am and 4 pm without exception. Move-ins or move-outs on Saturdays must be approved by the Managing Agent. At no time may common doors be propped open or left unattended. **On Saturdays the cost is \$400 with a four-hour limit.** After four hours the cost will be \$75 per hour. Arrangements for moves must be made with the Managing Agent at least one week prior to the move. ALL moves must take place only through the garage. First floor units 10, 11, 12, 14, 15, 16, 17, and 18 may use the driveway and stairs to load and unload and are exempt from moving fees. **Nothing may be brought through the lobby at any time. Violation of any part of this rule will call for an immediate \$200 fine.**
- 20) Unit Owners may rent the Lombard Room for a function of up to 45 people by making arrangements through the designated person on the Board. A \$50 non-refundable fee will be paid for the use of the room. The rules for rental are specified in the contract. Rental of furniture for an event will be the sole responsibility of the Unit Owner. If existing furniture needs to be moved, the Unit Owner must make arrangements with the Managing Agent and pay the appropriate fees. The Unit Owner must always be at the function and is responsible for the behavior of any guests. If a Renter wishes to use the room, arrangements must be made by the Unit Owner.
- 21) A Master Key has been made in January 2012 for timely unit access to all units by the Fire Department in emergencies. Owners wishing to change their locks must arrange with **Artery Lock (781-395-5243)** for the correction to the Kentwood Master Key for their new lock and at unit owner's expense.
- 22) Any owner who wishes to install flooring on top of the building's concrete floor instead of wall-to-wall carpeting must install a "floating floor". This means that a special pad for soundproofing must be placed between the flooring and the concrete. This stipulation applies to both kinds of engineered floors, laminate, or hardwood. Reputable flooring companies will know how this is done.
- 23) The carts are for use by everyone who lives here. There are five carts. Please be sure to return shopping carts as soon as possible after your use. It should be within 15 - 30 minutes of borrowing. Do not borrow carts to use in your unit. If you do not limit the time of use you will be fined \$150 for first offense, \$200 for second offense. On the third offense you will be banned from using a cart and will need to purchase your own.
- 24) **Use of Doorbell Cameras:** To comply with state law prohibiting recording conversations without consent, any recording capability of a doorbell camera must be disabled. To protect the privacy of neighbors, doorbell cameras should be situated so that they do not provide a view into neighboring units when unit doors are open.

- 25) The Condominium Association shall adhere to relevant Town of Arlington by-laws as required.
- 26) Any consent or approval given under these rules and regulations may be added to, amended, or repealed at any time by resolution of the Board of Directors.

Revised: December 30, 2025