

# ValleyView Rules & Regulations

## SECTION I

### BUILDINGS AND GROUNDS

1. The sidewalks, entrances, passages, courts, vestibules, stairways, halls, driveways, and parking areas MUST NOT be obtained, or used for any purpose other than ingress or egress to and from the premises. As long as the stored articles do not impede traffic they do not have to be removed.
2. No signs or other advertising devices shall be displayed, which are visible from the outside of any condominium, or, on the common elements. With permission of the Board of Directors, a portable "For Sale" sign may be used. Such a sign, must be removed during the hours that the unit is not being shown.
3. Structural modifications or alterations to the INTERIOR of the unit may not be made, unless the specifications and plans have been reviewed and approved (in writing) by the Board of Directors. Furthermore, modifications, alterations, and/ or permanent decorations, which alter the EXTERIOR appearance of the buildings, or jeopardize safety, shall NOT be permitted.
  - 3 a. Top floor Co-Owners who have condos with wooden floors, tile, ceramic tile, etc. should wear soft soled shoes when home. This pertains to those who have wooden, tile, ceramic floors, etc. throughout their unit. The buildings were not constructed and insulated, to accommodate the noise caused by walking on the floors. The construction does not muffle the noise created, by walking on them. The sound is amplified.
4. Radio, T.V. aerials, satellite dishes or wires of any kind shall not be erected on or about any part of the common areas without the approval of the Board in writing.
5. Any damage to the common areas resulting from the moving of furniture, appliances or other miscellaneous items, shall be paid for by the co-owner (s) or the insurance carrier of the company of the individuals, moving such articles. \$500.00 shall be put in Escrow, when a co-owner is moving, to pay for possible damages done to the condominium. It will be released after inspection and no damage has occurred. It is the responsibility of the co-owner (s) to report any damage to the Board of Directors.
6. Water beds of all types are prohibited, as well as other weight-bearing mechanical furniture and/or machinery, which, because of such weight, or in the event of malfunction, could cause damage to the building.

7. Proper window treatments for windows, balconies, and balcony windows shall be; vertical blinds, venetian blinds, curtains, or window treatments that are appealing and compliment the buildings Street facing units need to have a white lining so that when open or closed they should be in order, not in a disheveled or disorganized fashion. In the event that co-owner (s) don't follow this rule there will be a \$25.00 fine, monthly, attached to their monthly Association Fee, until they are in conformance.
8. Balconies and porches were not designed for storage of boxes, bikes, etc.. If co-owner utilizes this area for storage, curtains, venetian blinds or vertical blinds (white), must be kept closed so that stored materials, cannot be seen from the V.V. common areas or Grand River.
9. Individual co-owners shall be liable for damages to trees, lawns and shrubbery if damage is caused by themselves or their guests. Any modification to the common area landscaping must be approved by the Board.
10. Storage of personal items other than neatly-stored garden equipment, outdoor furniture and bicycles in the carport is prohibited.
11. Any pool toys or pool furniture moved during the day should be placed back in its original location at the end of the day.

## SECTION II

### AUTOMOBILES AND PARKING

1. The under-building parking areas (carports) are specifically and solely for the use of co-owners or renters living on the properties of the Association.
2. Trucks, trailers, campers, buses, mobile homes, semi-trailers, mopeds, watercraft, trailer-coaches, recreational vans, off-road vehicles, snowmobiles or similar types of vehicles shall not be parked under the buildings or regularly parked in the guest parking areas. (*Regularly shall mean: no more than 3 nights during any calendar month.*) However, small pick-up trucks or small vans of residents may be parked under the buildings if the width of the vehicle does not exceed seven (7) feet, the length does not exceed 18 ½ feet and the height does not exceed the CLEARANCE requirement of the involved building. *Exceptions can be requested in writing to the Board for trailers used for special common area projects, co-owner remodeling and/or refuse removal.*

Box trucks (the type one might find for rent at U-HAUL) are not permitted on Valley View Property - with the exception of same-day moving, delivery, contractor maintenance (no overnight parking permitted without written approval of a Valley View board member)

3. Sec. 31-61. - Parking vehicles for sale; violation as civil infraction.

No person shall park any vehicle, motorcycle, trailer or recreational vehicle for the principal purpose of offering same "for sale" in any public or privately owned parking lots. This would include but would not be limited to automobile service stations and commercial parking lots, or any area normally open to the public but not licensed as an automobile sales area. In any prosecution or proceedings under this section, the registration plate displayed on a motor vehicle shall constitute in evidence a prima facie presumption that the registered owner of such vehicle was the person responsible for parking such vehicle at the place where such violation occurred.

**(Farmington Code of Ordinances Ord. No. C-697-2003, § 1, 11-17-03)**

A person who violates this section is guilty of a civil infraction.

4. Further, in accordance with the above-named Ordinance, in any area zoned for residential and/or commercial purposes, no person in charge of any property whether as owner, tenant, occupant, and lessee or otherwise shall allow the storage of any junk automobiles except in a completely enclosed building. For the purpose of this section, junk automobiles shall include any partially dismantled, inoperable, wrecked or discarded vehicle. This shall also include any vehicles without current license plates and tags or any vehicle that is not equipped with operational equipment as required in the Michigan Motor Vehicle Code. No person shall leave any such vehicle on any property within the City for a period of time in excess of seventy-two (72) hours.
5. Further in accordance with the City of Farmington Ordinance No C-525-85 vehicles of residents cannot contain "business markings" unless they can be parked under the building in the "resident parking garage" when not being used and not seen from the street.
6. Any vehicle "leaking" must be removed from the properties, at once, and cannot be returned until it is properly repaired. Vehicles with broken or malfunctioning, modified, non-standard exhaust system (from manifold to tail-pipe) must be repaired within a reasonable time-frame (current standard is 2 weeks). If repair is not possible within the current standard a week-to-week extension may be granted depending on severity of the situation. Please refer to State of Michigan motor vehicle code **MCL 257.707** for additional detail.
7. All vehicles must have a current license plate and tags and property damage insurance or other suitable financial responsibility coverage. Otherwise, vehicles must be moved from the properties of this Association.
8. Residents' vehicles unmoved over 90 days must have the written approval of the Board of Directors for continued parking.

9. Vehicle parking is allowed only for residents and their guests. **It should also be noted that non-resident vehicle extended, non-daily use parking (above 4 days per month) is not permitted. Exception requests may be submitted to the Valley View board for review. For example, a resident may have an out-of town guest visiting for a few weeks - so please notify a board member. Guest and non-resident vehicles must still comply with all other rules in this section. Non-resident vehicles shall be considered any vehicle not legally registered to a Valley View resident or tenant (co-owners/landlords not living on site shall be considered non-residents). Residents and tenants can apply for an exception if, for example, the vehicle is owned and insured by the resident's or tenant's employer; or, is a rental vehicle being used while primary vehicle is in collision or maintenance repair.**
10. Outdoor parking must not exceed twenty-four (24) hours during winter months to permit snow removal.
11. Any and all vehicle removal expenses incurred because of an infraction of the Rules and Regulations shall be the responsibility of the vehicle owner or operator.
12. Vehicles are defined as fuel-powered, electric or hybrid vehicles. This includes motorcycles.
13. Oil changing, hose-washing of cars and repairing (except minor adjustments or emergency repairs) shall not be done on the premises
14. Car/motorcycle noises and exhaust fumes must be kept to a minimum in consideration of all co-owners. Racing of motors is also discouraged.
15. Each condominium unit has one assigned parking space. The remaining unassigned spaces are for the use of co-owners on a first-come basis. (Honoring co-owners "regular use" of a second space is desirable and appreciated, but not mandatory.)
16. Guests are to park in the areas adjacent to the buildings and along the wall of the pool area.
17. Motorcycles are not to be stored indoors

### **SECTION III**

#### **SAFETY AND SANITATION**

1. In case of an emergency, it is required that the Association have keys for each condominium unit on file. These keys are kept in the office and will only be used if the residents cannot be reached in case of an emergency. If any of the door locks are changed, new key(s) are to be supplied to a member of the Board of Directors for keeping on file in the office. Failure to do so causes the occupant to be responsible for repairs

and/or damages if forced entry to a condominium unit is the only means of access in case of emergency.

2. Board Members are allowed emergency access to unit for repairs, such as over flowing water, etc. If there is no answer when Board members arrive or if the co-owner is not compliant with the repair schedule, the co-owner will be charged for additional visits or repairs
3. Co-owners shall NOT allow anything to fall or to be thrown from the windows, doors or balconies. Nor shall dirt or other substances be swept from the balconies into the corridors or onto the common elements of the premises.
4. No pets shall be allowed except pets that are always confined to the condominium unit. This includes 3 Cats, and/or, 3 caged birds. No dogs allowed. No noisy, exotic, savage or dangerous animals are allowed. Pet odors reaching common areas shall not be tolerated. Animal refuse should not be disposed of in toilets, sinks or common area plumbing as it can result in damage or repairs that could be charged back to co-owner of unit. This Rule can be changed, from time to time, by the Board of Directors.

SERVICE AND EMOTIONAL SUPPORT DOGS ARE APPROVED – BUT CO-OWNER / RESIDENT / VISITOR NEEDS TO REPORT TO THE BOARD AND PROVIDE OFFICIAL NOTICE FROM AGENCY, MEDICAL OR MENTAL HEALTH PROFESSIONAL STATING NEED FOR SERVICE / SUPPORT ANIMAL SUPPORT.

IT STILL APPLIES THAT OWNER IS RESPONSIBLE FOR TOILETING OUTSIDE AND PERFORMING IMMEDIATE CLEAN-UP AS NEEDED – THERE WILL BE A \$25 PER INSTANCE CHARGE FOR ANY CLEAN UP COMPLETED BY VALLEY VIEW OR DESIGNEE.

ENSURING THE SAFETY OF OTHERS BY HAVING ANIMAL (DOG) ON LEASH AND UNDER CONTROL AT ALL TIMES IN COMPLIANCE WITH STATE OF MICHIGAN LAW. CONFIRM WITH INSURANCE CARRIER POLICY INCLUDES ANIMAL COVERAGE.

UNCONTROLLED BARKING CAUSING DISTURBANCES TO OTHERS IS NOT PERMITTED.

5. Trash dumpsters are conveniently located adjacent to each building to receive refuse that cannot be passed through the garbage disposals. Garbage (bones, fat or other odorous substances) must be securely wrapped and sealed in plastic bags before being deposited in dumpsters. Please breakdown cardboard containers before discarding into the dumpsters.
  - a. If disposing small amounts of carpeting, please be sure it is cut to a size that fits inside the dumpster. Small trash containers must be stored in the alcove area of the carport, properly lidded and emptied at least once per week.
  - b. Small amounts of non-toxic construction debris resulting from VVC Board pre-approved work (as outlined in Section 1 Paragraph 3) shall not exceed 25% of usable

space in dumpsters. If co-owner, renter or other approved resident believes debris will exceed 25% of dumpster volume rule, then make arrangements for off-site disposal.

6. It is urged that the operating directions for the proper use of garbage disposals be followed. Be sure to let the water run for one (1) full minute after the disposal is turned off.
7. Pouring grease into sinks or toilets is forbidden. All grease should be disposed of with the rubbish and placed in the trash containers.
8. The storage of kerosene, gasoline, combustible or inflammable agents is strictly prohibited within units. Outside use must be in approved containers. Long term storage of flammable liquids must be approved by the Board.
9. Parking is not allowed on the main thoroughfare since it is a fire route and must be kept clear at all times.
10. The speed limit on the premises is ten (10) M.P.H.
11. Each condominium unit must have a fire extinguisher which should be checked once a year to ensure that it is operable.
12. Farmington City Ordinance prohibits outside grills on the balconies of multiple dwellings. If a grill is used, it should not be used any closer than 10 feet of the building or from the ceiling or overhang.
13. No live Christmas trees are allowed in Valley View Condominiums.
14. Skate-boarding and roller-blading on our streets and under the buildings is NOT allowed.
15. Artificial plants in the common areas are prohibited due to fire hazard. Any other decorative items displayed in the hallway may be removed at the discretion of the Board.
16. Feeding of wildlife (ducks, geese, birds, squirrels, etc.) is prohibited
17. Common area entryway doors must be kept shut. These are fire doors that prevent fire from spreading and deter strangers from entering the buildings.

## **SECTION IV**

### **GENERAL RULES**

## MAINTENANCE FEES

1. Maintenance fees are due and payable on the first day of each month and may be paid in advance. A co-owner whose maintenance fee has not been paid by the 15<sup>th</sup> of the month will be considered delinquent and is required to pay a \$25.00 penalty.

## NOISE

1. Nothing shall be done in the building or on the property which will interfere with the rights, comfort and convenience of other co-owners. Musical instruments, radios, televisions or record players shall not be used in such a manner as to disturb or annoy others.

2. FIREWORKS

Due to the close proximity of VVC buildings to common space, the use of airborne fireworks is strictly prohibited. In addition, due to VVC Rules on Noise - exploding fireworks are also prohibited. However, supervised use of non-exploding (ie low noise) ground-based sparkle fountains and sparklers is ok as long as activity is at least 20 feet from any structure and remnants are removed and disposed of properly and safely. Please soak remnants with water to ensure no live embers are placed in dumpsters. Please complete all activities by 9:00pm on celebration days designated by City of Farmington Hills Fireworks guidelines:

***Fireworks may only be discharged during the following days:***

- ***New Year's Eve to New Year's Day)***
- ***The weekend before Memorial Day (Saturday and Sunday)***
- ***June 29 through July 4***
- ***July 5, but only if that date is a Friday or Saturday***
- ***The weekend before Labor Day (Saturday and Sunday)***

***It remains unlawful to discharge fireworks on public property (including public streets), school property, church property or the private property of another without express written permission. It is also unlawful to discharge fireworks of any type while under the influence of alcohol or drugs. An individual who violates this ordinance may be issued a municipal civil infraction, which is punishable by a civil fine of \$1,000 for each violation. Additionally, it is unlawful to discharge fireworks if a fireworks ban has been implemented by the Fire Chief due to dry conditions.***

Please note: the use hand-held sparklers (with proper disposal) and non-pyrotechnic devices (i.e. battery operated, lighted devices) to celebrate special occasions are allowed on dates other than those noted above as long as the celebration complies with VVC Rules and Regulations outlined in other sections of this document. VVC Board

recommends alerting the board and posting a note in your building to alert neighbors of upcoming non-pyrotechnic celebration - to minimize chance of complaints and to give board members the necessary information to respond appropriately to any co-owner concern that might arise.

## LAUNDRY

1. Laundry hours in both Phases I and II are from 8:00 A.M. to 10:00 P.M. Phase I washing machines and dryers shall be used in designated areas only.
2. Washable items are not to be hung in laundry rooms for drying purposes.
3. Co-owners using the laundry rooms are requested to leave rooms and machines clean. Please clean the filters in the dryers and turn out the lights.
4. Laundry room doors are FIRE DOORS and should be kept closed at all times.
5. If laundry equipment is not operable, please call the toll-free number located on the front of the machine and notify the Maintenance Manager.

## INSURANCE

1. Co-owners shall maintain liability insurance and a rider to insure inside walls of individual units and proof of such coverage must be provided for the files of the Association.

## GUESTS

1. Co-owners will notify the Board of Directors in writing of any guest (s) who may occupy their units during the owners' absence, specifying the anticipated period of occupancy. Co-owners must also apprise guest(s) of the prevailing Rules and Regulations.

## ELECTION RULES AND GUIDELINES

1. Election Rules and Guidelines for the conduct of the Annual Election of officers are those approved by a vote of the membership. A copy of said document is in the files of the Association and is available upon request.

## REGULATIONS CONCERNING/LEASING OR NON CO-OWNER OCCUPANCY

1. A co-owner shall not rent their unit to a non co-owner without approval in writing from the Board. A maximum quota of 15 units (17.5% of the complex) will be the allowed



limit.<sup>1</sup>The rental unit can be occupied, then, by the lessee, and his family. No rooms in an apartment may be rented, and no transient tenants accommodated.

2. Once a unit is purchased, it may not be rented for one full year. At that time, the co-owner may contact the Board of Directors and have their unit added to the waiting list.
3. A co-owner, desiring to rent or lease a condominium unit, shall inform the Association of co-owners in writing twenty-one (21) days before leasing the condominium unit and shall supply the Association of co-owners with a copy of the exact lease form for its review and determination of compliance with the condominium documents.
4. Tenants or non co-owner occupants shall comply with all of the conditions of the condominium documents and all leases and rental agreements shall so state.
5. If the Association of co-owners determines that the tenant or non co-owner occupants fail to comply with the conditions of the condominium documents, the Association of co-owners shall take the following action:
  - a. The Association of co-owners shall notify the leasing co-owner by certified mail advising of illegal violation by the tenant.
  - b. The co-owner shall have fifteen (15) days after receipt of the notice to investigate and correct the tenant's alleged violation.
  - c. If after fifteen (15) days, the Association of co-owners believes that the alleged breach is not cured or may be repeated, it may institute on its behalf an action for eviction against the tenant or non co-owner occupant and simultaneously may sue for money damages in the same action against the co-owner and tenant or non co-owner occupant for breach of the conditions of the condominium documents. The relief set forth herein may be by summary proceedings. The Association of co-owners may hold both the tenant and the co-owner liable for any damages caused by the co-owner or tenant in connection with the condominium unit.
  - d. When a co-owner is in arrearage to the Association of co-owners for assessments, the Association of co-owners may give written notice of the arrearage to a tenant occupying a co-owner's condominium unit under a lease or rental agreement, and the tenant, after receiving the notice, shall deduct from rental payments due the co-owner the arrearage and future assessments as they fall due and pay them to the Association of co-owners. The deduction shall not be a breach of the rental agreement of lease by the tenant.
6. **Reminder: Rental unit co-owner/landlord shall remit to Valley View Condominium Association \$25.00 monthly fee for each rental unit.**

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<sup>1</sup> Rental units in the complex cause Valley View to incur maintenance and repair costs.

## Rules and Guidelines for Outdoor Furniture/Grills:

1. For semi-permanent outdoor furniture placed under buildings – the season is May 1 through September 30. Furniture must be stored and out of sight during all other dates.
2. For daily-use outdoor furniture used on lawn or other common area, use during daylight hours only and return to storage at sundown. Furniture used on lawn area must not cause damage to the grounds.
3. Semi-permanent furniture placed under building shall not exceed the following pieces and must fit entirely in one parking spot:
  - 1 table and 4 chairs
  - 2 chaise lounges – one additional chair can be substituted for a chaise
  - 1 end table for food/drink
  - Additional items may be used for larger gatherings, but extra items must be returned to storage by the evening of the event.
  - 1 swing chair can be substituted for two chaise lounges.
  - All furniture detailed above shall be “outdoor” furniture – i.e. metal, plastic or wood that is able to withstand exposure to the elements. Any dispute shall be addressed by the Board and may result in semi-permanent furniture being designated daily-use and subject to those guidelines detail in items 1-7. In some cases the Board may recommend complete removal from outdoor use, including but not limited to indoor couches, chairs, tables and tents.
4. This portion of rules is not meant to punish, but to ensure co-owners maintain their furniture so it does not degrade appearance of the complex - furniture should be reconditioned every three to four years (or sooner) if it begins to deteriorate, i.e. paint chips, broken pieces, torn or severely faded cushions, dirt and grim build-up or any other issue that keeps it from looking or performing in as new condition. Also, furniture that is highly visible shall be re-located to a spot that is less visible from the common road running through the center of the complex and around the pool. The furniture shall be placed in the 2<sup>nd</sup> or 3<sup>rd</sup> spot in the rear of the parking area, not in an end parking spot, so that the furniture is not seen from the road when cars are parked in the under-bldg. parking area. The point here is that some furniture is bolder and stands out – even though it is appealing – where it draws attention. One way around this could be to remove cushions when not in use or at the end of everyday whichever is sooner.
5. By allowing co-owners to use outdoor furniture or grills, Valley View Condominium Association does not guarantee the safety and/or integrity of any item – co-owners and visitors use the furniture/grills at their own risk.
6. Any unit placing furniture under a building shall be limited to parking one vehicle under that building. In the event, there is a dispute as to the number of available parking spots versus those used for furniture, the Board encourages residents to first try to work out a compromise. If that fails, the Board will identify a solution. In addition, the Board recommends keeping semi-permanent furniture placement to one parking spot per building address.
7. Outdoor grills shall be stored in designated storage area under buildings when not in active use or by sundown each day, whichever comes first. In addition, all grills shall be used a safe distance (minimum 15 feet) from a Valley View structure and shall not be

used in such as way as to disturb other residents – including, but not limited to, smoky conditions that blow into resident units.