

**AMENDED AND RESTATED CONSOLIDATING MASTER DEED  
BELMONT SQUARE CONDOMINIUMS**

**THIS AMENDED AND RESTATED CONSOLIDATING MASTER DEED** has been executed on November 30, 2014, on behalf of Belmont Square Condominium Association, a Michigan non-profit corporation, (hereinafter referred to as "Association"), represented by its officers who are fully empowered and qualified to act on behalf of said Association pursuant to the provisions of the Michigan Condominium Act, Act 59 of the Public Acts of 1978, as amended, including, but not limited to, those amendments contained in Act 538 of the Public Acts of 1982 and in Act 113 of the Public Acts of 1983 (hereinafter referred to as the "Act").

**RECITALS:**

A. The Association desires to amend and restate the master deed recorded in Liber 956 Pages 451-493, included, on July 15, 1982, Ottawa County Records.

B. The Association has prepared and executed this Amended and Restated Master Deed, together with the Amended and Restated Condominium Bylaws attached hereto as Exhibit A and the Condominium Subdivision Plan recorded as part of the master deed in Liber 956 Pages 490-493, included, a copy of which is attached hereto as Exhibit B, to accomplish these purposes.

**ARTICLE 1  
DEDICATION**

This Condominium Project was established as Belmont Square Condominiums (sometimes hereinafter referred to as the "Condominium Project") as a condominium project under the Act. The Condominium Project shall be held, conveyed, hypothecated, encumbered, leased, rented, occupied, improved and in every manner utilized subject to the provisions, covenants, conditions, restrictions and obligations set forth in this Amended and Restated Master Deed (including Exhibits A & B hereto) and to the provisions of the Act. All of the provisions, covenants, conditions, restrictions and obligations set forth in this Amended and Restated Consolidating Master Deed (including Exhibits A and B hereto) has and shall run with the real property included in the Condominium Project and shall burden and benefit the Association and all persons acquiring or owning an interest in the Condominium Project, or in the real property hereby dedicated to the Condominium Project, and their grantees, successors, assigns, heirs and personal representatives.

## ARTICLE II

### LEGAL DESCRIPTION

The real property dedicated to the Condominium Project is in Park Township, Ottawa County, Michigan, and legally described as follows:

Part of Lot 121 and vacated East Avenue and Division Street (vacation recorded in Liber 646 on Page 379, April 6, 1972) of the Plat of Jenison's Park as recorded in Liber 3 of Plats on Page 12, also Lot 22 and Part of Lots 21 and 23 of Heneveld's Supervisor's Plat No. 26 as recorded in Liber 9 of Plats on Page 17 all located in the Southwest 1/4 of Section 34 Town 5 North, Range 16 West, Park Township, Ottawa County, Michigan being more particularly described as beginning at a point on the subdivision line between Jenison's Park and Heneveld's Supervisor's Plat No. 26 distant South 89 degrees 07 minutes 46 seconds West 1322.53 feet along the South line of Section 34 and North 00 degrees 52 minutes 13 seconds West 625.94' feet from the South 1/4 corner of Section 34 and proceeding thence South 89 degrees 00 minutes 42 seconds West 80.00 feet along the North line of Lots 296 and 297 of Jenison's Park; thence North 01 degree 01 minute 32 seconds West 87.16 feet parallel with the East line of East Avenue; thence along a curve to the left an arc distance of 52.39 feet with a radius of 181.09 feet, central angle of 16 degrees 34 minutes 36 seconds, and chord bearing and distance of North 29 degrees 59 minutes 30 seconds East 52.21 feet; thence North 21 degrees 42 minutes 12 seconds East 138.31 feet; thence along the subdivision line between Jenison's Park and Heneveld's Supervisor's Plat No. 26, North 01 degree 01 minute 32 seconds West 9.98 feet; thence along a curve to the right an arc distance of 107.77 feet with a radius of 140.20 feet, central angle of 44 degrees 02 minutes 38 seconds, and chord bearing and distance of North 50 degrees 43 minutes 57 seconds East 105.14 feet; thence North 72 degrees 45 minutes 16 seconds East 285.04 feet; thence South 00 degrees 06 minutes 38 seconds West 414.52 feet to the Northeast corner of Lot 24 of Heneveld's Supervisor's Plat No. 26; thence South 89 degrees 00 minutes 42 seconds West 348.40 feet along the South line of Lot 23 of Heneveld's Supervisor's Plat No. 26 to the point of beginning, containing 3.21 acres except any part taken, used or deeded for road purposes and subject to easements of record.

## ARTICLE III

### DEFINITIONS

When used in any of the Condominium Documents (as hereinafter defined), or in any contract, deed, mortgage, lien, easement or other instrument affecting the Condominium Project or the establishment or transfer of any interest therein, the following terms shall carry the definitions which follow them unless the context clearly indicates to the contrary:

(a) "Act" means the Michigan Condominium Act, being Act 59 of the Public Acts of 1978, as amended, including, but not limited to, amendments contained in Act 538 of the Public Acts of 1982 and in Act 113 of the Public Acts of 1983.

(b) "Association" means Belmont Square Condominium Association, a not-for-profit corporation organized under the laws of the State of Michigan, of which all Co-owners are and shall be Co-owners and which shall administer, operate, manage and maintain the Condominium

Project. Any action required of or permitted to the Association shall be exercisable by its Board of Directors unless explicitly reserved to the Co-owners by the Condominium Documents or the laws of the State of Michigan, and any reference to the Association shall, where appropriate, also constitute a reference to its Board of Directors.

(c) "Association Bylaws" means the corporate bylaws of the Association.

(d) "Common elements," where used without modification, means both the general and limited common elements, as defined in Article V hereof.

(e) "Condominium Bylaws" means Exhibit A hereto, the Bylaws for the Condominium Project setting forth the rights and obligations of the Co-owners and required by Sections 3(8), 53 and 54 of the Act to be recorded as part of the Master Deed.

(f) "Condominium Documents" means and includes this Master Deed, Exhibits A and B hereto, and the Articles of Incorporation, Bylaws and the Rules and Regulations, if any, of the Association.

(g) "Condominium Premises" means and includes the land and the buildings, all improvements and structures thereon, and all easements, rights and appurtenances belonging to the Condominium Project as described above.

(h) "Condominium Project" means Belmont Square Condominium, a Condominium Project established pursuant to the Act.

(i) "Condominium Subdivision Plan" means Exhibit B hereto.

(j) "Condominium unit" or "unit" each means that portion of the Condominium Project designed and intended for separate ownership and use, as described on Exhibit B hereto.

(k) "Co-owner," "owner" or "Co-owner" each means a person, firm, corporation, partnership, trust or other legal entity or any combination thereof who or which owns legal or equitable title to a condominium unit within the Condominium Project and, therefore, is a Co-owner of the Association.

(l) "Developer" means Macatawa Bay Tea Company, a Michigan corporation, which prepared and executed the Master Deed, and includes its successors and assigns.

(m) "Master Deed" means the Master Deed, Consolidating Master Deed and this Amended and Restated Master Deed, including Exhibits A and B hereto, both of which are hereby incorporated by reference and made a part hereof.

Terms not defined herein, but defined in the Act, shall carry the meanings given them in the Act unless the context clearly indicates to the contrary. Whenever any reference herein is made to one gender, the same shall include a reference to any and all genders where such a reference would be appropriate; similarly, whenever a reference is made herein to the singular, a reference shall also be included to the plural where such a reference would be appropriate, and vice versa.

## ARTICLE IV

### TITLE AND NATURE

The Condominium Project is known as Belmont Square Condominiums, Ottawa County Condominium Subdivision Plan No. 63. The architectural plans for the Condominium Project were

filed with and approved by the Township of Park, Ottawa County, Michigan. The improvements contained in the Condominium Project, including the number, boundaries, dimensions and area of each unit, are set forth completely in the Condominium Subdivision Plan attached hereto as Exhibit B. Each building in the Condominium Project contains individual units to be used for residential purposes, and each unit has been designed and intended for separate ownership and use, as evidenced by individual entrances from and exits to a common element of the Condominium Project. Each Co-owner in the Condominium Project shall have an exclusive right to occupy his unit and shall have undivided and inseparable rights to share with other Co-owners the use and enjoyment of common elements.

## **ARTICLE V**

### **COMMON ELEMENTS**

The common elements of the Condominium Project and the respective responsibilities for maintenance, decoration, repair or replacement thereof are as follows:

*A. General Common Elements.* The general common elements are:

- (1) The land described in Article II hereof, including the roads, sidewalks, parking areas, lawns, landscaping and yards, and all rights appertaining thereto;
- (2) The electrical wiring throughout the Condominium Project, including that contained within unit walls, up to the point of connection with, but not including, electrical fixtures, plugs and switches within any unit;
- (3) The telephone wiring throughout the Condominium Project including that contained within unit walls, up to the point of connection with, but not including, telephone fixtures and plugs within any unit;
- (4) The plumbing network throughout the Condominium Project, including that contained within unit walls, up to the point of connection with plumbing fixtures within any unit;
- (5) The water distribution system, storm water discharge and detention system and sanitary sewer system throughout the Condominium Project;
- (6) Foundations, supporting columns, unit perimeter walls and other walls as shown on Exhibit B, roofs, ceilings, floor construction between building levels, and any space between the ceiling and the roof, between the ground or foundation and the ground level construction, between the basement level and the ground level construction and between the ground or foundation and the basement level construction;
- (7) The gas line network throughout the Condominium Project, including that contained in any unit walls, up to the point of connection with gas fixtures in any unit;
- (8) Any television cable network or facilities that may from time to time be installed in the Condominium Project up to the point of connection of cable equipment;
- (9) All chimneys that may from time to time exist in the Condominium Project; and
- (10) Such other elements of the Condominium Project not herein designated as general or limited common elements which are not enclosed within the boundaries of any unit, and which are intended for common use by all the Co-owners or are necessary to the existence, upkeep and

safety of the Condominium Project.

Some or all of the utility lines, systems (including mains and service leads) and equipment and the cable television system described above may be owned by the local public authority or by the company that is providing the pertinent service. Accordingly, such utility lines, systems and equipment and the cable television system shall be general common elements only to the extent of the Co-owners' interest therein, if any.

**B. *Limited Common Elements.*** The limited common elements, which, except as otherwise provided in this Subsection B, shall be appurtenant to the unit or units to which they are attached or adjacent or which they service (or which they are deemed by Exhibit B to benefit) and limited in use to the owners of such unit or units, or their designee, are:

(1) One garage has been assigned to each unit in the Condominium Project as shown on the Condominium Subdivision Plan except that Garage G is assigned to Unit 16 and Garages designated as A, B, C, D, E, and F, as shown on the Condominium Subdivision Plan, are assigned to the Association for purposes of rental to Co-owners or such other uses as the Association may designate from time to time;

(2) Each individual patio in the Condominium Project;

(3) The limited common element perimeter walls, windows, screens and doors, and the interior surfaces of the ceilings and floors contained within a unit or the appurtenant limited common elements;

(4) Each individual crawl space, if any, in the Condominium Project.

(5) The pipes, ducts, wiring and conduits supplying service for electricity, gas, water, sewage, telephone, television and/or other utility or telecommunication services located within a Condominium Unit and supplying service to that unit alone

**C. *Upkeep of Common Elements and Appliances; Payment of Utility Bills.*** The respective responsibilities for the maintenance, decoration, repair and replacement of the common elements, of certain appliances and for the payment of utility bills are as follows:

(1) The costs of decoration, maintenance, repair and replacement of windows, screens, and doors referred to in Article V A (6) shall be borne by the Co-owner of each unit to which such general common elements are appurtenant. The cost of decorating and maintaining, but not of repairing or replacing, except in case of Co-owner fault, the patios referred to in Article V. B (2) and (3) above shall be borne by the Co-owner of the unit to which such limited common elements appurtenant.

(2) The cost of decorating, maintaining, repairing and replacing the items referred to in Article V. B (3), as well as the water heater, garage door, garage door opener, internal unit plumbing, dishwasher, refrigerator, stove, oven, garbage disposal, heating and air-conditioning equipment, lighting and other items servicing a unit that are not common elements, whether or not they are within the unit they service, shall be the sole responsibility of the Co-owner whose unit is serviced by such items.

(3) Except as provided above, the cost of maintaining, decorating, repairing and replacing all general and limited common elements shall be borne by the Association, unless the need for maintenance, repair or replacement is due to the act or neglect of a Co-owner or his agent, guest, invitee, family Co-owner or pet, for which such Co-owner shall be wholly responsible.

Except as otherwise provided herein or in the Condominium Bylaws, any damage caused to a unit or its contents by the maintenance or by repair activities of the Association shall be repaired at the expense of the Association.

(4) Each Co-owner shall be responsible for payment of the utilities attributable to his unit.

Any maintenance, repair or replacement (the cost of which is to be borne by the Co-owner) may, if not performed by the Co-owner, be performed by or under the direction of the Association, and the cost may be assessed against the responsible Co-owner.

D. *Use of Common Elements.* No Co-owner shall use his unit or the common elements in any manner inconsistent with the purposes of the Condominium Project or in any manner which will interfere with or impair the rights of any other Co-owner in the use and enjoyment of his unit or the common elements.

E. *Environmental Control.* As provided in Article VII, Section 1(b) of the Condominium Bylaws, the decoration and maintenance of all common elements, except the decoration of those common elements located solely within a unit (but this exception shall not include windows or other portions visible from the exterior), are subject to such written standards as may be established by the Board of Directors.

## ARTICLE VI

### UNIT DESCRIPTION AND PERCENTAGE OF VALUE

A. *Description.* A complete description of each unit, with elevations therein referenced to an official benchmark of the United States Geological Survey sufficient to relocate accurately the space enclosed by the description without reference to the structure itself, is set forth in the Condominium Subdivision Plan. Each unit in the Condominium Project, as described in the Condominium Subdivision Plan, shall include: (1) with respect to each unit basement, if any, all that space contained within the unpainted surfaces of the basement floor and walls and the uncovered underside of the first-floor joists, and (2) with respect to the upper floors of units, all that space contained within the interior finished, unpainted walls and ceilings and from the finished subfloor, all as shown on the floor plans and sections in Exhibit B hereto and delineated with heavy outlines, but (3) not any common elements contained therein.

B. *Percentages of Value.* The total value of the project is 100%. The percentage of value assigned to each unit is equal. This percentage of value shall be determinative of the proportionate share of each unit in the proceeds and expenses of administration, the value of such unit's vote at meetings of the Association of Co-owners, and of such unit's undivided interest in the common elements (which is hereby allocated to each unit).

## ARTICLE VII

### EASEMENTS

Easements for Maintenance and Related Matters.

(1) If all or any portion of a unit or common element encroaches upon another unit or common element due to shifting, settling or moving of a building, or of a foundation or support,

or due to survey errors, construction deviations, reconstruction, replacement, renovation or repair, reciprocal easements, respectively benefitting and burdening each such unit or common element, shall exist for the maintenance of such encroachment for so long as such encroachment exists, and for maintenance thereof after rebuilding in the event of any destruction.

(2) Perpetual easements shall also exist to, through, over, under and across the Condominium Premises, including all units and interior walls, (a) in favor of the Association and all Co-owners for the maintenance and repair (including replacement) of common elements and (b) in favor of the various utility companies providing service, as may be reasonable for the installation and continuing maintenance and repair (including replacement) of all utilities in the Condominium Project, including, but not necessarily limited to, light, heat, power, sewer, water, security system, cable TV system, storm water discharge and detention and communications, which utilities are sometimes collectively referred to in this Article VII as "utilities" or "utility services."

(3) Every portion of a unit which contributes to the structural support of a building shall be burdened with an easement of structural support for the benefit of the common elements.

## **ARTICLE VIII**

### **AMENDMENT**

Except as otherwise expressly provided in this Amended and Restated Consolidating Master Deed or in the Act, the Condominium Project shall not be terminated, vacated, revoked or abandoned except as provided in the Act, nor may any of the provisions of this Master Deed or Exhibit B be amended (but Exhibit A hereto may be amended as therein provided) except as follows:

A. (1) The Condominium Documents may be amended without the consent of Co-owners or mortgagees for any purpose if the amendment does not materially alter or change the rights of a Co-owner or mortgagee. The Association of Co-owners shall have the right to amend the Condominium Documents for such a purpose. Amendments modifying the types and sizes of unsold units and their appurtenant common elements, showing minor architectural variances and modifications to a unit, correcting survey or other errors made in the Condominium Documents, or for the purpose of facilitating mortgage loan financing for existing or prospective Co-owners and to enable the purchase or insurance of such mortgage loans by the Federal Home Loan Mortgage Corporation, the Federal National Mortgage Association, the Government National Mortgage Association, the Veterans Administration, the Department of Housing and Urban Development, or by any other institutional participant in the secondary mortgage market which purchases or insures mortgages, shall be examples of amendments which do not materially alter or change the rights of a Co-owner or mortgagee.

(2) This Amended and Restated Consolidating Master Deed, the Condominium Bylaws, and the Condominium Subdivision Plan may be amended even if the amendment will materially alter or change the rights of the Co-owners or mortgagees, with the consent of not less than two-thirds of the Co-owners in number and value and two-thirds of the mortgagees. For such purposes, a mortgagee shall have one vote for each mortgage held.

(3) The method or formula used to determine the percentages of value of units in the Condominium Project for other than voting purposes. A Co-owner's Condominium unit

dimensions or appurtenant limited common elements may not be modified without the Co-owner's consent.

(4) Provided, however, that in no case, unless (a) all of the first mortgagees and all (b) all owners of the individual Condominium units have given their prior written approval, shall the Association be entitled to:

(i) By any act or omission seek to abandon or terminate the Condominium Project;

(ii) Change the pro rata interest or obligations of any individual Condominium unit for the purpose of: (A) levying assessments or charges or allocating distributions of hazard insurance proceeds or condemnation awards, or (B) determining the pro rata share of ownership of each Condominium unit in the common elements; or

(iii) Partition or subdivide any Condominium unit.

(5) Co-owners and mortgagees of record shall be notified in writing of proposed amendments not less than ten (10) days before the amendment is recorded at their addresses reflected on the Condominium records.

B. (1) An amendment to this Master Deed shall not be effective until the amendment is recorded.

(2) A copy of the recorded amendment shall be delivered to each Co-owner.

C. A person causing or requesting an amendment to the Condominium Documents shall be responsible for costs and expenses of the amendment, except for amendments based upon a vote of a prescribed majority of Co-owners, the costs of which shall be deemed expenses of administration.

## ARTICLE IX

### CONTROLLING LAW

The provisions of the Act, and of the other laws of the State of Michigan, shall be applicable to and govern this Master Deed and all activities related hereto.

The Association is recording this amended and restated consolidating master deed to be effective pursuant to the Michigan Condominium Act.

  
Marlene DeKoyer

Its: President

  
Elizabeth K. Clark

Its: Secretary



STATE OF FLORIDA  
COUNTY OF SARASOTA

Acknowledged before me in SARASOTA, Florida, on November 30, 2014, by  
Marlene DeKoeper, President of Belmont Square Condominium Association, a Michigan  
nonprofit corporation, on behalf of the corporation.

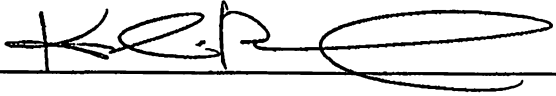




Notary Public, State of Florida, County of SARASOTA  
My commission expires: 3/14/18

STATE OF ILLINOIS  
COUNTY OF COOK

Acknowledged before me in cook County, Illinois, on November 19th, 2014, by Elizabeth K.  
Clark, Secretary, of Belmont Square Condominium Association, a Michigan nonprofit  
corporation, on behalf of the corporation.





Notary Public, State of Illinois, County of Cook  
My commission expires: Oct. 09. 2017

Drafted By:

Kenneth W. Doss  
Doss Law, p.c.  
301 Hoover Blvd., Suite 500  
Holland, Michigan 49423-5805  
616-396-9793

Return to Drafter.

**EXHIBIT A**  
**AMENDED AND RESTATED CONDOMINIUM BYLAWS**  
**OF**  
**BELMONT SQUARE CONDOMINIUM**

*ARTICLE I*  
*THE CONDOMINIUM*

*Section 1. Organization.* Condominium, a residential condominium located in the Township of Park, Ottawa County, Michigan (the "Condominium"), shall be administered by an association of Co-owners (the "Association"), which has been organized as a nonprofit corporation under the laws of the State of Michigan. The Association will be responsible for the management, maintenance, operation and administration of the common elements, easements and, generally, the affairs of the Condominium in accordance with the Amended and Restated Master Deed, these Amended and Restated Bylaws, the Articles of Incorporation, Bylaws, Rules and Regulations of the Association, and the laws of the State of Michigan.

*Section 2. Compliance.* All present and future Co-owners (who shall be "Co-owners" of the Association as provided in Article II, Section 1, below; the terms "Co-owner" and "member" are used interchangeably herein), mortgagees, tenants and all other persons who may in any manner use, enter upon or acquire any interest in the Condominium Premises, or any Condominium unit, shall be subject to and comply with the provisions of the Act, the Amended and Restated Master Deed, these Condominium Bylaws, and the Articles of Incorporation, Bylaws, Rules and Regulations of the Association including, without limitation, any provision thereof pertaining to the use and operation of the Condominium Premises and the Condominium. The acceptance of a deed or conveyance, the taking of a mortgage, the execution of a lease, the act of occupying a unit, or presence in the Condominium shall constitute an acceptance of the provisions of these documents and an agreement to comply therewith.

*Section 3. Purpose of Bylaws.* These Amended and Restated Bylaws govern the general operation, maintenance, administration, use and occupancy of the Condominium, and all such activities shall be performed in accordance with the provisions hereof.

*ARTICLE II*  
*CO-OWNERSHIP AND VOTING*

*Section I. Co-ownership.* Each Co-owner of a Condominium unit, present and future, shall be a Co-owner of the Association during the term of such ownership, and no other person or entity shall be entitled to Co-ownership. Neither Association Co-ownership nor the share of a Co-owner in the Association funds and assets shall be assigned, pledged or transferred in any manner, except

as an appurtenance to a Condominium unit, and any attempted assignment, pledge or transfer in violation of this provision shall be wholly void.

**Section 2. Voting Rights.** Except as limited in the Master Deed and in these Bylaws, the Co-owners owning each unit shall collectively be entitled to one vote when voting by number and one vote, the value of which shall equal the total percentage of value assigned to the unit or units owned by them in Article VI. B. of the Master Deed, when voting by value. Voting, when required or permitted herein or elsewhere in the Condominium Documents, shall be by number, except in those instances where voting is specifically required to be by value, or both by value and by number, and shall be conducted on a cumulative basis.

**Section 3. Persons Entitled to Vote.** If one person owns a unit, he shall establish his Co-ownership in the Association and his right to vote by presenting evidence of his ownership. If more than one person owns a unit all of the record owners of the unit shall sign and file with the Secretary of the Association a certificate designating the person entitled to exercise the unit's Co-ownership in the Association, to cast the vote for the unit and to receive all notices and other communications from the Association. Such certificate shall state the name and address of the individual representative designated, the number or numbers of the unit or units owned, the name and address of the person or persons, firm, corporation, partnership, association, trust or other legal entity who is the Co-owner thereof, and shall be signed and dated by all Co-owners of record. All certificates shall be valid until revoked, until superseded by a subsequent certificate, or until a change occurs in the record ownership of the unit concerned.

**Section 4. Method of Voting.** Votes on a specific issue may be cast in person. In addition, any person entitled to vote at any meeting may also appear and vote via telecommunications equipment, as provided by Article II, Section 6, of the Association Bylaws, or appear and vote (either specifically on an issue or by the general designation of a person to cast a vote) by written proxy. Proxies may be made by any person entitled to vote. They shall be valid only for the particular meeting designated, and any adjournment thereof, and must be filed with the Association before the appointed time of the meeting.

**Section 5. Majority.** At any meeting of the Co-owners at which a quorum is present, fifty-one percent (51%) in number of the Co-owners voting, whether in person, by telecommunications or by proxy, on any particular matter, shall constitute a majority for the approval of such matter, except as otherwise required herein, by the Master Deed or by law.

### **ARTICLE III**

#### **MEETINGS AND QUORUM**

**Section 1. Annual Meetings of Co-owners.** In addition to subsequent meetings called for the purpose of electing directors, as provided in Article IV, Section 1, below, an annual meeting of the Co-owners shall be held each year at the time and place specified in the Association Bylaws. At least ten (10) days prior to the date of an annual meeting, written notice of the time, place and purpose of such meeting shall be sent by electronic transmission or first-class mail, postage prepaid, to each person entitled to vote at the meeting.

**Section 2. Special Meetings of Co-owners.** It shall be the duty of the President to call a special meeting of the Co-owners upon a petition signed by one-third (1/3) of the Co-owners in number and presented to a director of the Association or upon the direction of a majority of the

Board of Directors. Notice of any special meeting shall state the time and place of such meeting and the purposes thereof and shall be given at least ten (10) days prior to the date of such meeting. No business shall be transacted at a special meeting except as stated in the notice.

*Section 3. Quorum of Co-owners.* Unless otherwise provided herein, the presence, in person or by proxy, of thirty-five percent (35%) in number and value of the Co-owners entitled to vote shall constitute a quorum of Co-owners. If a quorum shall not be present at any meeting, the Co-owners present may adjourn the meeting for not more than thirty (30) days.

## **ARTICLE IV**

### **ADMINISTRATION**

*Section 1. Board of Directors.* The business, property and affairs of the Association shall be managed by a Board of Directors consisting of not less than three (3) nor more than five (5) Co-owners. The entire Board of Directors shall be elected at each annual meeting of the Association and at any meeting of the Association called by the Board of Directors for the particular purpose of electing directors.

*Section 2. Powers and Duties.* The Board of Directors shall have all powers and duties necessary for the administration of the affairs of the Condominium and may do all things which are not prohibited by law or the Condominium Documents or required thereby to be done by the Co-owners. The powers and duties to be exercised by the Board shall include, but shall not be limited to, the power and duty:

- (a) To manage and administer the affairs of and to the Condominium, all appurtenances thereto and the common elements, property and easements thereof;
- (b) To levy and collect assessments against and from the Co-owners of the Association and to use the proceeds therefrom for the purposes of the Association, and to enforce assessments through liens and foreclosure proceedings where appropriate;
- (c) To carry insurance and to collect and allocate the proceeds thereof;
- (d) To restore, repair or rebuild the Condominium, or any portion thereof, after occurrence of casualty and to negotiate on behalf of all of the Co-owners in connection with the taking of the common elements of the Condominium, or any portion thereof, by eminent domain;
- (e) To contract for and employ, and to discharge, persons or business entities to assist in the management, operation, maintenance and administration of the Condominium;
- (f) To make reasonable rules and regulations governing the use and enjoyment of the Condominium by Co-owners and their tenants, guests, employees, invitees, families and pets and to enforce such rules and regulations by all legal methods, including, without limitation, imposing fines and late payment charges, or instituting eviction or legal proceedings;
- (g) To own, maintain and improve, and to buy, sell, convey, grant, assign, transfer, mortgage or lease (as landlord or tenant), or otherwise deal in any real or personal property, including, but not limited to, any Condominium unit, easements, rights-of-way, licenses or any other real property, whether or not contiguous to the Condominium, to benefit the Co-owners of the Association and to further any of the purposes of the Association;
- (h) To borrow money and issue evidences of indebtedness in furtherance of any and all

of the purposes of the business of the Association, and to secure the same by mortgage, pledge or other lien on Association property; provided, however, that any such action shall first be approved by the affirmative vote of more than two-thirds (2/3) of the Association Co-owners in number and in value at a meeting of the Co-owners duly called;

(i) To establish such committees as it deems necessary, convenient or desirable and to appoint persons thereto, to administer the Condominium and to delegate to such committees any functions or responsibilities which are not by law or the Condominium Documents required to be performed by the Board;

(j) To make rules and regulations or to enter into agreements with institutional lenders, or both, for the purpose of obtaining mortgage financing for Co-owners which is acceptable for purchase by the Federal Home Loan Mortgage Corporation, the Federal National Mortgage Association, the Government National Mortgage Association or any other agency of the federal government, the State of Michigan, the County of Ottawa, the of Township of Park, or any other agency or unit of government;

(k) To enforce the provisions of the Master Deed, of these Condominium Bylaws, and of the Articles of Incorporation, Bylaws, Rules and Regulations of the Association, and to sue on behalf of the Condominium or the Co-owners and to assert, defend or settle claims on behalf of the Co-owners with respect to the Condominium;

(l) To do anything required of or permitted to it as administrator of said Condominium by the Condominium Master Deed or Condominium Bylaws or by Act No. 59 of the Public Acts of 1978, as amended, including, but not limited to, those amendments contained in Act No. 538 of the Public Acts of 1982, and in Act No. 113 of the Public Acts of 1983;

(m) In general, to enter into any kind of activity, to make and perform any contract and to exercise all powers necessary, incidental or convenient to the administration, management, maintenance, repair, replacement and operation of the Condominium and to the accomplishment of any of the purposes thereof not forbidden, and with all powers conferred upon nonprofit corporations by the laws of the State of Michigan.

Provided, however, that neither the Board nor the Association shall, by act or omission, abandon, partition, subdivide, encumber, sell or transfer the common elements, or any of them, unless at least two-thirds (2/3) of the mortgagees (based upon one vote for each mortgage owned) and two-thirds (2/3) of the Co-owners in number and value have consented thereto. The granting of easements for public utilities or for other public purposes consistent with the intended use of the common elements by the Condominium shall not be deemed a transfer for these purposes.

*Section 3. Managing Agent.* The Board of Directors may employ, at a compensation established by it, a Managing Agent for the Condominium to perform such duties and services as the Board shall authorize, including, but not limited to, the powers and duties set forth in Section 2 of this Article. If the Board employs a professional management agent for the Association, the Board shall notify each holder of a mortgage lien on any Condominium unit prior to terminating the employment of such professional management agent (or any successor thereto) and assuming self-management. In no event shall the Board be authorized to enter into a contract with a professional management agent under which the maximum term is greater than three (3) years.

*Section 4. Officers.* The Association Bylaws shall provide for the designation, number, terms of office, qualifications, manner of election, duties, removal and replacement of the officers

of the Association and may contain any other provisions pertinent to Association officers not inconsistent herewith. Officers may be compensated, but only upon the prior affirmative vote of two-thirds (2/3) of the Co-owners.

*Section 5. Actions Prior to First Meeting.* Subject to the provisions of Section 3 of this Article IV, all of the actions (including, without limitation, the adoption of these Bylaws, the Association Bylaws, any Rules and Regulations of the Association, and any undertakings or contracts entered into with others on behalf of the Association) of the Board of Directors of the Association named in its Articles of Incorporation, or their appointed successors, before the first meeting of Co-owners, shall be binding upon the Association in the same manner as though such actions had been authorized by a Board of Directors duly elected by the Association Co-owners at the first or any subsequent meeting of Co-owners so long as such actions are within the scope of the powers and duties which any Board of Directors may exercise, as provided in the Condominium Documents.

*Section 6. Indemnification of Officers and Directors.* The Association shall indemnify every Association director and officer against all expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred by him as a consequence of his being made a party to or being threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative, by reason of his being or having been a director or officer of the Association, except in such cases wherein he is adjudged guilty of willful and wanton misconduct or gross negligence in the performance of his duties or adjudged to have not acted in good faith and in a manner he reasonably believed to be in or not opposed to the best interests of the Association and its Co-owners, and with respect to any criminal action or proceeding, he is adjudged to have had no reasonable cause to believe that his conduct was lawful; provided that, if a director or officer claims reimbursement or indemnification hereunder based upon his settlement of a matter, he shall be indemnified only if the Board of Directors (with any director seeking reimbursement abstaining) approves such settlement and reimbursement as being in the best interests of the Association and, if a director or officer claims reimbursement or indemnification hereunder based upon his settlement of a matter, he shall be indemnified only if the Board of Directors (with any director seeking reimbursement abstaining) approves such settlement and reimbursement as being in the best interests of the Association and, if a majority of the Co-owners requests it, such approval is based on an opinion of independent counsel supporting the propriety of such indemnification and reimbursement. The foregoing right of indemnification shall be in addition to and not exclusive of all other rights such director or officer may have. The Board of Directors shall notify all Co-owners that it has approved an indemnification payment at least ten (10) days prior to making such payment.

## **ARTICLE V**

### **OPERATION OF THE PROPERTY**

*Section 1. Personal Property.* The Association shall be assessed as the person or entity in possession for any tangible personal property of the Condominium owned or possessed in common by the Co-owners, and personal property taxes based thereon shall be treated as expenses of administration.

*Section 2. Costs and Receipts to Be Common.* All costs incurred by the Association to satisfy any liability arising within, or caused by or in connection with, the common elements, or

caused by or in connection with the administration of the Condominium, shall be expenses of administration, and all sums received as proceeds of, or pursuant to, any insurance policy carried by the Association securing the interests of the Co-owners against liabilities or losses arising within, caused by or connected with, the common elements or the administration of the Condominium shall be receipts of administration.

*Section 3. Books of Account.* The Association shall keep or cause to be kept detailed books of account showing all expenditures and receipts (including both general and special expenses, and receipts of administration) concerning the administration of the Condominium. Such books of account shall specify the maintenance and repair expenses of the common elements and any other expenses incurred on behalf of the Association and Co-owners. The Co-owners and their mortgagees may inspect the books of account, records, and contracts at convenient times during normal working hours on normal working days at a place the Association designates. Whenever the Association has annual revenues greater than \$20,000.00 the books, records, and financial statements shall be audited or reviewed by a certified public accountant, as defined in section 720 of the occupational code, 1980 PA 299, MCL 339.720. The audit or review shall be performed in accordance with the statements on auditing standards or the statements on standards for accounting and review services, respectively, of the American institute of certified public accountants. The cost of such audit or review, and all accounting expenses, shall be an expense of administration. The Association may opt out of the requirements of an audit on an annual basis by an affirmative vote of a majority of its Co-owners by any means permitted under the Association's bylaws. Any institutional holder of a mortgage lien on any Condominium unit who so requests shall be given a copy of the audit report within ninety (90) days following the end of the Association's fiscal year. At least once a year, the Association shall prepare and distribute to each Co-owner a statement of its financial condition, the contents of which shall be defined by the Association.

*Section 4. Purchase Fee.* Each new co-owner shall pay a onetime fee equal to two (2) months regular monthly assessments. The fee will be used as directed by the Board of Directors.

*Section 5. Regular Monthly Assessments.* The Board of Directors shall establish an annual budget in advance for each fiscal year for the Condominium, and such budget shall contain the Board's estimate of the funds required to defray the expenses of administration for the forthcoming year, as those items are defined by these Bylaws, and all other common expenses. The budget also shall allocate and assess all such common charges against all Co-owners in accordance with the percentage of value allocated to each unit by the Master Deed, without increase or decrease for the existence of any rights to the use of limited common elements appurtenant thereto. The general common expenses shall consist, among other things, of such amounts as the Board may deem proper for the operation, management and maintenance of the Condominium property under the powers and duties delegated to it hereunder, and may include, without limitation, amounts to be set aside for working capital of the Condominium, for a general operating fund, for a reserve fund and for meeting any deficit in the common expense budget for any prior year. The budget shall establish an adequate reserve fund for maintenance, repair and replacement of the general and limited common elements. The Board shall advise each Co-owner in writing of the amount of common charges payable by him and shall furnish copies of each budget on which such common charges are based to all Co-owners, although failure to deliver a copy of the budget to each Co-owner shall not affect any Co-owner's liability for any existing or future assessments. Should the Board of Directors at any time determine, in its sole discretion, that the assessments levied are or may prove to be insufficient: (a) to pay the operation and management

costs of the Condominium, (b) to provide for the maintenance, repair or replacement of existing common elements, (c) to provide additions to the common elements not exceeding \$5,000.00 annually, or (d) to provide for emergencies, the Board may increase the general assessments or levy such additional assessment or assessments, and apportion them, as it deems necessary. Except for assessments of \$500.00, or less, per budget year, Co-owners shall pay all assessments levied in accordance with this Section 4 in twelve (12) equal monthly installments, commencing with acquisition of title to a unit by any means. Assessments \$500.00, or less, per budget year shall be paid by the Co-owners within thirty (30) days after the assessment has been invoiced to the Co-owners.

*Section 6. Special Assessments.* Special assessments, in addition to those provided for in Section 4 above, may be levied by the Board of Directors from time to time, following approval by the Co-owners as hereinafter provided, to meet other needs, requirements or desires of the Association, including, but not limited to: (a) assessments for capital improvements or additions to the common elements at a cost exceeding \$5,000.00 per year; (b) assessments to purchase a unit upon foreclosure of a lien for assessments, as described in Section 6 hereof; or (c) assessments for any other appropriate purpose not elsewhere herein described. Special assessments referred to in this Section 5 (but not including those assessments referred to in Section 4 above, which shall be levied in the sole discretion of the Board of Directors) shall not be levied without the prior approval of more than two-thirds (2/3) of all Co-owners in value and in number, which approval shall be granted only by a vote of the Co-owners taken at a meeting of the Co-owners called in accordance with the provisions of Article III hereof.

*Section 7. Collection of Assessments.* Each Co-owner, whether one or more persons, shall be and shall remain personally obligated for the payment of all assessments levied with regard to his unit during the time that he is the owner thereof, and no Co-owner may exempt himself from liability for his contribution toward the expenses of administration by waiver of the use or enjoyment of any of the common elements or by the abandonment of his unit. If any Co-owner defaults in paying the assessed common charges, interest at the maximum legal rate shall be charged on such assessment from the due date thereof and further penalties or proceedings may be instituted by the Board of Directors in its discretion. If such assessment, or any part thereof, is not paid on or before the due date established by the Board of Directors for such payment, then such payment shall be in default. The Board of Directors may, but need not, report such a default to any mortgagee of record. Any mortgagee of a Condominium unit may consider a default in the payment of any assessment a default in the payment of its mortgage. Unpaid assessments shall constitute a lien upon the unit prior to all other liens except tax liens and sums unpaid on a first mortgage of record. The Association may enforce collection of delinquent assessments by a suit at law for a money judgment or by foreclosure of the lien that secures payment of assessments. Each Co-owner, and every other person, except a first mortgagee, who from time to time has any interest in the Condominium shall be deemed to have granted to the Association the unqualified right to elect to foreclose such lien either by judicial action or by advertisement (in accordance with the provisions of Chapter 32 of the Michigan Revised Judicature Act, as amended). The provisions of Michigan law pertaining to foreclosure of mortgages by judicial action and by advertisement, as the same may be amended from time to time, are incorporated herein by reference for the purposes of establishing the alternative procedures to be followed in lien foreclosure actions and the rights and obligations of the parties to such actions. The Association is hereby granted what is commonly known as a "power of sale." Each Co-owner and every other person, except a first mortgagee, who from time to time has any interest in the Condominium shall be deemed to have authorized and



empowered the Association to sell or to cause to be sold at public auction the unit with respect to which the assessment is delinquent and to receive, hold and distribute the proceeds of such sale in accordance with the priorities established by applicable law. Each Co-owner acknowledges that when he acquired title to his unit, he was notified of the provisions of this section and that he voluntarily, intelligently and knowingly waived notice of any proceedings brought by the Association to foreclose by advertisement the lien for nonpayment of assessments and a hearing on the same prior to the sale of the subject unit. Notwithstanding the foregoing, neither a judicial foreclosure action nor a suit at law for a money judgment shall be commenced, nor shall any notice of foreclosure by advertisement be published, until ten (10) days have expired after the mailing, by certified mail, return receipt requested and postage prepaid, addressed to the delinquent Co-owner at his last known address, of a written notice that an assessment, or any part thereof, levied against his unit is delinquent and that the Association may invoke any of its remedies hereunder if the default is not cured within ten (10) days after the date of mailing. A written affidavit of an authorized representative of the Association that sets forth (a) the affiant's capacity to make the affidavit, (b) the statutory and other authority for the lien, (c) the amount outstanding (exclusive of interest, costs, attorneys' fees and future assessments), (d) the legal description of the subject unit, and (e) the name of the Co-owner of record, shall accompany such written notice. Such affidavit shall be recorded in the Office of the Ottawa County Register of Deeds prior to the commencement of any foreclosure proceeding, but it need not have been recorded as of the date of mailing the notice. If the delinquency is not cured within the ten (10) day period, the Association may take such remedial action as may be available to it hereunder or under Michigan law. In the event the Association elects to foreclose the lien by advertisement, the Association shall so notify the representative of the delinquent Co-owner designated in Article II, Section 3, above, and shall inform such representative that he may request a judicial hearing by bringing suit against the Association. The expenses incurred in collecting unpaid assessments, including interest, costs, reasonable attorneys' fees (not limited to statutory fees) and advances for taxes or other liens paid by the Association to protect its lien, shall be chargeable to the Co-owner in default and shall be secured by the lien on his unit. If any Co-owner defaults in the payment of any installment of the annual assessment levied against his unit, the Association shall have the right to declare all unpaid installments of the annual assessment for the pertinent fiscal year immediately due and payable. In a judicial foreclosure action, the court may appoint a receiver to collect a reasonable rental for the unit from the Co-owner owning it or any persons claiming under him, and each Co-owner hereby covenants to the appointment of such a receiver. The Association may also stop furnishing any services to a Co-owner in default upon seven (7) days' written notice to such Co-owner of its intent to do so. A Co-owner in default in the payment of any assessment shall not be entitled to vote at any meeting of the Association so long as such default continues.

If the holder of a first mortgage on a Condominium unit obtains title to the unit by foreclosing the mortgage, accepting a deed in lieu of foreclosure or similar remedy, or any other remedy provided in the mortgage, such person, and its successors and assigns, or other purchaser at a foreclosure sale, shall not be liable for unpaid assessments chargeable to the unit which became due prior to the acquisition of title to the unit by such person; provided, however, that such unpaid assessments shall be deemed to be common expenses collectible from all of the Co-owners, including such person, its successors and assigns, and that all assessments chargeable to the unit subsequent to the acquisition of title shall be the responsibility of such person as herein- before provided with respect to all Co-owners. When a Co-owner is in arrearage to the Association for assessments, the Association may give written notice of arrearage to any person occupying his unit

under a lease or rental agreement, and such person, 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. The deductions shall not be a breach of the rental agreement or lease by the occupant.

The Association may purchase a unit at any foreclosure sale hereunder.

**Section 8. Maintenance and Repair.** As provided in the Master Deed, the Association shall maintain and repair the general common elements, whether located inside or outside the units, and the limited common elements, to the extent set forth in the Master Deed. The costs thereof shall be charged to all the Co-owners as a common expense, unless necessitated by the negligence, misuse or neglect of a Co-owner, in which case such expense shall be charged to such Co-owner. The Association or its agent shall have access to each unit from time to time during reasonable working hours, upon notice to the occupant thereof, for the purpose of maintenance, repair or replacement of any of the common elements located therein or accessible therefrom. The Association or its agent shall also have access to each unit at all times without notice for making emergency repairs necessary to prevent damage to other units, the common elements, or both.

Each Co-owner shall provide the Association means of access to his unit and any limited common elements appurtenant thereto during all periods of absence, and if such Co-owner fails to provide a means of access, the Association may gain access in such manner as may be reasonable under the circumstances and shall not be liable to such Co-owner for any necessary damage to his unit or any limited common elements appurtenant thereto caused thereby or for the repair or replacement of any doors or windows damaged in gaining such access, the costs of which damage shall be borne by such Co-owner. Unless otherwise provided herein or in the Master Deed, damage to a unit or its contents caused by the repair or maintenance activities of the Association, or by the common elements, shall be repaired at the expense of the Association.

All other maintenance and repair obligations shall, as provided in the Master Deed, rest on the individual Co-owner. Each Co-owner shall maintain his unit and any limited common elements appurtenant thereto for which he has maintenance responsibility in a safe, clean and sanitary condition. Each Co-owner shall also use due care to avoid damaging any of the common elements, including, but not limited to, the telephone, water, gas, plumbing, electrical or other utility conduits and systems and any other elements in any unit which are appurtenant to or which may affect any other unit. Each Co-owner shall be responsible for damages or costs to the Association resulting from negligent damage to or misuse of any of the common elements by him, his family, guests, agents or invitees, unless such damages or costs are actually reimbursed from insurance carried by the Association, in which case there shall be no such responsibility (if reimbursement to the Association is excluded by virtue of a deductible provision, the responsible Co-owner shall bear the expense to the extent of the deductible amount, anything else in these Bylaws to the contrary notwithstanding). Any costs or damages to the Association that are herein or elsewhere in the Condominium Documents assigned to the individual Co-owner may be assessed to and collected from the responsible Co-owner in the manner provided for regular assessments in Article V, Section 4, hereof.

The provisions of this Section 7 shall be subject to those of Article VI, Sections 1-3, in the event of repair or replacement on account of a casualty loss.

**Section 9. Taxes.** All special assessments and property taxes shall be assessed against the individual units and not upon the total property of the Condominium or any part thereof. Each unit

shall be assessed a percentage of the total bill for such taxes and assessments equal to the percentage of value allocated to it in the Master Deed, and the Co-owners owning those units shall reimburse the Association for their unit's share of such bill within ten (10) days after they have been tendered a statement therefor.

*Section 10. Documents to Be Kept.* The Association shall keep current copies of the approved Master Deed, all amendments thereto, and all other Condominium Documents available for inspection at reasonable hours by Co-owners, prospective purchasers and prospective mortgagees of Condominium units.

*Section 11. Reserve for Major Repairs and Replacement.* The Association shall maintain a reserve fund for major repairs and replacement of common elements in an amount equal to at least ten percent (10%) of the Association's current annual budget on a noncumulative basis. Moneys in the reserve fund shall be used only for major repairs and replacement of common elements. **THE MINIMUM STANDARDS REQUIRED BY THIS SECTION MAY PROVE INADEQUATE FOR A PARTICULAR PROJECT.** The Association of Co-owners should carefully analyze the Condominium Project to determine if a greater amount should be set aside, or if additional reserve funds should be established for other purposes.

*Section 12. Statement of Unpaid Assessments.* Pursuant to the provisions of the Act, the purchaser of any unit may request a statement from the Association as to the outstanding amount of any unpaid assessments thereon, whether regular or special. Upon written request to the Association accompanied by a copy of the executed purchase agreement pursuant to which the purchaser holds a right to acquire a unit, the Association shall provide a written statement of such unpaid assessments as may exist or a statement that none exist, which statement shall be binding upon the Association for the period stated therein. Upon the payment of that sum within the period stated, the Association's lien for assessments as to such unit shall be deemed satisfied; provided, however, that the failure of a purchaser to request such statement at least five (5) days prior to the closing of the purchase of such unit shall render any unpaid assessments and the lien securing the same fully enforceable against such purchaser and the unit itself.

## **ARTICLE VI**

### **INSURANCE; REPAIR OR REPLACEMENT**

*Section 1. Insurance.* The Association shall carry all-risk property coverage and liability insurance (including, without limitation, Directors' and Officers' coverage), workers' compensation insurance, if applicable, and such other insurance coverage as the Board may determine to be appropriate with respect to the ownership, use and maintenance of the general and limited common elements of the Condominium and the administration of Condominium affairs. Such insurance shall be carried and administered in accordance with the following provisions:

(a) All such insurance shall be purchased by the Association for the benefit of the Association, the Co-owners and their mortgagees, as their interests may appear, and provision shall be made for the issuance of certificates of insurance with mortgagee endorsements to the mortgagees of Co-owners' units. It shall be each Co-owner's responsibility to obtain insurance coverage for his personal property located within his unit or elsewhere in the Condominium and for his personal liability for occurrences within his unit or upon limited common elements appurtenant to his unit, and also for alternative living expenses. The Association shall have

absolutely no responsibility for obtaining such coverage. The Association and all Co-owners shall use their best efforts to see that all property and liability insurance carried by the Association or any Co-owner shall contain appropriate provisions whereby the insurer waives its right of subrogation as to any claims against any Co-owner or the Association, and, subject to the provisions of Article V, Section 8, hereof, the Association and each Co-owner hereby waive, each as to the other, any right of recovery for losses covered by insurance. The liability of carriers issuing insurance obtained by the Association shall not, unless otherwise required by law, be affected or diminished on account of any additional insurance carried by any Co-owner, and vice versa.

(b) All common elements of the Condominium shall be insured against fire and other perils covered by a standard all-risk coverage endorsement in an amount equal to the maximum insurable replacement value, excluding foundation and excavation costs, as determined annually by the Board of Directors of the Association. Such coverage shall also include interior walls within any unit and the pipes, wires, conduits and ducts contained therein and shall further include all fixtures, equipment and trim within a unit which were furnished with the unit by the Developer (or such replacements thereof as do not exceed the cost of such original items as adjusted to replacement value as set forth in the insurance policy in effect when a loss is incurred). Any improvements a Co-owner makes within his unit shall be covered by insurance obtained by him at his expense; provided that, if the Association elects to include such improvements under its insurance coverage, any additional premium cost to the Association attributable thereto shall be assessed to and borne solely by said Co-owner and collected as a part of the assessment levied against said Co-owner under Article V, Section 4 hereof.

(c) Public liability insurance shall be carried in such limits as the Board may from time to time determine to be appropriate, and shall cover the Association, each Co-owner, director and officer thereof, and any managing agent.

(d) All premiums upon insurance policies purchased by the Association pursuant to these Bylaws shall be expenses of administration, except as otherwise provided in subsection (b) above.

(e) Proceeds of all insurance policies owned by the Association shall be received by the Association, held in a separate account, and distributed to the Association, the Co-owners and their mortgagees as their interests may appear; provided, however, whenever Section 3 of this Article requires the repair or reconstruction of the Condominium, any insurance proceeds received by the Association as a result of any loss requiring repair or reconstruction shall be applied for such purpose. Hazard insurance proceeds shall never be used for any purpose other than for repair, replacement or reconstruction of the project unless all of the holders of mortgages on units in the Condominium have given their prior written approval.

(f) All insurance carried by the Association shall, to the extent possible, provide for cross-coverage of claims by one insured against another.

(g) Fidelity bonds may be required by the Board of Directors from all persons handling or responsible for Association funds, the amount of such bonds shall be determined by the Board in its sole discretion, and the premium for such bonds shall be a general expense of the Association.

*Section 2. Appointment of Association.* Each Co-owner, by ownership of a unit in the Condominium, shall be deemed to appoint the Association as his true and lawful attorney-in-fact to act in connection with all matters concerning insurance pertinent to the Condominium and the

common elements thereof. Without limitation on the generality of the foregoing, the Association as said attorney shall have full power and authority to purchase and maintain such insurance, to collect and remit premiums therefor, to collect proceeds and to distribute the same to the Association, the Co-owners and respective mortgagees, as their interests may appear (subject always to the Condominium Documents), to execute releases of liability, and to execute all documents and to do all things on behalf of such Co-owners and the Condominium as shall be necessary or convenient to accomplish the foregoing.

*Section 3. Reconstruction or Repair.* If any part of the Condominium shall be damaged, the determination of whether or not, and how, it shall be reconstructed or repaired shall be made in the following manner:

(a) If a common element or a unit is damaged, such property shall be rebuilt or repaired if any Condominium unit is tenantable, unless the Co-owners unanimously vote that the Condominium shall be terminated and each holder of a mortgage lien on any Condominium unit has given its prior written approval of such termination.

(b) If the Condominium is so damaged that no unit is tenantable, and if each holder of a mortgage lien on any unit in the Condominium has given its prior written approval to the termination of the Condominium, the damaged property shall not be rebuilt and the Condominium shall be terminated, unless all the Co-owners in value and in number agree to reconstruction by vote or in writing within ninety (90) days after the destruction.

(c) Any reconstruction or repair shall be performed substantially in accordance with the Master Deed and the plans and specifications for the Condominium to a condition as similar as possible to the condition existing prior to damage, unless the Co-owners and each holder of a mortgage lien on any Condominium unit shall unanimously decide otherwise.

(d) If the damage is only to a part of a unit which it is the responsibility of a Co-owner to maintain and repair, it shall be the responsibility of the Co-owner to repair such damage in accordance with subsection (e) hereof. In all other cases, the responsibility for reconstruction and repair shall be that of the Association. The Association promptly shall notify each holder of a mortgage lien on any of the Condominium units if any unit or any part of the common elements is substantially damaged or destroyed.

(e) Each Co-owner shall be responsible for the reconstruction and repair of the interior of his unit, including, but not limited to, floor coverings, wall coverings, window shades, draperies, interior walls (but not any common elements therein), interior trim, furniture, light fixtures and all appliances, whether freestanding or built-in, and items deemed to be the responsibility of the individual Co-owner by Article V. C. of the Master Deed. If damage to interior walls within a unit or to pipes, wires, conduits, ducts or other common elements therein is covered by insurance held by the Association, then the reconstruction or repair thereof shall be the responsibility of the Association in accordance with subsection (g), except the Co-owner shall be responsible for the insurance policy deductible. If any other interior portion of a unit, or item therein, is covered by insurance held by the Association for the benefit of the Co-owner, the Co-owner shall be entitled to receive the proceeds of insurance relative thereto, and if there is a mortgagee endorsement, the proceeds shall be payable to the Co-owner and the mortgagee jointly, without any change to the obligations set forth in this subsection (e).

(f) The Association shall be responsible for the reconstruction and repair of the

common elements, and for any incidental damage to a unit and the contents thereof caused by such common elements or the reconstruction or repair thereof. Immediately after a casualty occurs causing damage to property for which the Association has the responsibility of maintenance, repair and reconstruction, the Association shall obtain reliable and detailed estimates of the cost to return the damaged property to a condition as good as that existing before the damage.

(g) Any insurance proceeds received, whether by the Association or a Co-owner, shall be used for reconstruction or repair when reconstruction or repair is required by these Bylaws. If the insurance proceeds are not sufficient to pay the estimated costs of reconstruction or repair required to be performed by the Association, or if at any time during such reconstruction or repair, or upon completion of such reconstruction or repair, the funds for the payment of the costs thereof are insufficient, assessments shall be made against all Co-owners for the cost of reconstruction or repair of the damaged property in sufficient amounts to provide funds to pay the estimated or actual cost of repair. Such assessments shall be levied in the same manner as the regular monthly assessments, as set forth in Article V, Section 4, hereof.

*Section 4. Eminent Domain.* The following provisions shall control upon any taking by eminent domain:

(a) The Association, acting through its Board of Directors, may negotiate on behalf of all Co-owners for any taking of common elements. Any negotiated settlement shall be subject to the approval of more than two-thirds (2/3) of the Co-owners in number and in value and shall thereupon be binding on all Co-owners.

(b) If an entire unit is taken by eminent domain, the award for such taking shall be paid to the Association for the benefit of the owner of such unit and the mortgagee thereof, as their interests may appear. After acceptance of such award by the Co-owner and his mortgagee, they shall be divested of all interest in the Condominium. The undivided interest in the common elements belonging to the Co-owner whose unit has been taken shall thereafter appertain to the remaining units, including those restored or reconstructed under the provisions of this section.

(c) If any condemnation award shall become payable to any Co-owner whose unit is not wholly taken by eminent domain, then such award shall be paid by the condemning authority to the Association on behalf of such Co-owner and his mortgagee, as their interests may appear. If only a part of any unit is taken, the Association shall, if practical, use the award to rebuild the same to the extent necessary to make it habitable and remit the balance of the condemnation proceeds attributable to such unit to the owner and mortgagee thereof, as their interests may appear.

(d) If any portion of the Condominium other than any unit is taken, the condemnation proceeds relative to such taking shall be paid to the Association, and the affirmative vote of more than fifty percent (50%) of the Co-owners in number and in value at a meeting duly called shall determine whether to rebuild, repair or replace the portion so taken or to take such other action as they deem appropriate. If no such affirmative vote is obtained, such condemnation proceeds shall be remitted to the Co-owners and their respective mortgagees, as their interests may appear, in accordance with their respective percentages of value set forth in Article VI of the Master Deed.

(e) If the Condominium Project continues after a taking by eminent domain, then the remaining portion of the Condominium Project shall be resurveyed and the Master Deed amended accordingly, and, if any unit shall have been taken, then Article VI of the Master Deed shall be amended to reflect such taking and to proportionately readjust the percentages of value of the

remaining Co-owners based upon a continuing value for the Condominium of one hundred percent (100%). Such amendment may be effected by an officer of the Association duly authorized by the Board of Directors without the necessity of execution or specific approval thereof by any Co-owners, but only with the prior written approval of all holders of mortgage liens on individual units in the project.

(f) If any Condominium unit, or any portion thereof, or the common elements or any portion thereof, is made the subject matter of any condemnation or eminent domain proceeding or is otherwise sought to be acquired by a condemning authority, the Association promptly shall so notify each holder of a mortgage lien on any of the Condominium units.

(g) If the taking of a portion of a Condominium unit makes it impractical to rebuild the partially taken unit to make it habitable, then the entire undivided interest in the common elements appertaining to that Condominium unit shall thenceforth appertain to the remaining Condominium units, and shall be allocated to them in proportion to their respective undivided interests in the common elements. The remaining portion of that Condominium unit shall thenceforth be a common element.

(h) Votes in the Association of Co-owners and liability for future expenses of administration appertaining to a Condominium unit taken or partially taken (as provided in subsection (g) hereof) by eminent domain shall thenceforth appertain to the remaining Condominium units, and shall be allocated to them in proportion to their relative voting strength by value in the Association.

*Section 5. Construction Liens.* The following provisions shall control the circumstances under which construction liens may be applied against the Condominium or any unit thereof:

(a) Except as provided below, a construction lien for work performed on a Condominium unit or upon a limited common element may attach only to the unit upon or for the benefit of which the work was performed.

(b) A construction lien for work authorized by the Developer and performed upon the common elements may attach only to units owned by the Developer at the time of recording of the claim of lien.

(c) A construction lien for work authorized by the Association may attach to each unit only to the proportional extent that the Co-owner owning the unit is required to contribute to the expenses of administration as provided by the Condominium Documents.

(d) A construction lien may not arise or attach to a unit for work performed on the common elements not contracted for by the Developer or the Association.

If a Co-owner is advised or otherwise learns of a purported construction lien contrary to the foregoing, he shall immediately notify the Board of Directors. Upon learning of the purported construction lien, the Board shall take appropriate measures to remove any cloud on the title of units improperly affected thereby.

*Section 6. Notice to FHLMC.* If any mortgage in the Condominium is held by the Federal Home Loan Mortgage Corporation ("FHLMC"), then the Association shall give FHLMC written notice at such address as it may, from time to time, direct of any loss to or taking of the common elements of the Condominium, if the loss or taking exceeds Ten Thousand Dollars (\$10,000) in amount.

*Section 7. Mortgagees.* Nothing contained in the Condominium Documents shall be construed to give a Condominium unit owner, or any other party, priority over any rights of mortgagees of Condominium units pursuant to their mortgages in the case of a distribution to Condominium unit owners of insurance proceeds or condemnation awards for losses to or a taking of Condominium units, common elements or both.

## **ARTICLE VII**

### **USE AND OCCUPANCY RESTRICTIONS; ENFORCEMENT**

*Section 1. Establishment of Restrictions.* In order to provide for congenial occupancy of the Condominium, and for the protection of the value of the units, the use of Condominium property shall be subject to the following limitations:

(a) No Condominium unit shall be used for other than single family residential purposes and the common elements shall be used only for purposes consistent with the use of single-family residences. A family shall mean one person or a group of two or more persons related by bonds of consanguinity, marriage or legal adoption or a functional family which means a group of two or more people, including their children and children domiciled with them, having a relationship which is functionally equivalent to a family. The relationship must be of a permanent and distinct character with a demonstrable and recognizable bond characteristic of a cohesive unit. Functional family does not include a group of individuals where the common living arrangement or basis for the establishment of the housekeeping unit is temporary. The definition of family shall not be construed in a manner that is discriminatory on the basis of familial status or marital status, as defined by the Fair Housing Act and the Elliott-Larsen Civil Rights Act. The Keating Memorandum standards, as set forth in Federal Register/Vol. 63, No. 245, as may be amended, shall be used to establish occupancy standards. Excepted from this limitation are persons requiring in-home care for medical or age reasons and who submit appropriate medical information to the Board of Directors for the Board of Directors review to determine if the exception is valid and not for purposes of avoiding this limitation.

(b) No person may occupy a Unit, whether as owner or Co-owner of the household, licensee or regular guest whose name is on any State Sex Offender Registry. If this provision is violated, the Association shall give notice to the Co-owner that such occupancy is in violation of this paragraph. The Co-owner must give the Association adequate assurances that the violation has been cured and that all future occupancies shall comply with this paragraph.

If adequate assurance is not given or the person is not removed from the Unit, the Association shall have the right to place the Unit for sale as agent for the Co-owner. The sales price and terms of sale shall be in the sole discretion of the Board of Directors of the Association. The net proceeds of the sale will be paid to the Co-owner and the mortgagee of the Co-owner's unit, if there is a mortgagee.

The Board of Directors may waive this provision upon written application by a Co-owner, or potential Co-owner. The Board of Directors may revoke the waiver at any time. If the Board of Directors revokes the waiver the sex offender shall have thirty (30) days to vacate the unit. If the sex offender does not vacate the unit the Association shall have the right to commence eviction proceedings and/or sale of the unit as set forth herein and this shall be a default subject to the remedy provisions of Article XII.



(c) No Co-owner shall alter the exterior appearance or structurally modify his unit (including interior walls through or in which there exist easements for support or utilities) or change any of the limited or general common elements from the way it or they were originally constructed by the Developer, including, without limitations, painting the exterior or erecting antennae, lights, aerials, awnings, doors, shutters or other exterior attachments or modifications, installation of fireplace vents, nor shall any Co-owner damage, modify or make attachments to common element walls between units, which alterations in any way impair the sound-conditioning properties thereof, without the express written approval of the Board of Directors. The Board of Directors, in its sole discretion, may disapprove any such request. However, it may only approve such alterations as do not impair the structural soundness, safety, utility, integrity or appearance of the Condominium. The Board of Directors may appoint an Environmental Control Committee and may delegate to it responsibility for establishing rules relating to the appearance of units and common areas, and the approval of the construction, maintenance and repair thereof. Even after approval, a Co-owner shall be responsible for all damages to any other units and their contents or to the common elements resulting from any such alteration.

(d) No unlawful or offensive activity shall be carried on in any unit or upon the limited or general common elements, nor shall anything be done which may be or become an annoyance or a nuisance to the Co-owners, nor shall any unreasonably noisy activity be carried on in any unit or on the common elements. No Co-owner owning any unit shall do or permit anything to be done or keep or permit to be kept in his unit or on the common elements anything that will increase the insurance rate on the Condominium without the written approval of the Association. Each Co-owner who is the cause thereof shall pay to the Association the increased cost of insurance premiums resulting from any such activity or the maintenance of any such condition.

(e) Neither the limited nor general common elements shall be used to store supplies, materials, personal property, trash or refuse of any kind, except as designated by the Association. Trash receptacles shall be maintained in areas designated therefore at all times and shall not be permitted elsewhere on the common elements except for such short periods of time as may be reasonably necessary to permit the periodic collection of trash unless written permission is given by the Board of Directors. In general, no activity shall be carried on nor condition maintained by a Co-owner, either in his unit or upon the common elements, which unreasonably spoils the appearance of the Condominium.

(f) Sidewalks, yards, landscaped areas, driveways, roads, parking areas, halls, stairs and, in general, all of the common elements, shall not be obstructed in any way nor shall they be used for purposes other than for which they are reasonably and obviously intended. No bicycles, vehicles, chairs or benches may be left unattended on or about the common elements, without the prior written consent of the Board of Directors.

(g) No Co-owner shall use, or permit any occupant, agent, employee, invitee, guest or Co-owner of his family to use, any firearms, air rifles, pellet guns, BB guns, bows and arrows or other similar dangerous weapons, projectiles or devices anywhere on or about the Condominium Premises.

(h) No signs or other advertising devices shall be displayed which are visible from the exterior of a residential unit or on the common elements, including "For Sale" signs, without written permission from the Association, which permission shall not be unreasonably withheld.

(i) No Co-owner shall perform any landscaping or plant any trees, shrubs or flowers

or place any ornamental materials upon the common elements without the express written approval of the Board of Directors.

(k) No unsightly condition shall be maintained upon any balconies, porches or decks and only furniture and equipment consistent with ordinary balcony, porch or deck use shall be permitted to remain there during seasons when such areas are reasonably in use, and no furniture or equipment of any kind shall be stored in such areas during seasons when they are not reasonably in use.

(l) No animal shall be kept at the Condominium except for not more than two common indoor household pets, such as dogs and cats, per unit and animals used to assist handicapped persons. Such pets may not be kept or bred for any commercial purpose and shall have such care and restraint so as not to be obnoxious or offensive on account of noise, odor or unsanitary conditions. No savage or dangerous animal, such as pit bulls, shall be kept. No such pets may be permitted to run loose or be left unattended and tethered upon the common elements, limited or general. The owner of any pet present at the Condominium shall be responsible for cleaning up after it. Deposits of fecal matter shall be immediately removed by the owner of the pet dropping them. The Association may charge all Co-owners maintaining animals a reasonable additional assessment to be collected in the manner provided in Article V, Section 6, of these Bylaws if the Association determines such assessment necessary to defray the maintenance cost to the Association of accommodating animals within the Condominium. The Association may, without liability to the owner thereof, remove or cause to be removed, any animal from the Condominium which it determines to be in violation of the restrictions imposed by this Section. The Association shall have the right to require that any pets be registered with it and may adopt such additional reasonable rules and regulations with respect to animals as it may deem proper. Any person who causes an animal to be brought or kept in the Condominium shall indemnify and hold harmless the Association from any damage, loss or liability which might accrue to the Association as a result of the presence of such animal in the Condominium, regardless of whether the animal's presence is permitted.

(m) Garages are assigned as provided in the Condominium documents to particular units, and any parking space once assigned to said unit shall thereafter be reserved to the use of the unit to which it was originally assigned and to the exclusion of the other units. Any nonassigned parking area shall be for the general use of the Co-owners and their guests. In the event a shortage of parking spaces arises, the Association may allocate or assign parking spaces from time to time on an equitable basis. No house trailers, commercial vehicles, campers, camping vehicles, camping trailers, snowmobiles, snowmobile trailers or motor vehicles or trailers other than automobiles may be parked or stored on the Condominium premises, unless parked in an area specifically designated therefor by the Association; provided, however, that campers and similar vehicles may be kept at the Condominium for a period of less than twenty-four (24) hours without obtaining the Association's prior written approval. Commercial vehicles and trucks shall not be parked in or about the Condominium (except as provided above) unless while making deliveries or pickups in the normal course of business. Boat trailers and boats may be parked in accordance with the rules and regulations by the Board of Directors from time to time. Additional restrictions regarding garages, parking are as follows:

(i) Transfer of garages is not permitted unless approved by the Board of Directors and such transfer, if permitted, shall be transferred in compliance with the Michigan Condominium Act, as amended.

(ii) Each Co-owner shall Park his or her automobile or other motor vehicle used for personal transportation in his or her assigned garage. One additional motor vehicle used for personal transportation on a daily basis may be parked in a general common element parking space.

(iii) Co-owners are required to keep the garage doors closed unless working in the garage area.

(iv) The Board of Directors may require the registration of all motor vehicles used for personal transportation which are kept on the condominium premises.

(v) Nonresident motor vehicles may not be parked at Belmont square for longer than one week without Board of Directors approval. The Board of Directors reserves the right to charge for use of a parking space by nonresidents for a period longer than one week.

(vi) Motorcycles are not permitted upon the condominium project unless a Co-owner is given permission to own and park a motorcycle by the Board of Directors. If permission is given then the motorcycle shall be subject to the bylaws set forth herein as any other motor vehicle.

(vii) No motor vehicles which are not licensed and in operating condition shall be permitted at any time.

(n) Except as permitted in ARTICLE VIII No Co-owner may lease or rent his unit or allow occupancy by anyone not a member of the Co-owner's immediate family. Occupancy defined as anyone who occupies or resides in a unit for a period of sixty (60) days or more during a period of twelve (12) month consecutive months.

(o) None of the restrictions contained in this Article VII shall apply to the Association in furtherance of its powers and purposes set forth herein and in its Articles of Incorporation and Bylaws as the same may be amended from time to time.

(p) Reasonable regulations consistent with the Act, the Master Deed and these Bylaws concerning the use of the common elements may be made and amended from time to time by any Board of Directors of the Association. Copies of all such regulations and amendments thereto shall be furnished to all Co-owners and shall become effective ten (10) days after mailing or delivery thereof to the designated voting representative of each Co-owner. Any such regulation or amendment may be revoked at any time by the affirmative vote of more than fifty percent (50%) of all Co-owners in number and in value at any duly convened meeting of the Association.

*Section 2. Enforcement.* Failure to comply with any of the terms of the Act, the Master Deed, these Condominium Bylaws, the Articles of Incorporation, Bylaws or Rules and Regulations of the Association, shall be grounds for relief, which may include, without limitation, an action to recover sums due for such damages, injunctive relief, and any other remedy that may be appropriate to the nature of the breach. The failure of the Association to enforce any right, provision, covenant or condition which may be granted by the Act, the Master Deed, these Condominium Bylaws, the Articles of Incorporation, Bylaws or Rules and Regulations of the Association shall not constitute a waiver of the right of the Association to enforce such right, provision, covenant or condition in the future.

## **ARTICLE VIII**

### **LEASING**

*Section 1. Notice of Desire and Intent.* A Co-owner who desires to rent or lease his Condominium unit for any term shall provide notice of such desire to the Board of Directors at least fifteen (15) days before presenting a lease form to a potential lessee. At the same time, the Co-owner shall provide to the Board a copy of the exact lease form proposed so that the Board may review it for compliance with the Condominium Documents. Tenants and non-Co-owner occupants shall comply with all of the conditions of the Condominium Documents and all of the provisions of the Act, and all leases and rental agreements shall so state. The Board shall advise the Co-owner of any deficiencies in the lease form, and the Co-owner shall correct such deficiencies as directed by the Board before presenting a copy of the lease form to a potential lessee. The Board shall respond within fifteen (15) days of the receipt of the lease form with its approval or denial of the right to lease. The Board may refer this function to its managing agent.

*Section 2. Additional Restrictions on Leasing.*

(a) *Number of Units Which May Be Leased.* Not more than five (5) units in the Condominium Project shall be rented or leased at any one time. The units leased as of the effective date of this Amended and Restated Master Deed shall be considered as having given notice of intent to lease as set forth in the first paragraph of Section 1.

(b) *Procedures for Leasing.*

(i) A Co-owner shall notify the Board of the Co-owner's intent to lease the Unit prior to making the Unit available for rent or lease.

(ii) If five (5) units have been rented or leased, the Board will notify the Co-owner within fifteen (15) days after receipt of the notice of intent to lease that the unit cannot be leased. If the Co-owner is denied the right to lease because the maximum number of units shall be rented or leased, the Board will place the Co-owner's name on a list of Co-owners wishing to rent or lease. Those Co-owners on the list will be granted the right to lease by date of notice of intent to lease. The Co-owner with the oldest notice of intent to lease will receive the next available right to lease.

(iii) For leases in effect as of the date of this amended bylaw or future leases, thirty (30) days before the lease with a current lessee expires, the Co-owner will notify the Board of Directors the Co-owner's intent to continue to lease with the current lessee. The Co-owner will have the right to continue to lease the unit to the current lessee. If the Co-owner does not lease to the same lessee, as aforesaid, the Co-owner shall file a notice of intent to lease and will be added to the list as set forth in (b) ii of this Section.

(iv) Tenant shall review the master deed with condominium bylaws and rules and regulations prior to entering into the lease and shall provide a written acknowledgment, in a form provided by the association, that tenant has reviewed the master deed, condominium bylaws and rules and regulations.

(v) Copies of the signed lease and any related documents shall be provided by the Co-owner to the Board within fifteen (15) days after the lease has been signed by tenant.

(c) *Violation of Leasing Provisions.* If a Co-owner leases the unit in violation of these Bylaws, the lease will be void; the tenant will be evicted from the Unit; and the Co-owner will be subject to fines and any other relief available as set forth in ARTICLE XI of the Condominium Bylaws.

(d) *Occupancy.* A Co-owner shall not lease a unit until the Co-owner has occupied the unit for at least one (1) year. In the event of the death of a Co-owner, the Board of Directors may grant a waiver of the one-year occupancy requirement provided that such a lease does not exceed the maximum of five (5) units that can be leased at one time. Occupancy by a Co-owner shall be considered occupancy if the Co-owner occupies the unit as the Co-owner's residence on a full time basis, subject to reasonable vacations, or uses the unit as a second residence and uses the unit on weekends and/or seasonally.

(e) *Entire Unit Leasing and Length of Leases.* A Co-owner may lease or rent his unit or allow occupancy by anyone not a Co-owner of the Co-owner's immediate family only in accordance with this Article VIII. No portion of a unit may be rented, no transient tenants may be accommodated, and no tenant of a unit shall be permitted to occupy a unit, except under written lease, the initial term of which is at least one (1) year, unless specifically approved in writing by the Board of Directors. Anyone not an immediate family Co-owner shall be a tenant and all provisions of this Article VIII shall apply to an occupant. Excepted from this is occupancy by a person who occupies a Condominium Unit for a period of less than 30 consecutive days and 60 days in a 12 consecutive months or if the Board of Directors has given its written approval for a longer period of time.

(f) *Leasing Fee.* A Co-owner shall pay a leasing fee to the Association equal to one month's assessment for a lease to a new tenant(s).

### *Section 3. Non-Co-owner Compliance.*

(a) *Compliance by non-Co-owners.* All non-Co-owner occupants shall comply with all of the terms and conditions of the Condominium Documents and the provisions of the Act.

(b) *Failure of Non-Co-owner to comply with Condominium Documents.* If the Association determines that a non-Co-owner occupant has failed to comply with the conditions of the Condominium Documents, or the provisions of the Act, the Association shall take the following action:

(i) The Association shall initially try to resolve the matter with the occupant. If that fails, the Board of Directors will advise the appropriate Co-owner of the alleged violation by a person occupying the Co-owner's Unit. The Association shall advise the appropriate Co-owner by certified mail of the alleged violation by a person occupying the Co-owner's Unit.

(ii) The Co-owner shall have fifteen (15) days after receipt of the notice to investigate and correct the alleged breach or advise the Association that a violation has not occurred.

(iii) If after fifteen (15) days the Association believes that the alleged breach has not been cured or may be repeated it may institute, on its behalf, an action for eviction against the non-Co-owner occupant and, simultaneously, for money damages against the Co-owner and non-Co-owner occupant for breach of the conditions of the Condominium Documents or of the Act. The relief set forth in this section may be by any appropriate proceeding. The Association may hold both the non-Co-owner occupant and the Co-owner liable for any damages caused to the

Condominium and the Co-owner shall be responsible for costs incurred by the Association, including reasonable attorney fees. In addition the Co-owner may be fined by the Association, as set forth in Article XIII.

(c) *When a Co-owner is in arrearage to the Association for assessments.* When a Co-owner is in arrearage to the Association for assessments, the Association may give written notice of the arrearage to the tenant occupying a Co-owner's unit under a lease arrangement or rental agreement and the tenant, after receiving such notice, shall deduct from rental payments due the Co-owner the full arrearage and future assessments as they fall due and shall pay the Association. Such deduction shall not be a breach of the rental agreement or lease by the tenant.

## **ARTICLE IX**

### **MORTGAGES**

*Section 1. Mortgage of Units.* No Co-owner owning any unit may mortgage his unit or any interest therein without the approval of the Association except to a bank, pension fund, insurance company, savings and loan association, credit union or other institutional lender. The approval of any other mortgage may be arbitrarily withheld; provided, that nothing herein shall be construed to prevent a Co-owner from accepting a purchase money mortgage or land contract from a subsequent approved purchaser.

*Section 2. Notice of Mortgage.* A Co-owner who mortgages a unit shall notify the Association of the name and address of his mortgagee and shall file a conformed copy of the note and mortgage with the Association, which shall maintain such information in a book entitled "Mortgages of Units."

*Section 3. Notice of Default.* The Association shall give to the holder of any mortgage covering any unit in the project written notification of any default in the performance of the obligations of the Co-owner owning such unit that is not cured within sixty (60) days.

*Section 4. Notice of Insurance.* The Association shall notify each mortgagee appearing in said book of the name of each company insuring the Condominium against fire, perils covered by extended coverage, and vandalism and malicious mischief and the amounts of such coverage.

*Section 5. Notice of Meetings.* Upon request submitted to the Association, any institutional holder of a mortgage lien on any unit in the Condominium shall be entitled to receive written notification of every meeting of the Co-owners of the Association and to designate a representative to attend such meeting.

*Section 6. Acquisition of Title by Mortgagee.* As provided in Article V, Section 6, any first mortgagee who obtains title to a unit pursuant to the remedies provided in the mortgage, or a deed in lieu thereof, shall not be liable for such unit's unpaid assessments which accrue prior to acquisition of title by the first mortgagee.

## **ARTICLE X**

### **AMENDMENTS**

*Section 1. Proposal.* Amendments to these Bylaws may be proposed by the Board of Directors of the Association acting upon the vote of a majority of the Directors or by one-third (1/3) or more

in number of the Co-owners by an instrument in writing signed by them.

*Section 2. Meeting to Be Held.* If such an amendment is proposed, a meeting for consideration of the same shall be duly called in accordance with the provisions of the Condominium Documents.

*Section 3. Vote Required.* These Condominium Bylaws may be amended by an affirmative vote of two-thirds (2/3) of all Co-owners in number and in value and two-thirds (2/3) of all mortgagees at any regular meeting, or at a special meeting called for such purpose. For purposes of such voting, each mortgagee shall have one (1) vote for each mortgage held.

*Section 4. Amendments Not Materially Changing Condominium Bylaws.* The Board of Directors may enact amendments to these Condominium Bylaws without the approval of any Co-owner or mortgagee, provided that such amendments shall not materially alter or change the rights of a Co-owner or mortgagee.

*Section 5. Effective Date.* Any amendment to these Bylaws (but not the Association Bylaws) shall become effective upon the recording of such amendment in the Office of the Register of Deeds in the county where the Condominium is located. Without the prior written approval of all holders of mortgage liens on any unit in the Condominium, no amendment to these Bylaws shall become effective which involves any change, direct or indirect, in Article I, Section 2; Article IV, Sections 2 and 3; Article V, Sections 3, 4 and 6; Article VI; Article IX; and Article X, Sections 3 and 6; or to any other provision hereof that alters or changes materially the rights of any Co-owner or mortgagee.

*Section 6. Costs of Amendment.* Any person causing or requesting an amendment to these Condominium Bylaws shall be responsible for the costs and expenses of considering, adopting, preparing and recording such amendment; provided, however, that such costs and expenses relating to amendments adopted pursuant to Article X, Section 3, or pursuant to a decision of the Advisory Committee shall be expenses of administration.

*Section 7. Notice; Copies of Amendment.* Co-owners and mortgagees of record of Condominium units shall be notified of proposed amendments not less than ten (10) days before the amendment is recorded. A copy of each amendment to these Condominium Bylaws shall be furnished to every Co-owner after recording; provided, however, that any amendment to these Bylaws that is adopted in accordance with this Article or the Act shall be binding upon all persons who have an interest in the project irrespective of whether such persons actually receive a copy of the amendment.

## **ARTICLE XI**

### **DEFINITIONS**

All terms used herein shall have the same meanings as set forth in the Act or as set forth in the Master Deed to which these Condominium Bylaws are attached as an exhibit.

## **ARTICLE XII**

### **REMEDIES FOR DEFAULT**

*Section 1. Relief Available.* Any default by a Co-owner shall entitle the Association or another

Co-owner or Co-owners to the following relief:

(a) Failure to comply with any of the terms or conditions of the Condominium Documents shall be grounds for relief, which may include, without limitation, an action to recover sums due for damages, for injunctive relief, for foreclosure of lien (if in default in payment of an assessment) or any combination thereof, and such relief may be sought by the Association, or, if appropriate, by an aggrieved Co-owner or Co-owners.

(b) In any proceeding arising because of an alleged default by any Co-owner, the Association, if successful, shall be entitled to recover the costs of the proceeding and such reasonable attorneys' fees (not limited to statutory fees) as may be determined by the Court, but in no event shall any Co-owner be entitled to recover such attorneys' fees.

(c) Such other reasonable remedies as provided in the rules and regulations promulgated by the Board of Directors, including, without limitation, the levying of fines against Co-owners after notice and opportunity for hearing, as provided in the Association rules and regulations, and the imposition of late charges for nonpayment of assessments.

(d) The violation of any of the provisions of the Condominium Documents shall also give the Association or its duly authorized agents the rights set forth above, to enter, where reasonably necessary, upon the limited or general common elements, or into any unit, and summarily remove and abate, at the expense of the violating Co-owner, any structure, thing or condition existing or maintained contrary to the provisions of the Condominium Documents.

*Section 2. Failure to Enforce and Action by Co-owner.* The failure of the Association or of any Co-owner to enforce any right, provision, covenant or condition which may be granted by the Condominium Documents shall not constitute a waiver of the right of the Association or of any such Co-owner to enforce such right, provision, covenant or condition in the future. If a Co-owner brings an action against the Association to enforce the Condominium Documents or for any other reason and does not prevail, the Association, shall be entitled to recover the costs of the proceeding and such reasonable attorneys' fees (not limited to statutory fees) as may be determined by the Court, but in no event shall any Co-owner be entitled to recover such attorneys' fees.

*Section 3. Rights Cumulative.* All rights, remedies and privileges granted to the Association or any Co-owner or Co-owners pursuant to any terms, provisions, covenants or conditions of the Condominium Documents shall be deemed to be cumulative, and the exercise of any one or more shall not be deemed to constitute an election of remedies, nor shall it preclude the party exercising the same from exercising such other and additional rights, remedies or privileges as may be available to such party at law or in equity.

*Section 4. Hearing.* Prior to the imposition of any fine or other penalty hereunder, the offending Co-owner shall be given a reasonable opportunity to appear before the Board and be heard. Following any such hearing the Board shall prepare a written decision and place it in the permanent records of the Association.

### **ARTICLE XIII**

#### **ARBITRATION**

*Section 1. Submission to Arbitration.* Any dispute, claim or grievance arising out of or relating to the interpretation or application of the Master Deed, Bylaws or Management



Agreement, if any, or to any disputes, claims or grievances arising among or between the Co-owners or between such Co-owners and the Association shall, upon the election and written consent of all the parties to any such dispute, claim or grievance, and written notice to the Association, be submitted to arbitration, and the parties thereto shall accept the arbiter's decision as final and binding, and it shall be enforceable against the party in a court of competent jurisdiction. The Commercial Arbitration Rules of the American Arbitration Association, as amended and in effect from time to time hereafter, shall be applicable to such arbitration.

The arbiter may be either an attorney acceptable to both parties or a panel of three (3) individuals, at least one (1) of whom shall be an attorney. The panel shall be composed of one (1) individual appointed by the Co-owner and one (1) individual appointed by the Board of Directors of the Association. These two panelists will then promptly agree on the third Co-owner of the panel. No Co-owner who is a natural person may appoint himself or a Co-owner of his household to the panel. No corporate Co-owner may appoint one of its directors, officers, shareholders or employees to the panel. Neither may a Co-owner serve on behalf of the Board.

The arbitration costs shall be borne by the losing party to the arbitration. The arbiter may require a reasonable deposit to ensure payment of costs. Such deposit shall be placed in escrow in the name of the arbiter as trustee in the name of the matter at issue.

*Section 2. Effect of Election.* Election by Co-owners or the Association to submit any such dispute, claim or grievance to arbitration shall preclude such parties from litigating such dispute, claim or grievance in the courts. Any appeal from an arbitration award shall be deemed a statutory appeal.

*Section 3. Preservation of Rights.* No Co-owner shall be precluded from petitioning the courts to resolve any dispute, claim or grievance in the absence of election to arbitrate.

## **ARTICLE XIV**

### **SEVERABILITY**

If any of the terms, provisions, or covenants of these Bylaws or the Condominium Documents are held to be partially or wholly invalid or unenforceable for any reason whatsoever, such holding shall not affect, alter, modify or impair in any manner whatsoever any of the other terms, provisions or covenants of such documents or the remaining portions of any terms, provisions or covenants held to be partially invalid or unenforceable.

## **ARTICLE XV**

### **CONFLICTING PROVISIONS**

In the event of a conflict between the provisions of the Act (or other laws of the State of Michigan) and any Condominium Document, the Act (or other laws of the State of Michigan) shall govern. In the event of any conflict between the provisions of any one or more Condominium Documents, the following order of priority shall prevail, and the provisions of the Condominium Document having the highest priority shall govern:

- (1) the Master Deed, including the Condominium subdivision Plan;

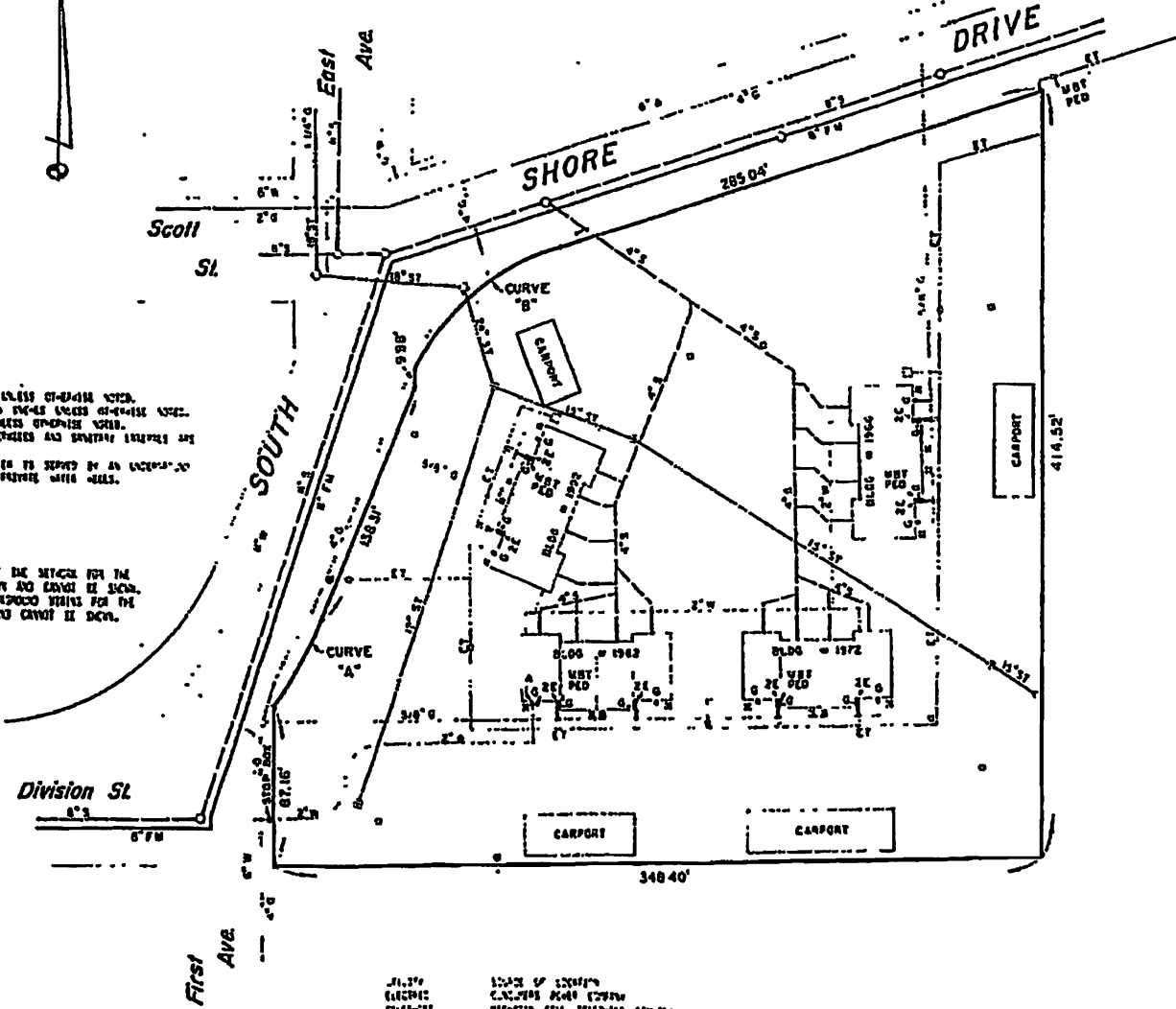
- (2) these Condominium Bylaws;
- (3) the Articles of Incorporation of the Association;
- (4) the bylaws of the Association, and
- (5) the Rules and Regulations of the Association.





GENERAL NOTES:  
 WATER SERVICES ARE 2 FEET OR LESS ABOVE FINISHED GRADE.  
 SANITARY SERVICES ARE 4 FEET OR LESS ABOVE FINISHED GRADE.  
 GAS SERVICES ARE 5/8 FEET ABOVE FINISHED GRADE.  
 THE LOCATION OF THE WATER SERVICES AND SANITARY SERVICES ARE APPROXIMATE ONLY.  
 THE GENERAL COVER ELEMENT AREA IS DEFINED BY AN UNDEVELOPED SANITARY SYSTEM SUPPORTED BY EXISTING WATER MAINS.

- NOTES:  
 1. THE LOCATION AND SIZE OF THE METALS FOR THE SANITARY LINES IS UNKNOWN AND CANNOT BE SHOWN.  
 2. THE LOCATION OF THE UNDERGROUND SERVICE FOR THE WATER LINES IS UNKNOWN AND CANNOT BE SHOWN.



**LEGEND**

- LIGHT PILE
- AIR CONDITIONER PAD
- ELECTRIC TELEPHONE PAD
- TRUCK
- UTILITY METERS
- GAS SERVICE
- WATER SERVICE
- ELECTRIC
- POWER POLE WITH RISER
- TELEPHONE
- GATE BARRIER
- WATER MAIN
- STORM SEWER
- SANITARY SEWER
- SANITARY SEWER FORCE MAIN
- GAS MAIN
- UNDERGROUND ELECTRIC AND TELEPHONE

○ (DASHED COVER ELEMENT)

**APPROVED**  
 2-23-81 (P)G/B  
 HONOLULU DEPARTMENT OF PUBLIC WORKS  
 COMMUNITY DEVELOPMENT DIVISION

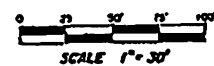


*Michael R. Berg*

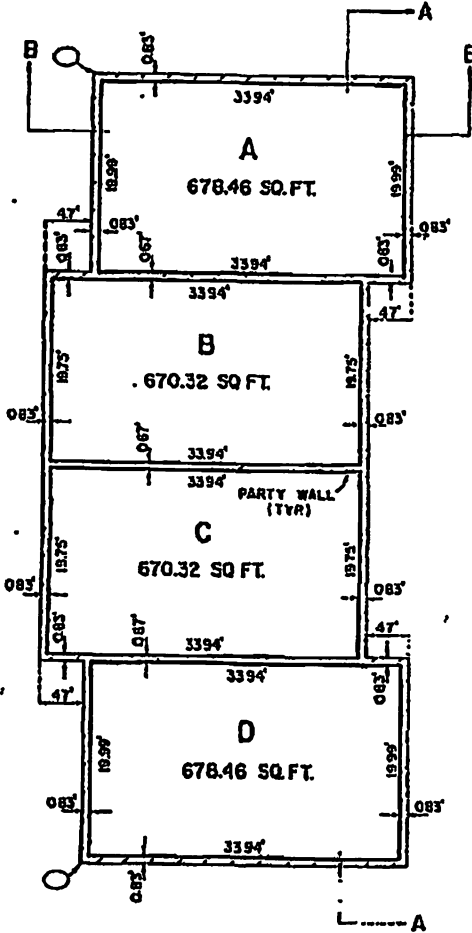
**UTILITY PLAN**

<b>BELMONT SQUARE CONDOMINIUMS</b>		SHEET <b>3</b>
HOLLAND ENGINEERING, INC. ONE INTERNATIONAL CENTER BUILDING 1500 KALANIANA'OLE BLVD. HONOLULU, HAWAII 96813		
PROJECT 2/2/82	DATE 2/2/82	SCALE AS SHOWN

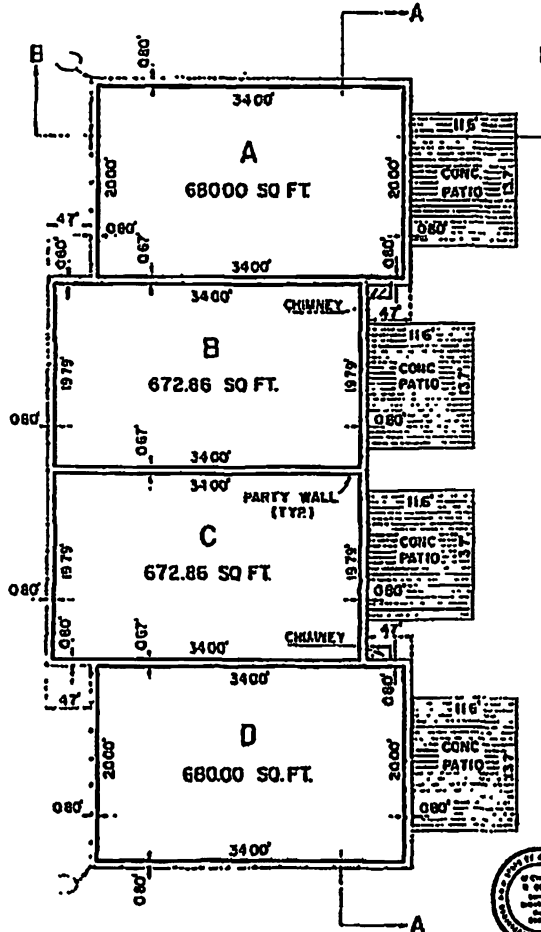
DATE OF SURVEY: 1/27/82  
 ELECTRIC: HOLLAND ENGINEERING, INC.  
 WATER: HOLLAND ENGINEERING, INC.  
 GAS: HOLLAND ENGINEERING, INC.  
 SANITARY: HOLLAND ENGINEERING, INC.  
 TELEPHONE: HOLLAND ENGINEERING, INC.



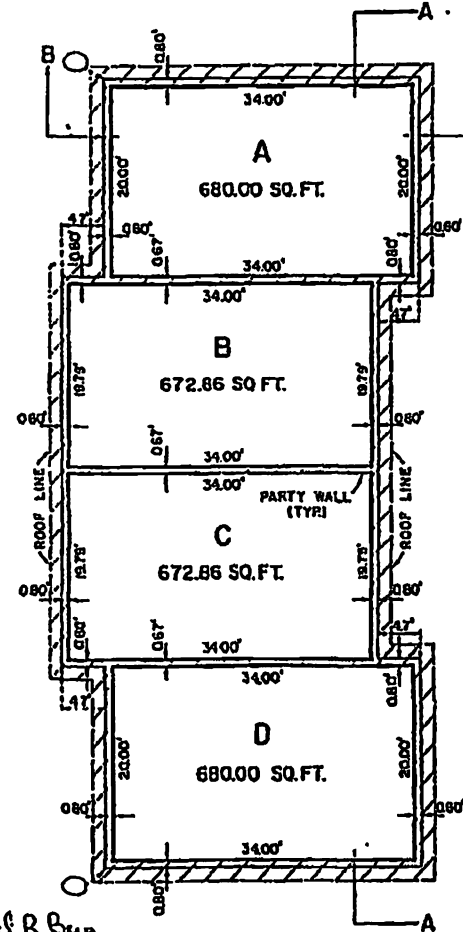
**BASEMENT FLOOR PLAN**



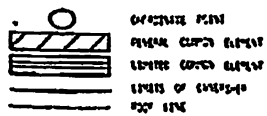
**FIRST FLOOR PLAN**



**SECOND FLOOR PLAN**



**LEGEND**

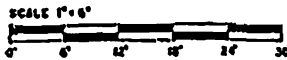


**NOTE**

1. ALL DIMENSIONS ARE IN FEET AND INCHES.  
 2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.  
 3. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.  
 4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.  
 5. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

**AREA SCHEDULE**

NO.	DESCRIPTION	AREA
1	FLOOR AREA	2700.00
2	WALL AREA	1000.00
3	CEILING AREA	2700.00
4	ROOF AREA	2700.00
5	TOTAL AREA	9100.00



Michael R. Berg

APPROVED

4/11/82  
 MICHAEL R. BERG  
 PROFESSIONAL ENGINEER

**FLOOR PLANS**

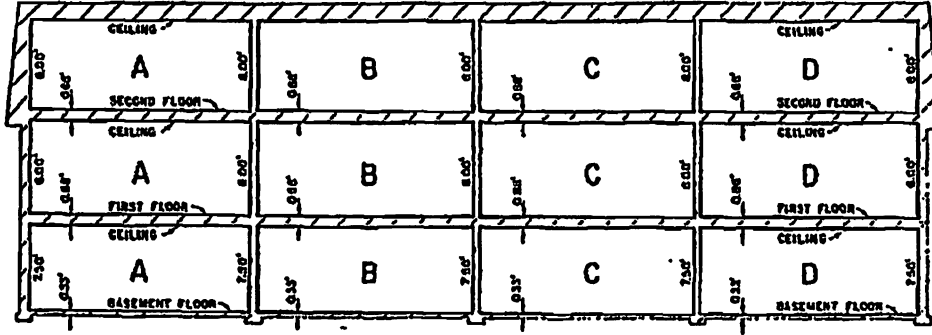
**BELMONT SQUARE  
 CONDOMINIUMS**

HOLLAND ENGINEERING, INC.  
 675 WESTPORT ROAD  
 WESTPORT, N.Y. 10988

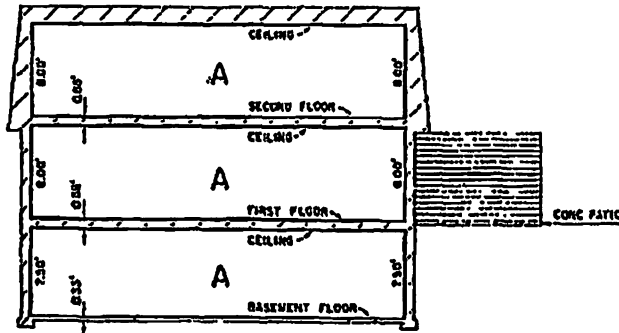
DATE  
 4/11/82

NO. OF SHEETS  
 4

4



SECTION A-A



SECTION B-B (TYP.)

**LEGEND**

	GENERAL CONCRETE ELEMENT
	EXPOSED CONCRETE ELEMENT
	LIMIT OF CONCRETE

NOTE: DIMENSIONS GIVEN ARE AT FINISH SURFACE

**NOTE: FIRST FLOOR ELEVATIONS**

LEVEL	NO.	ELEVATION	FINISH
BASEMENT	1	79.74	6.1.6.1.
	2	79.75	6.1.6.2.
	3	79.79	6.1.6.3.
	4	79.77	6.1.6.4.
FIRST FLOOR	5	79.70	6.1.6.1.
	6	79.72	6.1.6.2.
	7	79.67	6.1.6.3.
	8	79.64	6.1.6.4.
SECOND FLOOR	9	79.70	6.1.6.1.
	10	79.72	6.1.6.2.
	11	79.71	6.1.6.3.
	12	79.69	6.1.6.4.

**NOTE: SPACE ELEVATIONS**

LEVEL	NO.	ELEVATION	FINISH
BASEMENT	1	79.74	6.1.6.1.
	2	79.75	6.1.6.2.
	3	79.79	6.1.6.3.
	4	79.77	6.1.6.4.

**APPROVED**  
 [Signature]  
 REGISTERED ENGINEER  
 IN CONCRETE  
 LICENSE NO. 12345



Michael R. Burg

**SECTION PLANS**

**BELMONT SQUARE  
CONDOMINIUMS**

DESIGNED BY 4/14/78	DRAWN BY 02-04-005	CHECKED BY 5	DATE AS BUILT
HOLLAND ENGINEERING, INC. 604 CHARLESTON LANE SUITE 200 WASHINGTON, D.C. 20004		PHONE (301) 251-1200	



**EXHIBIT "C"**

**AFFIDAVIT OF MAILING AS TO NOTICES REQUIRED BY SECTION 90 (5) OF THE MICHIGAN  
CONDOMINIUM ACT**

Elizabeth K. Clark, being duly sworn, deposes and says that:

1. She is Secretary of Belmont Square Condominium Association.
2. On July 28, 2014, a copy of the Amended and Restated Master Deed of Belmont Square Condominiums was sent to all Co-owners of record in the Belmont Square Condominium project as required by Section 90(5) of the Michigan Condominium Act. The notices were sent electronically or hand-delivered as requested and specified by the Co-owners.

Further deponent saith not.



Elizabeth K. Clark

STATE OF ILLINOIS  
COUNTY OF COOK

Acknowledged before me in Cook County, Illinois, on November 19<sup>th</sup>, 2014, by Elizabeth K. Clark, secretary of Belmont Square Condominium Association, a Michigan nonprofit corporation, on behalf of the corporation.



Notary Public, State of Illinois County of Cook  
My commission expires: OCT. 09. 2017



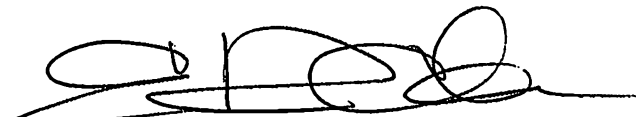
**EXHIBIT "D"**

**AFFIDAVIT OF CO-OWNER APPROVAL OF AMENDED AND RESTATED MASTER DEED**

Elizabeth K. Clark, being duly sworn, deposes and says that:

1. She is the Secretary of Belmont Square Condominium Association. ("Association").
2. On August 4, 2014, at a meeting of the Co-owners of the Association, more than two-thirds of the Co-owners in the Belmont Square Condominiums project voted to approve the Amended and Restated Master Deed of Belmont Square Condominiums, and authorized and instructed the Secretary to execute the same. There were no objections to the meeting.

Further deponent saith not.

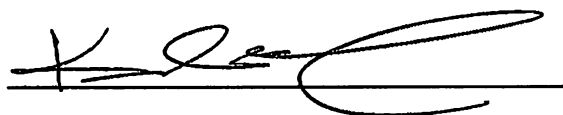


Elizabeth K. Clark

Its: Secretary

STATE OF ILLINOIS  
COUNTY OF COOK

Acknowledged before me in Cook County, Illinois, on November 19<sup>th</sup> 2014, by Elizabeth K. Clark, Secretary of Belmont Square Condominium Association, a Michigan nonprofit corporation, on behalf of the corporation.



Notary Public, State of Illinois, County of Cook  
My commission expires: OCT. 09. 2017






**EXHIBIT "E"**

**AFFIDAVIT OF MAILING AS TO NOTICES REQUIRED BY SECTION 90 (a) OF THE MICHIGAN CONDOMINIUM ACT**

Elizabeth K. Clark, being duly sworn, deposes and says that:

She is Secretary of Belmont Square Condominium Association and that on August 11, 2014, she mailed to the mortgagees the notices required by section 90(a) of the condominium act, as amended, pursuant to the roster of mortgagee's maintained by the Belmont Square Condominium Association. ("Association"). The notices were sent first-class mail of postage prepaid.

Further deponent saith not.



Elizabeth K. Clark

STATE OF ILLINOIS  
COUNTY OF COOK

Acknowledged before me in cook County, Illinois, on November 19th, 2014, by Elizabeth K. Clark, Secretary of Belmont Square Condominium Association, a Michigan nonprofit corporation, for the corporation.



Notary Public, State of Illinois, County of Cook  
My commission expires: OCT. 09. 2017

