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Graystone Pines
Homeowners Association

Rules and Regulations

effective December 1, 2014

The following Rules and Regulations supersede all prior version. Rules and Regulations have been in effect with some changes and additions since the Graystone Pines Homeowners Association was established. This was done to assure our mutual protection and to promote a gracious living environment.

1. The lobbies, halls, stairways, elevators and garages of the buildings ("Interior Common Areas") shall not be obstructed or used for any purpose other than ingress or egress from the condominium unit.
2. Visiting children shall not play in the Interior Common Areas. Visiting children may play on the lawn with adult supervision. However, children shall not play on the lawn in a manner that disturbs others or causes damage.
3. Smoking is prohibited in all Interior Common Areas and within 25 feet of the buildings including, but not limited to, the patio between Buildings 2 & 3 and building porches.
4. No article or decoration shall be placed in Interior Common Areas without prior written consent of the Graystone Pines Board of Managers. However, occupants may place decorations on their own door and in their own doorway.
5. No occupant shall make or permit any noises that will disturb or annoy occupants of the buildings or permit anything to be done which interferes with the rights, comfort or convenience of other occupants.
6. Each Owner shall keep his or her unit in a good state of preservation and cleanliness including the door and framework into his or her unit.
7. No shades, awnings, window guards, ventilators, fans or other objects shall be placed on the outside of the building without prior written consent of the Graystone Pines Board of Managers.
8. No sign, notice or advertisement shall be inscribed or exposed on any window or other parts of the buildings without prior written consent of the Graystone Pines Board of Managers with the exception of up to two "for Sale" signs placed in windows of each unit for sale.

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9. Food waste shall be disposed of in disposals as appropriate and safe. Other non-recyclable refuse shall be deposited with care in receptacles provided for such purposes. All such non-recyclable refuse shall be wrapped, sacked or tied so it will not scatter when removed. Recyclable items will be cleaned, dried and placed in bins provided for such purposes. Boxes must be broken down. Any refuse (recyclable or otherwise) that does not fit into the indoor bins or will cause bad odors inside the building must be taken by the occupant directly to the dumpster behind Building 1.

10. Toilets and other water apparatus shall not be used for any purposes other than those for which they were constructed. Any damage resulting from a toilet or other water apparatus shall be paid for by the Owner in whose unit the problem originated.

11. No animals of any kind shall be kept, harbored or permitted in any condominium unit, Interior Common Area or grounds except, in accordance with the Americans with Disabilities Act, for service animals (i.e.: seeing eye dogs.) Service animals are, however, subject to the following provisions:

- a. Documentation from a medical doctor including the patient's name, the disability for which the service animal is required by the patient and what task or function the service animal needs to perform for the patient.
- b. A statement from the patient describing the task or function the service animal has been trained to perform.
- c. Service animals must be kept on a leash at all times when outside the condominium unit.
- d. Any "deposits" made by the animal on Graystone Pines property must be immediately cleaned up by whoever is in charge of the service animal.
- e. Any damage to Graystone Pines property will be the responsibility of the Owner.
- f. If compliance with the above is not adhered to the following penalties will be enforced:
 - i. First offense: a written warning will be sent to the Owner and the occupant, if not the Owner.
 - ii. Subsequent offenses: a monetary assessment of fifty dollars (\$50.00) shall be levied against the Owner for each subsequent offense.
 - iii. If animal "deposits" and/or damages to Interior Common Areas and grounds are not properly taken care of, the service animal cannot continue to be kept at Graystone Pines.

12. Nothing shall be attached to or hung from the exterior of the buildings, the roofs or placed in the attics or crawlspaces without prior written approval from the Graystone Pines Board of Managers including, but not limited to aerials, satellite dishes, solar panels, solar tubes or furnaces.

13. No vehicle shall be parked in such a manner as to impede or prevent ready access to another's parking space. All occupants and their guests shall obey parking

regulations and all other restrictions established for the safety, comfort and convenience of all occupants.

14. All vehicles must be parked immediately in assigned stalls when driven into the garage. Stalls are marked with the number of the condominium unit to which it is assigned. Owners may agree to swap stalls, in which case the owners are to notify their Building Captain or a Board Member to have the stalls renumbered to avoid confusion.

15. Each Owner shall only use the parking spaces and storage rooms assigned to him or her unless given permission by another Owner to use another space. Neither Graystone Pines Homeowners Association nor Graystone Pines Board of Managers is responsible for damage to or loss from vehicles or storage rooms. To safeguard your belongings, please keep vehicles and storage rooms locked at all times. For security reasons parking spaces and storage rooms cannot be rented or leased to anyone not living at Graystone Pines.

16. NO PARKING is allowed in front of the garage entrance to Building One or for a distance of 12 feet on either side of the garage entrance.

17. All garage parking spaces are to be kept free of everything except automobiles or other vehicles. Storage of any other items, including but not limited to lumber, ladders, carpet, furniture or any other material or supplies is not permitted in the garage parking spaces.

18. No overnight parking of campers, boats, trailers or other such vehicles will be allowed in the parking spaces south of Graystone Manor. No immobile, inoperable or unlicensed vehicles may be stored in the parking spaces south of Graystone Manor.

19. Monthly fees, including but not limited to dues, storage room rental fees, fines and assessments, are payable the first of each month. A late charge of ten dollars (\$10.00) will be assessed for any payments received after the tenth of the month.

20. A ten dollar (\$10.00) service charge will be assessed for each payment that does not include the appropriate payment coupon or account number.

21. Storage Rooms.

- a. Each owner is assigned one storage room at no extra charge. Each assigned storage room is marked with the number of the condominium unit to which it is assigned. Owners may agree to swap storage rooms, in which case the owners are to notify their Building Captain or a Board Member to have the storage rooms renumbered to avoid confusion.
- b. An Owner may request a second storage room which will be assigned on a first request basis.
- c. An Owner that has two or more storage rooms may request another storage room which will be assigned only if there are no Owners awaiting a second

storage room. Third or more storage rooms are assigned on a temporary basis and must be returned to the Association upon 60 days written notice if another Owner requests a second storage room.

- d. A monthly charge of ten dollars (\$10.00) will be made for each additional storage room with the exception of the elevator corner storage rooms that will be charged \$8.00 per month and the small under-stair storage rooms that will be charged \$4.00 per month.
- e. Extra storage rooms remain the property of Graystone Pines Homeowners Association and must be turned back to the Association when a unit is sold. New Owners are not entitled to any extra storage rooms and should not be led to believe otherwise.
- f. The Association Secretary should be contacted if an Owner is interested in being added to the waiting list for extra storage rooms.

22. If a refrigerator unit or other electrical appliance is used in any storage room, a monthly charge will be assessed based on an average estimated amount to be determined by the Graystone Pines Board of Managers.

23. When invitees (i.e.: delivery people, sales people, movers and workers) or other visitors are given permission to enter any of our buildings, the occupant granting this privilege is liable for any damage caused by such visitors and invitees. The occupant is also responsible for seeing that invitees and visitors leave the building and that the doors are completely closed and secured. This is essential to maintain tight security for all occupants.

24. The patio between buildings two and three is for use by all occupants. The following rules are to be observed:

- a. No cooking or barbecuing.
- b. No smoking.
- c. User must clean up patio after use.
- d. Patio is closed after 10:00 PM.
- e. The large umbrellas are to be closed before leaving the patio.

25. Any occupant may use the patio area for a private party. However, the patio must be reserved for a private party at least three days before the event. Reservations should be made with the Association Secretary.

26. Leasing/Renting Units.

- a. Any Owner wishing to lease or rent his/her unit must apply to the Board of Managers. The Board of Managers, in its sole discretion and in compliance with the Declarations and By-Laws may approve or disapprove such application.
- b. Any Owner that is approved to rent his or her unit must do so in compliance with the Declarations and By-Laws and will be responsible for ensuring that
 - i. The lease term is for a minimum of six (6) months;

- ii. There is a written lease, a copy of which is provided to the Association;
- iii. The written lease includes a provision that the tenant is subject to all Graystone Pines governing documents including its Rules and Regulations;
- iv. The Owner is responsible for any and all damage caused to Graystone Pines property by the tenant(s).

27. The following fines are to be levied for violations of the Rules and Regulations, Declarations and the By-laws:

- a. First offense: A written notice will be sent to the Owner providing the Owner with 48 hours to correct the violation.
- b. Second occurrence of the same offense or failure to resolve the first offense within 48 hours: A fine of fifty dollars (\$50.00) will be assessed against the Owner. The Owner will be provided a written notice of the fine.
- c. Subsequent occurrences of the same offense: A fine of five hundred (\$500.00) will be assessed against the Owner each month until corrected. The Owner will be provided a written notice of the fine.
- d. The Owner may request a hearing with the Graystone Pines Board of Managers within a two-week period following receipt of a notice.
- e. A fine will be waived if the offense is resolved within 48 hours of receipt of notice.

28. Failure of Graystone Pines Homeowners Association or the Graystone Pines Board of Managers to insist on strict compliance with any of these Rules and Regulations or of any provisions of the Declarations or By-laws by any Owner, occupant or other person shall not be deemed a waiver or relinquishment of any further breach of that or any other rule, regulation or provision by that or any other Owner, occupant or other person.

GRAYSTONE PINES CONDO

Buildings 1 units 1-12

16-20-481-001-013

Building 2 units 1-12

16-20-481-014-025

Building 3 units 1-12

16-20-481-026-037