

SUTTON PLACE

RULES AND REGULATIONS

FINES

As stated in the Declaration and By-Laws, the Board of Directors may levy a fine against any owner/resident who does not adhere to the rules of the Association. The Board of Directors may establish rules and fines, which shall be communicated to the membership with a 30 day notice.

The Board of Directors will inform the owner/resident of the violation. The owner/resident then has 30 days to respond by letter or appear before the Board for redress, or for ruling by Board to waive fines. If no waiver is given, or if Board feels situation is still in violation letter stating reasons and possible intentions of legal proceedings will be sent. Failure of the owner to respond before the Board constitutes agreement to the violation.

After a first warning, the fine will be \$10.00 additional occurrences will be levied a fine of \$25.00 per occurrence. Each day that a violation continues is considered an additional occurrence. This schedule of fines does not apply to stated fines specific to Architectural or late fees.

ARCHITECTURAL (See Attached Architectural Committee Rules)

No signs, advertisements or posters of any kind shall be placed in or on a home or common property, that is visible by others, except as expressly permitted by S.P.P.O.A.

At the 1996 Annual Meeting, a majority of owners voted to allow the painting of front doors and storm doors in one of three historically compatible colors in addition to the traditional black or white. Color choices (Philipsburg Blue, Waterbury Green, Tarrytown Green) were displayed to homeowners for color selection. Trim on all units is white with metal work in black or white. (See Sutton Place Architectural Committee Rules and Article VI of the Declaration).

Any outside architectural changes must be submitted to the Architectural Committee and approved by the Board of Directors before any work begins. Submitted changes must be provided to Architectural Committee or Board of Directors two weeks prior to start of proposed work. Failure to provide notice will institute automatic \$200.00 fine to homeowner.

LATE FEES

The Board may bring suit against the owner to foreclose on a lien. Illinois law permits forcible entry and detainer which could result in eviction for non-payment of assessments. All attorney fees and other legal costs will be the responsibility of the owner.

Monthly Assessment payment must be postmarked on or before the 12th of the month. A \$25.00 late fee will be assessed to your payment every month the assessment is late or, not paid in full.

CHILDREN

Parents are reminded that they are legally liable for the actions of their children. Please make a point of helping your child recognize the rights and property of other residents, including the common elements.

Playing is not allowed in the streets for obvious safety reasons.

It is requested that play areas be confined to the common area between the rows. Toys and bicycles should not be stored in front of units, but placed in patios.

FENCES

When having fences replaced or repaired, it is necessary to match existing fences in height, design and materials. If an owner is anticipating the movement of fence to increase size of patio area, the Architectural Committee **MUST** be contacted for guidelines and approval.

In order to maintain a uniform appearance the association will furnish stain for the OUTSIDE of patio fences. Stain for the inside is at cost of owner. Contact Board for details. (See Sutton Place Architectural Committee Rules).

GARAGES

Garages are maintained by S.P.P.O.A. and are for the use of owners/residents and may not be sub-leased to a non-resident.

Residents may add plywood panels to garage walls in order to increase interior storage security. Electric garage door openers are allowed, but are required to have a manual release installed in case of power failure.

Garage doors should be kept closed and locked when not in use. Not only does this enhance the uniformity of the garages, but also eliminates access to your neighbor's garage.

LAWN AND SHRUBBERY CARE

Replacement or changes of shrubbery in front of units is resident's responsibility. Plantings should not impede walkways.

Tree trimming in patio is owner's responsibility.

NOISE

Residents should exercise extreme care to avoid making or permitting loud or objectionable noises that will disturb your neighbors. Loud stereo volumes and running up and down staircases can be very disturbing to your neighbors. Placement of stereos on walls other than divider walls is a great help.

THE BOARD IS NOT A POLICING AGENT. Most complaints can be handled by simply informing your neighbor of a particular concern, and with a smile, try to work it out to the advantage of all.

PARK AREAS

The park areas between the rows are for everyone's enjoyment. When using them please be considerate of your neighbors.

The picnic tables located in the common area should not be placed in patios.

These tables have a tendency to wander due to their use. Please make sure tables are returned to the original area if borrowed.

Baseball or softball playing is not allowed in the park areas because of danger to windows.

PARKING

Day to day transportation should be parked either in garages or in front of owner's unit. Vans and pickups used for day to day transportation should be parked in the south garage parking area.

Please be considerate of your neighbors and their parking needs.

Additional parking for guests is available in the south common parking area or on 57th Street. Please note that, if your guests park on 57th Street, the Village of Hinsdale does not allow on-street overnight parking.

In no instances will parking be allowed on streets which limits access of the garages to other residents, would impede emergency vehicles from entering the common area, or constitute hazard to other members.

Since Sutton Place is a residential community, the following types of vehicles are prohibited from parking within the grounds and must be stored elsewhere:

1. Boats and/or trailers
2. Recreational vehicles
3. Business trucks (or any truck in excess of 1/2 ton rated capacity)
4. Non-operational vehicles
5. Noisy vehicles which disturb residents
6. Non-Resident Vehicle

In addition, vehicles cannot be stored at Sutton Place. Any vehicle not moved for a period of one week is considered a stored vehicle and is prohibited unless approved by the Board. Vehicles may, of course, be stored in the resident's garage, if desired.

PETS

Village ordinances in brief: Dogs must be licensed and tagged (information available through Village offices). It is unlawful for owner or keeper of a dog to permit or suffer such dog to run at large at any time within the Village. Any dog which shall run at large shall be taken up and shall be impounded. Dogs or cats which disturb the peace and quiet of any neighborhood by habitual barking, howling or whining, are declared a nuisance. It shall be unlawful for the owner or person in charge of any dog to permit or suffer such dog to be on any public or private property, not owned or possessed by such person unless such person has in his

possession a device for the removal of excrement.

It is also unlawful for any person to fail to remove any excrement left by dogs on public or private property to a proper receptacle located on property owned or possessed by such person. Fines are levied by the Village for violations of the above, plus others covered in the ordinance.

Sutton Place: Pets must be leashed or controlled by voice command when outside your home. Walking of dogs to relieve themselves may be done along 57th Street--if not in your patio. To prevent pollution of this area pet owners are to provide for the cleaning up of their pet's excrements. Allowing dogs to run free is not permitted.

No unsupervised tethering is permitted on the outside of units.

Barking dogs are very disturbing to your neighbors. Do not leave dogs alone outside in patios for long periods of time, especially in very cold weather or on very hot days.

Keep patios clean so that animal droppings do not disturb your neighbors with odors, or by attracting insects during the warm weather season.

PLUMBING (LEAKY FAUCETS, ETC.)

Leaky faucets are the owner's responsibility. Please have them repaired promptly. This includes exterior faucets and the pipes underneath your unit (excluding main water line). Please pay close attention to the "silent" toilet.

If workmen must enter crawl space for repairs, please make sure that access doors are closed after completion of work.

The water bill is a major portion of the monthly assessment; therefore, have repairs made immediately.

SEE SECTION ON UTILITY KEYS.

ROOFS

Owners are responsible for ensuring that the reroofing of existing units or structural additions conform with required standards of color and quality. A sample of roofing material must be submitted to the Architectural Control committee for approval BEFORE any work commences. In instances where two units share a common roof, the neighbors should work together to have this work done in a satisfactory manner.

SAFETY AND APPEARANCE

Skateboards, bikes, toys, sleds, shovels, etc., should NOT be left in front of units nor on common property, but kept in patio or inside unit.

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SPEED LIMIT

The speed limit of Sutton Place is 15 miles per hour. If there are children present, additional reduction in speed should be made.

STORAGE

Storage of personal effects such as lumber, firewood, etc. must be kept in patios.

GARBAGE & RECYCLING

REGULAR PICK-UP of garbage from cans located in sheds will be on Monday and Thursday each week. Pet excrement should be double wrapped in plastic bags to eliminate odors.

Items placed on shed shelves will not be picked up.

RECYCLING is picked up from the recycling room located next to the "00" meeting room. Only two types of recycling totes are placed in the recycling room. There will be totes for "newspaper" and totes for "everything else". The "everything else" totes include tin, glass (all colors), plastic, aluminum, catalogs, phone books, printed books, etc., etc., etc.

Every resident is given a key to the recycling room and all residents are encouraged to support the recycling effort.

LANDSCAPE DEBRIS from your courtyard is to be placed in brown paper "Yard Barge" bags and placed against your fence in the courtyard near your gate. This material will be picked up by our landscapers on the day grass is cut.

PRE-PAID ANNUAL LANDSCAPE WASTE STICKERS ARE NOT NEEDED:

LARGE PATIO BRUSH such as tree cuttings must be bundled no longer than 4' in length, 18" in diameter, weigh no more than 50 pounds, and be securely tied together. Limbs can not be larger than 2" in diameter. If material is not removed within 3 days call the Management Office.

57TH STREET/PLEASE NOTE: PLACE NOTHING ON 57TH STREET WITHOUT CONTACTING MANAGEMENT. A special pick-up for larger items can be arranged only by contacting Management who will arrange a specific pick-up day.

CONTRACTOR\CONSTRUCTION DEBRIS is to be taken away by the contractor and will not be picked up or paid for by Sutton Place.

OTHER: Periodically each year Management will arrange for a 20 yard dumpster to be placed on Sutton Place near the "00" Meeting Room for Owners to clear out unwanted items from their homes.

UTILITY ROOM/METERS

All homeowners should have a key to the Utility Room located on the side of each end unit bordering 57th Street. Access to this room is necessary for water cut-off for the whole row or repair of telephone equipment.

It is recommended that each unit have an individual water shut-off valve installed inside their unit. By doing so your neighbors will not be left without water while plumbing work is done and the plumber will not have to crawl around under your unit to get to the individual cut-off.

If you must shut-off the entire row from the utility room, The residents in your row must be notified before work begins.

Electric Meters are located in the patios of 4 units:

5729 Garfield, 5720 Sutton Place, 5731 Sutton Place, 5718 Park

SWIMMING POOL

Sutton Place pools operation is dictated by County Health Department rules.

These rules and regulations are posted inside pool area. No one under 17 years of age is allowed in pool area without an adult.

NO pets are allowed in pool area.

Residents are allowed TWO (2) guests per unit and guests must be accompanied by resident while in the pool area. Please inform a Board member when larger groups of guests will be using pool area. Safety requirements would require having a certified lifeguard on duty for any such function.

There is no eating in the pool area. Eating is restricted to outside the fenced perimeter of the pool.

SUTTON PLACE ARCHITECTURAL COMMITTEE RULES

The following rules must be followed (see attached Article VI-Architectural Control):

1. A detailed description of any architectural change must be submitted in writing to the committee at least two weeks prior to the start of work. (Failure to comply will result in an automatic fine, to be established by the Board.
2. Architectural changes consist of any physical change to the exterior structure, front or back (ie., roofs, windows, doors, shutters, mail boxes, lights, dormers, fences, additions, etc.)
3. While changes must be submitted as noted above, the following guidelines should be followed:
 - . Roofs shingles must be asphalt or fiberglass and be black or dark gray in color. Skylights are allowed only in the back, and must have black trim to match the roof color.
 - . Doors must be white, black, or one of three newly introduced historic colors, and can have window panes in the top third. Storm doors must be either half or full glass and be black or white.
 - . Dormers are allowed in the back only and require an adequate pitch for proper drainage. Gutter are required to prevent water damage to adjacent homes.
 - . Windows must be replaced with those of the same size. Pane inserts must be retained unless all windows are replaced. In that case, they may be removed in entirety.
 - . Air-conditioners are not allowed on the roof.
 - . Brick walls are the responsibility of the homeowner and should be maintained accordingly.
 - . Balcony repair is the responsibility of the homeowner, while painting the balconies is the responsibility of the Association.
 - . Fences are to be repaired/replaced by the homeowner with the restrictions that they must be at least 12" from the sidewalk, can't hide the brick post or use the post for support. The gate must be arched. The Association will provide the paint for maintenance, but the homeowner is responsible for completing the painting.
 - . Mailboxes and new exterior light fixtures may be purchased by the homeowner, but must conform to existing styles or standards. If unsure of conformity, please contact the Committee for approval.
 - . Gutters/downspout repair and replacement is the responsibility of the homeowner. Routine cleaning is the responsibility of the Association.
 - . Window boxes are allowed, but must be removable. Creativity in landscaping is encouraged.