

Rules and Regulations

The following rules and regulations have been established for the benefit of all owners of condominium units at the Great Road Condominium (hereinafter, the "Condominium"). They are intended to contribute to preserving a clean and attractive environment, and assuring the peaceful enjoyment of our community. They are also intended to protect and enhance the value of the property. These rules are not, in any way, designed to unduly interfere, restrict or burden the use of such property. All residents and their guests are expected to abide by the following rules, which are meant to supplement the provisions of the Declaration of Trust of the Great Road Condominiums (hereinafter "Declaration"). In the event that the rules conflict with the condominium instruments, the condominium instruments take precedence.

A. Purpose of Units

Each Unit is to be used solely for residential purposes. No Unit shall be used for commercial activities of any nature. Home offices for residents are allowed.

B. Maintenance of Units

1. Each Unit Owner shall be responsible for the proper maintenance and repair of the interior of their respective Unit such that the market value of adjacent Unit or Units is not adversely affected.
2. Nothing shall be done in, on or to any Unit which will impair the structural integrity of the buildings or which would structurally change the buildings without first obtaining the written consent of the Board of Trustees. Refer to the Master Deed for details.

C. Leasing/Renting and Buying of Units

1. The Unit Owner and Tenant shall each sign a copy of the Great Road Condominium Trust Rental Information Form (Lessor/ Lessee Declaration), available from the Management Company, certifying that the Rules and Regulations, Declaration of Trust, and Master Deed have been reviewed, provided to the tenant, and the tenant agrees to abide by them. Said form, along with a copy of the lease or rental agreement, shall be filed with the management company.
2. Each lease must contain the following language:

This lease is subject to all provisions of *the Declaration of Trust of Great Road Condominium, the Master Deed of Great Road Condominium, and the Rules and Regulations of Great Road Condominium* (the "Condominium Instruments"). In the event of a conflict between this lease and the Condominium Instruments, the Condominium Instruments will take precedence.

D. Use of Common and Exclusive Areas

1. No occupant shall make or permit others, including guests, family members and pets, to make any disturbance in the Unit, nor do or permit anything by such persons or pets that will interfere with the rights, comforts or convenience of other residents. In furtherance of this restriction, no musical instrument, stereo, television, and radio or like item shall be played or operated at a volume audible to the normal ear in adjoining Units.
2. Nothing shall be altered, or constructed on, or removed from the Common Areas without written approval of the Board of Trustees.
3. Lawn furniture and personal property must be removed from the Common Areas by nightfall. On grass maintenance days, articles may be placed on the lawn area only after the service has been performed.
4. The Common Areas shall be kept free and clear of rubbish and debris.
5. No clothes, sheets, blankets, laundry, electrical lighting or similar articles shall be hung or exposed on any part of the Common Areas.
6. No signs, displays or advertising shall be maintained or permitted on any part of the Common Areas.
7. There shall be no obstruction of the Common Areas, nor shall any personal property be stored in the Common Areas without the express written consent of the Board of Trustees.
8. Unit Owners are financially responsible for damage to the Common Areas and are responsible for the actions of their children, guests and pets etc., including but not limited to visitors, real estate agents, contractors, inspectors, etc.
9. Repairing or maintenance of a vehicle is prohibited on Common Areas.
10. The Board of Trustees, or its designated agent, may retain a pass key to each Unit. No Unit Owner shall alter any lock or install a new lock or a knocker on any door of a Unit without the written consent of the Board of Trustees. In case such consent is given, the Unit Owner shall provide the Board of Trustees, or its agent, with an additional key, pursuant to its right of access to the Unit.

E. Pool

1. The Board of Trustees may charge guests for the use of the swimming pool and may restrict the number of guests that may use the swimming pool.
2. The swimming pool may not be used unless the user is accompanied by a Unit Owner or resident, and a life guard is present at the swimming pool.

H. Outdoor Cooking

All outdoor cooking and barbecue equipment must be UL approved and meet local and state Fire Department regulations. Propane tanks must be stored outside and used in open spaces. Grills are to be used on the ground level designated areas and stored in the designated grill storage area.

I. Parking and Vehicles

1. All unit are permitted two vehicles or parking spaces.
2. All Resident motor vehicles must have a valid vehicle registration which must be submitted to Management within 30 days of taking residence. All Resident vehicles must display a valid "Great Road" parking sticker issued by Management. A copy of the lease or a current Unit Owner Survey must be on file at the management office in order to issue a sticker to any tenant. Only two approved passenger vehicles per unit will be issued a sticker.
3. All vehicles within the confines of the property must be in operable condition and have a current registration, inspection sticker and license plate. Any vehicle not in conformance is subject to fines and/or towing at the vehicle owner's expense.
4. Parking in the fire lanes or in front of building entryways is prohibited.
5. Long-term visitor parking (longer than two weeks) is prohibited. Management must be notified in advance of any visitor vehicle to be parked on property from 7-14 days.
6. No boats, boat trailers, other trailers, motor homes, campers, commercial trucks or vehicles shall be permitted on the premises without the prior written consent of the Board. A commercial truck or vehicle is defined as one with attached or conveyed equipment including snowplows, commercial lettering, or by any other indications of commercial use or application. Vehicles too large to fit into the marked boundaries of a single parking space by length or width without affecting common elements are prohibited without written consent of the Board. The sole exception is commercial vehicles providing vendor services at the condominium.
7. To protect the safety of the Residents, especially children, all vehicles will operate at a speed not to exceed 20 MPH. Violators are subject to fines.
8. Motor vehicles of any kind are not allowed to park or travel on the landscaped areas, lawn, or sidewalks. Vehicles are restricted to parking in designated areas only and may not block building entranceways, roadways, fire lanes, or access to fire hydrants.
9. To avoid environmental problems or damage to common areas, repair of or fluid changes on vehicles on the property is prohibited. Exterior washing of vehicles is also prohibited.
10. Any vehicle that continues to leak fluids (not including water condensation from air conditioning units) must be promptly fixed or removed from the property within five days.

11. Cars, trucks, motorcycles, or any motorized vehicle must maintain a noise level that will not interfere with the quiet enjoyment of Great Road residents while in their units or on the common elements.
12. The Management Company and Board of Trustees have the authority to fine and remove from the property any vehicle in violation of the rules and regulations without notice. Towing of vehicles will be at the vehicle owner's expense.
13. Residents of Buildings 384B and 392A and 392B will be issued a red Great Road parking sticker that allows them to park in the reserved lot adjacent to their building. **Any vehicle parked in this reserved lot without a red sticker is subject to towing without prior notice at the vehicle owner's expense.**

J. Pets

1. Residents are not permitted to have dogs at Great Road. Visiting dogs are also not permitted on the property.
2. Indoor cats and other domestic household pets are permitted. A maximum of two cats or other ordinary household pets are permitted per unit. These pets may not roam free on the common areas.
3. Any droppings from any pet that are deposited on the common area will be picked up immediately by the person handling said pet and disposed of properly.
4. The maintenance, keeping, boarding, or raising of livestock, poultry, reptiles, or exotic animals is prohibited.
5. Breeding of pets is prohibited.
6. No animal may be tied to any common area element at any time, or utilize any common area, hallways or grounds.
7. Pets are not allowed in the pool area.
8. Any expenses resulting from damages to a common area by a pet will be charged to the Unit Owner where the pet resides.
9. A Resident who allows any pet to be kept or maintained upon any portion of the property shall be deemed to have agreed to hold the Condominium free and harmless from any loss, claim or liability of any kind or character whatever arising by reason of keeping or maintaining such pet within the property.
10. The Trustees have the authority to request the removal of any pet that is a nuisance or a safety concern. Unit Owners whose units have pets that have violated any pet provisions may be assessed repair costs and attorney's fees, and/or may be levied such fine as the Trustees may reasonably determine. Unit Owners may also be required to permanently remove such pet from the Condominium upon three (3) days written notice from Management.

K. Smoking:

1. Unit Owners are responsible for ensuring that all individuals residing in their unit, their guests, and any contractors working in their unit adhere to the smoking policy, and for ensuring that smoke from inside their unit does not infiltrate other units or interior common areas.
2. Smoking is not allowed in interior common areas, including but not limited to halls, inside entryways, laundry areas or utility and storage areas.
3. Smoking is not permitted in the Pool Area.
4. Discarding of smoking materials on common areas is prohibited.

L. Violations and Fines

1. Condominium Fees and related charges are due and payable the first of each month. All Units with balances outstanding as of the fifteenth of each month will be charged a late fee. Balances that remain unpaid will be referred to an attorney for collection. The cost of such collection action will be charged against the Unit.
2. There will be a chargeback for any check returned by the bank for insufficient funds.
3. When a unit owner's account is 60 days in arrears, the Trustees may commence lien enforcement proceedings pursuant to Massachusetts General Law, Chapter 183A.
4. The Trustees shall enforce obligations of the Unit Owners and may levy fines against the Unit Owners for violations of the M.G.L. c. 183A (the "Condominium Act"), Master Deed, Declaration of Trust, By-Laws and Rules and Regulations (collectively "governing documents") governing the conduct of the Unit Owners, residents, and persons for whom they are responsible as follows:

1 st offense	Notice and a fine of up to	\$ 100.00
2 nd offense	Fine of up to	\$ 200.00
3 rd offense	Fine of up to	\$ 300.00 and referral to an Attorney

Each day a violation continues after notice shall be considered a separate violation. Violations that endanger the health, safety and welfare of others and/or pose a substantial threat to property shall be subject to such additional fines in amounts as the Trustees in their discretion may determine. Collection of fines may be enforced against the Unit Owner(s) involved as if the fines were common charges owed by the particular Unit Owner(s). If any expense is incurred by the Board as a result of a Unit Owners failure to abide by the Condominium Act, Master Deed, Declaration of Trust, By-Laws, Restrictions, Rules and Regulations, or by the misconduct of a Unit Owner or his family members, tenants, or invitees the Trustees may assess those expenses exclusively against the Unit Owner and such assessment shall constitute a lien against that unit and shall be enforceable as a common expense.

The Board shall determine the specific amounts of fines.

M. Insurance

1. Nothing shall be done in any Unit or in the Common Elements that will increase the premium for any of the condominium's insurance policies without the prior written consent of the Board of Trustees.
2. No resident shall permit anything to be done or kept in a Unit or in the Common Areas and facilities that will result in the cancellation of the condominium's insurance policies, or portions thereof, or that would be in violation of any law.
3. No resident or any invitee or guest shall, at any time, bring into or keep in a Unit or on any flammable, combustible or explosive fluid, material, chemical or substance, including gas or charcoal-fired grills, except for normal household items.
4. All residents shall promptly report to the Board of Trustees any loss or damage to the Units and/or the Common Elements and fully cooperate with the Board of Trustees in adjusting and administering such loss or damage.

O. Storage Areas

1. All personal property placed in storage areas shall be at the sole risk of the Unit Owner/Occupant. The Association shall not be liable for loss, destruction, theft or damage to such property.
2. Hazardous or volatile materials (i.e. paint) shall not be stored in the storage area, nor shall any hazardous or volatile materials be stored in the common areas. Any hazardous materials found in such storage areas may be removed by the Association and the Unit Owner/Occupant will be responsible for additional charges relating to removal and disposal.
3. All personal property placed in the bulk storage areas shall be placed in such a manner as to be safe and not restrict access. The areas immediately outside the locked storage cubicles shall be kept clear of all items.
4. The maintenance department will remove all unmarked items found in the bulk storage area. All personal property placed in the bulk storage areas shall be clearly marked with the owner's name, unit number and phone number.

P. Trash Disposal

1. All trash placed in trash receptacles shall be in bags. If a trash receptacle is full, place trash in another trash receptacle.
2. No mattresses, box springs, furniture, appliances, hot water tanks, large unbroken-down boxes, etc., shall be placed in trash receptacles. Large boxes must be broken down before disposal. Arrangements must be made by resident to dispose of all non-household waste items.
3. No refuse or items of any kind may be left on the common areas outside of the dumpsters. Violators will be prosecuted.

4. Trash receptacles are for Unit Owner/Occupants only, anyone placing trash into trash receptacles who is not a Unit Owner/Occupant should be questioned and reported to the Acton Police.

Q. Construction Work

1. All major construction work in a Unit shall be restricted to the hours between 8am and 5pm on weekdays. No major construction shall take place on Saturdays, Sundays or holidays.
2. Removal of construction debris from a Unit and the property shall be the responsibility of the resident. Residents will be charged for the removal of debris and any extra cleaning of the common areas and facilities which result from the remodeling or repair of an individual Unit. Waste may not be placed in the dumpsters.