

East Sutton Condominium Association

Rules and Regulations

Effective January 1, 2024

EAST SUTTON CONDOMINIUM ASSOCIATION

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INTRODUCTION

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If there is any conflict between the Rules and Regulations and the Bylaws or the Declaration, the Bylaws and/or the Declaration shall prevail.

If you are unsure about the application of these rules or have any questions about the rules, please contact the East Sutton Property Manager.

USE OF UNITS AND COMMON AREAS

- A. Units are to be used for residential purposes only.
- B. Prior written approval by the Board of Directors is required for the following:
 - 1. To alter the Common Areas.
 - 2. To decorate or alter the exterior of a Unit.
 - 3. For any improvements that affect the structural soundness of the Unit.
 - 4. To post or display posters, signs or advertising material on the Common Elements or affixed to the interior of any exterior window. There is an exception for political signs. See Section XII of Rules and Regulations.
 - 5. To have a window covering in any color other than white, off-white, or natural wood tones.
- C. No storage of any personal belongings shall be allowed outside of the Unit. Patio furniture designed for outdoor use, including chairs, tables, deck boxes and umbrellas, that is maintained in good shape and kept on decks and patios all year long shall not be considered storage.
- D. No patios or decks shall be used for the airing or drying of laundry, carpets, rugs or clothing. Unit Owners shall keep patios, decks and stoops clean and neat.
- E. Unit Owners shall maintain, repair and replace elements that are designated as Unit Owner responsibility on the Checklist of Maintenance Responsibility.
- F. Unit Owners shall repair/replace any portion of the Common Elements damaged through the fault or negligence of the owner, owner's family, guests or tenants.
- G. Unit Owners and occupants shall not make or allow any excessive or persistent noises which interfere with the quiet enjoyment of other residents.
- H. Unit Owners shall grant a right of entry to their Unit in case of an emergency or to a person authorized by the Board for the installation, repair or replacement of utilities that service more than one unit.
- I. Unit Owners may place maintained bird feeders in non-mowed areas along the lakeshore, woods edge or above the east retaining wall.
- J. Blanket permission is granted for Unit Owners to remove and dispose of buckthorn and noxious weeds in common areas.

See Declaration, Article 7, Sections 1,3,4 5 and 8; Article 8, Sections 1,2,4,8 and 11; By-laws, Article 8, Sections 1,2,3 and 4, Section XII of Rules and Regulations and East Sutton Condominium Association Checklist of Maintenance Responsibility.

II. SECURITY AND SAFETY

- A. Every Unit Owner shall provide their current emergency information to the Association's Property Management Company.
- B. All Unit Owners or occupants who intend to be absent from the Unit for a period greater than two (2) weeks shall notify the Association's Property Management Company of such absence.
- C. Unit owners are responsible for maintaining one (1) fully operational smoke detector and one (1) fully operational carbon monoxide detector on each floor of the Unit.
- D. Unit Owners shall promptly notify the Association's Property Management Company of any burned out light bulbs or non-functioning lights in the sensed lamp posts and sensed garage lights.
- E. Fire pits of any kind are prohibited.
- F. The use of open flame grills, such as charcoal or gas fueled grills, on any deck or inside any garage is prohibited. The use of electric grills and enclosed pellet grills is allowed on decks.

The use of open flame grills is allowed only in the following locations:

- 1. On driveways at a minimum of ten (10) feet from the exterior walls of any structure.
 - 2. On patios that are constructed of concrete, patio blocks or non-combustible pavers at a minimum of ten (10) feet from the exterior walls of any structure.
- G. No parking is allowed anywhere on the main roadway through the Association which is a designated Fire Lane.
 - H. Stoops shall be kept clear of any materials or objects that would block the safe egress or hinder a timely entrance in case of an emergency.

See Declaration, Article 7, Section 1 and International Fire Code 308.1.4.

III. LEASING OF UNITS

- A. Unit Owners may lease their Unit for not less than six (6) months, but not more than one (1) year.
- B. Unit Owners shall comply with all provisions of Wisconsin Statutes, Chapter 703, Sections 703.24 and 703.315 and all provisions of the East Sutton Condominium Association Leasing Policy when leasing their Unit.

See Declaration, Article 8, Section 2, Wisconsin Statutes, Chapter 703, Sections 703.24 and 703.315. and the East Sutton Condominium Association Unit Leasing Policy

IV. PARKING

- A. Prior Board approval and a Parking Permit are required for extended outdoor parking for a period in excess of two (2) weeks.
- B. Campers, boats and trailers may be temporarily parked only during the loading and unloading of these vehicles.
- C. Vans, trucks, boats and trailers must be parked in the garage provided that the parking of these vehicles in the garage does not cause the parking of any other vehicle outside of the garage.
- D. Unlicensed, inoperative or junked vehicles, motorcycles, snowmobiles or other recreational vehicles may not be parked anywhere on the property.

See Declaration, Article 8, Section 5 and also East Sutton Condominium Association Parking Permit form.

V. PETS

- A. All allowed pets must have an approved East Sutton Condominium Association Pet Permit.
 - 1. One (1) permitted dog per Building is allowed.
 - 2. Two (2) permitted cats per Unit are allowed.
- B. Dogs must be leashed and under the immediate control of a person when on the Common Elements.
- C. Dog owners shall be responsible for the proper disposal of their dog's waste regardless of the location of the waste.
- D. Dog owners shall be responsible for the behavior of their dog and any handler thereof, including keeping barking to a minimum so as not to be an annoyance to other residents.
- E. Dog owners shall be responsible for any damage to the Common Elements caused by the actions of their dog, including damage caused by digging and pet elimination.
- F. Cats shall be housed indoors and not allowed to roam at large.

See Declaration, Consent Resolution, page 100; East Sutton Pet Policy; East Sutton Pet Permit/Application form and City of Waukesha Animal License Application.

VI. GARBAGE AND TRASH

- A. Garbage and recycling containers must be kept within the garage except for the day of or the night prior to collection.
- B. Unit Owners and residents shall follow all Waukesha Recycling Guidelines.

See Declaration, Article 8, Section 7 and By-laws, Article 8, Section 4d.

VII. VEHICLES

- A. Vehicle maintenance must be performed within the garage.
- B. Vehicle washing is allowed on driveways.

See Declaration, Article 8, Section 6

VIII. ESTATE SALES

- A. Unit Owners or, in the case of a death, the estate administrator, may have a one-time Estate Sale at the time a Unit is for sale providing they comply with the East Sutton Condominium Association Estate Sale Policy.
- B. No rummage or garage sales are allowed.

See East Sutton Condominium Association Estate Sale Policy.

IX. LAKE AND FISHING

- A. No swimming, boating, canoeing, kayaking, skating or walking on ice is allowed.
- B. East Sutton and Sutton Place Unit Owners and their guests are the only people allowed to fish in Brookshire Lake.
- C. A valid Wisconsin fishing license is required for anyone sixteen (16) years or older to fish in Brookshire Lake.
- D. All fish caught, with the exception of carp, must be released back into the lake.

See East Sutton Condominium Association Fishing Policy

X. LIMITED COMMON ELEMENTS AND LANDSCAPE

- A. Following the guidelines for planting annual flowers approved by the Board of Directors, Unit Owners may plant annual flowers in the ground of their Limited Common Elements and approved bedding areas.
- B. Prior written board approval is required for the following:
 - 1. Unit Owner "do it yourself landscape plans" of their Limited Common Elements including the removal of shrubs, the planting of perennials and shrubs and the removal of the white stone mulch.
 - 2. The creation of any new bedding areas or the rejuvenation of any existing landscaped bedding areas.
 - 3. Approval of materials for bordering the red spardust areas.
- C. Removable planters, shepherds hooks, decorative garden items, garden flags, sport flags, bird baths and seasonal decorations are allowed in the Unit Owner's Limited Common Elements including decks, patios and stoops and in approved landscaped bedding areas.
- D. Solar lights that meet the established Solar Light Parameters are allowed on the Unit Owner's Limited Common Areas along the sidewalk, patio and on the Unit Owner's deck.
- E. Unit Owners are allowed to maintain two (2) birdseed type feeders in their Limited Common Area along their sidewalk and two (2) additional birdseed type feeders in their back limited common area including on their deck. Non-seed feeders, such as hummingbird or oriole nectar and fruit feeders and suet feeders are allowed in addition to the two birdseed type feeders.

See East Sutton Bird Feeder Policy, East Sutton Holiday and Seasonal Decorations Policy, East Sutton Solar Light Parameters, Guidelines To Follow For Unit Owner DIY Landscape Plans and Guidelines For Planting Annual Flowers.

XI. HOLIDAY AND SEASONAL DECORATIONS

- A. Approved Holiday and seasonal decorations as defined in the Holiday and Seasonal Decorations Policy are allowed in the Unit Owners Limited Common Areas, approved bedding areas, on front doors, stoops, decks and patios.
- B. Holiday and seasonal decorations include non-blinking or non- flashing lights.
- C. Holiday and seasonal decorations are not allowed to be attached to the exterior of the units or placed in Common Areas.

- D. Unit Owners shall be responsible for any and all damage caused by any decoration or the placement of any decoration.
- E. Holiday decorations may be displayed during the time periods listed in the Holiday and Seasonal Decorations Policy.

See East Sutton Holiday and Seasonal Decorations Policy

XII. AMERICAN FLAG AND POLITICAL SIGNS

- A. One American flag up to 3' X 5' in size may be hung in the flagpole bracket at the side of the Unit Owner's garage or at the Unit Owner's front door. Additional smaller flags may be displayed as patriotic holiday decorations following the Holiday and Seasonal Decoration Policy.
- B. A single political sign may be displayed providing:
 - 1. The sign is no larger than 24 inches in length
 - 2. Only signs authorized or distributed by a candidate or issue sponsor are allowed.
 - 3. Signs may be displayed inside the Homeowner's Unit visible from the outside or in/on the Unit Owner's Limited Common Areas only.
 - 4. Signs may be displayed three (3) days prior to the election date and must be removed within twenty-four (24) hours after the election.

See Wisconsin Statute 703.105

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See Wisconsin Statute 703.105

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 - 1. On driveways at a minimum of ten (10) feet from the exterior walls of any structure.
 - 2. On patios that are constructed of concrete, patio blocks or non-combustible pavers at a minimum of ten (10) feet from the exterior walls of any structure.
- G. No parking is allowed anywhere on the main roadway through the Association which is a designated Fire Lane.
- H. Stoops shall be kept clear of any materials or objects that would block the safe egress or hinder a timely entrance in case of an emergency.

See Declaration, Article 7, Section 1 and International Fire Code 308.1.4.

III. LEASING OF UNITS

- A. Unit Owners may lease their Unit for not less than six (6) months, but not more than one (1) year.
- B. Unit Owners shall comply with all provisions of Wisconsin Statutes, Chapter 703, Sections 703.24 and 703.315 and all provisions of the East Sutton Condominium Association Leasing Policy when leasing their Unit.

See Declaration, Article 8, Section 2, Wisconsin Statutes, Chapter 703, Sections 703.24 and 703.315. and the East Sutton Condominium Association Unit Leasing Policy

IV. PARKING

- A. Prior Board approval and a Parking Permit are required for extended outdoor parking for a period in excess of two (2) weeks.
- B. Campers, boats and trailers may be temporarily parked only during the loading and unloading of these vehicles.
- C. Vans, trucks, boats and trailers must be parked in the garage provided that the parking of these vehicles in the garage does not cause the parking of any other vehicle outside of the garage.
- D. Unlicensed, inoperative or junked vehicles, motorcycles, snowmobiles or other recreational vehicles may not be parked anywhere on the property.

See Declaration, Article 8, Section 5 and also East Sutton Condominium Association Parking Permit form.

V. PETS

- A. All allowed pets must have an approved East Sutton Condominium Association Pet Permit.
 - 1. One (1) permitted dog per Building is allowed.
 - 2. Two (2) permitted cats per Unit are allowed.
- B. Dogs must be leashed and under the immediate control of a person when on the Common Elements.
- C. Dog owners shall be responsible for the proper disposal of their dog's waste regardless of the location of the waste.
- D. Dog owners shall be responsible for the behavior of their dog and any handler thereof, including keeping barking to a minimum so as not to be an annoyance to other residents.
- E. Dog owners shall be responsible for any damage to the Common Elements caused by the actions of their dog, including damage caused by digging and pet elimination.
- F. Cats shall be housed indoors and not allowed to roam at large.

See Declaration, Consent Resolution, page 100; East Sutton Pet Policy; East Sutton Pet Permit/Application form and City of Waukesha Animal License Application.

VI. GARBAGE AND TRASH

- A. Garbage and recycling containers must be kept within the garage except for the day of or the night prior to collection.
- B. Unit Owners and residents shall follow all Waukesha Recycling Guidelines.

See Declaration, Article 8, Section 7 and By-laws, Article 8, Section 4d.

VII. VEHICLES

- A. Vehicle maintenance must be performed within the garage.
- B. Vehicle washing is allowed on driveways.

See Declaration, Article 8, Section 6

VIII. ESTATE SALES

- A. Unit Owners or, in the case of a death, the estate administrator, may have a one-time Estate Sale at the time a Unit is for sale providing they comply with the East Sutton Condominium Association Estate Sale Policy.
- B. No rummage or garage sales are allowed.

See East Sutton Condominium Association Estate Sale Policy.

IX. LAKE AND FISHING

- A. No swimming, boating, canoeing, kayaking, skating or walking on ice is allowed.
- B. East Sutton and Sutton Place Unit Owners and their guests are the only people allowed to fish in Brookshire Lake.
- C. A valid Wisconsin fishing license is required for anyone sixteen (16) years or older to fish in Brookshire Lake.
- D. All fish caught, with the exception of carp, must be released back into the lake.

See East Sutton Condominium Association Fishing Policy

X. LIMITED COMMON ELEMENTS AND LANDSCAPE

- A. Following the guidelines for planting annual flowers approved by the Board of Directors, Unit Owners may plant annual flowers in the ground of their Limited Common Elements and approved bedding areas.
- B. Prior written board approval is required for the following:
 - 1. Unit Owner "do it yourself landscape plans" of their Limited Common Elements including the removal of shrubs, the planting of perennials and shrubs and the removal of the white stone mulch.
 - 2. The creation of any new bedding areas or the rejuvenation of any existing landscaped bedding areas.
 - 3. Approval of materials for bordering the red spardust areas.
- C. Removable planters, shepherds hooks, decorative garden items, garden flags, sport flags, bird baths and seasonal decorations are allowed in the Unit Owner's Limited Common Elements including decks, patios and stoops and in approved landscaped bedding areas.
- D. Solar lights that meet the established Solar Light Parameters are allowed on the Unit Owner's Limited Common Areas along the sidewalk, patio and on the Unit Owner's deck.
- E. Unit Owners are allowed to maintain two (2) birdseed type feeders in their Limited Common Area along their sidewalk and two (2) additional birdseed type feeders in their back limited common area including on their deck. Non-seed feeders, such as hummingbird or oriole nectar and fruit feeders and suet feeders are allowed in addition to the two birdseed type feeders.

See East Sutton Bird Feeder Policy, East Sutton Holiday and Seasonal Decorations Policy, East Sutton Solar Light Parameters, Guidelines To Follow For Unit Owner DIY Landscape Plans and Guidelines For Planting Annual Flowers.

XI. HOLIDAY AND SEASONAL DECORATIONS

- A. Approved Holiday and seasonal decorations as defined in the Holiday and Seasonal Decorations Policy are allowed in the Unit Owners Limited Common Areas, approved bedding areas, on front doors, stoops, decks and patios.
- B. Holiday and seasonal decorations include non-blinking or non- flashing lights.
- C. Holiday and seasonal decorations are not allowed to be attached to the exterior of the units or placed in Common Areas.

- D. Unit Owners shall be responsible for any and all damage caused by any decoration or the placement of any decoration.
- E. Holiday decorations may be displayed during the time periods listed in the Holiday and Seasonal Decorations Policy.

See East Sutton Holiday and Seasonal Decorations Policy

XII. AMERICAN FLAG AND POLITICAL SIGNS

- A. One American flag up to 3' X 5' in size may be hung in the flagpole bracket at the side of the Unit Owner's garage or at the Unit Owner's front door. Additional smaller flags may be displayed as patriotic holiday decorations following the Holiday and Seasonal Decoration Policy.
- B. A single political sign may be displayed providing:
 - 1. The sign is no larger than 24 inches in length
 - 2. Only signs authorized or distributed by a candidate or issue sponsor are allowed.
 - 3. Signs may be displayed inside the Homeowner's Unit visible from the outside or in/on the Unit Owner's Limited Common Areas only.
 - 4. Signs may be displayed three (3) days prior to the election date and must be removed within twenty-four (24) hours after the election.

See Wisconsin Statute 703.105