SILVER MAPLE TERRACE RULES AND REGULATIONS

AS APPROVED ON JUNE 8, 2021 AT A SPECIAL MEETING OF THE BOARD OF DIRECTORS

Resolution of these Rules and Regulations are adopted on June 8, 2021, pursuant to the authority granted to the Board of the Directors in the Amended By-Laws dated June 8, 2021

THIS DOCUMENT DRAFTED BY:

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Silver Maple Terrace Rules and Regulations

As approved on November 2, 2025 at a special meeting of the Board of Directors.

New changes to the number of pets allowed per household.

1) Maximum number of pets allowed are 2.
2) No more than one dog allowed.
3) No more than 2 cats allowed.
4) One dog and one cat are allowed.

Resolutions of these Rules and Regulations are adopted on November 2, 2025, pursuant to the authority granted to the Board of the Directors in the Amended By-Laws dated June 8, 2021.

Ingrid Ziegelbauer (President) — 11-2-2025 — 11/2/2025

Chris Coval (Treasurer) — 11/02/2025 — 11/2/2025

Spencer Kish (Secretary) — 11/2/2025 — 11/2/2025

Silver Maple Terrace Rules and Regulations

As approved on February 8, 2026, at a special meeting of the Board of Directors.

New changes to the Unit parking designated areas for condo 921 only.

This unit does not have a parking space in front of their kitchen window for an extra parking space. The space located directly adjacent to the rose bushes will be unit 921's extra spot. When using this additional parking spot, the vehicle must be 10 ft from the side of the vehicle to the fire hydrant.

Resolutions of these Rules and Regulations are adopted on February 8, 2026, pursuant to the authority granted to the Board of the Directors in the Amended By-Laws dated June 8, 2021.

Ingrid Ziegelbauer (President) — 02/08/2026

Chris Coval (Treasurer) — 02/08/2026

Spencer Kish (Secretary) — 02/08/2026

Silver Maple Terrace Rules and Regulations

As approved on April 6, 2026, at a Special meeting of the Board of Directors.

New changes to the minimum amount of comprehensive liability coverage raising it from at least $200,000 to at least $300,000.

The new rule changes the minimum amount of coverage only and will be effective immediately. This rule states:

Each unit owner shall obtain and maintain a comprehensive liability policy with limits of individual occurrences of at least $300,000.

Resolutions of these Rules and Regulations are adopted on April 6, 2026, pursuant to the authority granted to the Board of Directors in the Amended By-Laws dated June 8, 2021.

Ingrid Ziegelbauer (President) — Date: 4/6/26

Chris Coval (Treasurer) — Date: 4/6/2026

Spencer Kish (Secretary) — Date: 4/6/2026

Silver Maple Terrace Rules and Regulations

As approved on April 6, 2026, at a special meeting of the Board of Directors.

The condo dues for the HOA has always been said to be the first of the month but hasn't been officially documented as a rule. This will confirm the HOA dues must arrive on the first of the month. There will be a 3 day grace period only for unexpected circumstances.
Any dues received after that grace period will receive a $10/day late fee charge.

These fees can be sent to our PO Box, making sure you give ample time for arrival by the first of the month. The address to mail the dues: Silver Maple Terrace Condo Assoc.
PO Box 174
Cedarburg, WI 53012

The other option of payment would be to have it directly sent to the HOA's bank account via Zelle or bank to bank ACH transfers. The association will provide you with the condos routing and account numbers. This option lets you set the date of payment so you would never be late.

There will be no more taping payments to the doors or putting it under someone's door mat. This is an unacceptable way of delivering dues and putting the liability of your payment onto someone else.

Resolutions of these Rules and Regulations are adopted on April 6, 2026, pursuant to the Authority granted to the Board of Directors in the Amended By-Laws dated June 8, 2021.
This policy will be effective for the HOA due payment of May 1, 2026.

Ingrid Ziegelbauer (President) — Date: 4/6/26

Chris Coval (Treasurer) — Date: 4/6/2026

Spencer Kish (Secretary) — Date: 4/6/2026

Section 1. Use of Units. In Order to provide for congenial occupancy of the property and for the protection of values of units, the use of the property shall be subject to the following limitations:

(a) No nuisances shall be allowed on the property nor shall any use or practice be allowed which is a source of annoyance to its residents or which interferes with the peaceful possession or proper use of the property by its residents.

(b) No immoral, improper, offensive, or unlawful use shall be made of the property or any part thereof, and all valid laws, zoning ordinances and regulations of all governmental bodies having jurisdiction thereof shall be complied with. Such compliance shall be accomplished at the sole expense of the unit owners or the Board of Directors, whichever shall have the obligation to maintain or repair such portion of the property.

(c) All units shall be used for residents only and under no circumstances may a unit owner rent or lease his unit to a non-owner. This subsection is intended to prohibit unit owners from utilizing AirBNB, VRBO and similar services.

(d) Notwithstanding the above, a portion of the unit may be rented as long as the unit remains owner-occupied at all times as long as the unit owner obtains the written consent of the Board of Directors.

(e) Units and common areas may not be used to conduct and expedite public sales of vehicles or rummage (with the exception of two garage sales per year for the entire association with the dates to be determined and agreed upon yearly by the Board of Directors.)

(f) To facilitate snow removal, rubbish collection, lawn services, and grounds maintenance, no lawn furniture, picnic tables, cars, children's toys, or similar items will be allowed to obstruct these services. No obstruction may be left on the south walk.

(g) No signs (including political signs), advertisements, billboards, unsightly objects or nuisances shall be placed, erected or otherwise permitted to exist on any unit property or common areas, open house signs on the date of showing or for sale signs of a unit excepted.

(h) Owners are responsible for the acts of all guests, including their children, grandchildren, renters, friends, or other persons and animals. Unit Owners shall indemnify and hold the Association harmless for any claims or causes of actions made against the Association as a result of the unit owners guests.

(i) All trash bags, recycle bins, and garbage bins must be kept in garages.

(j) No clothesline, stationary or portable, are allowed on any site of the Association other than in garages.

Section 2. Rules of Conduct. Rules and regulations concerning the use of the units and the common and limited common areas or facilities may be promulgated and amended by majority vote of the Board of Directors. Copies of such rules and regulations shall be furnished by the Board of Directors to each unit owner prior to their effective date.

(a) Parking.

1. No parking is ever allowed along the north fence line, pursuant to Cedarburg Ordinance Section 10-1-22(c).

2. Unit parking is designated as the area immediately in front of the garage and kitchen window within the boundaries of each unit.

3. Owners may have no more than two operative vehicles parked on Association common property. Excess vehicles shall be parked off boundaries of Association property.

4. Parking of miscellaneous equipment, inoperative and unlicensed vehicles in the common areas is prohibited.

5. Visitor parking will be limited to a two week period with extensions to be made at the sole discretion of the Board of Directors

6. Bicycle, go-carts, motorcycles, mopeds, basketball hoops, children's toys, play or exercise equipment, etc. shall be stored in garages when not in use.

7. Recreational Vehicles (RV's), including pop-up campers, may not be parked, stored, or otherwise present on any unit owner property or common area without the written consent of the Board of Directors.

(b) Pets.

1. In the common areas, pets must be controlled by leash

2. Any pet feces must be cleaned up immediately by owner so there is no visible residue.

    a. Failure to remove pet feces, including those done by visiting pets, will result in the following fines:

i. First Offense - $25.00
ii. Second Offense - $50.00
iii. Third Offense and Beyond – Fine to be determined by the Board of Directors.

b. The above fee schedule is in addition to, not in place of, any rights the association has to impose Infraction Assessments (defined below) as described in Section 3 below.

3. Pets may not be staked out or left unattended in the common areas, in garages, or back lawns or in any manner which would created a nuisance. Community areas will not be used by pets.

4. Owners must accompany pets at all times with the exception of the pet being on the patio space of each unit. The lease may not exceed the length or width of each personal patio area.

5. No more than one pet per household.

6. All owners of pets must comply with the animal physical examinations and licensing ordinances of the City of Cedarburg.

7. Any violation of the above will be subject to the fines described above and are in addition to any fines or penalties imposed by any governmental entity.

(c) Meetings

1. All unit owners are required to attend the annual meeting for the selection of the elected Board of Directors positions and are required to attend one Board meeting per year.

2. All meetings shall be open to all unit owners.

Section 3. Penalties for Infractions of Association Rules and Regulations. These Rules and Regulations relative to infractions have been promulgated to protect the property value and to ensure the enjoyment of the common property by all owners and residents.

Any infraction of these Rules and Regulations will result in the responsible owner being assessed liquidated damages for the violation ("Infraction Assessment"). This Infraction Assessment will be added onto the monthly maintenance fee and will be payable with the following month's fee. All money paid will first be applied to the Infraction Assessment and the remaining amount to the maintenance fee. Any Infraction Assessment or monthly maintenance fee in arrears of 90 days will result in a lien being filed on the resident's unit or with the

commencement of a lawsuit. All collection costs, including the Association's attorney fees will be paid b the responsible owner.

A first infraction of a rule or regulation will result in a letter of warning from the Board of Director or Manager

If the infraction is not remedied within one (1) week of the date of the receipt of the letter, then a $25.00 Infraction Assessment shall be assessed.

For each succeeding infraction or for each week that the infraction remains unremedied, a $50.00 Infraction Assessment shall be assessed.

Only one warning will be given for each infraction. If an owner has previously received a warning for an infraction, the owner will receive a $50.00 Infraction Assessment for any infraction occurring on a later date and a $100.00 Infraction Assessment for each week the infraction remains unremedied.

Section 4. Mortgages.

(a) Each unit may be separately mortgaged.

(b) A unit owner who mortgages his unit shall notify the Board of Directors of the name and address of his mortagee. The Board of Directors shall maintain such information in a book or other document entitled "Mortgages of Units."

(c) The Board of Directors, whenever so requested by a mortgagee of a unit, shall promptly report any unpaid common charges or other default by the owner of a mortgaged unit.

(d) The Board of Directors, when giving notice to a unit owner of a default in paying common charges or other default, shall send a copy of such notice to each holder of a mortgage covering such unit whose name and address has theretofore been furnished to the Board of Directors.

Section 5 Sale and/or Transfer of Units; Rental Prohibited. No unit owner may sell his unit or any interest therein except by complying with the provisions of the Bylaws and this Section.

(a) Any unit owner who receives a bona fide offer for the sale of his unit, hereinafter called "Outside Offer," which he intends to accept, shall give notice to the Board of Directors of such Outside Offer and of such intention, the name and address of the proposed purchaser, the terms of the proposed transaction and such other information as the Board of Directors may reasonable require and shall offer to sell such unit to the Board of Directors or its designee, corporate or otherwise, on behalf of the owners of all other units, on the same terms and conditions conditioned in the Outside Offer ("Right of First Refusal").

(b) The Right of First Refusal contained in Section 5(a) above may be released or waived by the Board of Directors, in which event the unit may be sold or conveyed free and clear of the provisions of such right.

(c) A certificate, executed and acknowledged by the Secretary of the Association, stating that the provisions of Section 5(a) above have been met by a unit owner or have been duly waived by the Board of Directors, and that the rights of the Board of Directors thereunder have been terminated, shall be conclusive upon the Board of Directors and the unit owner in favor of all persons who rely thereon in good faith. Such certificate shall be furnished to any unit owner who has complied with the provisions of Section 5(a) or in respect to whom the provisions of such Section have been waived for a reasonable fee, not to exceed $10.00.

(d) The provisions of Section 5(a) above shall not apply with respect to any sale or other conveyance by a unit owner of his unit to his spouse, children, parents, brothers or sisters, or to any one or more of them. Any party receiving title to a unit shall agree to comply with the Bylaws and these Rules and Regulations.

(e) Any unit owner shall be free to convey or transfer his unit by gift, or to devise his unit by will, or to pass same by intestacy, without restriction.

(f) No unit owner shall be permitted to convey, mortgage, pledge, hypothecate, or sell his unit unless and until he shall have paid in full to the Board of Directors all unpaid common charges and liquidated damages therefore assessed by the Board of Directors against his unit and he shall have satisfied all unpaid liens against such unit, permitted mortgages excepted.

(g) Rental of units is expressly prohibited except in the manner described in the Bylaws and elsewhere in these Rules and Regulations.

Section 6. Records. The Board of Directors or the Manager shall keep detailed records of the Actions of the Board of Directors and the Manager, minutes of the meetings of the Board of Directors, minutes of the meetings of unit woners, and the financial records and books of account of the Assocaiation and property, including a chonological listing of receipts and expenditures, as well as a separate account of each unit which, among other things, shall contain the amount of each assessment of common charges against such unit, the date when due, the amounts paid thereon, and the balance remaining unpaid.

A written report summarizing all receipts and expenditures of the property shall be rendered by the Board of Directors to all unit owners at least semi-annually.

Additionally, all unit owners, mortgagees are entitled to request a copy of said reports at the end of each calendar year, provided a $10.00 fee is received by the Association to process such request.

Section 7. Miscellaneous.

(a) All official notices to the Board of Directors shall be sent by registered or certified mail, care of the Manager, or if there is none, to the office of the Board of Directors, addressed to SILVER MAPLE TERRACE BOARD OF DIRECTORS and sent to PO BOX 174, CEDARBUG, WISCONSIN 53012, or to such other address as the Board of Directors may hereafter designate from time to time. All official notices to any unit owner shall be sent by registered or certified mail, if circumstances require it, to the building or other such address as may have been designated by him from time to time, in writing to the Board of Directors. All official notices shall be deemed to have been given when mailed, except notices of change of address which shall be deemed to have been given when received.

(b) The invalidity of any part of these Rules and Regulations shall not impair in any manner the validity, enforceability, or effect of the rest of these Rules and Regulations

(c) The headings and captions herein are inserted as a manner of convenience and reference and in no way define, limit, or describe the scope of these Rules and Regulations or the intent of any section herein.

(d) The use of the masculine gender in these Rules and Regulations shall be deemed to include the feminine gender and the use of the singular shall be deemed to include the plural, whenever the context so requires.

(e) No restriction, condition, obligation, or Section contained in these Rules and Regulations shall be deemed to have been abrogated or waived by reason of any failure to enforce same, irrespective of the number of infractions or breaches thereof, which may occur.

Section 8 Insurance. The Association shall insure the entire condominium structure, including inside and outside walls, all attached fixtures, all common areas and improvements of the common areas against loss or damage by fire and such other hazards as the Association may deem desirable, for the full replacement costs of the units.

Each unit owner shall obtain coverage on their personal property located within or appertaining to the exclusive use of the unit.

Each unit owner shall obtain and maintain a comprehensive liability policy with limits of individual occurrences of at least $200,000. Any insurance available under such policy shall be primary to any policy obtained by the Association. Each unit owner shall furnish a certificate of insurance to the Board of Directors at the annual meeting.

Section 9. Excess Fee Usage. Any surplus fees collected for the monthly maintenance or other fees shall be deposited into the Association bank account for mutual benefit of unit owners, disbursement thereof to be in the discretion of the Board of Directors.