

Hello New Arbor Hills Neighbor

Welcome to the neighborhood!

The Board of Directors would like to make sure that you have access to vital information about your home ownership in the Arbor Hills neighborhood and have prepared this packet of documents.

As an Arbor Hills homeowner, your home is 1 of 200 homes of a site condominium making you a member of the Arbor Hills Condominium Association. In many ways, your home ownership is the same as most residential homes, but there are some differences.

We have State of Michigan regulated Bylaws that define the neighborhood. Along with the Bylaws, there are the Neighborhood Policies that have been set by the Association's elected Board of Directors to clarify portions of the Bylaws, and to maintain the aesthetics of the neighborhood. A copy of the Neighborhood Policies is provided along with this letter and can also be found on the Association's web site, along with a complete copy of the Association's Bylaws.

Please note that if you plan to change or repair any exterior items on your home exterior such as building a new deck, fence, painting trim, and shingle replacement these will need to be approved by the Association, before the work is started. Any landscape changes that may impact water drainage also need pre-approval. The approvals are required to ensure Association aesthetic and architectural compliance. Submit an Alteration/Modification Request to the Board or Management Company for approval when you are planning a change. A copy of the Alt/Mod form is provided with this packet and the form contains submittal information. The form can also be found on the Association's web site.

As part of the 200 home Association, you own indivisibly, a 1/200th portion of the common elements belonging to the Association. This includes the neighborhood roads, streetlights, mail boxes and stands, and several woodland and wetland common areas. Some services like street repair, street snowplowing, maintenance of streetlights and landscaped areas are the responsibility of the Association, while others like garbage collection, recycling, and maintenance of Kilburn Park and Arbor Hills Park are handled by the City of Ann Arbor. The Association provided services are handled through the management company with Board approval, and are completed by contractors hired on the Association's behalf. Home related projects/repairs contained within your house or your unit property line (sidewalks, driveways, trees) are your responsibility as the owner.

The Board of Directors prepares a budget annually that sets the Association dues for the coming year. Your Association dues cover an equal portion of the cost of providing neighborhood services, maintenance of the common elements, and related Association costs. Dues are billed by and paid to **Your Piece of Mind** who administers our financial accounts. For more information about our neighborhood and the Association, visit our web site: www.arbor-hills.org

Sincerely,

The Welcome Committee
Arbor Hills Condominium Association