

SCHEDULE A
RULES AND REGULATIONS
FOR
MARLOW TOWERS CONDOMTNLUM

1. No part of the property shall be used for other than housing and the purposes for which the property was designed. Each unit shall be used as a residence for a single family.
2. There shall be no obstruction of the common areas nor shall anything be stored in the common areas except in the designated storage areas, without the prior consent of the Board of Directors except as hereinafter expressly provided.
3. Nothing shall be done or kept in any unit or in the common areas which will increase the rate of insurance of any of the buildings, or contents thereof, applicable for residential use, without the prior written consent of the Board of Directors. No unit owner shall permit anything to be done, or kept in his unit, or in the common areas which will result in the cancellation of insurance on any of the buildings, or contents thereof, or which would be in violation of any law. No waste shall be committed in the common areas.
4. Unit owners shall not cause or permit anything to be hung or displayed on the outside of windows or placed on the outside walls or doors of a building and no sign, awning, canopy, shutter or radio or television antenna shall be affixed to or placed upon the exterior walls or doors, roof or any part thereof or exposed on or at any window, without the prior consent of the Board of Directors.
5. No animals or reptiles of any kind shall be raised, bred, or kept in any unit or in the common areas, except that a dog, cat or other household pet, weighing not more than five (5) pounds, approved by the managing agent in writing, may be kept in units, provided that they are not kept, bred or maintained for any commercial purposes; and provided further that any such pet causing or creating a nuisance or unreasonable disturbance or noise shall be permanently removed from the property subject to these restrictions upon three (3) days' written notice from the Board of Directors. In no event shall any dog be permitted in any portion of the common areas unless carried or on leash, or be curbed in any courtyard or close to any patio.
6. No noxious or offensive activity shall be carried on in any unit, or in the common areas; nor shall anything be done therein either willfully or negligently, which may be or become an annoyance or nuisance to the other unit owners or occupants. No unit owner shall make or permit any disturbing noises in the buildings by himself, his family, servants, employees, agents, visitors and licensees, nor do or permit anything by such persons that will interfere with the rights, comforts or convenience of other unit owners. No unit owner shall play upon, or suffer to be played upon, any musical instrument or operate or suffer to be operated a phonograph, television set or radio in the premises at such high volume or in such other manner that it shall cause un reasonable disturbances to other unit owners.
7. No clothes, sheets, blankets, laundry or any kind of other articles shall be hung out of a unit or exposed on any part of the common elements. The common areas shall be kept free and clear of rubbish, debris and other unsightly materials.
8. Except in recreational or storage areas designated as such by the Board of Directors there shall be no playing, lounging, or parking of baby carriages, or playpens, bicycles, wagons, toys, vehicles, benches or chairs on any part of the common areas and any baby carriages, baby pens, lawn furniture, bicycles, toys, scooters, or similar articles placed or found in the common areas may be removed by the management agent at any time from such common areas and a service charge of Two Dollars (\$2.00) payable to the Council of Co-Owners will be charged for the release of any such property and if not claimed within two (2) weeks all such property will be disposed of. Storage by owners in areas designated by the Board of Directors shall be at the owner's risk.
9. No industry, business, trade, occupation or profession of any kind, commercial, religious, educational, or

otherwise, designed for profit, altruism, or otherwise, shall be conducted, maintained, or permitted on any part of the property, nor shall any "For Sale", "For Rent", or "For Lease" signs or other window displays or advertising be maintained or permitted on any part of the property or in any unit therein nor shall any unit be used or rented for transient, hotel or motel purposes.

10. Any consent or approval given under these rules and regulations may be added to, amended, or repealed at any time by resolution of the Board of Directors.

11. No garbage cans shall be placed in the halls or on the staircase landings, nor shall anything be hung from the windows, terraces, balconies, or patios or placed upon the windowsills. Nor shall any rugs or mops be shaken or hung from or on any of the windows, doors, balconies, or patios. Trash shall be deposited in the containers located in the service areas of each building.

12. All vehicles belonging to an owner, or to a member of an owner's family or guest, tenant, or employees of an owner shall be parked in the space provided, and no such vehicle shall be parked in such a manner as to impede or prevent ready access to any other parking space. The parking of trucks, commercial vehicles, boats and trailers, and campers is prohibited without written permission of the Council or its management agent. The Council assumes no responsibility or liability whatsoever for the loss or damage to any automobile or vehicle while parked on the premises. The repairing of cars or other vehicles on the premises is prohibited. The washing of cars will be allowed only in the special area provided for this purpose. The storing of any junk automobiles or vehicles of whatever nature shall be strictly prohibited, and automobiles Without current license tags shall be considered junk storage. Any such vehicle stored or placed on the premises for a period exceeding forty eight (48) hours shall be towed away at owner's expense without prior notice to owner and with no liability on the part of the Council or its Management agent.

13. Rules of behavior for the swimming pools and recreation areas will be promulgated by the Board of Directors and all unit owners, their families and guests must abide by such rules.

14. No balcony or patio shall be enclosed or covered by any awning or otherwise enclosed without the consent in writing of the Board of Directors.

15. The Board of Directors, or its designated agent, may retain a pass key to the premises for use in emergency situations only. No unit owner shall alter any lock or install new lock on any door of the premises without the written consent of the Board of Directors. In case such consent is given, the unit owner shall provide the Board of Directors, or its agent, with an additional key pursuant to its right of access to the demised premises. A charge of Two Dollars (\$2.00) will be made for the services of an employee of the Council or management agent admitting an owner to the owner's unit after the hours of 6:00 p. m. and before 12:00 a. m. There will be a Five Dollar (\$5.00) charge for this service between the hours of 12:00 a. m. and 8:00 a. m.

16. Unit owners shall not paint, stain, or otherwise change the color of any exterior portion of any building.

17. Each unit owner shall keep his condominium unit and any balcony or patio to which he has sole access in a good state of preservation and cleanliness.

18. Each unit owner of a unit located on the first or second floor level is required to cover the entire floor area of his unit with carpeting and padding (excluding the kitchen and bathroom areas).

19. The use of charcoal broilers or hibachies on balconies or patios is prohibited.

20. Laundry equipment located in the service areas shall not be used between the hours of 11 :00 p. m. and 7:00 a. m.

21. No owner shall engage or utilize any employee of the condominium for his private use or business during such employee's hours of employment.

22. Soliciting of any type is forbidden.

23. The delivery of packages or registered mail must be arranged for by the owner. The Council and management agent shall assume no responsibility whatsoever for any packages or mail left at the management office.

24. No one bedroom unit shall be occupied by more than two (2) persons; no two bedroom unit shall be occupied by more than four (4) persons and no three bedroom unit shall be occupied by more than five (5) persons.

25. Right is specifically reserved to the Board of Directors of MARLOW TOWERS CONDOMINIUM to rescind, change, or amend the foregoing rules and regulations and to adopt such other rules and regulations as from time to time the Board of Directors may deem necessary.

MARLOW TOWERS
CONDOMINIUM
MASTER DEED and BY-LAWS

Marlow Madison Condominium
Limited Partnership, Declarant

Mail to: Mr. T.D. Burgess
3901 St. Barnabas Road
Silver Hill, Maryland

Law Offices
NYLEN & GILMORE
Riggs Building
Riggs Road and University Blvd, East
Hyattsville, Md.

REVISED NOVEMBER 5, 1997

MARLOW TOWERS
CONDOMINIUM RULES AND
REGULATIONS

Adopted in Accordance with Section 11-111 of
the Maryland Condominium Act

RESTRICTION OF USE OF UNITS

1. To assist the Condominium Association in providing for congenial occupancy and the protection of the value of Units, it is necessary that the Board of Directors have the right and authority to exercise reasonable control over the use of the units and common elements. Violations of the following prohibitions shall not be permitted. The Board of Directors is authorized to take all necessary and appropriate steps to prevent and/or discontinue the violation.
2. No part of the property shall be used for other than housing and the purposes for which the property was designed. Each unit shall be used as a residence for a single family.

STORAGE

3. There shall be no obstruction of the common areas nor shall anything be stored in the common areas except in the designated storage areas. All storage areas shall be kept in a neat, clean, safe and sanitary condition. Dangerous materials, items, articles or tangibles of any kind inconsistent with residential use shall not be stored in any unit - including but not limited to flammable paints, tires, live ammunition, propane tanks of any kind and flammable liquids. Nor shall the aforementioned items in this article be stored in the common areas. All violators will be reported to the Board of Directors and proper authorities for corrective action - regardless of ownership of the personal property. The unit owner shall be responsible for the removal, disposal fees and any repairs incurred by the Association. No items stored in the designated storage areas may be illegal, contraband, or violate any criminal, civil, and/or administrative (including zoning) laws or regulations.
4. Nothing shall be done or kept in any unit or in the common areas which will increase the rate of insurance or any of the buildings. Materials inconsistent with residential use shall not be stored in any unit. No unit owner shall permit anything to be done, or kept in his/her unit, or in the common areas which will result in the cancellation of insurance on any of the buildings. No waste/destruction shall be committed in the common areas. No unit owner, resident or guest shall engage in the destruction, defacement, or vandalism of any common areas(s) or property.
5. Except in designated recreational areas, there shall be no playing, lounging, loitering, parking carriages, playpens, bicycles, wagons, toys, vehicles, benches or chairs

on any part of the common areas. Articles placed or found in the common areas may be removed by the Management Office at any time. If such item(s) is not claimed within two (2) weeks, all such property will be disposed of at the discretion of the Management Office . Use of the designated storage area shall be at the owner's risk.

WINDOWS AND BALCONIES

6. To maintain the high quality appearance of the exterior, unit owners, residents, guests, and/or lessees shall not permit anything to be hung, affixed or displayed on the outside of the windows or placed on the outside walls and doors of the units. No sign, wreaths, awning, canopy, shutter(s), radio or television antenna, satellite dish, or any type of telecommunication device shall be affixed to or placed on the exterior walls, doors, roof or any part which is exposed on any unit. A \$100 charge will be assessed against violators.
7. No clothes, sheets, blankets, rugs, carpets or any laundry of any kind shall be hung out of a unit or exposed on any part of the unit's balcony or terrace.

No rubbish, debris, or other unsightly material, to include but not limited to discarded appliances and tires, shall be kept on balconies or terraces. A \$50.00 charge will be assessed for violation of any part of this rule.
8. Nothing shall be hung from the exterior windows, terraces, balconies, or patios, or placed/affixed upon the windowsills. No rugs or mops shall be shaken or hung from any of the stairwells, windows, doors, balconies, or patios.

No garbage cans or waste receptacles shall be placed in the stairwells or common areas. Trash shall be secured in plastic bags with ties and deposited in the designated trash receptacles of each building. Newspapers, bottles and other recyclables shall be placed in their respective receptacles. Kitchen waste and other materials shall not be placed in drains not equipped with garbage disposals. A \$100.00 charge will be assessed for violation of any part of this rule.
9. No balcony or patio shall be enclosed or covered by awnings or otherwise without the prior written consent of the Board of Directors, including replacement of windows. Air conditioning and/or similar equipment shall be installed on balconies, patios, and terraces -not in common areas. Freon lines, cables and related items shall not extend through vents. Window air conditioning units are strictly prohibited. A \$50.00 charge will be assessed plus the cost of all necessary corrective work

NOISE

10. No noxious, illegal or offensive activity shall be carried on in any unit or in the common areas; nor shall anything be done therein, either willfully or negligently, which may be or become any annoyance or nuisance to the other unit owners or occupants. No unit owner shall make or permit any disturbing noises in the unit or common elements by himself,

his family, servants, employees or agents, tenants, visitors and licensees, not permit anything by such persons that will interfere with the rights, comforts or convenience of other unit owners/residents. No unit owner/resident shall play upon, or suffer to be played upon, any musical instrument or operate or suffer to be operated a phonograph, television set, radio/stereo, vehicle horn or other device at such high volume or in such other manner that it shall cause unreasonable disturbances to other unit owners/residents.

PETS

11. Effective February 3, 1997, all pit bulls must be registered with Prince George's County Animal Management Division in accordance with (Prince George's County Code Section 3-185.01). Prince George's County Animal Management Division (301) 499-8300.
 - * Pit bulls must have a current Prince George's county dog license and a valid rabies vaccination in order to be registered.
 - * Pit bulls are defined as: Staffordshire Bull Terrier Breed, American Staffordshire Bull Terrier Breed, American Staffordshire Terrier Breed or American Pit Bull Terrier Breed.
 - * Pit bulls must be maintained within a building or secure kennel at all times and wear a pit bull registration tag at all times.
 - * Pit bulls outside of a building or kennel shall be under the control of an adult and secured on an unbreakable leash.
 - * Violations will result in fines up to \$1,000.00 or imprisonment up to six months. Owners of pit bulls that cause injury or death to humans or domestic animals without provocation shall be fined up to \$1,000.00 and imprisonment up to six months.

See Appendix A for Dangerous Dogs Article 27 Section 70E.

No owner, tenant or guest shall raise, breed, or keep in any unit or in the common areas, a dog, cat or other household pet, that has not been inoculated and licensed, and subsequently approved by the Management Office. No owner, tenant, or guest shall breed or maintain animals for commercial purposes. A \$50.00 charge will be assessed for violation of any part of this rule.

Any pet causing or creating a nuisance, unreasonable disturbance, or noise shall be permanently removed from the property upon three (3) days written notice from the Management Office or the Board of Directors. All pets shall be leashed or carried outside of units. Pet droppings shall not be deposited on the common elements except in areas designated as dog walks. Pet waste shall be removed by the owner from all common areas, except dog walks. Pets shall not be left on balconies or common areas unattended. A \$50.00 charge will be assessed for any violation of this rule.

BUSINESS OR OTHER USE OF UNITS

12. No industry, business, trade, occupation or profession of any kind, commercial, religious, educational or otherwise shall be designated or permitted on any part of the property. No

"For Sale", "For Rent", or "For Lease " sign or other window display or advertising shall be maintained or permitted on any part of the property or in any unit therein . No unit shall be used or rented for transient, hotel or motel purposes. A \$50.00 charge will be assessed for violation of any part of this rule.

EXTERIOR

13. Unit owners-shall not paint, stain, or otherwise change the color of any exterior portion of any building. The unit owner shall be assessed the cost of all necessary corrective work.

FLOORS

14. Each owner of a unit located above another unit is required to cover the entire floor area of the unit with carpeting and padding (excluding the kitchen and bathroom areas).

UNITS

15. No one bedroom unit shall be occupied by more than two (2) persons; no two bedroom unit shall be occupied by more than four (4) persons and no three bedroom unit shall be occupied by more than six (6) persons.
 - A. Each unit owner shall provide management with the name and address of each mortgagee or beneficiary of any deed of trust on such owner's unit. This information shall be provided within 30 days after any written request by Management or the Board of Directors.
 - B. Any owner who leases a unit shall provide management with a complete copy of the lease, vehicle and pet registration and any addenda thereto within 15 days after the time such documents are signed. All leases shall be in writing. Any owner who leases a unit is responsible for purchasing a copy of the current rules and regulations from the MTCA and giving it to his or her renters/lessees.
 - C. An owner shall be held responsible for any violations of the rules and regulations by owners, tenants, servants, employees or agents, visitors and licensees. Furthermore, an owner shall be liable for any fees, fines or expenses incurred as a result of any violation of the Rules and Regulations.
 - D. Each owner must provide the Management Office with an emergency set of keys. Any change of door keys must be given to the office within 15 days of a change.
 - E. An owner will be assessed a \$100.00 charge for each violation of any part of this rule.

PARKING/MOTOR VEHICLE RULES

16. All persons operating or parking a motor vehicle on condominium property shall be subject to the vehicle rules of the condominium as well as all other rules of the Marlow Towers Condominium Association .
17. All motor vehicles belong to an owner, or to a member of an owners' family or tenant's family or guest, shall not park in a manner that will impede, hinder or prevent ready access to any other parking space on the condominium property. The parking of trucks, commercial vehicles, boats, trailers, and campers is prohibited unless that same **OWNER** has obtained a special parking permit for his/her commercial vehicle from the MTCA to be displayed at all times. The Board of Directors assumes no liability or responsibility for the loss, damage or removal of towed/impounded vehicles.
18. All motor vehicles, including motorcycles, must be registered within thirty (30) days with the Marlow Towers Condominium Association. All motor vehicles must possess valid license plates and be properly licensed and registered in accordance with the Maryland State law and the laws of Prince George's County, Maryland. A \$35.00 fine may be assessed for violation of this rule.
19. All vehicles belonging to a resident or tenant must display a current MTCA parking sticker. All vehicles must park **FRONT END** only except in inclement weather -ice and snow storms. A \$35.00 fine will be assessed for violation of this rule.
20. The washing of vehicles will be allowed only in the designated area and is for the use of motor vehicles only with a MTCA parking sticker. No vehicle may park in the car wash area between 8:00 a.m. and 8:00 p.m. except for those vehicles actually being washed. All hoses must have a shut off nozzle. Subject to favorable weather conditions, the maintenance staff at their discretion will open the car wash area. A fine of \$50.00 will be assessed if hoses do not have a shut off nozzle.
21. No portion of the property shall be used for the repair, painting, or any type of work of any nature on any motor vehicle, except, battery replacement and flat tire repair. A fine of \$100.00 will be assessed for violation of this rule.
22. The storing of any vehicles of any nature is strictly prohibited. Any vehicle without a current license tag or parked illegally and not in accordance with the rules and regulations or the laws of the state/county shall be considered improperly parked on condominium property and subject to impoundment. The Board of Directors and the Management Office assume no liability or responsibility for the impoundment and/or damage.
23. No vehicle shall be parked along any curb which has been painted as a fire lane or which has been designated as a fire lane by the appropriate governmental agency with the exception of the discharge of parcels and persons. Unattended vehicles are subject to tow.
24. A maximum of two (2) parking permits will be issued to each unit at no cost. Each additional permit will be assessed a fee of 120.00This includes permits which are lost, misplaced, stolen, or destroyed.

25. No trucks, vans, and/or campers in excess of 3/4 ton capacity shall be permitted to register to park on condominium property. The Board of Directors and the management may refuse permission in its discretion in accordance with the policy directives of the Board of Directors for certain vehicles to park on the property of the condominium if it is determined that such vehicle is unsuitable to park in that area or the designated area of the property of the condominium. A fine of \$100.00 will be assessed for violation of this rule.
26. A handicap license plate or a handicap sticker issued by the appropriate governmental agency shall be visible at all times for vehicles using handicap parking spaces. MTCA will designate **PARKING AREAS** for those persons who have obtained valid handicap license plates or handicap stickers. Any vehicle parked illegally in a handicap space will be subject to impoundment and tow. The Board of Directors assumes no liability or responsibility for the loss, damage or removal of towed-impounded vehicles.
27. **IT IS THE OWNER'S AND/OR TENANT'S RESPONSIBILITY TO ADVISE GUESTS AND/OR VISITORS OF THE PARKING REGULATIONS.** All visitors and guests must park in the designated visitor's parking area between the hours of 7:00 p.m. and 7:00 a.m. weekdays and **ALL DAY on WEEKENDS. THERE WILL BE NO EXCEPTIONS.** Only vehicles (INCLUDING VANS AND TRUCKS) displaying valid MTCA parking stickers are authorized to park in numbered spaces. Any vehicle not displaying a valid MTCA parking sticker and/or in violation of any state/county law will be impounded without notice at the owner's sole expense as provided by law.

DISPOSAL OF EQUIPMENT

28. The disposal of any homeowner's personal equipment or personal property (i.e., refrigerators, stoves, dishwashers, etc.) in the common areas is prohibited. The Board of Directors and the MTCA office are authorized to take all necessary, and appropriate steps to prevent and/or discontinue the violation, including but not limited to fines. A fine of \$100.00, plus the cost of actual disposal of the property will be assessed to the owner.

SAFETY EQUIPMENT

29. The Board of Directors and management shall have the right to access each unit annually for the purpose of certifying the proper functional operation of smoke detectors .

ACCESS

30. The Board of Directors and management shall give twenty-four (24) hour notice prior to entering a unit for inspection of the unit and/or safety equipment or for any reason including installations, alterations and/or repairs. Immediate access is authorized in case

of an emergency and the management and/or Board of Directors will provide notice to the unit resident as soon as practical after access is gained. Failure to give access upon request per section 12 of the MTCA by-laws will result in a fine of \$100.00 or any amount assessed by the County, State, or Federal law or regulation regarding the need for access.

MISCELLANEOUS

31. The rules of behavior for all recreational areas will be adopted by the Board of Directors. All residents, their families, guests, Marlow Towers Condominium Association (MTCA) employees and pool company employees must abide by such rules. Refusal to adhere to the rules of behavior could result in expulsion from the use of the recreational areas. Owners shall be responsible for the misuse of recreational facilities by their tenants, children and guests.
32. Bicycles, skateboards and other devices shall be operated in a safe manner.
33. The storage or use of charcoal grills, broilers or other cooking apparatus on balconies, patios or the common elements is prohibited. A fine of \$100.00 will be assessed for any violation in addition to any local fire department fines.
34. Laundry equipment located in the service areas shall not be used between the hours of 11:00 p.m. and 7:00 a.m. A \$50.00 charge will be assessed for violation. Washers and dryers are not permitted in units. A charge not to exceed \$50.00 per day will be assessed for each day the violation continues.
35. Door-to-door commercial solicitation of any type is forbidden. A \$50.00 charge will be assessed against any resident in violation of this rule.

VIOLATIONS

36. The Board of Directors expressly reserves the right to take appropriate action/remedies in response to any violation of the rules and regulations. The Board of Directors is authorized to conduct a hearing, provide due process, and then render the appropriate sanction for a violation of the rules and regulations to include a fine, assessment of money, exclusion from use of recreational areas, exclusion from certain uses of the property of the condominium association, or other actions as warranted.