

Woods of Novi Summary of Bylaws, City Ordinances, and General Recommendations

Introduction

The board members of the Woods of Novi are dedicated to keeping our subdivision safe, attractive, and family friendly. As a member of the Homeowners Association, we ask for your help in maintaining these high standards. Please take a moment to familiarize yourself with the following ordinances, bylaws and recommendations. This list is not exhaustive and you can find a full copy of the City of Novi ordinances at www.cityofnovi.org, as well as a copy of the Woods of Novi Bylaws at woodsofnovi.nextdoor.com. Together we can help make the Woods of Novi one of the most desirable subdivisions in which to live.

Security and Safety

- Do not leave valuables in your vehicle in plain site
- Make sure your garage door is closed at night
- Leave your porch/exterior lights on at night
- Be vigilant. Report any suspicious activity to the Novi Police
- Novi Police non-emergency number: (248) 348-7100
- The speed limit in the sub is the same as any other residential street, 25 MPH. Please use caution when driving in the sub as there are many small children
- Traffic entering the sub on Berkshire Blvd. and traffic exiting Lancelot Court must yield to thru traffic on English and Wimbledon Way

Garbage Collection

- Garbage collection is provided by the City of Novi. In June 2016, the City of Novi contracted with Waste Management of Michigan, Inc. to be the sole provider of the curbside trash, recycling, yard waste, and bulk item collection services for the entire city
- Each home was provided with a 96-gallon trash cart and 64-gallon recycling cart (yellow top)
- Waste Management's Customer Service Line: (866) 797-9018
- By city ordinance and HOA bylaws, **REFUSE BINS ARE TO BE PLACED AT THE CURB NO MORE THAN 24 HOURS BEFORE THE COLLECTION TIME and MUST BE REMOVED NO LATER THAN 12 HOURS AFTER COLLECTION.**
- **BOTH REFUSE and TRASH BINS HAVE A LID AND MUST BE CLOSED AT ALL TIMES**
- **REFUSE BINS MUST BE SCREENED FROM PUBLIC VIEW.** Please store your bins in your garage or in your side or back yard where it will not be a nuisance to your neighbors

Pets

- Dogs in ANY public area **MUST** be restrained on a lease **AND** vaccinated against rabies
- Droppings **MUST** be immediately removed from ANY public area
- Yards **MUST** be kept free of accumulated droppings
- No more than 3 dogs **OR** cats are permitted per household
- The State of Michigan requires **ALL** dogs over the age of 4 months to be current with rabies vaccine and be licensed

Yard/Exterior Maintenance

- You are responsible for maintaining your property so that it does not become unsightly or unkempt
- Weeds exceeding 8 inches in length are NOT permitted on any property occupied by a structure
- No fence, patio, paved area, deck, wall, or hedge shall be erected without prior written approval from the Board of Directors
- All sidewalks, walkways, stairs, driveways, parking spaces, and similar areas SHALL be kept in a proper state of repair, and maintained free from hazardous conditions
- If you fail to maintain your property the Association CAN enter your property and make the necessary repairs at your expense
- Do NOT store outdoor appliances or tools in the front of your house unless they are shielded from public view
- Landscaping supplies may NOT be stored on any property for more than 30 days

Lawn Watering

- Automatic sprinkler systems are only to be used on alternating days between 11PM and 5AM
- Houses with ODD NUMBERED addresses shall water on ODD NUMBERED days.
Houses with EVEN NUMBERED addresses shall water on EVEN NUMBERED days.

Vehicles

- No inoperable, junk, or unlicensed vehicles are permitted on any premises unless in a garage or completely screen from public view
- Areas in the subdivision where parking is prohibited:
 - 1) On a sidewalk;
 - 2) In front of a public or private driveway;
 - 3) Within an intersection;
 - 4) Within fifteen (15) feet of a fire hydrant;
 - 5) Within twenty (20) feet of a crosswalk, or if there is not a crosswalk, then within fifteen (15) feet of the intersection of property lines at an intersection of highways;
 - 6) Within thirty (30) feet of the approach to a flashing beacon, stop sign, or traffic-control signal located at the side of a highway;
 - 7) On a street in such a way as to obstruct the delivery of mail to a rural mailbox by a carrier of the United States postal service;
 - 8) On a street in a manner that leaves an insufficient width of the roadway available for free movement of a vehicular traffic; and
 - 9) On any front, side or rear yard

Land Recognition

- Please be aware that our subdivision includes and/or is otherwise bordered by land that has been designated as protected Wetlands and/or protected Woodlands by the City of Novi and/or Michigan Dept. of Environment, Great Lakes, and Energy (f/k/a MDEQ). The City of Novi website is a great place to start: <https://www.cityofnovi.org/Community/Map-Gallery.aspx>
- As a property owner, your property may be included within and/or adjacent to those lands identified above. It is your responsibility, as a property owner, to be aware of and understand the status of your property and property adjacent to your own, as well as the regulatory effects of such designation
- Finally, as an association, we also ask that everyone pay attention to and keep an eye on association property that may be near your own so that we may react quickly if/when people outside of the association take enter or otherwise attempt to take action on association property

Soliciting

- Door to door peddling, solicitation, and sales are allowed in the City of Novi. In most cases a permit is required from the City Clerk's office. The exceptions include a minor engaged in solicitation or peddling for civic, philanthropic, religious, educational or athletic purposes (*i.e.* Girl Scout cookies, etc.)
- NO PEDDLING OR SOLICITATION MAY BE CONDUCTED AFTER 9:00PM OR DUSK (WHICHEVER IS EARLIER) OR BEFORE 9:00AM, PREVAILING TIME.
- Solicitors and peddlers are not allowed to enter into property displaying as sign of at least sixteen (16) square inches mounted in a conspicuous and prominent location with wording equivalent to "No Solicitation," "No Trespassing," "No Peddlers or Agents," or "No Advertisements"
- Novi City Council has amended the Peddling and Soliciting portion of the City Code. The new ordinance created a "**NO KNOCK REGISTRY.**" Residents who sign up for the registry may restrict peddlers and solicitors from coming to their homes. Representatives of religious or political organizations, who are distributing information, are not subject to these requirements. Please visit: <https://cityofnovi.org/Government/City-Services/City-Clerk/Do-Not-Knock-Registry.aspx> for more information

Snow Removal

- SNOW and/or ICE THAT FALLS DURING DAYTIME HOURS SHALL BE REMOVED FROM SIDEWALKS WITHIN 12 HOURS OF THE CESSATION OF THE SNOWFALL. WHEN SNOW OR ICE FALLS CEASE DURING NIGHTTIME HOURS, SIDEWALKS MUST BE CLEARED BY 6PM THE FOLLOWING DAY.
- No person shall park a motor vehicle on a street, highway, roadway, or other public right-of-way under the jurisdiction of the city during a snow emergency until such time as the street, highway, roadway or public right-of-way shall have been plowed of snow, or until salt shall have been spread for the control of freezing rain.
- A snow emergency shall be deemed to exist whenever:
 - (1) Freezing rain, sleet or four (4) or more inches of snow has been forecast for the area by a newspaper circulated in the City, or by a radio or television station with a normal operating range covering the City;
 - (2) Freezing rains or sleet has fallen or four (4) or more inches of snow have accumulated in the City; or
 - (3) The Director of the Department of Public Services, or his designee, on the basis of falling snow, sleet or freezing rains or on the basis of a forecast of snow, sleet or freezing rains, finds that it is necessary for plowing or salting purposes that parking be prohibited, and causes a declaration of such snow emergency to be publicly announced on the municipal access channel on cable television or by broadcast from a radio or television station with a normal operating range covering the City, and, if time permits, by publication within the official paper or a paper of general circulation in the City.

Annual Dues

- ALL HOMEOWNERS IN THE WOODS OF NOVI ARE REQUIRED TO PAY ANY FEES, DUES, OR ASSESSMENTS DEEMED NECESSARY BY THE BOARD OF DIRECTORS
- FAILURE TO PAY ANY FEES, DUES OR ASSESSMENTS SHALL RESULT IN A LIEN ON YOUR PROPERTY
- Dues are mailed to the Homeowners in June. A **\$10 late fee** will be assessed for dues not received by September 1st of that year. An additional **\$20 late fee** will be applied each subsequent month after September 1st. A lien will be filed on the property if payment is not received by July 1st of the following year.