

Chadwick Place Community Association

ADMINISTRATIVE RESOLUTION #2

COMMUNITY RULES AND REGULATIONS

WHEREAS, Article VII Section 1.a. gives the Executive Board of Directors the power from time to time to adopt any Rules and Regulations governing the use of Common Elements and Lots deemed necessary for the benefit and enjoyment of the community; provided, however, that such Rules and Regulations shall not be in conflict with the Declaration or the Bylaws; and

WHEREAS, The Executive Board of Directors wishes to have a clear and current copy of the rules and regulations, noting that all terms used the same terms as in the Declaration or Bylaws of the Association.

BE IT THEREFORE RESOLVED that the following shall apply:

Preamble

The purpose and intent of the Rules and Regulations are to provide a pleasant and secure environment for all residents of our Association and to maintain the condition and value of the property. Adherence to the Rules and Regulations, as a minimum standard of conduct, is expected from all the residents. Enforcement of the Rules and Regulations, with respect to non-owner residents shall be the responsibility of the respective unit owner. The Rules and Regulations are enforced according to the procedures in this Resolution and any violation may result in fines and/or legal action.

The Executive Board of Directors or a majority of unit owners may amend these Community Rules and Regulations at any time and from time to time.

A. GENERAL

1. Complaints regarding the management of the property or regarding actions of other unit owners shall be made in writing to the Executive Board of Directors through the Management Company. Complaints may be submitted to the Management Company by mail, fax or email.
2. Any consent or approval given under these Community Rules and Regulations by the Executive Board of Directors shall be revocable at any time.
3. Unit owners shall be held responsible for the actions of their minor children, pets, guests, employees, tenants and licensees, and any damage to any portion of the Property caused by such persons or pets shall be repaired at the expense of such Owners.

4. The homes are to be used as a residence for a single-family dwelling and for no other purpose unless otherwise permitted herein and allowed by the governing laws of Worcester Township.
5. Unit owners shall be responsible for maintaining their home in good order and repair, at the expense of the unit owner.
6. Without the prior written permission of the Executive Board of Directors, no contractor or workman employed by a unit owner shall be permitted to do any work in any unit (except for emergency repairs) between the hours of 6:00 p.m. and 8:00 a.m. or on Sunday or legal holidays if such work is likely to disturb other occupants of the property.
7. No disturbing noises or offensive activity shall be made, allowed or permitted in any dwelling or in the Common Area that will interfere with the rights, comforts or convenience of the occupants of any other dwelling. The definition of such activity rests with the Executive Board of Directors.
8. One (1) sign, no larger than four (4') square feet shall be permitted to be installed in the window of a unit to show the unit "For Sale." One sign, no larger than one (1') square foot, shall be installed displaying the resident of the lot and house number. No other signs, including contractor signs, shall be displayed outside, except for one (1) home security sign placed in the front bed of the home.
9. Nothing shall be hung from decks. Tablecloths, clothing, curtains, rugs or other articles shall not be hung from any window or doors. There are to be no clotheslines hung anywhere on the property.
10. The only time garden hoses are permitted on the common area is during the watering season. Garden hoses must be next to the home coiled in a neat and orderly manner, if used during the watering season.
11. Seasonal or holiday decorations may be temporarily displayed on the outside of the units provided that such decorations are reasonably limited in scope, size, intensity and variety of elements and do not unreasonably interfere with adjoining lot owners. Clear or colored lights may be incorporated in the display. Decorations may be installed up to thirty (30) days prior to the holiday and must be removed within twenty-one (21) days after the holiday. Wreaths MAY be displayed on doors year round providing they do NOT refer to a Major Holiday.

B. FIREWOOD

1. Firewood must be neatly stacked no more than ½ cord at a time on an elevated platform on the deck or next to the deck on the common area and is not to touch any part of the building or the deck to prevent termite or ant infestation. No more than two wood holders are permitted to be kept on the common area next to the deck.

2. At the end of the season, remaining firewood cannot be stored under the deck.

C. COMMON ELEMENT

1. No personal property including but not limited to benches, children's equipment, tools, BBQ grills, athletic equipment is permitted to stand on the Common Elements unattended.
2. Milk and news paper deliveries shall be made to the home's entrance doors. No empty milk bottles or other containers shall be permitted to remain in public areas overnight.
3. No bicycle shall be ridden on any turf or landscaped portion of the Property. Motorized mini-bikes shall not be used on the Property.
4. The walkways in front of buildings shall not be obstructed or used for any purpose other than pedestrian traffic except for adult-supervised young children riding tricycles or in strollers or baby carriages.
5. There shall be no activity at the gazebo between the hours of 10 pm and 7 am. Gazebo hours are 7 am – 10 pm daily.

D. TRASH

1. Residents are provided with trash cans and recycling bins for the disposal of house waste. These containers may be labeled with unit's address number.
2. Trash and trash containers should be put out no earlier than dusk the day before the scheduled day of pick-up and removed by midnight of the pick-up day.
3. No dumping, burial or burning of trash is permitted.
4. Trash containers must be stored in garages or inside the dwelling. Containers may not be stored at the front of homes or on the side of end units.
5. All trash should be placed in sealed bags inside trash containers. This is to eliminate loose trash scattered in the community. Trash must be secured in such a manner that it will not blow around the community.
6. Recycling includes glass, plastic and newspapers.

E. ALTERATIONS / ADDITIONS TO BUILDINGS AND GROUND

1. Any and all improvements or changes to the exterior of homes must be submitted in writing to the Management Company by filling out an Exterior Modification Form. This application will be evaluated by the Executive Board of Directors and either approved or denied. The Board reserves the right to inspect the exterior modifications after completion.
2. No awnings or window guards shall be placed on any window or door except those approved in writing by the Executive Board of Directors.
3. All window treatments, whether by draperies, shades or other items visible from the exterior, must show white or neutral in color.
4. Unit owners or their tenants must care for and maintain all private planting, including trimming and weeding of beds within a fifteen (15') perimeter of the unit.
5. Underneath decks must be weed free year round.
6. Storm/screen door must be "full view" and almond in color to match the trim of the house. Written approval by the Board must be obtained prior to installation.
7. No air conditioning units or fans are to be placed in any window.
8. No radio or television equipment may be used by any resident of any Unit that would interfere with radio or television reception in any other home.
9. Only one antenna or satellite dish shall be permitted per unit. No satellite dish may be greater than eighteen (18") in diameter or as allowed by FCC Regulations. No antenna shall be installed on the exterior of any unit unless the unit owner can demonstrate that it cannot receive a reasonably acceptable signal with internal installation. Any such structure may be installed only on a unit or Limited Common Element (such as deck) servicing that unit. Written approval by the Board must be obtained prior to installation.
10. Exterior light fixtures for the front of the houses are "Carriage" or "Box" style lanterns in antique or polished brass. Exterior light fixtures for the rear of the units are to be black, bronze, brass, or puter. Exterior light fixtures must be shielded to prevent glare or annoying emission of light that unreasonably affects any other unit. Written approval by the Board must be obtained prior to installation.
11. Mulching and Weeding must be done prior to **June 15th** of each year. Violations after this date will be subject to immediate fine.
12. Garage doors and door trim must be painted Sherwin-Williams Antique White Flat Latex

13. Front doors and shutters must be painted Glidden Burgundy color (in any brand).
14. Shutters must be ordered in Burgundy Type: Panel.
15. Roof shingles are "Certanteed" Landmark, Colonial Slate

F. DECKS

1. Any changes to the decks or deck steps must receive written approval by the Executive Board of Directors prior to installation by submitting an exterior change form. Wood, "Timber Tech" or similar products may be installed. All homeowners are required to obtain a permit from the township prior to construction.
2. Decks shall be kept in good repair, cleaned, oiled/stained and neatly maintained at all times.
3. There is to be no storage of any items or materials under decks or alongside of the deck that is visible (with the exception of up to two firewood holders at the side of the deck) or would cause harm to the property in any way. The area under the deck is to be kept free of any debris, weeds, old wood, or any other miscellaneous item. Weeding must be done by June 15 or immediate fines may ensue.
4. Decks are not to be used for storage of any items other than deck furniture and grills.
5. The following Sherwin-Williams colors are approved for decks. Composite decks must match closely to one of these approved colors:

White Birch	Desert Wood
Cedar Bark	Woodbriar
Banyan Brown	Almond Tree
Chestnut	Yosemite Gold
Summerhouse Beige	Redwood
Navajao White	
- 6a. Railings must be a minimum of 2 inches in width. Railings, posts, caps and spindles may be composite or aluminum.
- 6b. Railing, post, caps and spindles must closely match the approved deck stains or solid black.

G. PARKING AND TRAFFIC

1. Recreational vehicles such as boats, aircraft, campers, trailers, mobile homes, etc. Shall not be parked anywhere visible on the Property.
2. Unit owners shall park vehicles in the driveways located immediately adjacent to their unit and in their garages.
3. There shall be no on-street parking permitted except for temporary situations (less than four (4) hours). For fire safety reasons, no overnight on-street parking is ever permitted.

4. Vehicles with expired license plates and inspection stickers are not permitted to be parked on any part of the property and may be subject to towing at the expense of the owner.
5. Parking areas adjacent to the roadways are intended primarily for visitor parking and shall be used only by unit owners on a temporary basis.
6. Moving or delivery vans or trucks shall not be permitted to cross the curbs or lawns of the Common Elements and must load or unload from the streets or parking areas. Owners shall remove all packing cases, boxes and other containers used in moving. Any damage to the Common Elements associated with any contractor, resident or guest shall be the responsibility of the unit owner.
7. All traffic signs and the speed limit of fifteen (15) miles per hour must be obeyed. This provision applies to all wheeled vehicles both motorized and not motorized vehicles.
8. There are to be no repairs made at any time, particularly changing of fluids, to vehicles parked on the property.
9. No unit owner shall park, store or keep on lots or Limited Common Elements within the property any large commercial type vehicle such as a dump truck, cement-mixer truck, oil or gas truck, delivery truck or any other type of vehicular equipment.

H. PETS

1. Owners may keep no more than two (2) domestic pets such as birds; dogs or cats in their homes provided such pets are neither dangerous nor poisonous. In no event shall the pets be permitted in any Common Elements unless carried or on a leash. Each unit owner keeping or harboring any bird or animal on the property shall, and hereby does, indemnify the Executive Board and the Association and hold them harmless against any loss or liability of any kind whatsoever arising from or growing out of having such animal on the property.
2. Dogs are to be walked at all times on a hand-held leash by a person capable of controlling the animal. Dogs must be walked so as to not encroach on the 15-foot limited common element of any unit. Please reference approved "Pet Walking Area" published by the Association.
3. **Pet waste must be cleaned up immediately and disposed of in a sanitary manner throughout the entire development.**
4. Pets are not permitted to roam free nor are they permitted to be unattended at any time.
5. Pets must be kept in the unit, an enclosed patio or deck, or on a leash being held by a person capable of controlling the animal. Pets may be removed from the property to an animal shelter if found unattended outside.

6. Pets are not to be a nuisance to any other unit owner.
7. No electronic, radio or 'invisible' fence for purposes of restraining pets shall be installed on the Lots or in the Common Elements.

I. LEASING OF DWELLING UNITS

1. Any lease will be automatically approved by the Executive Board of Directors provided it includes an approved lease addendum executed by the Landlord and the Tenant.
 - a. A copy of the executed lease and lease addendum will be provided to the Executive Board of Directors or Management Company within ten (10) days of the execution.
 - b. The lease is in writing and for a term of not less than one (1) year.
 - c. The lease addendum provides all of the following:
 - (1) The Tenant is subject to all rules and regulations of the Association.
 - (2) That the Owner and Tenant recognize the Executive Board has the right to collect from the Tenant any assessments not paid by the Owner.
 - (3) That the Owner provided the Tenant a complete set of By-Laws, Declaration, Supplemental Declaration and current rules and regulations.
 - (4) That the Owner is ultimately responsible to the Association for the actions of his Tenant.

J. FINE SCHEDULE FOR VIOLATIONS:

The Executive Board of Directors has the power and discretion to assess a fine if a violation of any of the above stated Rules and Regulations is committed. A Violation Completion form will be attached with all violations. This notice is to be returned to the Association when violations are completed so that we may complete a follow up inspection within a specified time frame. Fining will continue automatically on a monthly basis if notice is not received that the violation has been corrected.

Warning Letter	First Offense
\$25.00 Fine	Second Offense
\$50.00 Fine	Third Offense
\$100.00 Fine	Fourth Offense and all subsequent offenses

NOTICE MUST BE GIVEN TO THE ASSOCIATION UPON CORRECTION OF THE VIOLATION. FAILURE TO PAY IN A TIMELY MANNER COULD RESULT IN A LIEN TO YOUR PROPERTY AND / OR OTHER LEGAL ACTION. REFER TO THE RULES AND REGULATIONS COMPLIANCE RESOLUTION # 3 FOR DETAILS ON THE VIOLATION PROCESS.