

# Timber Ridge Rules & Regulations

*Revisions adopted and effective June 1, 2016.\**

Distributed to Homeowners, May 2016

**\*NOTE:** All previous Rules & Regulations are no longer binding.

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## **SECTION 1 INTRODUCTION AND RESPONSIBILITIES**

In order that all members of the Timber Ridge Townhome Association are treated fairly and equally, and to preserve home values in the community, the Board of Directors establishes and enforces Rules & Regulations to serve as standards necessary to maintain the appearance of the community as a whole.

### **1A. TIMBER RIDGE BOARD OF DIRECTORS RESPONSIBILITIES**

The Board of Directors is comprised of five (5) volunteer homeowners; one (1) elected to serve a three-year term, two (2) elected to serve a two-year term and two (2) elected to serve a one-year term.

The Board of Directors is responsible for:

- Approving changes/improvements/replacements relevant to the external design and appearance of homes and grounds in the community.
- Preserving the original architectural and environmental character of the community.

In addition, Board has the authority to:

- Make rules and regulations in the best interest of the community.
- Levy fines for violations.
- Engage the services of a management company, attorney, landscapers, and various other contractors and vendors.
- Bring lawsuits to enforce rules, regulations, covenants, contracts, etc. (**NOTE: Should the Association institute legal action for the collection of fines/assessments, contract breach, etc., defendant(s) shall be responsible for payment of all attorneys' fees and associated legal costs.**)
- Alter or interpret the Rules & Regulations as well as other governing documents in order to maintain the community standards.
- Establish the annual budget and set the monthly assessment.
- Update/approve exterior specifications for colors, materials, etc.

Homeowners and residents may communicate with the Board via Continental Property Management at [L.Bockowski@cpm975.com](mailto:L.Bockowski@cpm975.com).

### **1B. MANAGEMENT COMPANY RESPONSIBILITIES**

The Association is currently managed by:

**Continental Property Management (CPM), Inc.**  
**975 Easton Road, Suite 102**  
**Warrington, PA 18976**  
**Phone: 215-343-1550**

Under the authority of the Board, CPM oversees overall Association management tasks, such as finances, insurance, etc., as well as maintenance of common areas. CPM is also responsible for enforcement of the Rules & Regulations and other duties as directed/delegated by the Board.

### **1C. TIMBER RIDGE HOMEOWNER RESPONSIBILITIES**

Through the purchase process, each new Timber Ridge homeowner is required to acknowledge and accept the community's governing documents, which include but are not limited to, the Declaration, Bylaws, Rules & Regulations and any resolutions, documents or amendments adopted by the Board or Association membership.

It is implied and understood that each Timber Ridge homeowner has agreed to comply with all the community documents.

Homeowners are responsible for the repair and maintenance of their individual home and the real estate that they own (see Sections 3 and 4 for details).

#### **1C1. Leases and Tenants**

Leases are permitted for a term of no less than one (1) year, and the lease must state: "Terms of this lease are subject to the Timber Ridge Rules & Regulations, and the terms and conditions of The Timber Ridge Townhome Association's governing documents."

A copy of the signed lease (with the rental amount crossed out, if preferred) must be submitted to the Continental Property Management no later than thirty (30) days after date of signing by both parties.

Nonresident homeowners must provide the management company with details regarding the name and contact information for the tenant.

Tenants must adhere to the Rules & Regulations of the community. The homeowner is responsible for his/her tenants' actions and must advise tenants to conform to the Association's Declaration, Bylaws, and Rules & Regulations.

#### **1C2. Home Maintenance and Insurance**

As noted above, homeowners are responsible for the repair and maintenance of their individual homes and property (see Section 3 for more details).

While the Association maintains property insurance on common Association assets, plus Association liability and Directors' and Officers' coverage, homeowners are responsible for insuring the replacement cost of their home, its contents, personal property, and personal liability coverage.

## **1D. TIMBER RIDGE TOWNHOME ASSOCIATION RESPONSIBILITIES**

The services provided by the Association are set forth in the Declaration. A listing of the Association's maintenance, repair, and replacement responsibilities are detailed below.

**NOTE: Any function not listed as an Association responsibility, is the maintenance, repair, or replacement obligation of homeowners.**

**NOTE: Questions concerning the following information should be addressed to a member of Board of Directors or the management company, currently Continental Property Management: 215-343-1550.**

### **1D1. Assessment**

The Association member assessment is billed on a monthly basis, **due the first of each month**. Payments received after **fifteenth** will be assessed a late charge.

### **1D2. Townhome Building**

The Association has no responsibilities regarding townhome building.

### **1D3. Private Lots**

The Association is responsible for contracting a vendor to provide lawn mowing and for the application of basic chemical treatments to all lawn areas, including homeowner lots.

### **1D4. Common Ground Areas**

- Lawn mowing, chemical applications, reseeding and leaf removal.
- Old Mill Lane and Parkview Circle; maintenance, repairs, replacement and snow removal.
- Sidewalks parallel to roads; maintenance, repairs, replacement and snow removal.
- Curbs; maintenance, repairs and replacement.
- Dumpster enclosures; maintenance, repairs and replacement.
- Street lights; maintenance, repairs and replacement.
- Trash removal
- Trees and shrubbery; fertilization, trimming and replacement.
- Tree and shrubbery beds; mulching, weeding and chemical applications.

### **1D5. Other Responsibilities**

- Cluster Mailboxes; Post Office
- Fire Hydrant Maintenance; Northampton Township

### **1D6. Complaints**

At any time, Timber Ridge homeowners may submit a written, signed complaint to the

management company to identify a violation of the Rules & Regulations and/or other governing documents. The management company will present the letter to the Board of Directors to be addressed in an appropriate and timely manner. **(NOTE: Efforts will be made to protect the identity of the complainant to avoid potential neighbor conflict.)**

See Section 1G, Enforcement Procedures of the Rules & Regulations.

## **1E. OTHER PARTY RESPONSIBILITIES**

### **1E1. Northampton Township**

**(<http://www.northamptontownship.com> or 215-357-6800)**

- Zoning and Ordinances
- Permits

### **1E2. U.S. Postal Service**

**(Southampton post office: 215-357-6457)**

- Mailbox lock and keys

## **1F. PROPERTY INSPECTIONS**

Property inspections of homes in the Timber Ridge community are conducted twice a year by the management company and/or Board representatives. Should violations of the Rules & Regulations and/or needed home repairs be observed, homeowners will be sent a letter advising them of the necessary corrections that must be made and the timeframe within which the corrections must be made. Noncompliance may result in a fine (see 1G6 for details).

## **1G. ENFORCEMENT PROCEDURES OF THE RULES & REGULATIONS**

### **1G1. Violation Reports**

Complaints concerning violations of any provision of the Timber Ridge Townhome Association's documents by a homeowner must contain the full name and address of the complainant and be submitted, **in writing**, to the management company. The complaint must be in sufficient detail to determine whether a violation has occurred. Every effort will be made to keep the identity of the complainant confidential.

### **1G2. Investigation**

A representative of the Board or the management company will investigate the complaint, when possible, to determine whether there is reasonable cause to believe that a violation has occurred.

### **1G3. Violation Notices**

The Board will send a written notice describing the violation to the owner or tenant instructing them to correct the violation within a specified time period.

### **1G4. Hearing**

Any Timber Ridge Townhome Association homeowner, if so desired, shall have the right to an informal hearing, which would be conducted by the Board. Written notice shall be given of the



date, time, and place of the hearing as established by the Board. The purpose of the hearing is to allow the homeowner to explain his or her actions in an informal setting with the Board. Any decision made by the Board is final. The homeowner will be notified of the Board's decision, **in writing**, within ten (10) days of the hearing.

### **1G5. Fines and Penalties**

If a homeowner does not comply with the initial notice within the timeframe specified on the notice, the Board may, commencing with the second notice, impose fines and/or penalties on the homeowner. The fine could either be enacted for each incident or an initial fine, and/or a per diem fine for each day or designated period of time the violation remains uncorrected. The Board has full authority in establishing the amount of fines. The amount assessed may vary with the type of infraction and is due upon receipt of the notice stating that fines were assessed and the amounts of same. When fines reach a Board agreed amount—generally \$250–\$350, the Board will file in district court for collection (see Section 1G6 below). Balances not paid may also be subject to late fees.

### **1G6. Noncompliance**

In the event that a homeowner does not comply with the violation notice, and/or does not pay the amount assessed by the Association, the Board may, without further notice to the homeowner, file legal action against the owner for collection of the fines and the act of noncompliance with the Association's documents. Any expenses associated with legal action or the collection of fines assessed, including court costs, attorney's fees, will be added to the complaint and become the responsibility of the owner to pay. If a judgment awarded by the court remains unpaid, the Board may place a lien for the amount of the judgment, plus costs, against the owner's property and execute same to the full extent of the law. The Board may also initiate an execution sale against the homeowner's personal property.

## **SECTION 2 EXTERIOR HARMONY AND REQUEST FOR APPROVAL AND SUBMISSION POLICY**

### **2A. EXTERIOR HARMONY**

All homeowners are required to properly maintain the exterior of their home, including any painted surfaces. The material and color of the exterior of any home in the development shall not be changed without Board approval. This includes front doors, capping, windows, trim, siding, roofing, decks, patios, etc.

### **2B. REQUEST FOR APPROVAL AND SUBMISSION POLICY**

**NOTE: No exterior modification/alteration work may be initiated by a homeowner without written permission from the Board. Homeowners who perform property revisions without prior written approval may be fined at the discretion of the Board of Directors and penalties may include a directive to restore the property to its original condition and/or a condition within community standards/specifications.**

Homeowners wishing to alter the exterior of their home or its landscaping must submit a written Request for Approval form (including details of the project, sketches, color samples, pictures, brochures, etc.) prior to beginning work. This form is available through

the property management company and is also included as Appendix "A".

**NOTE:** It is the homeowner's responsibility to obtain all necessary township/municipal permits/approvals required for the renovation project. Additionally, the homeowner is responsible for ensuring that the contractor is licensed and insured.

Request for Approval forms shall be submitted to the property manager (address is noted on the form) and will be reviewed as promptly as possible by the Board and within thirty (30) days. Request for Approval forms submitted in an emergency will be expedited. The Board will reply in writing to all Request for Approval forms received.

### **SECTION 3 DWELLING AND PROPERTY MAINTENANCE AND ALTERATIONS**

Homeowners are responsible for maintaining the appearance of their home consistent with the original architectural and environmental character of the community. No changes to the exterior design of any home may be undertaken without the written approval of the Board. Exterior materials must be compatible with the architectural design character of the community.

#### **3A. EXTERIOR CHANGES**

**NOTE:** Making exterior changes without prior approval may result in action that devalues and/or detracts from the community, and, ultimately, may result in costly corrections and fines for the homeowner. Homeowners who do not obtain written approval and select an unapproved material will be required to remove/correct the violation.

***Exterior changes requiring submission of a Request for Approval form and Board approval include, but are not limited to:***

- Roofs, siding, trim and capping painting/replacement and repair.
- Doors and windows, including storm doors and patio/deck doors.
- Decks, patios, sidewalks and steps.
- Retaining walls, landscaping ties, fencing, and recreational equipment.
- Plantings that will be more than five (5) feet tall at maturity.
- Landscape changes, such as adding/extending beds and landscaping lights.
- Satellite dishes (**NOTE: All dishes/antennae must be placed in a discreet location so as to be minimally visible to foot or vehicular traffic. See Section 3G regarding satellite dishes and antennae.**)

Within fifteen (15) days after completion of any approved building project, all building materials and debris must be cleared from the property, and excavations must be back filled and returned to original grade.

### **3B. YARD MAINTENANCE**

Homeowners are responsible for routine maintenance of their private property. All planting beds also must be kept reasonably free of weeds.

Homeowners are required to keep landscaping neat and trimmed (not blocking windows, doors, etc.); planting areas weeded; and decks, fences, and landscaping reinforcements (4X4 timbers and stone/paver walls) maintained in good condition. This regulation's coverage includes, but is not limited to:

- Flower beds must not be overtaken by weeds.
- Trimming/pruning of shrubs, trees and flowering plants.
- Removal of dead plants (both planted and potted).
- Maintenance of pots and the plants in them.
- Trash on the property, including but not limited to, empty and overturned plant pots, plastic bottles, papers, garbage bags, and other types of refuse.
- Animal waste must be picked up immediately.

The Association provides *basic* lawn care (i.e., mowing, fertilization, and weed and grub control), for all private lots. Homeowners still bear the primary responsibility for lawn care and—depending on the condition of an individual property—supplemental chemical treatments, reconstruction, and other measures necessary to maintain a neat and green appearance. Proper lawn treatment by homeowners is an important part of helping to preserve house values and maintain the community's beauty.

The landscaper is responsible for posting signs announcing lawn treatments at each development entrance three at least (2) days prior to application.

### **3C. LANDSCAPING**

Homeowners may add seasonal flowers and/or perennial plantings to existing beds; however, homeowners must obtain Board approval when removing or adding trees/shrubs. Any tree or shrub removed must be replaced with similar planting and requires Board approval. Overgrown landscaping may be removed and not replaced, if prior Board approval is received.

Expansion or addition of existing landscaping beds must have Board approval. All landscaping plantings must be kept in an attractive and neat condition, i.e., landscaping must be pruned periodically and may not block windows or doors.

All shrubbery and trees must be pruned away from the public sidewalk, including elevating tree branches at least twelve (12) feet above said sidewalk.

**NOTE: Trees, tree branches, shrubbery, etc., growing onto a neighbor's property/air space, may be trimmed to the mutual property line by the infringed-upon neighbor.**

Landscaping reinforcements (4X4 timbers and retaining walls) must be maintained in good condition, as well as fences, decks, and any other landscaping features. Any landscaping installations or replacements must have prior Board approval.

**NOTE: Homeowners are responsible for verifying locations of all underground utilities and existing easements, and bear total responsibility for all service interruptions—to their home or to their neighbors—caused by their work. You must notify Pennsylvania One Call in advance of your project at 1- 800-242-1776.**

### **3D. AWNINGS**

Permanent awnings are prohibited on the front and sides of all Timber Ridge homes. Retractable awnings are permitted in the rear of a home.

### **3E. RECREATIONAL EQUIPMENT**

Recreational equipment that has been **approved in advance** may be used in rear yards, but must be stored out of sight from December 1 to April 1. Any recreational equipment used temporarily in the front/side yards must be removed from the front/side of the property each evening.

No freestanding regulation basketball posts/nets are permitted.

No above-ground swimming pools are permitted. Small plastic or vinyl children's wading pools are allowed only in rear yards and must be emptied daily and removed from the yard each evening.

Homeowners must maintain property—including mowing, trimming, and reseeding—around/under all recreational equipment.

### **3F. BUILDING ADDITIONS AND FREE-STANDING STRUCTURES PERMANENT OR TEMPORARY**

No building structures or other additions, such as barns, doghouses, gazebos or other buildings are permitted to be placed on any private lot or in common area. Likewise, no tents, trailers, or other temporary structures are permitted to be placed on any private lot or common area. Storage sheds are only permitted with Board approval.

### **3G. SATELLITE DISHES AND ANTENNAE**

Satellite dishes and antennae may only be installed with Board approval and are permitted in accordance with Federal Communications Commission regulations introduced in 1997. All such dishes must be placed at a discreet location on a townhome or lot (i.e., on the roof, chimneystack or behind hedges or shrubs) so as to be unobtrusive and minimally visible to foot or vehicular traffic. Preferably the dish or antennae is not to be visible from the center of the street in front of house. If the installing technician provides written explanation of the necessity to locate the dish elsewhere, a new Approval Change Form must be submitted. At no time shall the satellite dish be installed on common ground, another homeowner's property, or in a location preventing emergency access.

Timber Ridge homeowners must follow all Federal Communications Commission guidelines regarding size, etc.

For UHF/VHF reception, an omni-directional, all-in-one mount should be mounted on satellite dish. No visible coaxial cable is permitted. Installation must be done by an authorized professional and qualified satellite dish dealer/Installer who is to furnish the respective homeowner with proof of proper insurances (i.e., liability, workman's, etc.).

### **3H. SOLAR PANELS**

The installation of solar panels is not permitted in the Timber Ridge Townhome Association.

### **3I. WATER DRAINAGE**

Retaining walls and grading alterations that change the contour of the earth and/or water drainage patterns must be submitted to the Board for approval.

Homeowners are responsible for the management of runoff water on their property and must be careful not to adversely affect their neighbors' drainage or property.

### **3J. PAINTING**

The wood areas on each property shall be properly maintained and repainted with the appropriate colors as necessary; generally a minimum of once every three to five years.

### **3K. INTERIOR MAINTENANCE AND CHANGES**

Homeowners shall be exclusively responsible for the repair, maintenance, replacement, and decoration of the interior of their home and shall keep it in a sanitary condition and in a good state of repair.

### **3L. PATIOS, WALKWAYS, DECKS, FRONT STOOPS OR PORCHES**

Replacements, re-surfacing, and additions of patios, walkways, decks, front stoops, or porches of Timber Ridge homes must be approved by the Board.

### **3M. PONDS**

Ponds are not permitted due to concerns involving standing water.

### **3N. ROOFING**

New roofs require Board approval. A sample of the proposed shingle must be submitted along with the Form for Approval. No tarps or roof patches are allowed unless granted by emergency exception.

### **3O. STORAGE**

Timber Ridge homeowners are not permitted to place or store anything on the property that will create an appearance that is not in keeping with the standards maintained in community.

No storage on the patio or grounds is allowed other than outdoor furniture, grills, portable fire pits/chimineas and firewood.

Only gas cans appropriate for gas grills may be stored at a homeowner's residence. Otherwise, flammable, combustible, or dangerous materials are not permitted.

Yard or home maintenance equipment may not be stored outside, and properties must remain free of rubbish, litter, and debris.

### **3P. FRONT DOORS, STORM DOORS AND SLIDING DOORS**

Storm doors are to be installed or replaced with Board approval. Approved storm doors must be white, full view or white combination storm/screen. (The combination storm/screen provides for self-storage of screen or glass.)

Replacement of sliding doors, front doors, and all other exterior doors requires Board approval.

### **3Q. PARTY WALLS—MAINTENANCE AND REPAIR**

The cost of maintenance, repair, and replacement of Party Walls shall be shared equally by the owners of the adjoining townhomes.

If a Party Wall is damaged or destroyed by fire or other casualty, then any homeowner whose house abuts the Party Wall may restore it and look to contribution from the adjoining homeowner. Any homeowner who through negligent or willful act causes the Party Wall to be exposed to and damaged by the elements shall bear the entire cost of furnishing the necessary protection against such elements.

Homeowners shall have an easement of reasonable access to the adjoining home or lot to the extent reasonably necessary to maintain, repair, or replace the Party Wall. Homeowners who share a Party Wall may agree to a different apportionment of the obligations to undertake and bear the cost of maintenance, repair, and replacement of the Party Wall.

In the event of a failure of adjoining homeowners to maintain, repair, or replace the Party Wall, the Association shall have the right, but not the obligation, after having provided at least thirty (30) days prior written notice, to enter each lot or lots and perform any required maintenance, repair, or replacement of a Party Wall. The cost of such maintenance, repair, or replacement, shall be charged equally to the two homeowners who share the Party Wall, and shall, together with the cost of collection, if any, constitute a lien on those homes, collectible in the same manner as assessments or common charges.

### **3R. WINDOW AIR CONDITIONERS AND FANS**

Window air conditioner units are not permitted. However, portable room-to-room air conditioner units and fans are permitted providing they do not extend beyond the window screen.

### **3S. DUMPSTERS**

Temporary dumpsters may be placed in a Board approved location for a short period of time.

### **3T. DECKS**

Decks may be added, revised, or replaced **only** with Board and township approval. Natural wood or engineered (composite) wood in natural wood tones are approved. Decks must be maintained so that they are structurally safe and aesthetically pleasing.

### **3U. DECK STAINING GUIDELINES INCLUDING WOOD FENCES AND LANDSCAPING TIES**

Only natural wood (in brown family) stains or treatments may be used with Board approval. Homeowners who do not choose to have a composite deck may continue to use *clear sealant* or stains to color and maintain a new or older deck. Homeowners *are required* to properly maintain wood decks, fences, and landscaping ties, including periodic sealing. **Painted decks and fences are not permitted.**

### **3V. FENCES**

Natural wood fencing is permissible. A Request for Approval including a drawing showing dimensions of the fence must be submitted to the Board of Directors. Fences may not extend into the side yards and may not be installed on common ground. No fencing (decorative or privacy) is permitted in a front yard.

No yard property boundary line is to be formed by cinderblocks, bricks, masonry, structures, hedges, or shrubbery without Board approval. **NOTE: Timber Ridge homeowners are responsible for verifying property lines and/or easements.**

If a fence is mistakenly constructed on another homeowner's property or on common ground, the homeowner of the fence is responsible for the repositioning or removal of that section of fencing.

Fences cannot block access to interior units and must accommodate a minimum 5-foot easement access. Access must be provided for the landscaper and equipment to enter a fenced yard.

### **3W. PORTABLE FIRE PITS AND CHIMINEAS**

Portable fire pits and chimineas are permitted but may only be used when they are placed a minimum of 15 feet from the rear of the townhome and away from any combustible materials. Extreme care must be used to ensure that the wood and/or ashes are completely cooled after use.

When not in use, portable fire pits and chimineas must be neatly stored on the patio or deck.

## **SECTION 4 QUALITY OF LIFE REGULATIONS**

***NOTE:*** The Board of Directors has the right to alter or interpret these guidelines in order to maintain community standards.

### **4A. ANIMALS/PETS**

No undomesticated animals, livestock, pigs, fowl, or poultry shall be raised, bred or kept within the Timber Ridge community.

No homeowner may foster a colony of feral cats or other wild animals.

A maximum of four (4) domesticated animals (dogs, cats, or other common household pets) may be kept inside any home, provided they are not kept, bred, or maintained for any commercial purposes.

Pet owners should be familiar with and in compliance with all local and state laws pertaining to pet ownership.

**All pets must be held or kept on a leash** when not in their owner's fenced rear yard and **may not be left outside unattended or allowed to run free**. Also, pets may not be tied outside the front of any home.

***NOTE:*** In all areas of the community, including their own yard and any fenced-in area of their yard, pet owners are required to pick up all pet waste. All pet owners are expected to be considerate and—where possible—refrain from allowing their pets to defecate or urinate on shrubs or plantings on neighbors' properties or in common areas.

All pet waste is to be collected and disposed of in the trash dumpster immediately to preserve sanitary conditions throughout the Timber Ridge community. This includes defecation on common ground as well as defecation on private property, including the homeowner's as well as neighbor's property. Pet waste may not be stored anywhere.

When walking dogs, owners are expected to carry a pooper scooper, plastic bag, etc., in order to immediately pick up after their pets. It is the responsibility of pet owners to properly clean and otherwise maintain their yard and any fenced-in areas where their pets have access. This responsibility is important to prevent the creation of any nuisance, health hazard, or odor. **Additionally, the landscaper will not maintain any area that is not free of pet waste.**

***Failure to pick up after a pet and/or to permit a pet to run freely in the community without supervision will result in fines being assessed to that homeowner.***



#### **4B. MOTOR VEHICLES AND PARKING**

There is one (1) space reserved in front of each home designated for the exclusive use of that townhome. This space will be identified as 'RESERVED' and the space may not be used by anyone other than the homeowner assigned to it. If you have any doubt as to which reserved space is for your home, please refer to Appendix "B".

**4B1.** Timber Ridge was built to accommodate parking for two (2) vehicles per home. Please be courteous and park any additional vehicles in the overflow/visitor parking and away from the front of homes.

**4B2.** Visitors may not park directly in front of any building or in a reserved space. Please advise your visitors and repair people of the same.

**4B3.** All motor vehicles must be parked in a designated parking space. Vehicles may not be parked alongside a parking island, in front of a trash enclosure or blocking another vehicle into a parking space under any circumstance.

**4B4.** No mobile homes, trailers, boats, over-sized trucks, buses, limousines, farm/construction vehicles, or commercial vehicles are permitted. If a small commercial vehicle is the only transportation of a homeowner, the Board will consider waiver for the commercial vehicle rule on a case by case basis after upon receiving a written request from the homeowner. A vehicle shall be deemed to be a commercial vehicle whenever any signs or lettering are visible from the exterior of the vehicle or when it has a commercial license plate.

**4B5.** Repairs and maintenance of motor vehicles is prohibited with the exception of changing tires, replacing headlights, replacing batteries/wiper blades and topping off fluids.

**4B6.** Mopeds, motorcycles, snowmobiles or other motor vehicles are not permitted to be operated on grass areas or sidewalks, with the exception of authorized contractor's construction or lawn service vehicles.

**4B7.** Motor vehicles must at all times observe the 15 MPH speed limits while driving through the community.

**4B8.** Vehicles that are not driven on a regular basis (at least once a week) may not be stored in the parking lot. Vehicles unable to be driven on a public street, without current inspection and/or registration are not permitted.

**4B9.** In the event that a homeowner violates the rules and regulations, they will be subject to the enforcement procedures, including fines, as described section **1G**.

#### **4C. SNOW EMERGENCY PARKING**

Northampton Township laws prohibit parking on public streets during snow/ice storms. Vehicles parked on the street may be fined, ticketed, and/or towed at the car owner's expense. This ordinance is applicable to homeowners as well as visitors.

**NOTE: If snow is forecast during late night/early morning hours, vehicles must be removed from the street by 11 p.m. before the snow is predicted to start.**

#### **4D. SNOW REMOVAL**

Northampton Township is responsible for snow removal along Timber Road which is a public road. The Association contracts for snow removal on Parkview Circle and Old Mill Lane. The Association is responsible for removing snow from the parking areas and the common area sidewalks.

Generally speaking, contracted snow removal will commence within (2) two hours of the end of a snow event. In the case of a large storm (expected accumulation of 6" or more), the contractor will begin operations once 5" of snow has accumulated.

#### **4E. CLOTHESLINES**

Clotheslines of any type are not permitted in Timber Ridge community.

#### **4F. SIGNS**

Except as indicated below, no signage of any kind—including political signs, contractor advertising etc., is permitted to be displayed to public view in windows or on any private lot or common area in the community.

"For Sale" signs are permitted on the lot of the home that is for sale. "Open House" signs are permitted on the day of an open house at the entrance to Parkview Circle or Old Mill Lane. Open house signs must be removed at the end of the event. .

#### **4G. HAZARDOUS MATERIALS**

No flammable, combustible/explosive or dangerous material, i.e., gasoline/ propane, etc., shall be kept in or around any home except as appropriate for gas grills. The maximum size for a gas grill propane tank is twenty (20) pounds. Propane tanks in excess of twenty (20) pounds are permitted, with Board approval, provided they are buried underground or able to be located on the side of a building. In addition, it is required that tanks meet all township building codes and safety requirements.

#### **4H. TRASH DISPOSAL**

Trash removal is provided by the Association. **Trash is currently collected on Monday, Wednesday and Friday. Recycling is collected on Wednesday each week.**

All trash must be stored in a secured plastic trash bag before being placed inside the dumpster. Cardboard boxes that are too big to fit inside the recycling containers must be

flattened and tied and placed next to the recycling container for pickup. Newspapers should be placed inside the recycling container.

One large bulk item is allowed per home per month. Please contact Waste Management to coordinate the collection of a bulk item at 215-458-9210.

Windows, mirrors and glass panels will be collected providing they are taped with an "X" to pattern to prevent breakage. If the item breaks, you are responsible to promptly clean up any pieces of glass.

Refrigerators, freezers, air conditioners and dehumidifiers contain Freon, which is a hazardous material. You must call the trash hauler (currently Waste Management) to schedule a pick up date in advance. There may be an additional cost for this service.

On January 24, 2013, a landfill ban on desktop and laptop computers, computer monitors, computer peripherals, and televisions went into effect. DEP urges citizens to do their part for the environment by recycling or reusing as many electronic devices as possible in order to limit the number of those items and their hazardous components from entering the environment through landfills and other disposal activities. If you need to dispose of an electronic item, please contact Northampton Township for recycling dates and locations. You may also visit <http://www.ewastepa.org/> for further information on electronics recycling.

#### **4I. DISTURBANCES AND NEIGHBORHOOD COURTESY QUIET TIME**

Homeowners shall be responsible for the actions of their minor children, their guests and lessees. Any damage caused by homeowners, their minor children, their guests or lessees, shall be repaired at the owner's expense.

No resident of any unit shall carry on, or permit to be carried on, any practice which unreasonably interferes with the quiet enjoyment of another unit or the common elements; or which creates or results in a hazard or nuisance; or affects the insurance coverage of the property.

A **Courtesy Quiet Time Curfew is in effect from 9 p.m. to 8 a.m. daily.** No power equipment (mowers, saws, etc,) may be used during the Courtesy Quiet Time.

#### **4J. FIREWOOD**

No more than one (1) cord of firewood may be stored (neatly stacked) in the rear of the homeowner's property. Wood piles must be placed so as to not obstruct any existing drainage patterns or easements. Tarps may be used to cover the pile, providing the color used is brown or clear.

#### **4K. LAWN AND YARD ORNAMENTS**

A maximum of three lawn ornaments may be placed in private mulched beds. Such ornaments should be tasteful and season appropriate.

#### **4L. HOLIDAY DECORATIONS**

Holiday decorations should be installed and removed on a timely basis—generally within one (1) month before/after the holiday and stored inside during the off-season.

#### **4M. MAILBOXES**

No posters or notices may be attached to the mailboxes. Also motor vehicles are not permitted to be parked so that they block access to the mailboxes.

#### **4N. TARPS AND CAR COVERS**

Tarps may be used on roofs under emergency situations. Tarp usage exceeding fourteen (14) days requires Board approval.

Car covers are allowed only for licensed and inspected vehicles. Covers must be in good condition.

**APPENDIX "A"**  
**TIMBER RIDGE TOWNHOME ASSOCIATION**  
**- REQUEST FOR APPROVAL FORM -**

**CHECK ONE:**                     **ARCHITECTURAL**                     **LANDSCAPE**

Name of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Signature: \_\_\_\_\_

Description of Proposed Change or Modification: \_\_\_\_\_

\_\_\_\_\_

Reason for Proposed Change or Modification: \_\_\_\_\_

\_\_\_\_\_

**ALL EXTERIOR CHANGES REQUIRE ADVANCE APPROVAL.** A SKETCH OF THE PROPOSED ALTERATION MUST BE DRAWN TO SCALE ON A SEPARATE PIECE OF PAPER, NOT LESS THAN 8-1/2" X 11", WITH ALL PERTINENT DIMENSIONS NOTED. ALSO A COPY OF YOUR CONTRACTORS PROPOSAL MUST ACCOMPANY THIS REQUEST.

Approval of the request is granted with the following conditions:

\_\_\_\_\_  
\_\_\_\_\_

Request for approval is denied for the following reasons:

\_\_\_\_\_  
\_\_\_\_\_

**COMMITTEE AUTHORIZATION:**

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOLLOWING APPROVAL BY THE ARCHITECTURAL REVIEW COMMITTEE OR BOARD OF DIRECTORS, THE HOMEOWNERS ARE RESPONSIBLE FOR OBTAINING ANY APPLICABLE PERMITS FROM NORTHAMPTON TOWNSHIP, PHONE # 215-355-3883.**

NOTE: Completed form to be returned to the Association via FAX: 215/343-4409 or e-mail to L.Bockowski@cpm975.com. It can also be mailed to Timber Ridge Townhome Association at 975 Easton Road, Suite 102, Warrington, PA 18976

**APPENDIX "B"**

**INSERT MAP**