

**WEYBRIDGE PLACE TOWNHOUSE ASSOCIATION**

**WEYBRIDGE PLACE**

**Hillsborough, New Jersey**

**[www.veybridgeplace.com](http://www.veybridgeplace.com)**

**RULES AND REGULATIONS**

**edited October 2002**

## INTRODUCTION

The Weybridge Place Townhouse Association was formed to administer, control and protect your investment in Weybridge Place. The Board of Directors serves as the governing body of the Association and has responsibility for the physical maintenance and operation of all common elements and services such as landscaping, swimming pool, tennis courts, clubhouse, trash collection, snow removal, street lighting, sprinkler system and lawn cutting. In order to accomplish this it has the right to establish the amount of a monthly maintenance assessment, which is paid monthly to the Association's management company. It also can set the amount of a fine in the event of late payment.

Each of you own your home in "fee simple" and, therefore, have responsibility for maintenance of your roof, siding and foundations-- in short, all elements, both exterior and interior, of your home. In addition, you have responsibility for any required planting in the privacy area of your house and for any planting you have made in the rear of the house. However, the Board of Directors also has responsibility for reviewing and approving or disapproving any proposed changes to the exterior of your home and the adequacy of privacy area maintenance.

The Board of Directors also has responsibility for recommending for approval any special assessments necessary to perform its assigned duties. In addition, the Directors have responsibility for holding elections to the Board, replacing its members should vacancies occur during the year and reporting on the finances of the Association. Copies of the most recent financial reports are available from our management company.

The Board of Directors exercises its assigned functions at meetings (generally monthly), which are open to all members and through several Committees with assignments for specific responsibilities, but subject to Board approval. It also employs a management company to take care of collecting monthly maintenance assessments and to oversee contractors for all services.

The Committees of the Board of Directors are:

**Covenant Committee** -- Responsible for landscaping, review and recommendations concerning exterior changes and maintenance of homeowners' buildings, adequacy of privacy area maintenance and snow removal.

**Recreation Committee** -- Responsible for clubhouse rentals, the swimming pool, playground and the tennis courts. The Committee plans and carries out community activities.

**Finance Committee** -- Responsible for budgeting, review, reporting and recommendations concerning the Association's financial matters.

**Alternate Dispute Resolution (ADR)** – Responsible for hearing appeals to fines imposed by the Association and resolution of disputes between members and the Association. The three (3) committee members are appointed by and serve at the discretion of the Board. A Board member may not serve on the ADR Committee.

The public offering plan, articles of incorporation, by-laws and declaration of covenants and restrictions, contain more details, but this brochure has been prepared to serve as a handy guide to those questions that members most often ask. We hope you will find it useful.

## **EXTERIOR MAINTENANCE AND CHANGES**

### **Painting**

You are fully responsible for the maintenance of the exterior of your home as well as for its interior. While the bulk of your home is covered with aluminum which should require no more than an occasional water hosing to keep it looking new, there are some areas which will need painting from time to time.

The Covenant Committee oversees the conditions of all the homes in Weybridge Place in order to maintain the value of our property and has the authority to ask you to take any required action to keep your home up to the community standards.

The Covenant Committee has color charts to advise you as to the proper color you must use for repainting. The present colors be retained per the Association's governing documents. You can contact management for paint colors.

### **Exterior Building Changes**

The Covenants Committee and/or the Board of Directors must approve any changes to the exterior or the area surrounding your unit in advance. Such changes are included but not limited to: the addition of storm doors, landscaping aimed at creating a privacy area to the rear of your house, etc. Requests for permission to make such changes must be in writing and sent to the management company who will forward the request to the proper committee for consideration. Decisions on requests are made on the basis of retaining the community's overall appearance and compliance with the governing documents.

Applications for modifications may be obtained by contacting management. Homeowners will be responsible for the cost to restore the exterior of the unit or the common elements if the work performed was not approved or the work was done in accordance with the approved request.

### **Privacy Area: Landscaping**

The Association may elect to provide landscaping services such as, but not limited to; weeding, trimming and fertilization of the shrubs and trees in the privacy area in the front of the home. A landscape contractor hired by the Association, if provided, will perform these services. Any homeowner who does not want any or all of these services must notify the Association in writing. All homeowners are ultimately responsible for the maintenance and replacement of shrubs and trees in the privacy areas.

## **Fences**

The existing Covenants and Restrictions forbid the erection of anything outside your home without permission. Fences will under no circumstances be permitted. However, the planting of rows of arbor vitae or similar shrubs are allowed at the rear of your home should you wish to create a privacy area by planting a "living fence". In order to get approval for such plantings you must submit a written request, which includes a drawing of what you propose to do. You can submit your request to management who will forward it to the Covenants Committee.

## **Storage and Use of Patios and Decks**

Residents may keep patio furniture, grills, children's toys, bicycles, umbrellas, potted plants and other items intended for outdoor use on the patio or deck of their unit. All such property must be neatly contained and/or stored. Nothing may be bolted or set in the concrete or otherwise attached or installed to the deck or patio without prior approval of the Board. Please refer to the Resolution Regarding the Use of Lots found in this package.

Small moveable personal property may be used on the grassy areas of the lot provided that any such item(s) is not left on the property overnight and is stored on the patio or deck when not in use. All items kept on the patio, deck or in the back yard will comply with all Municipal, State and Federal Regulations. Grills will be kept a minimum of 5 feet from the building.

## TRASH DISPOSAL AND RECYCLING

Trash must be tied up in plastic bags and placed INSIDE the dumpster nearest your home. No items may be left outside the dumpster. In the event items are placed outside the dumpster the Association has to hire someone to place them into the dumpster. This service results in additional costs to the Association, which is reflected in the monthly fees. No garbage, trash or recyclable materials may be stored outside your townhouse.

Dumpsters are for the disposal of normal household refuse and are supplied by the Association for your use. Large items, such as furniture, etc., that can be cut into smaller pieces and placed into the dumpsters. Homeowners who need to dispose of large items must contact management to arrange for a special pick up. The disposal company will determine the pick up date. The homeowner is responsible for any and all additional disposal charges. A schedule of rates is available from Management. Refrigerators, freezers, air conditioners or anything that uses Freon must have the Freon evacuated by a certified technician prior to calling for disposal. Owners who lease their unit may not use the dumpsters for disposal of their personal items.

Somerset County has specific regulations regarding recycling. All residents of the county are required to recycle. The recycling schedule may be obtained from the county. Any fines assessed by the county for violation of recycling regulations will be passed on to the responsible homeowner.

. You are encouraged to contact the county to obtain a complete copy of all of the existing recycling regulations.

The recyclable material should be left at your curb before 8:00 am for each day of the scheduled pick-up. **Pick-up dates are available by contacting Somerset County.**

## RENTAL OR SALE OF YOUR HOME

If you are selling or renting your home you may only place one sign in a second floor window, all other signs are prohibited. Open House signs are permitted however these signs may only be displayed during open house hours 9:00 a.m. to 5:00 p.m. No sign may exceed 2 feet by 3 feet in size. Signs exceeding the size limit or displayed after 5:00 pm will be confiscated and violators will be subject to fines. A copy of the resolution is included in this package.

If you rent your home, a copy of the lease must be given to our management company listing of the renter's name and the length of time of the lease. No townhouse may be leased for a period of less than six months. Townhouses may not be used for transient or hotel purposes. Failure to comply with this disclosure requirement will result fines being assessed as permitted by the Association's governing documents. The Association may require that the unit owner and tenant execute and submit a lease rider along with a copy of the lease. The unit owner must continue to comply with all the rules and regulations of the Weybridge Place Association and the unit owner must transfer to the tenant all privileges, thereby relinquishing the owners privilege to use common recreational areas including recreation badges for use of the tennis courts and swimming pool. Tenants are bound by all of the rules and regulations of the Association.

## **SNOW REMOVAL**

The Association contracts with a firm for snow removal from the streets and sidewalks (Amherst, Bradford and Cornwall's front steps are also cleared) in Weybridge Place Townhouse Association excluding Weybridge Place and Williamsburg Drive, which are maintained by the township. Snow under two inches will not be plowed and our streets will normally be plowed after the snow has stopped.

It frequently happens that at the time of the first plowing a number of cars are on the streets preventing a thorough clearing of the snow. Under these conditions our contractor is expected to return to Weybridge as soon as

possible to clear the streets thoroughly. The contractor can only do so if you have removed your car from the street as quickly as possible after the end of the snowfall.

## **PARKING, TRUCKS AND COMMERCIAL VEHICLES**

The Declaration prohibits parking of certain vehicles and the Board of Directors has adopted a resolution prohibiting trucks or other commercial vehicles (defined as bearing "Truck", "Commercial", or "Recreation" license plates or bearing commercial lettering) from parking overnight in Weybridge Place. This resolution also applies to boats, trailers, campers, mobile homes, and/ or inoperable vehicles. Per Diem fines may be imposed for violations. Additionally, the Board reserves the right to tow any vehicle parked on the premises in violation of the governing documents or the rules and regulations.

## **SWIMMING POOL**

Unless you are otherwise informed the pool will open each year on Memorial Day weekend and be open Saturdays and Sundays until the middle of June after which it will be open seven days a week until Labor Day.

The pool hours are from 10:00 a.m. to 8:00 p.m. on weekdays, weekends and holidays, unless otherwise posted.

Use of the pool is restricted to residents and their guests only. The Association currently uses photo ID cards. You may contact management for information regarding obtaining a badge. The lifeguard shall have authority to maintain proper conduct and order. No one is allowed in the pool without a lifeguard on duty. Residents must accompany guests at all times.

Children under the age of 12 years must be accompanied by a parent or other responsible adult 18 years or older.

Detailed rules concerning use of the pool are posted at the gate leading to the pool area and are also attached. ALL of them must be observed.



## TENNIS COURTS

The tennis courts have a combination lock. Residents of Weybridge Place may contact management for the combination. Following play, the last player leaving the courts must always lock the tennis courts. Players are required to pick up their ball cans and tops when leaving. Please do not bring food or beverages onto the courts. No children under the age of 12 are allowed on the court unless accompanied by an adult.

The courts may be used from 7:00 AM until 10:00 PM and proper tennis attire should always be worn. At least one player on each court must be a Weybridge Place resident. Players are asked to limit their play to one hour if anyone is waiting to use the courts.

The lights for the tennis courts are controlled by a timer that is located inside of the courts, on the side fence to the right of the entrance gate. To turn the lights on, dial the timer to the amount of time needed to play. If additional time is required, redial the amount of time on the timer. The maximum amount of time is three hours. The lights will automatically be turned off at 10:00 PM by the main timer control.

## CONTROL OF PETS

Town ordinances require that all pets must be on leashes and pet owners must clean up after their pet. The Association also asks that you clean up after your pet. Under no circumstances may you leave your pet tied up **unattended** at your townhouse or on the common element, including the garage door and or allow your pet to bark excessively or otherwise cause a nuisance or disturbance.

There can be considerable damage to privacy and common lawn areas by not observing the above rules. Please be respectful of your neighbor's rights and remember that the Association may need to make repairs to lawn areas as a result of non-observance of these rules. The cost incurred will be assessed to the responsible unit owner. Collection of it shall be in the same manner as

provided for in the governing documents for the collection of delinquent assessments.

### **SATELLITE DISHES**

Satellite dish installations must comply with FCC regulations.

Attached hereto are copies of all previously adopted resolutions to the By-Laws.