

CANTERBURY CROFT CONDOMINIUM ASSOCIATION

RULES & REGULATIONS

2012 EDITION

Effective: 6-18-2012

Amended: 4-26-2019 item B. 3 Trash

**CANTERBURY CROFT CONDOMINIUM ASSOCIATION
RULES & REGULATIONS
2012 EDITION**

I. GENERAL PROVISIONS

A. POLICY; INTENT; CONSTRUCTION

The Executive Board of the Canterbury Croft Condominium Association is authorized and obligated to govern and administer the Condominium Property. As part of its mission, and in order to help promote a more harmonious Community, as to both the relations among members of the Condominium Community and the appearance of the Condominium Property, the Executive Board has adopted these Rules and Regulations. Wherever possible, these Rules and Regulations should be interpreted liberally and with common sense, to promote the policies and philosophy of the Association.

These Rules and Regulations are intended to supplement and implement the Declaration and Bylaws of the Canterbury Croft Condominium Association. They shall be in effect unless or until amended by the Executive Board of the Canterbury Croft Condominium Association. If there is any conflict between provisions of these various documents, the Declaration first and then the Bylaws shall prevail. These Rules and Regulations shall be binding on everyone who owns a Unit, lives in a Unit or otherwise uses the Condominium Property in any way, including all Unit owners, lessees, agents, invitees and any other person or entity who or which may enter upon or use any portion of the property within the Canterbury Croft Community.

If any questions arise regarding the meaning and intent of these Rules and Regulations, the reader should contact the Property Manager or the Executive Board for clarification.

B. ENFORCEMENT OF RULES

It is the intent of the Executive Board that these Rules and Regulations be strictly enforced. All officers of the Association and other agents authorized by the Canterbury Croft Condominium Association, including the Property Manager, are fully empowered to act to enforce all the Rules and Regulations of Canterbury Croft to assure and promote compliance by all Canterbury Croft residents and their guests.

II. RULES AND REGULATIONS

A. USE AND MAINTENANCE OF UNITS

1. Each Dwelling Unit is to be used for residential purposes only. No Unit Owner shall permit the use of his Dwelling or the Common Elements for any prohibited purpose.

2. Home occupations are permitted in a Dwelling Unit if such use is incidental to the Dwelling Unit's primary residential use, has no outside employees, is approved by all governmental authorities having jurisdiction over such use and does not require additional vehicle traffic to the Unit.

3. No owner or occupant of any Unit may carry on, or permit to be carried on, any practice which unreasonably interferes with the quiet enjoyment or proper use of another Unit or the Common Elements, or which creates or results in a hazard or nuisance on the Property. Excessive noise from operation of audio/video equipment and from pets constitutes a nuisance.

4. Each Dwelling Unit must be maintained by its owner and occupant in a safe, clean and sanitary manner and condition, in good order and repair and in accordance with all applicable restrictions, conditions, ordinances, codes and any rules or regulations as may be applicable hereunder or under law.

5. Each Unit Owner shall reimburse the Condominium Association for any expenses incurred by it in repairing or replacing any part or parts of the Common Elements or Limited Common Elements damaged by the Owner or the Owner's, tenants, agents, guests or licensees.

B. TRASH

1. No portion of the Property may be used or maintained as a dumping ground for trash or other waste.

2. All trash and household waste must be stored inside the Unit or garage. Waste receptacles may not be stored outside.

3. All trash and household waste must only be kept securely in attached lidded receptacle containers. Trash and household refuse may not be kept in plastic or paper bags.

4. Waste receptacles may not be put out at curbside before 6 p.m. on the evening prior to the appointed pick-up days. All receptacles must be put away promptly after the trash is picked up.

5. Recycling is mandatory and must be practiced in accordance with the Township regulations.

Note: The Northampton Municipal cable channel is #23 (Comcast) and #24 (Verizon) on our system and gives pertinent information regarding all Township services, including trash pick-up.

C. APPEARANCE OF BUILDINGS

1. Except for a single non-illuminated Unit number sign above the garage door, no sign may be mounted on a Dwelling Unit or any Common Area or Limited Common Area, without the prior written approval of the Executive Board.

2. "For Sale" signs are permitted, subject to the following guidelines:
 - a. One (1) "For Sale" sign may be placed in a mulched area near the driveway of the Dwelling Unit.
 - b. One (1) "Open House" sign per Unit may be placed at the intersection of Pennington Place and West Village Road between the hours of 1:00 p.m. and 4:00 p.m. on Sundays only.
 - c. One (1) "Sold" sign per Unit is permitted to replace the "For Sale" sign, for a period not to exceed two (2) weeks from the date of placement of the "Sold" sign.
 - d. Signs permitted by this Rule may not exceed 2.25 square feet in area.
3. To the extent that any Unit Owner or occupant installs or maintains any draperies, blinds, curtains or other window coverings on windows or sliding terrace doors of any dwelling, all such coverings shall have only white linings or other white material facing outside of the Dwelling Unit.
4. No exterior antennas may be attached to any Dwelling Unit, the Common Elements or Limited Common Elements without the prior written approval of the Executive Board. Application shall be made to the Board on a standard form available at the office.
5. No clotheslines, clothes trees or clothes poles may be erected outside any Dwelling Unit or on the Common Elements.
6. No fences may be constructed on the Limited Common Elements without the prior written approval of the Executive Board as to height, color, type, size, and location. No fences may be constructed on the general Common Elements.
7. Doors and trim shall be only of a color approved by the Executive Board.
8. Cutting of live trees, plants or flowers or otherwise causing damage to landscaping in the community is prohibited.
9. Only patio furniture, barbeque grill equipment and plants are permitted on decks and patios.
10. Generators may be used for emergencies only. When not in use, the generator must be stored in the garage. However, when in use, generator must be in open air.
11. Holiday decorations may be placed on the Limited Common Elements, or on patios and decks, for no more than 30 days before the holiday, and must be removed by 30 days after the holiday. No damage to a Dwelling Unit exterior is permitted.

D. PETS

1. The only pets that are permitted at Canterbury Croft are domesticated dogs and cats. Unit Owners may keep no more than two (2) such pets in a Unit. No other animals of any kind may be kept or bred in any Unit.

2. Pets may not be permitted to run loose or uncontrolled in or on the Common Areas, Limited Common Areas or any other part of the property.

2. Pet owners shall clean up any waste left anywhere on the Condominium Property by their pets. Waste shall be collected, bagged and disposed of in the Owner's trash.

4. Tying or tethering of pets is not permitted anywhere on the Condominium Property.

E. LEASING

1. Leasing is permitted at Canterbury Croft, only in accordance with the Declaration and these Rules & Regulations. Leasing or renting of individual rooms, or less than an entire Unit is not permitted. A Unit may not be leased or subleased for transient or hotel purposes, or for an initial term of less than one (1) year.

2. No Unit may be leased or subleased unless there is a written lease or sublease, a copy of which must be provided to the Executive Board within ten days after it is signed and before the Unit is occupied. Every such written lease or sublease shall include the Canterbury Croft Condominium Association Approved Lease Addendum, which must be signed by both the lessee and the lessor.

3. All lessees agree to be subject to and bound by the Declaration of Condominium, Bylaws and Rules and Regulations of Canterbury Croft Condominium Association. In addition, the lessors agree to be liable for any violation of the Declaration, Bylaws or Rules and Regulations by their lessees, their lessees' guests and/or invitees.

4. Any Unit Owner leasing or subleasing a Unit must provide a copy of the Declaration, Bylaws and Rules and Regulations of Canterbury Croft Condominium Association to their lessees.

5. Consistent with the Unit Owner's and lessee's obligation to comply with the Declaration and Bylaws, Unit Owner and lessee agree that in the event that the Owner of the leased Unit fails to pay any assessment made against such Unit, and such failure continues for thirty days, the Executive Board may notify the lessee of such Unit in writing of the amounts due. Thereafter, all rental payments accruing under the lease shall be paid by such lessee to the Executive Board, for the Association, up to the amount(s) shown to be due from the Unit Owner in the Executive Board's notice. All amounts so paid by the lessee shall be credited against and shall offset the corresponding rental installment due to the Unit Owner, and under no circumstances will the lessee be obligated to pay to the Association any amount for unpaid

assessments during any one month which is in excess of the rental payment due from the lessee for such month.

6. Prior to tenants moving in, the landlord must furnish the Association with the following (a) copy of a signed lease, (b) copy of a signed Addendum, as approved by the Association; and (c) \$100.00 registration fee.

F. GENERAL RULES

1. Skate Boards are not permitted to be used anywhere within the Community.
2. No Unit Owner or occupant may obstruct the Common Elements in any way.
3. No storage is permitted on Common Elements outside the Dwelling Units.
4. No swing sets, wading pools or other items of personal property may be placed on any portion of the Condominium Property.

G. AUTOMOBILES

1. Only four-wheel private passenger automobiles, as determined by the Executive Board, are allowed to park on the Property or to be operated on the Property. Passenger vehicles include sport utility vehicles and light pick-up trucks.

2. No commercial vehicles or recreational vehicles are permitted to park outside on the Property. Commercial vehicles include taxis, limousines, buses, trucks (including large pick-ups) and any vehicle with commercial advertising thereon. Recreational vehicles include motor homes, boats, and snowmobiles,

3. No motor vehicle may be parked in such a manner as to interfere with the movement of traffic throughout the Canterbury Croft Property. Additionally, no motor vehicle may be parked in such a manner as to block or impede the use of:

- a. Fire hydrants;
- b. U.S. Postal Service drop boxes;
- c. Trash dumpsters;
- d. Entrances to any buildings;
- e. Fire lanes;
- f. Any areas marked with yellow stripes; and
- g. Driveways

4. Abandoned vehicles may not be parked anywhere on the Property. An abandoned vehicle includes any vehicle that is left unattended for more than 72 hours or is mechanically inoperable (which includes, but is not limited to, a vehicle which has one or more flat tires or is incapable of moving under its own power or is severely damaged). Any vehicle without a valid registration, certificate of registration, current inspection sticker, or without an ascertainable

vehicle identification number (VIN) shall be considered abandoned. Abandoned vehicles will be removed at the owner's expense.

5. No parking is permitted on a Township street when the snow has reached a depth of four (4) inches or more. No parking is permitted on an Association street when the snow has reached a dept of two (2) inches or more and snow removal operations are in process. This regulation is in effect for a period not exceeding 72 hours after cessation of a snowfall.

6. No motor vehicle may be parked in areas designated "No Parking" according to the map attached to these rules. This includes the entrance street known as Pennington Place, one side of Potters Place, near fire hydrants, and certain spots on Freemans Lane.

7. Parking in violation of these Rules and Regulations is deemed to create a hazardous condition that would endanger the health and safety of the Canterbury Croft Community. Any vehicle parked in violation of these Rules and Regulations may be towed, without warning, at the owner's expense and the owner may be assessed a fine by the Association.

8. Any vehicle that is parked in violation of these Rules will have a towing notice affixed to the windshield or other prominent place on the automobile warning of its impending removal by a commercial towing service, and setting forth the date of the posting and the date of the removal. If the vehicle is not removed within 72 hours after being posted, then the vehicle will be removed by a commercial towing service and all further communications regarding the vehicle will be with the commercial towing service.

9. The speed limit on all portions of the Property is 15 miles per hour.

10. Motor vehicles may not be driven onto the lawns or flowerbeds of the Property.

11. Major car repairs or fluid changes are not permitted on the Property of Canterbury Croft at any time. Cars may be washed, using only environmentally friendly solutions.

12. No vehicle may be operated so as to create noise loud enough to be heard inside a Dwelling Unit.

H. ALTERATIONS/ADDITIONS

1. No Unit Owner may make any repairs, additions, alterations, modifications or improvements ("Work") to any Dwelling Unit or to any portion of the Condominium Property without the prior written approval of the Executive Board.

2. Any Work to any Dwelling or to any portion of the Common Facilities shall be made only by qualified contractors or similar personnel.

3. Applications for approval of any Work to any Dwelling or to any portion of the Common Facilities shall be made in writing, on a form approved by the Executive Board, and shall contain at least the following information:

(a) a description of the Work to be performed, including (if reasonably possible) a drawing showing the proposed work;

(b) the name and address of the person who will actually perform the Work;

(c) satisfactory evidence that the person who will actually perform the Work is insured for general liability and for workers' compensation; and

(d) an acknowledgment that the Owner is responsible for any damage to the Common Facilities or to any other damage resulting from such Work.

III. FINES AND PENALTIES

1. Any violation any of Declaration, Bylaws or these Rules & Regulations is subject to a fine of up to \$250.00. Continuing violations may be subject to a separate fine for every day on which a violation continues. Persons who violate the same provisions of the rules and regulations two or more times in the same calendar year shall be subject to a fine twice the amount of the fine imposed for the previous violation.

2. Violations may be reported in writing by any member of the Association. The Property Manager and members of the Executive Board may conduct periodic inspections for the purpose of identifying violations and may report violations verbally for consideration by the Board.

3. The Association may, but is not required to, give an informal notice either verbally or in writing prior to the institution of formal violation enforcement procedures.

4. Any person who is believed to be committing a violation of the Declaration of Condominium, Bylaws and/or Rules and Regulations of the Canterbury Croft Condominium Association shall receive written notice of such violation and shall be afforded an opportunity to be heard before the Executive Board before any fine is imposed. If the alleged violation is being committed by a tenant and/or guest of the Unit Owner, the Unit Owner shall receive notice of the violation.

**CANTERBURY CROFT CONDOMINIUM ASSOCIATION
RESOLUTION RE RULES AND REGULATIONS**

WHEREAS, Canterbury Croft Condominium Association, by and through its Executive Board, is charged with the responsibility for the administration of the Canterbury Croft Condominium, for the common benefit of the owners of units in the Condominium; and

WHEREAS, the Pennsylvania Uniform Condominium Act, the Declaration of Condominium and the Bylaws of the Association authorize the Executive Board to adopt, implement and enforce rules and regulations governing the condominium property; and

WHEREAS, the Executive Board wishes to amend, restate and consolidate the Rules and Regulations of the Association;

NOW, THEREFORE, be it resolved:

1. All Rules and/or Regulations heretofore adopted are rescinded.
2. The Rules and Regulations attached to this Resolution are adopted, and shall hereafter be in full force and effect.
3. Notice of the adoption of these Rules and Regulations shall be given to all unit owners and residents of Canterbury Croft Condominium, and The Rules and Regulations shall be published and made available upon request.

This Resolution is adopted by the Executive Board of the Canterbury Croft Owners Association this 18 th day of June, 2012.

Joseph W. Keph
Wm. J. Miller
George C. Meyer
Walter C. White
Donna S. White