

SANDY RIDGE TWINS ASSOCIATION

975 Easton Road, Suite 102, Warrington, PA 18976 • 215-343-1550

May 6, 2015

Re: Revised Rules and Regulations – May 6, 2015

Dear Unit Owner/Resident,

In accordance with Article VIII, Section 1 of the By-Laws, "The Board of Directors shall have the power to adopt and publish Rules and Regulations".

On May 6, 2015, the Board of Directors approved the following additions and changes to the Rules and Regulations for item 8D, number 2:

Page	Item Number	New Rule/Regulation
6	8D (2)	<p>NON CONTINUOUS SECTIONS OF PRIVACY FENCING AND TRELLISES</p> <p>Sections of privacy fencing and/or trellis type structures will be permitted between attached and unattached units and across rear yards subject to the following stipulations.</p> <p>2. No more than one twelve foot section and two four foot sections or two eight foot sections and two four foot sections shall be allowed parallel to any property line. Multiple sections shorter than four feet in length, such as trellises, will be allowed. Space between sections will not be less than three feet. Space between sections and trellises will not be less than two feet. Plantings of shrubs and small trees between sections are encouraged and there will be no space requirement between shrubs and fence sections.</p>

By revising the Association's Rules and Regulations, the Board has taken positive actions to protect your investment and to improve your quality of life in the community. The revised Rules and Regulations apply to all unit owners, residents, tenants, and guests. For your convenience, a copy of the revised Rules and Regulations are enclosed.

Please keep the revised Rules and Regulations with your Association documents.

Questions concerning the revised Rules and Regulations may be directed to the Board of Directors through Eric Lindbloom, property manager, at 215-343-1550.

Sincerely,

Board of Directors
SANDY RIDGE TWINS ASSOCIATION

EL/kl

Enclosure: Revised Rules and Regulations – May 6, 2015

**RESIDENTS ASSOCIATION OF SANDY RIDGE TWINS
RULES AND REGULATIONS
REVISED MAY 6, 2015**

Statement of Purpose

The following Rules and Regulations have been established in accordance with the Documents to assure pleasant and harmonious living for all residents and their guests. They are based on and are supplementary to the Declaration and the By-Laws of the Association. It is the responsibility of each resident within the community to become familiar with the rules and to abide by same. The cooperation of each resident is needed to maintain property values and provide peaceful enjoyment for each resident.

*All underlined sentences are contained in the use Restrictions of the Declaration and may not be changed without a vote of the entire membership. All additional sentences were adopted by the Board of Directors. **If any conflict exists, the Declaration and By-Laws shall prevail.**

A. GENERAL RULES

1A. MAINTENANCE – Each unit owner shall maintain his home in a good state of preservation and cleanliness. Each owner shall neatly trim and maintain the shrubbery on his lot. Lawns shall be mowed at regular intervals, maintaining a maximum grass height of 6 inches.

2A. TRASH REMOVAL – Garbage and rubbish shall not be burned, dumped or allowed to remain on any lot.

On collection days, trash shall be placed along the curblineline or on resident's driveways, not on the sidewalks. Trash must be placed in closed containers or secured in tied plastic bags. Tree branches must be cut in 4 foot lengths and tied in a manner in which the material can be easily placed in the truck by trash removal personnel.

On non-collection days, receptacles may only be stored so that they are not visible from the front. Bulk trash (furniture, etc.) should be put out for the second collection day of the week.

Call the trash company direct for removal of an appliance with refrigerant, tires, batteries, etc.

3A. FLAMMABLE STORAGE – No vessels for bulk storage of gas or flammable liquids may be maintained in any unit or on any lot or the common ground. A 20-pound tank of propane and/or a 5-gallon container of gas or kerosene is allowed.

4A. SWIMMING POOLS – No above-ground swimming pools may be located on any lot, nor shall any in ground swimming pool be allowed on a lot. A child's wading pool which shall not be larger than 6 feet in diameter and 18 inches in depth is permitted. The pool must be emptied of water at all times when not attended and must be stored inside when not in use.

5A. VEGETABLE GARDENS – Vegetable gardens are permitted only in the rear of homes but not on Association common ground. All gardens, including flower beds, must be neatly maintained at all times. This includes the removal of debris and dead plants.

- 6A. LIGHTING – Any exterior lighting must be shielded to prevent glare or annoying emission of light which unreasonably effects any other lot. All lights at doors or lamp posts shall be white or yellow bug lights. The only exception would be holiday decorations which may be lighted for a maximum of 30 days.
- 7A. SIGNS – No signs other than real estate “for sale” or “for rent” signs shall be permitted. “For sale” and “for rent” signs must be removed within ten (10) days following the execution of an agreement of sale or rental agreement. Real estate “open house” signs are permitted on the day of the open house only. “For sale” or “for rent” signs or real estate directional signs are not permitted on common ground. Political signs will be permitted on an owner’s private lot twenty (20) days before the election but must be removed one (1) day following the election. All political signs must conform to these rules and any local ordinance governing such signs.
- 8A. RECREATION EQUIPMENT – Recreation equipment shall be place in the rear yards with consideration given to the lot size, equipment size and design. Swingsets are permitted if appearance is maintained. Storage of personal recreation equipment is not permitted on common ground. See Rule 12A.
- Portable basketball equipment will be allowed between 8:00 a.m. and 8:00 p.m. When the equipment is not in use and especially between the hours of 8:00 p.m. and 8:00 a.m., this equipment must be stored within the garage or at least the rear yard of the property so that it is not visible from the front of the house.
- 9A. FIREWOOD – Firewood storage shall be limited to one cord of wood and must be stored at the rear of the lot and shall not extend past the side of any unit. The storage of wood shall not exceed 4’ in height and 16’ in length. It is required by the Borough ordinance that the wood be stored at least one foot off the ground.
- 10A. VEHICLES– No boat or boat trailer, snowmobile, snowmobile trailer, camping trailer, mobile home, travel trailer, or similar object shall be left upon any lot for a period longer than 24 hours unless same shall be totally enclosed within the garage, nor shall any of these vehicles be parked on the common ground or throughout the community. No unlicensed, inoperable or uninspected motor vehicles of any type shall be permitted to remain overnight on any property, common ground or within the community. No form of maintenance or repair of any type of motor vehicle shall be performed upon any lot and no disabled or disassembled motor vehicle of any nature shall be parked or stored upon any lot. Parking is prohibited on private or common lawn or grass areas. All permitted vehicles must be parked on driveways or road surfaces.
- 11A. CLOTHESLINES – Only collapsible clotheslines are permitted and must be lowered when not in use.
- 12A. COMMON GROUND – A request must be made to the Board of Directors prior to the use of the common ground for a planned party or picnic. Usage will be granted on a first come first serve basis. The usage is limited from noon to 9:30 p.m. The area must be cleaned of personal belongings and debris by noon of the following day. All Association’s rules and Borough noise ordinances shall apply. See Rule 8A.

The common ground shall not be used for recreation or gathering places after 9:30 p.m. All motorized or wheeled vehicles, including snowmobiles, motor bikes, bicycles, etc. are prohibited.

No unit owner/occupant may obstruct, erect or plant anything upon the common elements without the prior consent of the Board of Directors. Any damage to Association property caused by any unit owner, their visitors, tenants, or pets shall be repaired at the unit owner's expense.

- 13A. PROPERTY USE – No business trade or obnoxious or offensive activity shall be permitted on any private property or common area, nor shall anything be done thereon which is an annoyance, nuisance, or potential hazard to the community.
- 14A. PROPERTY RESALE – The management company must be notified 30 days prior to the sale of any property to comply with Pennsylvania Consolidated Statutes, Title 68, Chapter 5407, Resales of Units. It is the responsibility of the unit owner that is selling their unit to notify the management company that their unit has been sold, and to provide the name(s) of the new unit owner(s).
- 15A. PETS – Pets shall be permitted to be walked upon common areas only if they are on a leash. The pet owner is responsible for immediate clean up of animal waste. In the event that a pet creates a nuisance, disturbance, inconvenience or discomfort to other residents, the owner is responsible to take corrective action. All State and Borough animal ordinances, such as "leash law", "pooper scooper law" and "non-domestic pets" apply to all common ground and private property. The cost to repair any damage to, or to clean up the common ground, shall be charged to the pet owner. Any violation of pet regulations, not on common grounds, should be reported to Doylestown Borough.
- 16A. STORAGE – Storage of bicycles, toys, baby carriages, tools, maintenance equipment, gardening implements, seasonal decorations, recreational and general household items shall not be visible from the front of the property. If maintained outside, they must be stored in the rear of the dwelling unit.
- 17A. LEASED UNITS – All leases for rental units must include the following clause: "Failure by tenant to comply with the rules and regulations of the Residents Association of Sandy Ridge Twins shall be considered a breach of the lease and deemed cause for the termination of the lease." Owners are responsible for providing a copy of the rules and regulations to their tenant upon signing the lease. Unit owners that lease their unit must provide the management company with a copy of the unit rental lease within ten (10) days of the execution of the lease.
 - a. All leases must be in writing, and must be for the entire unit and not a portion thereof.
 - b. No unit may be leased for transient or hotel purposes or for an initial term of less than one year.
 - c. The property owner shall provide the management company with the name and address and phone number of the lessee and the number of occupants within the unit. This information must be furnished to the Association within ten (10) days after tenant occupies the unit.
 - d. Each unit may be used as a residence for a single family or housekeeping unit only.

B. ARCHITECTURAL CONTROL

Any additions, exterior alterations, modifications or changes to existing property must be approved by the Architectural Committee or Executive Board prior to the commencement of any work. This covers decks, fireplaces, patios, fences, etc. Architectural approval must be obtained *prior* to obtaining a building permit from Doylestown Borough.

UNIT ADDRESS NUMERALS

1B. UNIT ADDRESS NUMERALS – In accordance with Doylestown Borough ordinance, unit address numerals shall not be less than three inches (3”) in height and shall be placed on the unit as to be easily visible and identifiable from the street upon which the unit is located. This rule is intended for the benefit of each unit owner/resident in order for emergency personnel to effectively respond to the proper street address when required.

1B. ACCESSORY BUILDINGS – Storage sheds will be permitted. Prior to the placement or construction, storage sheds must meet the final approval by the Architectural Review Committee of the Homeowners Association of Sandy Ridge Twins. Subsequent to the approval by the Architectural Review Committee, a Doylestown Borough Building Permit is required prior to the actual construction of such storage sheds.

Such buildings use shall be limited to that of the storage shed. This use is limited to the storage of lawn, garden, home maintenance, and recreation equipment. This structure may not exceed 8’ in height and 100 square feet in area. Only one such storage shall be permitted on any property. Such storage shed shall not be located closer to any street than the rear most wall of the principle building. The minimum setbacks on the property line shall be 2 ½’ from the rear and side yards.

Regarding the appearance of such storage sheds, the following shall apply:

1. Colors shall be the same or compatible with the existing color of the primary structure.
2. Exterior materials shall be one of the following: wood or vinyl siding
3. Routine maintenance is required to keep such storage sheds attractive and consistent with the expectations of the Architectural Review Committee.
4. Storage sheds must be placed on a prepared leveled base of crushed stone or masonry material and they must be properly anchored.

No other accessory building will be permitted other than the attached garage which must be similar in construction, materials and appearance to the dwelling unit existing on said lot.

2B. EXTERIOR MATERIALS & COLORS – There shall be no change in color or exterior materials on any dwelling unit, detached or attached garage.

This restriction against any change in exterior materials or colors shall continue in full force and effect unless and until amended, modified or deleted pursuant to Article V, Section 1 of this Declaration.

- 3B. **INSTALLATION OF A GARDEN TYPE WINDOW** – Per the second amendment to the Declaration, the sole exception is the installation of a garden type window in the kitchen in lieu of an existing window. This improvement must be approved by the Board of Directors prior to installation. The homeowner solely is responsible for compliance with any Borough ordinances, permits, etc., necessary for such installation. (Effective 1994)
- 4B. **ANTENNAS** – No TV antenna, cable wire, FM or other form of radio antenna or any antenna of any nature shall be maintained or erected upon the exterior or roof of any dwelling unit or upon any lot. Any such antennas shall be restricted to the interior type to be mounted in the attic or within any portion of any dwelling unit upon any lot.

This rule is partially preempted in accordance with the Tele Communications Act of 1996 and the FCC OTARD rule. Please contact Management for particulars on satellite dishes.

- 5B. **PAINTING** – Only those areas which are painted may be repainted. Only those areas that are stained may be restained. Unpainted surfaces and unstained surfaces, such as natural wood, brick, stucco or siding, shall remain unpainted and unstained in compliance with rule 2B. All exterior components must be properly maintained by the homeowner. MAB paint stores have our colors on file. They may be under the name of Sandy Ridge or Falcon Ridge. Architectural Review Committee approval not required unless color change is desired.
- 6B. **AWNINGS** – Retractable fabric awnings located at the rear of the twin unit are permitted subject to colors and styles which enhance the appearance of the rear of the twin unit. Fabric styles and colors will be evaluated by the Board on an individual basis. Metal awnings are prohibited.
- 7B. **PATIOS & DECKS & PRIVACY SCREENS** – Patios and decks and privacy screens shall be located in rear yards and not extend beyond the side building line of the unit. Prior to construction, an application must be made to the Architectural Committee for approval. Applications should include a site plan showing the size and location as it relates to the applicant's house, adjacent house and property lines and include a description of construction materials and detail any grading or drainage areas. If adjoining property owner will be adversely affected by grading changes, the application will be denied. The application should also include notations concerning privacy screens, lights, or roofs. A Doylestown Borough building permit must be secured subsequent to the approval of the Architectural Committee and prior to commencement of any construction.

All decks must be constructed of pressure treated lumber, cedar or redwood. Concrete footings are required for decks. The material used to construct patios is unrestricted but subject to approval of the Architectural Committee.

Patios and decks may not exceed the length of 16'. Deck railing shall not exceed 4'6" in height. Railings must be constructed of wood, shadowbox, post and rail or pickets, framed lattice inserts on railings are permitted. Privacy screens will be permitted located on the center property line only. The privacy screen may be no higher than 8' from ground level or 6' from the floor of the deck. The length of the privacy screen cannot exceed 16'. Privacy screen must be of wood construction, framed lattice, shadowbox, post and rail, or picket, and match the balance of the construction.

Recyclable wood and plastic materials for decking is allowable pending an architectural review and color sample. (Not all colors will be approved).

- 8B. FENCES – No fence may be erected on any lot within the area commencing at the front lot line and running to the rear wall of the dwelling. It is the intention of the provision to restrict any fence to what is commonly known as the rear yard. Stockade, basketweave or tightly-woven fences shall not be permitted and no fence shall be greater than 4'6" in height. Further, no chain link fence shall be permitted. Fences are to be of wood construction, shadowbox, post and rail, or picket. Plastic and vinyl materials for fencing are permitted pending a color sample and Architectural Review (not all colors will be approved).

Fences shall not be constructed on common property.

Only green coated wire having no structural integrity of its own may be attached to wooden post and rail fences, as long as it is placed on the inside of the fence and does not exceed the height of the rail.

Application must be made to the Architectural Committee for their approval prior to the erection of a fence. The application should include fence style and materials, dimensions and a site plan which shows the relationship of the fence to the adjacent property. Since most fencing involves boundary line considerations, application must show the exact relationship with property lines and existing structure.

Fences on corner properties may not extend beyond the building set back line of the house. Fences must either be finished on both sides or the finished side must face the exterior of the property.

- 8C. **PRIVACY FENCES (Prior Architectural Approval Required)**

Privacy fences are permitted to be installed at 1, 202, and 216 Sandy Ridge Drive, 2, and 52 Stacey Drive, and 1, 2, 47, and 84 Pearl Drive. Privacy fences shall be no greater than 6' high (measured from the ground), 8' long, and extend on only one side of the rear or side of the building on the outside building line (not between units) in a manner which runs perpendicular or parallel to Sandy Ridge Drive. *Subject to Doylestown Borough ordinance - building permit required.*

- 8D. **NON CONTINUOUS SECTIONS OF PRIVACY FENCING AND TRELLISES**

Sections of privacy fencing and/or trellis type structures will be permitted between attached and unattached units and across rear yards subject to the following stipulations.

1. Individual sections of fence shall not exceed twelve feet in length and six feet in height. No section of fencing will be permitted on any lot from the front lot line to the original rear wall of a dwelling unit, except that between unattached units, sections of privacy fencing may start at a point from the original rear wall of the unit that is closest to the front lot line.
2. No more than one twelve foot section and two four foot sections or two eight foot sections and two four foot sections shall be allowed parallel to any property line. Multiple sections shorter than four feet in length, such as trellises, will be allowed. Space between sections will not be less than three feet. Space between sections and trellises will not be less than two feet. Plantings of shrubs and small trees between sections are encouraged and there will be no space requirement between shrubs and fence sections.

3. Sections will be of open type construction such as shadowbox, post and rail or picket. Sections will be of unpainted wood construction or of a natural wood color if synthetic materials are used.
4. No stockade, basket weave or tightly woven fence materials will be allowed. No metal or wire fencing material will be attached to any section. No chain link fence material will be permitted.
5. The first sixteen (16) feet of privacy fence from the rear wall of the dwelling may be a color approved by architectural request so that it may complement the patio or existing structure.

It is the intention of this provision to allow privacy to rear yards while retaining a somewhat open and natural appearing environment. As such application should be made for prior architectural approval.

- 9B. DOG HOUSES – dog houses are permitted, subject to the approval of the Architectural Committee prior to installation. The color of the dog house must match the color of the trim of the existing home. Dog houses must be located in the rear yard.

Dog runs and pens are not permitted.

- 10B. WINDOW SHUTTERS – Window shutters must match the dominant trim color on the house and must be approved by the Architectural Committee prior to installation.
- 11B. IRON RAILINGS – Iron railings for steps must be black or match the color of the dominant trim color of the house. Railings may not extend more than two feet beyond the bottom step.
- 12B. GARAGES – The construction of garages is limited to those homes originally designed for same in the recorded development plan for the Sandy Ridge Twins Residents Association by the builder developer.

Garage doors – To encourage esthetic harmony the Association is creating a standard for garage doors within the Association. To allow for the individuality, however, the Association will not require one specific style of door. The requirement is that the garage doors for any two attached twins must be the same in style and color. The two homeowners are encouraged to agree upon only one color. The choice is either the color of the homes or white. An Architectural request is required for this change.

- 13B. STORM/SCREEN DOORS - Metal storm/screen doors can be installed at unit entrance doors. The color of the storm or screen door must match the color of the unit entrance door, siding, house trim, or be white or black in color.

SANDY RIDGE TWINS ASSOCIATION

975 Easton Road, Suite 102, Warrington, PA 18976 • 215-343-1550

C. ENFORCEMENT PROCEDURE

1C. **REPORTING VIOLATIONS** – Complaints concerning violations of the rules and regulations or any provision of the Association's Declaration and By-Laws by an owner or resident must be submitted, in writing, to the Board of Directors or Management Company. Members of the Board of Directors, committee members and the Management Company may verbally report any violation. The complaint must be in sufficient detail to determine whether a violation has occurred. Anonymous complaints will not be acted upon.

2C. **INVESTIGATION** – A member of the Board of Directors, committee member or representative of the Management Company shall investigate the complaint, if appropriate, and determine whether there is reasonable cause to believe that a violation has occurred.

3C. **VIOLATION NOTICE** – The Association will send a written violation notice describing the violation to the owner and/or resident, and any action which may be necessary to correct the violation within a reasonable period. The written notice shall also contain a provision for a hearing.

If a violation is not corrected within a reasonable period, a second written violation notice will be mailed. This second notice will again inform the owner/resident of the violation, the action required to correct it, date of a proposed hearing date and the fines or other penalties imposed by the Association.

4C. **HEARING** – All Association members and residents shall have the right to a hearing, which could either be conducted by a Committee responsible for rules and regulations enforcement or by the Board of Directors. The date, time and place of the hearing would be included in a written notice.

If the hearing is conducted by a committee, the owner/resident may appeal the committee's decision to the Board of Directors. Any decision rendered by the Board of Directors is final.

5C. **FINES & PENALTIES** – If an owner/resident does not comply with the second notice, the Board of Directors may, commencing the first day after the hearing date, impose penalties and/or fines. The penalties could include loss of Association privileges such as use of recreation facilities and voting at membership meetings, etc.

The Board of Directors may also impose fines. Depending upon the seriousness of the violation, the fine could either be enacted for each incident or a fine charged each day the violation remains uncorrected. The Board of Directors has full authority in establishing the amount of fines and loss of privilege penalties as outlined in the Declaration of Covenants.

When a fine is imposed, notice will be mailed to the unit owner. The amount charged is due upon receipt of notice.

6C. **NONCOMPLIANCE** – In the event that an owner or resident does not comply with the violation notice and/or does not pay the fines assessed by the Association, the Board of Directors may file legal action against the owner for collection of the fines and compliance with the Association's rules and regulations. In the event a judgment is obtained, such judgment shall include interest at a rate of 12% and a reasonable attorney's fee, to be fixed by the court, together with the costs of the action.

When a judgment is awarded by the Court which remains unpaid, the Board of Directors may place a lien, for the amount of the judgment, against the owners' property.

SANDY RIDGE TWINS ASSOCIATION

975 Easton Road, Suite 102, Warrington, PA 18976 • 215-343-1550

ARCHITECTURAL CHANGE FORM

(This form must be submitted at least thirty (30) days before work is scheduled to begin)

DATE: _____

Name: _____

Change requested to:

Address: _____

Dwelling Exterior _____

Patio or Deck _____

Telephone #: _____

Private Yard _____

Attach pictures, catalog cut, color sample and drawing as required for the Directors to properly evaluate this change (see Rules and Regulations for details). **MUST INCLUDE A DIAGRAM OF THE LOCATION OF THE CHANGE AS IT RELATES TO BUILDINGS AND PROPERTY LINES, WITH DIMENSIONS.**

Description of Proposed Change (Submit Additional Pages as Necessary):

Anticipated Start/Finish dates: Start _____ Finish _____

I/We, the Unit Owner(s) have read and understand the Sandy Ridge Twins Rules & Regulations as they pertain to this request and have reviewed the specifications to assure that they meet the guidelines.

If approved changes are not completed within 120 days of approval, a new request must be submitted. Submission of this form and its approval or disapproval by the Directors does not replace the resident's obligation to abide by all local ordinances and permit requirements. I understand that if I proceed with the above work before I receive written approval from the Board that I may be required to restore the change to its original condition at my expense.

I certify that I have given a copy of this form to my neighbor in the adjoining twin.

Owner(s) Signature

DATE: _____

DECISION:

Recommended _____

Not Recommended _____

Approved as Noted _____

COMMENTS OR CONDITIONAL APPROVAL:

Return to: SANDY RIDGE TWINS ASSOCIATION, 975 Easton Road, Suite 102, Warrington, PA 18976
Fax: 215-491-5620

**RESIDENTS ASSOCIATION OF SANDY RIDGE TWINS
RULES AND REGULATIONS
REVISED SEPTEMBER 19, 2013**

Statement of Purpose

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- 14A. **PROPERTY RESALE** – The management company must be notified 30 days prior to the sale of any property to comply with Pennsylvania Consolidated Statutes, Title 68, Chapter 5407, Resales of Units. It is the responsibility of the unit owner that is selling their unit to notify the management company that their unit has been sold, and to provide the name(s) of the new unit owner(s).
- 15A. **PETS** – Pets shall be permitted to be walked upon common areas only if they are on a leash. The pet owner is responsible for immediate clean up of animal waste. In the event that a pet creates a nuisance, disturbance, inconvenience or discomfort to other residents, the owner is responsible to take corrective action. All State and Borough animal ordinances, such as "leash law", "pooper scooper law" and "non-domestic pets" apply to all common ground and private property. The cost to repair any damage to, or to clean up the common ground, shall be charged to the pet owner. Any violation of pet regulations, not on common grounds, should be reported to Doylestown Borough.
- 16A. **STORAGE** – Storage of bicycles, toys, baby carriages, tools, maintenance equipment, gardening implements, seasonal decorations, recreational and general household items shall not be visible from the front of the property. If maintained outside, they must be stored in the rear of the dwelling unit.
- 17A. **LEASED UNITS** – All leases for rental units must include the following clause: "Failure by tenant to comply with the rules and regulations of the Residents Association of Sandy Ridge Twins shall be considered a breach of the lease and deemed cause for the termination of the lease." Owners are responsible for providing a copy of the rules and regulations to their tenant upon signing the lease. Unit owners that lease their unit must provide the management company with a copy of the unit rental lease within ten (10) days of the execution of the lease.
 - a. All leases must be in writing, and must be for the entire unit and not a portion thereof.
 - b. No unit may be leased for transient or hotel purposes or for an initial term of less than one year.
 - c. The property owner shall provide the management company with the name and address and phone number of the lessee and the number of occupants within the unit. This information must be furnished to the Association within ten (10) days after tenant occupies the unit.
 - d. Each unit may be used as a residence for a single family or housekeeping unit only.

B. ARCHITECTURAL CONTROL

Any additions, exterior alterations, modifications or changes to existing property must be approved by the Architectural Committee or Executive Board prior to the commencement of any work. This covers decks, fireplaces, patios, fences, etc. Architectural approval must be obtained *prior* to obtaining a building permit from Doylestown Borough.

UNIT ADDRESS NUMERALS

- 1B. UNIT ADDRESS NUMERALS – In accordance with Doylestown Borough ordinance, unit address numerals shall not be less than three inches (3”) in height and shall be placed on the unit as to be easily visible and identifiable from the street upon which the unit is located. This rule is intended for the benefit of each unit owner/resident in order for emergency personnel to effectively respond to the proper street address when required.

- 1B. ACCESSORY BUILDINGS – Storage sheds will be permitted. Prior to the placement or construction, storage sheds must meet the final approval by the Architectural Review Committee of the Homeowners Association of Sandy Ridge Twins. Subsequent to the approval by the Architectural Review Committee, a Doylestown Borough Building Permit is required prior to the actual construction of such storage sheds.

Such buildings use shall be limited to that of the storage shed. This use is limited to the storage of lawn, garden, home maintenance, and recreation equipment. This structure may not exceed 8’ in height and 100 square feet in area. Only one such storage shall be permitted on any property. Such storage shed shall not be located closer to any street than the rear most wall of the principle building. The minimum setbacks on the property line shall be 2 ½’ from the rear and side yards.

Regarding the appearance of such storage sheds, the following shall apply:

1. Colors shall be the same or compatible with the existing color of the primary structure.
2. Exterior materials shall be one of the following: wood or vinyl siding
3. Routine maintenance is required to keep such storage sheds attractive and consistent with the expectations of the Architectural Review Committee.
4. Storage sheds must be placed on a prepared leveled base of crushed stone or masonry material and they must be properly anchored.

No other accessory building will be permitted other than the attached garage which must be similar in construction, materials and appearance to the dwelling unit existing on said lot.

- 2B. EXTERIOR MATERIALS & COLORS – There shall be no change in color or exterior materials on any dwelling unit, detached or attached garage.

This restriction against any change in exterior materials or colors shall continue in full force and effect unless and until amended, modified or deleted pursuant to Article V, Section 1 of this Declaration.

- 3B. **INSTALLATION OF A GARDEN TYPE WINDOW** – Per the second amendment to the Declaration, the sole exception is the installation of a garden type window in the kitchen in lieu of an existing window. This improvement must be approved by the Board of Directors prior to installation. The homeowner solely is responsible for compliance with any Borough ordinances, permits, etc., necessary for such installation. (Effective 1994)
- 4B. **ANTENNAS** – No TV antenna, cable wire, FM or other form of radio antenna or any antenna of any nature shall be maintained or erected upon the exterior or roof of any dwelling unit or upon any lot. Any such antennas shall be restricted to the interior type to be mounted in the attic or within any portion of any dwelling unit upon any lot.

This rule is partially preempted in accordance with the Tele Communications Act of 1996 and the FCC OTARD rule. Please contact Management for particulars on satellite dishes.

- 5B. **PAINTING** – Only those areas which are painted may be repainted. Only those areas that are stained may be restained. Unpainted surfaces and unstained surfaces, such as natural wood, brick, stucco or siding, shall remain unpainted and unstained in compliance with rule 2B. All exterior components must be properly maintained by the homeowner. MAB paint stores have our colors on file. They may be under the name of Sandy Ridge or Falcon Ridge. Architectural Review Committee approval not required unless color change is desired.
- 6B. **AWNINGS** – Retractable fabric awnings located at the rear of the twin unit are permitted subject to colors and styles which enhance the appearance of the rear of the twin unit. Fabric styles and colors will be evaluated by the Board on an individual basis. Metal awnings are prohibited.
- 7B. **PATIOS & DECKS & PRIVACY SCREENS** – Patios and decks and privacy screens shall be located in rear yards and not extend beyond the side building line of the unit. Prior to construction, an application must be made to the Architectural Committee for approval. Applications should include a site plan showing the size and location as it relates to the applicant's house, adjacent house and property lines and include a description of construction materials and detail any grading or drainage areas. If adjoining property owner will be adversely affected by grading changes, the application will be denied. The application should also include notations concerning privacy screens, lights, or roofs. A Doylestown Borough building permit must be secured subsequent to the approval of the Architectural Committee and prior to commencement of any construction.

All decks must be constructed of pressure treated lumber, cedar or redwood. Concrete footings are required for decks. The material used to construct patios is unrestricted but subject to approval of the Architectural Committee.

Patios and decks may not exceed the length of 16'. Deck railing shall not exceed 4'6" in height. Railings must be constructed of wood, shadowbox, post and rail or pickets, framed lattice inserts on railings are permitted. Privacy screens will be permitted located on the center property line only. The privacy screen may be no higher than 8' from ground level or 6' from the floor of the deck. The length of the privacy screen cannot exceed 16'. Privacy screen must be of wood construction, framed lattice, shadowbox, post and rail, or picket, and match the balance of the construction.

Recyclable wood and plastic materials for decking is allowable pending an architectural review and color sample. (Not all colors will be approved).

- 8B. **FENCES** – No fence may be erected on any lot within the area commencing at the front lot line and running to the rear wall of the dwelling. It is the intention of the provision to restrict any fence to what is commonly known as the rear yard. Stockade, basketweave or tightly-woven fences shall not be permitted and no fence shall be greater than 4'6" in height. Further, no chain link fence shall be permitted. Fences are to be of wood construction, shadowbox, post and rail, or picket. Plastic and vinyl materials for fencing are permitted pending a color sample and Architectural Review (not all colors will be approved).

Fences shall not be constructed on common property.

Only green coated wire having no structural integrity of its own may be attached to wooden post and rail fences, as long as it is placed on the inside of the fence and does not exceed the height of the rail.

Application must be made to the Architectural Committee for their approval prior to the erection of a fence. The application should include fence style and materials, dimensions and a site plan which shows the relationship of the fence to the adjacent property. Since most fencing involves boundary line considerations, application must show the exact relationship with property lines and existing structure.

Fences on corner properties may not extend beyond the building set back line of the house. Fences must either be finished on both sides or the finished side must face the exterior of the property.

- 8C. **PRIVACY FENCES (Prior Architectural Approval Required)**

Privacy fences are permitted to be installed at 1, 202, and 216 Sandy Ridge Drive, 2, and 52 Stacey Drive, and 1, 2, 47, and 84 Pearl Drive. Privacy fences shall be no greater than 6' high (measured from the ground), 8' long, and extend on only one side of the rear or side of the building on the outside building line (not between units) in a manner which runs perpendicular or parallel to Sandy Ridge Drive. *Subject to Doylestown Borough ordinance - building permit required.*

- 8D. **NON CONTINUOUS SECTIONS OF PRIVACY FENCING AND TRELLISES**

Sections of privacy fencing and/or trellis type structures will be permitted between attached and unattached units and across rear yards subject to the following stipulations.

1. Individual sections of fence shall not exceed twelve feet in length and six feet in height. No section of fencing will be permitted on any lot from the front lot line to the original rear wall of a dwelling unit, except that between unattached units, sections of privacy fencing may start at a point from the original rear wall of the unit that is closest to the front lot line.
2. No more than one twelve foot section and two four foot sections or one eight foot section and two four foot sections shall be allowed parallel to any property line. Multiple sections shorter than four feet in length, such as trellises, will be allowed. Space between sections will not be less than three feet. Space between sections and trellises will not be less than two feet. Plantings of shrubs and small trees between sections are encouraged and there will be no space requirement between shrubs and fence sections.

3. Sections will be of open type construction such as shadowbox, post and rail or picket. Sections will be of unpainted wood construction or of a natural wood color if synthetic materials are used.
4. No stockade, basket weave or tightly woven fence materials will be allowed. No metal or wire fencing material will be attached to any section. No chain link fence material will be permitted.
5. The first sixteen (16) feet of privacy fence from the rear wall of the dwelling may be a color approved by architectural request so that it may complement the patio or existing structure.

It is the intention of this provision to allow privacy to rear yards while retaining a somewhat open and natural appearing environment. As such application should be made for prior architectural approval.

- 9B. DOG HOUSES – dog houses are permitted, subject to the approval of the Architectural Committee prior to installation. The color of the dog house must match the color of the trim of the existing home. Dog houses must be located in the rear yard.

Dog runs and pens are not permitted.

- 10B. WINDOW SHUTTERS – Window shutters must match the dominant trim color on the house and must be approved by the Architectural Committee prior to installation.
- 11B. IRON RAILINGS – Iron railings for steps must be black or match the color of the dominant trim color of the house. Railings may not extend more than two feet beyond the bottom step.
- 12B. GARAGES – The construction of garages is limited to those homes originally designed for same in the recorded development plan for the Sandy Ridge Twins Residents Association by the builder developer.

Garage doors – To encourage esthetic harmony the Association is creating a standard for garage doors within the Association. To allow for the individuality, however, the Association will not require one specific style of door. The requirement is that the garage doors for any two attached twins must be the same in style and color. The two homeowners are encouraged to agree upon only one color. The choice is either the color of the homes or white. An Architectural request is required for this change.

- 13B. STORM/SCREEN DOORS – Metal storm/screen doors can be installed at unit entrance doors. The color of the storm or screen door must match the color of the unit entrance door, siding, house trim, or be white or black in color.

SANDY RIDGE TWINS ASSOCIATION

975 Easton Road, Suite 102, Warrington, PA 18976 • 215-343-1550

C. ENFORCEMENT PROCEDURE

- 1C. **REPORTING VIOLATIONS** – Complaints concerning violations of the rules and regulations or any provision of the Association's Declaration and By-Laws by an owner or resident must be submitted, in writing, to the Board of Directors or Management Company. Members of the Board of Directors, committee members and the Management Company may verbally report any violation. The complaint must be in sufficient detail to determine whether a violation has occurred. Anonymous complaints will not be acted upon.
- 2C. **INVESTIGATION** – A member of the Board of Directors, committee member or representative of the Management Company shall investigate the complaint, if appropriate, and determine whether there is reasonable cause to believe that a violation has occurred.
- 3C. **VIOLATION NOTICE** – The Association will send a written violation notice describing the violation to the owner and/or resident, and any action which may be necessary to correct the violation within a reasonable period. The written notice shall also contain a provision for a hearing.

If a violation is not corrected within a reasonable period, a second written violation notice will be mailed. This second notice will again inform the owner/resident of the violation, the action required to correct it, date of a proposed hearing date and the fines or other penalties imposed by the Association.

- 4C. **HEARING** – All Association members and residents shall have the right to a hearing, which could either be conducted by a Committee responsible for rules and regulations enforcement or by the Board of Directors. The date, time and place of the hearing would be included in a written notice.

If the hearing is conducted by a committee, the owner/resident may appeal the committee's decision to the Board of Directors. Any decision rendered by the Board of Directors is final.

- 5C. **FINES & PENALTIES** – If an owner/resident does not comply with the second notice, the Board of Directors may, commencing the first day after the hearing date, impose penalties and/or fines. The penalties could include loss of Association privileges such as use of recreation facilities and voting at membership meetings, etc.

The Board of Directors may also impose fines. Depending upon the seriousness of the violation, the fine could either be enacted for each incident or a fine charged each day the violation remains uncorrected. The Board of Directors has full authority in establishing the amount of fines and loss of privilege penalties as outlined in the Declaration of Covenants.

When a fine is imposed, notice will be mailed to the unit owner. The amount charged is due upon receipt of notice.

- 6C. **NONCOMPLIANCE** – In the event that an owner or resident does not comply with the violation notice and/or does not pay the fines assessed by the Association, the Board of Directors may file legal action against the owner for collection of the fines and compliance with the Association's rules and regulations. In the event a judgment is obtained, such judgment shall include interest at a rate of 12% and a reasonable attorney's fee, to be fixed by the court, together with the costs of the action.

When a judgment is awarded by the Court which remains unpaid, the Board of Directors may place a lien, for the amount of the judgment, against the owners' property.

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ROOF SHINGLE REPLACEMENT RECOMMENDATIONS

June 2002

**MANUFACTURER – CERTAINTEED
BRAND – XT-25 – 3-TAB SHINGLES
COLOR – See Below**

SUPPLY HOUSES

PACE SUPPLY CORPORATION
246 East County Line Road
Hatboro, PA 19040
(215) 675-2010

MARVIC SUPPLY COMPANY
4083 Swamp Road
Doylestown, PA 18901
(215) 348-8400

ROSLYN SUPPLY COMPANY
1001-A Pulinski Road
Ivyland, PA 18974
(215) 443-7660

DYNAMIC SUPPLY COMPANY
633 Mary Street
Warminster, PA 18974
(215) 674-9222

ROOF SHINGLE COLOR	STREET ADDRESS
Cedar Brown	5, 7, 10, 12, 13, 15, 17, 19, 21, 23, 34, 36, 37, 38, 39, 40, 54, 56, 62, 64, 74, 76 Pearl Drive 3, 5, 7, 19, 114, 116, 118, 120 Sandy Ridge Drive 6, 8, 17, 19, 42, 44 Stacey Drive
Gray Frost	5, 7 Stacey Drive
Moire Black	6, 8 Sandy Ridge Drive 25, 27 Stacey Drive

ROOF SHINGLE REPLACEMENT RECOMMENDATIONS
June 2002 - Page 2

ROOF SHINGLE COLOR	STREET ADDRESS
Nickel Gray (Closest color – Not a perfect match)	1, 2, 3, 4, 6, 8, 9, 11, 14, 16, 18, 20, 22, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 35, 42, 43, 44, 45, 46, 47, 48, 50, 52, 58, 60, 66, 68, 70, 72, 78, 80, 82, 84 Pearl Drive 102, 104, 106, 108, 110, 112, 202, 204, 206, 208, 210, 212, 214 216 Sandy Ridge Drive
Oakwood	1, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 20, 22, 24 Sandy Ridge Drive 1, 2, 3, 4, 10, 14, 16, 18, 20, 21, 22, 23, 24, 26, 28 Stacey Drive
Slate Gray	21, 23 Sandy Ridge Drive 9, 11, 13, 15, 30, 32, 34, 36, 38, 40, 46, 48 Stacey Drive
Star White	42, 50 Stacey Drive
Weathered Wood	2, 4 Sandy Ridge Drive

SANDY RIDGE TWINS ASSOCIATION

975 Easton Road, Suite 102, Warrington, PA 18976 • 215-343-1550

ARCHITECTURAL CHANGE FORM

(This form must be submitted at least thirty (30) days before work is scheduled to begin)

DATE: _____

Name: _____

Change requested to:

Address: _____

Dwelling Exterior _____

Patio or Deck _____

Telephone #: _____

Private Yard _____

Attach pictures, catalog cut, color sample and drawing as required for the Directors to properly evaluate this change (see Rules and Regulations for details). **MUST INCLUDE A DIAGRAM OF THE LOCATION OF THE CHANGE AS IT RELATES TO BUILDINGS AND PROPERTY LINES, WITH DIMENSIONS.**

Description of Proposed Change (Submit Additional Pages as Necessary):

Anticipated Start/Finish dates: Start _____ Finish _____

I/We, the Unit Owner(s) have read and understand the Sandy Ridge Twins Rules & Regulations as they pertain to this request and have reviewed the specifications to assure that they meet the guidelines.

If approved changes are not completed within 120 days of approval, a new request must be submitted. Submission of this form and its approval or disapproval by the Directors does not replace the resident's obligation to abide by all local ordinances and permit requirements. I understand that if I proceed with the above work before I receive written approval from the Board that I may be required to restore the change to its original condition at my expense.

I certify that I have given a copy of this form to my neighbor in the adjoining twin.

Owner(s) Signature

DATE: _____

DECISION:

Recommended _____

Not Recommended _____

Approved as Noted _____

COMMENTS OR CONDITIONAL APPROVAL:

Return to: SANDY RIDGE TWINS ASSOCIATION, 975 Easton Road, Suite 102, Warrington, PA 18976
Fax: 215-491-5620

SANDY RIDGE TWINS ASSOCIATION **RESPONSIBILITY LIST**

Each owner is primarily responsible for the repair and maintenance of their home and the real estate they own. The services provided by the Association are set forth in the Association's Declaration. For your information, a listing of the Association's maintenance, repair and replacement responsibilities are detailed herein. Any function not listed as an Association responsibility is the maintenance, repair and/or replacement obligation of the individual owner.

If you have any questions concerning the following information, please feel free to contact a member of the Association Board of Directors or the Association's management company, Continental Property Management, Inc. at 215-343-1550.

ASSOCIATION RESPONSIBILITIES - BUILDING

None.

ASSOCIATION RESPONSIBILITIES - PRIVATE LOTS

None.

NOTE: Any outside additions or changes require prior Association approval as explained in the Rules and Regulations.

ASSOCIATION RESPONSIBILITIES - COMMON AREA ONLY

Common Sidewalks - snow removal, repairs and replacement.

Detention Basin - mowing and maintenance.

Lawn Maintenance (Common Area Only) - mowing, general maintenance of trees and shrubbery, chemical applications, reseeding, resodding, leaf removal, fertilization, spraying, trimming and replacement.

Tree and Shrubby Beds (Common Area Only) - mulching, weeding, leaf removal and chemical applications.

DOYLESTOWN BOROUGH

Snow removal and maintenance of all streets.

DOYLESTOWN POST OFFICE

Cluster mailboxes (homeowner is responsible for locks and keys).