



Pennland Farm West Community Association

RULES AND REGULATIONS

Adopted 2019
Revised September 2020
Revised May 2022

While every attempt has been made to ensure that this document is and will continue to be the most recent version of the Rules and Regulations of PennLand Farm West Community Association, the information herein is subject to change and this document shall not serve as an official copy of the Rules and Regulations in any legal or real estate manner. Please contact the Property Management Company for the official documents.

PENNLAND FARM WEST COMMUNITY ASSOCIATION
Rules & Regulations
2022

I. GENERAL GUIDELINES

1. Children's Play Areas

- a. The children's play areas, also known as the "Tot Lots" are not to be used unless children are supervised by their parents or other caregivers.
- b. Animals are not allowed in the children's play areas.
- c. Smoking is not allowed in the children's play areas.
- d. The children's play areas are not be used after dusk and before dawn.
- e. The children's play areas should be organized and, if necessary, cleaned up, after being used. All refuse should be placed in a refuse container inside the children's play area or taken to residents' homes and disposed of.

2. Animals

- a. Household pets are allowed; however, livestock animals are prohibited.
- b. Pets must be leashed or contained with a fence at all times, kept under control, and attended by a responsible adult.
- c. Pets may be walked on a leash on the sidewalk or in the street.
- d. All solid pet waste must be immediately picked up, bagged, and disposed of in the pet owner's trash.
- e. Unit Owners are not permitted to allow their pets to roam or soil on the Association's common areas.
- f. Unit Owners are responsible for any property damage, injury, or disturbance caused by pets belonging to themselves, lessees, or guests.
- g. Pets may not be tethered to any part of any unit or lot such as buildings, trees, lawns, deck supports, or ground stakes unless the owner is present (outdoors) with pet when the pet is leashed to such a structure. In addition, homeowners with pets needing to be outdoors for extended periods of time without owner oversight are encouraged to fence their yards with electric type fence or other fence as permitted by these

PENNLAND FARM WEST COMMUNITY ASSOCIATION
Rules & Regulations
2022

regulations and must be in rear yards only. It should be noted that dogs left outdoors continually barking will not be tolerated day or night. In addition to this type of noise and nuisance being a violation of these Rules and Regulations and enforceable by the Board, Bedminster Township has an ordinance addressing such a nuisance.

3. Swimming Pools

In-ground swimming pools are permitted. Above-ground pools are prohibited except for small children's wading pools.

4. Recreation Equipment

- a. All portable recreation equipment, such as basketball backboards, hockey or soccer goals, sliding boards, jungle gyms and the like are restricted to the driveway or the rear of a single family home.
- b. All toys and recreational equipment must be stored indoors at night with the exception of portable basketball nets.
- c. Basketball Goals – see item 5.

5. Basketball Goals

- a. Permanent and portable basketball goals are permissible provided that portable goals are not stored in the street. Portable basketball goals must remain upright. Board approval must be obtained prior to any installation of a permanent basketball goal.
- b. Permanent Goals:
 - 1) Backboards for permanent goals shall be installed/mounted on free standing poles on the exterior side of the driveway closest to the property line at no greater than half (1/2) the distance of the length of the driveway. Basketball goals shall be installed on commercially made, standard-size backboards. Backboards shall be constructed of heavy-gauge fiberglass, Plexiglas, graphite-

PENNLAND FARM WEST COMMUNITY ASSOCIATION
Rules & Regulations
2022

blend, or aluminum. Backboards shall be white, gray or clear. Fluorescent colors are not permitted.

- 2) Poles and supports shall be professionally manufactured and either black or a color that blends with the house or the roof.
- 3) Nets shall be professionally manufactured and must always be displayed on the goal. Only white, black, or tri-color nets are permitted.

c. Portable Goals:

- 1) Base shall be black or gray with no visible logos. The base should be properly filled with sand or water per the manufacturer's instructions. Bases may be weighted down with heavy sand bags only to allow movement of the portable goal., The portable goal must remain upright at all times.

d. Maintenance:

- 1) All basketball goals must be maintained in such a fashion that they do not detract from neighborhood, such as, but not limited to, replacement or repair of:
 - a) torn or missing nets
 - b) bent rims
 - c) bent or broken supports
 - d) worn or discolored backboards
 - e) rusted or discolored poles
 - f) holes or cracks in backboards, and
 - g) no leaning poles

PENNLAND FARM WEST COMMUNITY ASSOCIATION
Rules & Regulations
2022

6. Vehicles

- a. No inoperable, un-registered, or un-inspected vehicles may be parked on the property. Registration tags and inspection stickers must be clearly visible.
- b. No unit owner shall park, store, or keep anywhere on the property any commercial type vehicle (for example: dump trucks, cement mixer, oil or gas truck, delivery truck, or stake body truck) which by its signage, licensing, equipment, or materials therein or thereon evidences its commercial purpose, whether or not it is currently being used; and any other vehicular equipment, mobile or otherwise, deemed to be a nuisance by the Board of Directors. Pickup trucks or smaller vans with discreet logos may be permitted; however, equipment shall not be stored on these vehicles overnight. Equipment must be removed and stored in the garage (i.e. ladders, tools, etc.). Vehicles must be neat and well maintained at all times.
- c. Parking and storing of Recreational Vehicles: Defer to Bedminster Township Zoning Ordinance, Section 405.c10.e. Additionally, only homes that have driveway access to comply with rear or side of dwelling parking may use their driveway for temporary, not overnight, parking of said recreational vehicles for unloading/loading or cleaning.
- d. No Unit Owner may conduct major repairs or restorations of any motor vehicle upon and portion of the property or street.
- e. Trucks and vans are permitted to be parked on a temporary basis within the property in connection with the repair, maintenance, replacement, or work being performed for an owner or the Association. These vehicles are not permitted overnight.
- f. Motor-driven recreational vehicles of any kind, including but not limited to motorbikes, ATV's, and snowmobiles, are strictly prohibited in the common areas.
- g. No vehicles may be parked in such a way as to obstruct fire lanes, mailboxes, and passage of emergency vehicles, construction equipment, or the driveways of other houses.

PENNLAND FARM WEST COMMUNITY ASSOCIATION
Rules & Regulations
2022

- h. Vehicles may not be parked on any grass area.
- i. On-street parking is permitted throughout the Community, subject to posted parking signage from Bedminster Township.

7. Trash/Recycling

- a. Trash and recycling may be placed out for collection no earlier than the evening before a pick-up day. Except for permitted times to be placed at the curb for pick-up, trash and recycling containers are to be removed within twenty-four (24) hours after pick-up.

- b. Trash cans are permitted to be stored outside the home under the following conditions:

- 1) The storage location must be on the side of the garage. Homes with side entry garages must store the trash can on the side to the rear of the property as to not be visible from the front of the home or any variation of the 3 options below.

Option 1: Trash and recycling toter must be concealed with arborvitae. Two (2) arborvitaes must be planted in the front of the storage location and two (2) on the side facing the neighboring property. All arborvitaes must be at least four and a half (4 ½') feet tall at the time of planting to ensure proper concealment.

Option 2: Trash and recycling toter enclosures are permitted, provided they are made of vinyl or PVC. The enclosure must be either white or match the color of the siding. The panels must be solid and measure between 48" and 60" in height. The enclosure must consist of at least two (2) panels (one concealing the view from the street and the other from the neighboring home). If a three-panel configuration is selected, one panel may be a gate but must meet the same criteria.

Option 3: Trash and recycling toters can also be hidden from street view using a stone/paver wall on the side of the home or next to the garage if a side entrance. The wall must be

PENNLAND FARM WEST COMMUNITY ASSOCIATION
Rules & Regulations
2022

solid and 60" in height. The enclosure must consist of at least one (1) panel concealing the view from street side and landscaping to hide any visible opening from street view.

- 2) Board approval must be obtained prior to any installation or exterior storage.

8. Clotheslines

Clotheslines are not permitted. Laundry may not be hung outside on any part of the property, including beach towels or swimsuits.

9. Holiday Decorations

- a. Decorations may be displayed no earlier than four (4) weeks before the holiday.
- b. Outdoor decorations must be removed within twenty-one days (21) days following the holiday.
- c. All decorations must be in good taste as decided by the Board of Directors.

10. POD/Storage Containment Unit

- a. If you are moving and will utilize a "POD" or other storage containment unit, the maximum amount of time the unit may be on the property is two (2) weeks. If a homeowner requires additional time, Pennland Farm West Community Association approval must be obtained.
- b. The unit may not block any streets or access lanes or required site distances at intersections.

11. Fireworks

No fireworks of any type are permitted on any common area. Fireworks used on individual properties must abide by the Pennsylvania State Fireworks Act. Fireworks cannot be discharged within 150 feet of an occupied structure, whether or not a person is actually present.

PENNLAND FARM WEST COMMUNITY ASSOCIATION
Rules & Regulations
2022

12. Leasing Requirements

- a. All leases must be for the entire unit and for a term not less than twelve (12) months.
- b. All leases must be in writing and a copy provided to the Association through the management company within ten (10) days from the date of execution.
- c. The Unit Owner is responsible to furnish all documents including the Declaration, By-Laws, and Rules and Regulations to the tenant. The tenant is expected to abide by the Rules and Regulations and the Unit Owner is responsible to ensure compliance.

13. Outside Storage

- a. Outside storage of gardening equipment including but not limited to lawn care equipment and wheelbarrows, lawn mowers, shovels, rakes, etc. is prohibited.
- b. Hoses for watering lawns and plants, and hose containers are allowed to be neatly stored outside during the seasons when they are needed.

14. Snow Removal

Snow removal requirements are in accordance with the Bedminster Township Ordinance #171.

PENNLAND FARM WEST COMMUNITY ASSOCIATION
Rules & Regulations
2022

II. ARCHITECTURAL GUIDELINES

1. Exterior Changes or Additions to a Home

- a. A property modification form must be submitted to and approved by the Pennland Farm West Community Association. The Association reviews submissions for informational purposes and to assure community standards are upheld.
 - i. External additions to the house must also have Bedminster Township building permit(s) and meet all Bedminster Township ordinances.
 - ii. External additions must be in keeping with the original architectural design of the community.
- b. Plan and elevation showing size, materials, roof lines and color, must be submitted to the Pennland Farm West Community Association for approval prior to any work commencing.
- c. Gutter style and color must match existing gutters.
- d. If shingled, color must match existing shingles.
- e. Window styles and colors must match existing windows. All windows must contain mullions.
- f. Any exterior paint color changes must be approved by the Board of Directors.

2. Awnings

- a. Permanent awnings are allowed but can only be constructed of fabric materials. There are to be no permanent posts or supports at the corners.
- b. Colors that complement the home, its siding, or trim are required. Awnings must be fully retractable.
- c. Homeowner must submit a Property Modification form, including fabric sample and color sample, and an installation plan to the Pennland Farm West Community Association Board of Directors before beginning

PENNLAND FARM WEST COMMUNITY ASSOCIATION
Rules & Regulations
2022

installation. The Association reviews submissions for informational purposes and to assure community standards are upheld.

- d. An awning permit is required from Bedminster Township.

3. Decks

- a. Owners constructing decks must receive prior written approval from the Pennland Farm West Community Association. A property modification form must be completed and presented to the Pennland Farm West Community Association. The Association reviews submissions for informational purposes and to assure community standards are upheld.
- b. All decks must be constructed in accordance with Bedminster Township codes and the homeowner is responsible for obtaining any necessary approvals and/or permits from Bedminster Township.

4. Patios

- a. A Property Modification Form with addendum as needed to describe the location on the lot, the size and materials to be used, such as paving stones, brick, and concrete, must be submitted to the Pennland Farm West Community Association, and approval granted in writing, prior to the building of or any modification to a patio. The Association reviews submissions for informational purposes and to assure community standards are upheld.
- b. The homeowner must obtain all necessary permits from Bedminster Township before construction may begin.

5. Sheds

- a. Sheds are permitted with prior written Board authorization. Sheds must match home siding color and roofing colors. Township requirements, including locations size and accessory structure status should be followed.
- b. All sheds must be installed on patio blocks or stone. Sheds must be installed on level surface.

PENNLAND FARM WEST COMMUNITY ASSOCIATION
Rules & Regulations
2022

- c. No aluminum or “Rubbermaid” sheds allowed.
- d. Sheds may be installed anywhere in the rear of the home as long as it does not impede setback requirements per subdivision plans or easements. Township requirements must be followed. This placement may include close proximity to the home; however, the shed must be located behind the rear wall line of the home and be entirely within the rear yard. The location of the shed should be clearly depicted on the submitted plot plan for approval by the Board.
- e. All Township permits must be obtained through Bedminster Township.

6. Fences

- a. Prior to erecting a fence, the owner must submit an application and plans to the Board of Directors for their review and approval.
Construction of the fence cannot begin until the approval is received.
- b. All required building permits must be obtained from the Bedminster Township and submitted to the Property Management Company prior to construction.
- c. All fences must be constructed of white PVC or similar composite material; installed at six (6) feet in height or constructed of black aluminum; installed at up to five (5) feet in height.
- d. All fences must be properly maintained, including the area within the fence. This includes, but not limited to pressure washing, structural integrity, gates and gate latches remain in proper level and adjustment.
- e. When taller fences join or abut, a transition or step-down piece must be used to connect the fences.
- f. Fences must be installed no further forward than the front facing wall of the dwelling.
- g. No part of the fence may be on common ground or Association Open Space.

PENNLAND FARM WEST COMMUNITY ASSOCIATION
Rules & Regulations
2022

7. Storm Doors

- a. All storm doors must match the existing front door color of the home or trim of the home.
- b. All storm doors must be full-view style doors.
- c. Brass hardware and kickplate trim is permitted.
- d. Maintenance of the storm door is the responsibility of the homeowner.

8. Landscaping

- a. All front, side, and rear yards are to be well-maintained. Lawns are to be completely cut and pruned and free of overgrowth. Beds are to be edged and lawn shall not exceed 6" in length. In the event a Unit Owner does not maintain their lawns in accordance with these Rules and Regulations, the Association shall have the right to properly maintain the property and bill the Unit Owner. All Unit Owners are encouraged to water landscaped areas including shrubs, trees, and grass (when permissible by county and state water conservation authorities).
- b. Homeowners are permitted to plant annual flowers in existing front planting beds and side beds where applicable.
- c. Additions or changes to the original landscaping plan at the front of the home must be approved by the Board of Directors.
- d. The installation of additional minor landscaping at the rear and side of the home is permitted. Any area of additional landscaping must be well maintained and free of overgrowth and weeds.
- e. Extensive re-landscaping of the rear and side yards will not be permitted without prior Board approval.
- f. Unit Owners are responsible for maintaining all items they plant in a neat and attractive manner including planters and baskets. All dead material must be removed and/or replaced in a timely manner.
- g. No plantings are permitted in existing easements, common areas, or as otherwise restricted by subdivision and land development plans. All plantings must be contained within the Unit Owner's lot.

PENNLAND FARM WEST COMMUNITY ASSOCIATION
Rules & Regulations
2022

- I. Only brick, stone, rock, or logs are permitted to be used as landscape edging. No plastic, rubber, or small wooden or vinyl fencing is permitted as edging.

9. Exterior Lighting

Low-voltage path and patio lighting are permitted.

10. Satellite Dishes/Communication Devices

Homeowners may install a satellite dish in a mulch bed or on a patio/deck. No satellite dishes are permitted to be attached to any building or structure.

11. Signs

Signs are permitted in the community as long as the following guidelines are complied with:

- a. The sign must be professionally manufactured.
- b. The size of the sign must not be greater than 5 square feet.
- c. Vehicles cannot be used for any signage display.
- d. Signs must be removed within 7 days after the event has past.
- e. Types of signs allowed: real estate/open house signs posted for sale of home, home security, political, special occasion (birthday, graduation, birth), small non-illuminated address plaque and contractor work that was performed on the property.

PENNLAND FARM WEST COMMUNITY ASSOCIATION
Rules & Regulations
2022

ENFORCEMENT PROCEDURES

1. REPORTING VIOLATIONS

All complaints concerning violations of the Rules and Regulations or of any provision of the Declaration or the Bylaws must be in writing. The letter should be sent to the Pennland Farm West Community Association Board of Directors c/o Continental Property Management 975 Easton Road, Suite 102, Warrington, PA 18976 and must be signed by the homeowner or the resident. The complaint must be specific in details so that the Pennland Farm West Community Association Board can determine that an investigation is warranted. Violations may also be brought to the attention of the Pennland Farm West Community Association Board by the property manager.

2. INVESTIGATION

The complaint will be investigated by a member of the Pennland Farm West Community Association Board, committees appointed by the Pennland Farm West Community Association Board or the Property Manager to determine that the complaint is justified and that a violation exists and must be corrected.

3. VIOLATION NOTICE

When an authorized person determines that a violation requires correction, the Pennland Farm West Community Association Board of Directors will send a written notice to the homeowner and a copy to the resident, where applicable, requesting him or her to correct the matter within 10 days (or earlier under appropriate circumstances) in order to avoid a fine. The homeowner cited will be advised in the violation notice that he or she has the right to a hearing before the Pennland Farm West Community Association Board. If a hearing is requested, the request must be in writing and received within 10 days of issuance of the Notice. If the homeowner is in violation of the Association's architectural standards, 30 days will be granted to correct the violation, but the request for a hearing must still be received within 10 days.

4. FINES AND PENALTIES

If the homeowner cited in the violation notice makes a written request for a hearing with the 10-day or 30-day period, a hearing will be scheduled before the Pennland Farm West Community Association Board. A hearing notice will be mailed to the member. The homeowner cited will be entitled to present evidence or an explanation as to why he or she believes no violation has occurred. The Pennland Farm West Community Association Board or other appropriate person may present evidence or an explanation to substantiate the violation cited. After consideration of the matters presented, the Pennland Farm West Community Association Board will decide whether a violation has occurred and either dismiss the violation or impose a fine. Failure to appear will result in a fine as described below.

PENNLAND FARM WEST COMMUNITY ASSOCIATION
Rules & Regulations
2022

If the owner does not comply within the 10-day or 30-day period and fails to request a hearing, a fine will be automatically assessed and the Pennland Farm West Community Association Board will mail a letter advising of the amount of the fine. The Pennland Farm West Community Association Board has full authority to establish fines in accordance with the seriousness of the violation. The fine (amount assessed) is due and payable upon receipt of the notice and will be collected in the same manner as assessments.

Individual Violation - If the violation is for a singular occurrence fines will be levied at the discretion of the Pennland Farm West Community Association Board, from a minimum fine of \$25.00 up to a maximum of \$100.00.

Architectural Violation - If the violation is of a continuing nature such as failure to make a necessary repair or maintenance item, the homeowner may be fined, in an amount determined at the sole discretion of the Pennland Farm West Community Association Board, from a minimum fine of \$25.00 per day plus costs, up to a maximum of \$100.00 per day plus costs, depending on the nature and gravity of the violation. The daily fine will be cumulative until such a time as the violation is corrected.

5. LEGAL ACTIONS

In the event that a violation is not corrected and/or the fine is not paid, the Pennland Farm West Community Association Board may take legal action to obtain payment of the fine and/or compliance with the regulation. The following costs will be assessed: enforcement costs, including the court costs, attorney's fees, etc.

A judgment awarded by the Court which remains unpaid constitutes a lien on the property.

PENNLAND FARM WEST COMMUNITY ASSOCIATION
Rules & Regulations
2022

PROPERTY MODIFICATION FORM

Name of Applicant: _____

Property Address: _____

Telephone: _____

Email Address: _____

Description of proposed modification, change, or addition:

A scaled drawing or sketch must be attached, along with a plot plan with all pertinent materials, dimensions, locations, etc., clearly noted. Forms must be submitted to the Association at the address below. **A separate form must be submitted for each modification.**

Anticipated Start Date: _____

Finish Date: _____

Submission of this form and its subsequent approval or denial, does not absolve the Unit Owner from having to seek approval from, and to abide by, any and all Township ordinances and permit requirements, as well as county, state and federal law (together "Regulatory Agency"). **Any approval granted by the Association is therefore expressly subject to the requirements of any Regulatory Agency having jurisdiction (for example, wetlands restrictions, building code etc), the responsibility to seek approval from which is the sole responsibility of the Unit Owner.** If approved by the Association, all work must be completed within 365 days, or a new request must be submitted. All work must strictly comply with the approval granted by the Association; any deviations or changes (including those required for compliance with any Regulatory Agency) must first be approved in writing by the Association by resubmission.

Owner's Signature: _____

Date: _____

Proposed Modification: <input type="checkbox"/> Deck	<input type="checkbox"/> Landscaping	<input type="checkbox"/> Color Change
<input type="checkbox"/> Patio Walkway	<input type="checkbox"/> Fence	<input type="checkbox"/> Other (Describe)

Committee Recommendation: <input type="checkbox"/> Approve	<input type="checkbox"/> Deny (Reason)
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Comments:

Mail Form To: PENNLAND FARM WEST COMMUNITY ASSOCIATION
975 Easton Road, Suite 102
OR Warrington, PA 18976
Email Form To: j.stevens@cpm975.com