

(Revised 12/1/11)

Fernleigh Homeowners Association Rules and Regulations

The community of Fernleigh and the Fernleigh Homeowners Association are governed by several sets of governing documents.

- A. The Articles of Incorporation
- B. The Declaration of Covenants, Easements and Restrictions
- C. The By-Laws of Fernleigh
- D. Rules and Regulations

Homeowners should become familiar with the governing documents, and in particular, the Declaration, Article IV, Protective Covenants. Article IV governs:

- Residential use
- Vehicle storage and use
- Fences
- Pets
- Clothes drying apparatus
- Antennas/ Dish
- Trash disposal
- Exterior lighting
- Use of common areas
- Signs
- Ornaments
- Window treatments
- Alarms
- Damage
- Nuisances
- Conditions for architectural control
- Leasing
- And more....

The Rules and Regulations were established by the Fernleigh Homeowners Association to support and clarify the original governing documents. The Rules and Regulations will be updated from time to time by Board resolution in response to issues as they arise. All homeowners should be certain to have all of the above governing documents for reference, and should familiarize themselves with the key rules and regulations. Homeowners are also responsible for ensuring that any tenants of their properties also have copies of the documents and are familiar with the rules and regulations.

1. Matrix of Fernleigh Maintenance Responsibilities

The governing documents assign certain maintenance responsibilities to the Homeowners Association. Because the original governing documents are not always clear and because the Association is constrained by financial limits desired of its members, the matrix of responsibilities has been developed to inform homeowners of the property responsibilities of each homeowner and those of the Homeowners Association.

Fernleigh Maintenance Responsibility

Item	Assoc.	Owner	Item	Assoc.	Owner
Foundation wall cracks		X	Fresh water line to house		X
Roof Shingles	X		All utilities to home (gas, water, sewer, electric, cable)		X
Roof Flashing	X		Roadway/curb	X	
Leaks Interior		X	Plastic rail fencing at entrance	X	
Leaks Exterior	X		Deck/Privacy fence Deck Installation- Need A+L approval		X X
Fascia and roof trim	X		Mailbox repair	X	
Vinyl Siding washing		X	Mailbox maintenance Wax and flag		X
Vinyl Siding replace	X		Garage doors		X
Chimney Outside	X		Patio		X
Chimney Inside		X			
Door trim wood Outside of weather stripping	X		Awnings		X
			Lights (entrances to Fernleigh)	X	
Gutters and downspouts	X		Lights on exterior of building Repair or replace to spec.		X
Window Trim Outside	X		All interior		X
Window Glass and frame		X	Animal control/clean-up		X
Window Adjust. & repair		X	Pest Control Inside		X
Shutters	X		Pest Control Outside/lawns	X	
Screens		X	Painting Routine touch-up	X	
Exterior/interior door assemblies and weather stripping/ sweeps		X	Paint outside trim @ 4-5 yrs	X	
Front stoop/porch		X	Privacy fencing courtyards		X
Porch steps		X	Privacy fencing decks		X
Walkways		X	Watering around unit		X
Driveway		X	Entrance wall –main entrances to development	X	

<u>Item</u>	<u>Assoc.</u>	<u>Owner</u>	<u>Item</u>	<u>Assoc.</u>	<u>Owner</u>
			Satellite dishes--homeowner responsible for any damage, and for removal and re-install for siding/roof replacement. Need placement approval		X
A/C foundations		X	Plantings Foundation (limited common area)	X	
Weather stripping		X	Original, mature trees (limited common area)- Removed only if dying or a risk to building	X	
Chimney/Fireplace inspection		X			
Retaining walls	X		Plantings Courtyard		X
Berms	X		Plantings Common area	X	
Splash blocks		X	Hose bibs		X
Sewer laterals		X	Dryer vent (cleaning)		X
Drainage (common areas)	X		Dryer vent cover	X	

2. Architectural Control and Guidelines: Homeowners should be aware of the following section of the Declaration that governs the architectural integrity of Fernleigh.

“Section 4.16 Conditions for Architectural Control. With the exception of work done by the Declarant, no improvement, additions, alterations, repairs, change of paint colors, landscaping, excavations, changes in grade of other work which in any way alters the exterior of any Living Unit, a Limited Common Area, the Common Area or the improvements located thereon from its natural or improved state, existing on the date the Property was first made subject to this Declaration or first conveyed to an Owner, shall be made or done without the prior approval of the Board of Directors. Nothing in this paragraph to the contrary withstanding, Owners shall have the right to plant reasonable quantities of flowers within the mulch beds of their respective Limited Common Area associated with such Owner’s Living Unit. The planting of any trees, shrubs or flowers which exceed 24 inches in height shall be subject to the control conditions of this paragraph. The Association shall, in no event, be responsible for any damages to any landscaping installed by an Owner.”

Fernleigh Architectural and Landscaping Request Form

Homeowners may contact Wentworth for forms and procedures to request any architectural improvements. **“Fernleigh A&L Request Form” is attached.** Unless otherwise noted below, any architectural change requires prior approval of the Board of Directors.

A&L Request Procedure (please plan ahead)-

- 1. Complete A&L request form**
- 2. Attach pictures, specifications, contractor’s insurance (naming Fernleigh as the insured) and diagrams**
- 3. Submit entire package to Fernleigh property manager at Wentworth**
- 4. A&L Committee will make recommendation to Board**
- 5. Board evaluates and approves/disapproves recommendation (meetings are the last Wednesday of each month)**
- 6. A letter will advise you on whether to proceed or not.**

Since the time the Homeowners Association assumed responsibility for Fernleigh from the Declarant, the following rules and regulations have been established to facilitate architectural changes.

A. Rear deck awnings:

1. Homeowners may install awnings **without prior approval** as long as they are consistent with the following colors:
Brandolini Homes: Forest Green #4637
Bruce Homes: Beige #4620
2. Bracket casing shall be white. Colors cited are those from Sonesta Awning Systems. Homeowners may match these colors from other manufacturers.

B. Driveways

1. Homeowners are responsible for repairing and sealing driveways at least every 3 years, or at the request of the A & L Committee based on annual inspections.
2. Enlarging driveway requires Board approval.

C. Decks

1. Approved Deck Stains for Fernleigh

The Board of Directors has approved the following semi-transparent and solid stains for Brandolini and Bruce units in Fernleigh. The purpose is to maintain one deck color for each home style and avoid a checkerboard appearance. Clean deck thoroughly prior to staining. Stripping is not necessary.

Bruce Homes

Sherwin Williams Deckscapes Waterborne Solid Stain
Color- Smoke Tree # SW 3019 (Provides full coverage over previous stains) Deck needs to be cleaned only; not stripped

Or

Sherwin Williams DeckScapes Waterborne Semi-transparent Stain
Color-Coastal Grey # CUPR 07 (Will cover prior applications of semi-transparent Coastal Grey)

Brandolini Homes

Sherwin Williams Deckscapes Waterborne Solid Stain
Color- Lodge Brown # SW 3007 (Provides full coverage over previous stain) Deck needs to be cleaned only; not stripped.

Or

Sherwin Williams DeckScapes Waterborne Semi-transparent Stain
Color- Nutmeg Brown #CUPR 13 (Will cover prior applications of semi-transparent Nutmeg Brown).

*If deck has maintained previous stain color, Deckscapes Waterborne Clear Deck Seal may be used #A15T260. Clear Deck Seal should not be applied to new unstained decks, as UV protection is not provided. Color will turn gray.

** #CUPR13 and #CUPR 07 are custom stains. Formulas are available at Phoenixville Sherwin Williams store only

2. Composite material deck-

- a. If replacing wood with artificial wood, color of all deck components (deck, railing, fascia, privacy fence must be the same color.
 - Bruce units-Grey
 - Brandolini units-Brown
- b. Railing system- Must be constructed to have a flat top rail. Railing system must have 2"x2" square spindles All decks must have spindled railings (reduce risk of insurance claims) and conform to township and Association codes.

- c. Please note, artificial wood may be twice as heavy as pressure treated wood and therefore support posts must meet weight restriction codes.



3. If your deck is not one of the colors listed above the Board of Directors requests your compliance the next time your deck is due for staining. Our Rules and Regulations call for staining at least every 3 years, or at the request of the Board of Directors based on annual inspections.
4. Decks may be extended 14 feet out from the main wall, and no wider than the width of the unit. The 14' depth will include steps if included in the design. A sketch (plan) of the modification must be submitted for approval along with the application form and contractor's certificate of insurance.

D. Storm Doors: Homeowners may install storm doors on main entrances **without prior approval** consistent with the following standards.

- Full View (Single pane, clear glass) White Frame
Or
- Twin view (double pane, clear glass) White Frame

Doors are available with full spine, triple or double hinge.

E. Deck to Porch Conversions: Following a survey of homeowners, the Board affirmed that decks must remain decks. The Board of Directors will not approve changing a deck to a porch or the addition of pergolas.

F. Walkway Lights/Up Lights: Homeowners may install walkway lights according to the following guidelines.

1. Homeowners must submit a request for A&L approval to install all walkway lights.
2. Lights should be no more than 24 inches in height and no less than 4-5 feet

apart, staggered for subtle appearance. Color of the light standard should be understated, i.e., bronze or black.

3. Lights should not be positioned in the turf (grass) as they impede lawn mowing.
4. Lights that can be installed with a simple plug into an exterior outlet are acceptable. Timers, photo cells and solar rechargeable batteries may be used.
5. Lights requiring hard wiring into an electrical box require documentation of installation by a professional electrician or approval by the township code enforcement officer.
6. Up lights are not permitted (except seasonal) due to community uniformity.

G. Mailboxes: The Association is responsible for installation and repair of mailboxes. Homeowners are responsible for waxing mailboxes and flag replacement.

H. Fencing around air conditioner units: Homeowners may install fencing around air conditioner units. Board approval is needed.

I. Satellite Dishes: Homeowners are responsible for any damage resulting from the installation or maintenance of satellite dishes. They are also responsible for removal and re-installation if required for maintenance or replacement of roofing or siding. Placement approval required by Board.

J. Signage: “For Sale” signs are limited to one sign 18” by 24” in one window of the living Unit. It may not be illuminated. “For Sale” signs are not permitted on Fernleigh common property. “Open House” signs (limit two) must be removed at the conclusion of the Open House.

Security signs are to be placed in the foundation beds (limited common area) of the home.

3. Landscaping Control and Guidelines

A. Foundation Planting Areas (Limited Common Area):

1. Annuals and perennials, not to exceed 24” in height, may be planted and replaced in mulch beds without Board approval.
2. Replacement or addition of shrubs and ornamental trees in mulch beds require Board approval.
3. Redesign of foundation planting areas require Board approval.
4. All shrubs, bushes and trees are pruned by the Association once per year, normally June or July. Additional upkeep and pruning is homeowner responsibility. Perennials and annuals must be cut back in late fall. The association will weed flower beds in spring and fall. Other times weeding will be homeowner responsibility.
5. Original, mature trees in the limited common areas will only be removed if dying or a risk to the building.

B. Mailbox Plantings:

1. Plantings may be installed in the mulch area around mailboxes without Board approval, provided the area is not extended in size.
2. Plantings must be maintained in good health and must be pruned to a height below the mailbox by the homeowner.

C. Walkways: Walkways may be repaired or improved with the following guidelines:

Bruce homes: Flagstone, brick or brick pavers may be used to create a new walkway. They may be placed in concrete or industry standard gravel/sand foundation. Vertical edging pavers may be used only to contain mulch or flower beds. Color may be grey or a blend of red/gray.

Brandolini homes: Brick or brick pavers may be used to create a new walkway. They may be placed in concrete or industry standard gravel/sand foundation. Vertical edging pavers may be used only to contain mulch or flower bed. Color may be red or a blend of red/gray

Walkway pattern should stay within the existing standard width of 4 feet and follow the same configuration. Work should be done by a qualified contractor and installed per industry standards. Include color sample with A & L Request and contractor's certificate of insurance.

4. Pets: All pets must be kept under control of their owner and must not become a nuisance to other residents. Please respect your neighbor's privacy and walk dogs away from our homes and mailboxes.

A. The Board will levy a \$50 fine on dog owners who are reported to walk their dogs without a leash or who do not clean up after them.

B. Except for the situations cited below, all pets must be leashed.

- A pet need not be leashed when under the control of the owner within a Board approved invisible fence. The owner must be physically present outside the living unit.
- The Board grants an exception to pets being on a leash when being exercised on the pipeline provided the owners keep them under close control.
- Invisible Fences: Homeowners must receive approval from the Board of Directors to install an invisible fence.

5. Parking: After consultation with the Schuylkill Township Fire Marshal, parking will only be allowed on one side of certain streets. Signs will be placed on Wincrest and Foxcroft allowing parking on the inside of the circular drive. (See attachment #1 Parking Rules and Regulations)

6. Home Specifications:

Brandolini (red brick)

Bruce (stone)

Paint:	Sherwin Williams Mellowed Ivory Georgetown Green #979(Door and shutters)	Georgetown Green #979 or Rookwood Red #SW2802
Vinyl Siding:	Certainteed Carolina Beaded single 6.5” Heritage Cream	Variform D5 Timber Oak Ascent Catskill Maple (#482 or CM)
Aluminum Capping:	NAPCO—Almond	
Metal Roof:	NAPCO—Barn Red	
Roof/shingle:	GAF Elk Premium Choice 25yr fiberglass Seal tab-Weathered wood	Certainteed Classic Horizon Weathered Wood 30 yr Metric 3 tab shingles
Brick:	Glen-Gary Jumbo--Blackpool	Stone: El Dorado
Windows:	MI Home Products 1-800-949-3818	Certainteed vinyl windows
Doors:	Therma Tru	Not known
Garage Door:	Wayne Dalton Contemporary (#9600 or #9100)	Wayne Dalton Colonial (#9600 or #9100)
Lights Exterior:	Seagull Lighting, Colony Wall Lantern Collection, Antique Bronze:	
Brandolini/Bruce	Large 2 bulb #8057-71 Small 1 bulb #8056-71	

7. Trash/ Recyclables (Fernleigh Acct # 977-12111)

The trash contractor is Waste Management. 1-800-932-2232. Trash and recyclables are picked up on Tuesdays. Place trash in a closed receptacle out by the curb on the night before the collection day. No earlier than 5PM please. No brown paper bags are permitted for disposal of trash, except to hold newspapers for recycling. Sturdy plastic bags must be securely tied. Empty containers must be taken inside and removed from the curb on the same day of collection. Containers can not be stored outside the garage area.

Trash should be placed in receptacles with tight-fitting lids. If lids do not stay on, trash should be bagged. Styrofoam peanuts should also be bagged and sealed before being placed in the trash. Homeowners who place their trash out on a day on which they are going to be away should ask neighbors to store their containers after the pick-up or use very heavy duty plastic bags that birds and animals will have difficulty breaking through.

Holidays: On those weeks when a Waste Mgt. holiday falls on a Monday or Tuesday, the trash will be picked up on Wednesday. Normal trash day is Tuesday. Waste Management holidays- New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.

Recycling: Recyclables will be collected each Tuesday. Recycling shall include: glass (all colors of rinsed food and beverage jars and bottles), cans (rinsed food and beverage containers only that are made from aluminum, steel, tin, and bi-metallic), plastics (rinsed #1 and #2 beverage containers only), and newspapers (bundled and securely tied). Recyclables do not have to be sorted. They may be commingled and put in the same container.

Waste Management Inc. will pick up large items when called. Residents can ensure such pick-up by calling Waste Management at 1-800-932-2232 to alert them of the need for a bulk pick-up. Each homeowner is entitled to one bulk pick up per month.

8. Seasonal Decorations:

Holiday decorations and up lights may be displayed after Thanksgiving and must be removed by January 15th. Other holiday decorations must be removed 5 days after the holiday such as Halloween. Holiday decorations and lighting should not extend into any common area. When hanging lights, care should be taken so as not to do permanent damage or create a fire hazard.

9. Chimney/ fireplace: Gas and wood fireplaces/chimneys require periodic inspection and cleaning. This is homeowner responsibility.

10. Carbon Monoxide Detector: Carbon Monoxide detectors are strongly recommended. Consult with a professional for proper placement.

Parking Rules and Regulations (Attachment #1)

The following Parking Rules and Regulations have been added to the Fernleigh Homeowners Association Rules and Regulations.

Registration and Inspection

Vehicles must display a current registration and a current inspection.

Prohibited Vehicle Types

The following vehicles shall not be stored upon any common ground, roadway or driveway.

- Unregistered vehicles including but not limited to:
 - Trail (Dirt) bikes
 - Snowmobiles
 - “Quad-Runners” or “Four Wheelers”
 - “Three-Wheelers”
 - Dune buggies
 - Go-carts
 - Scooters (gas or electric operated)
 - Mo-peds

- Commercial vehicles, including but not limited to:
 - Box or Freight Vans
 - Welding trucks
 - Vehicles with ladder or equipment racks
 - Vehicles with toolbox bodies
 - Tractor Trailer Cabs
 - Freight Trailers
 - Utility Trailers
 - Limousines
 - Passenger Buses
 - Vehicles displaying advertising
- Trucks of greater than 7000 lbs. Gross Vehicle Weight (GVW).
- Tractors (including lawn tractors)
- Immobile / Inoperative / Incomplete Vehicles including vehicles which are missing;
 - One or more wheels and or tires
 - Any body panels
 - Windows other than those vehicles designed as such
 - Control devices necessary for the safe and normal operation of the vehicle

Or

 - Vehicles which would be considered a detriment to the property due to poor appearance resulting from badly rusted or dented panels, torn vinyl or cloth roofs.

- Recreational Vehicles including but not limited to:
 - Campers Motor Homes Mobile Homes
 - House Trailers Travel Trailers Boat Trailers with or without a boat
 - Boats Personal watercraft

Prohibited Parking Locations

- No owner, tenant, guest or visitor shall park any motor vehicle or trailer upon any landscaped area including grass.
- In order to enable the swift movement of Emergency Vehicles within the community and to ensure everyone's ability to easily access their driveway and traverse Association roads, vehicles shall not be parked overnight along roadways within the community.
- Each Fernleigh home is provided four parking spaces: Two (2) in the garage and two (2) immediately outside the garage doors. It is appreciated if you only use these parking spaces. Obviously there are rare occasions where more than four cars must be accommodated. Parking is not permitted in the common areas of those driveways that service other homeowners except on rare occasions.

Activity Related to Motor Vehicles

- *Operation*
 - All traffic signals and markings on the property shall be obeyed.
 - No vehicle shall be operated without a valid operators/drivers license.
 - No vehicle shall be "revved" so as to cause a nuisance to neighbors.
- *Maintenance*
 - No owner, tenant, guest or visitor shall repair or restore any vehicle of any kind upon any Living Unit or any Common Area or Limited Common Area, except for emergency repairs, and then only to the extent necessary to enable movement thereof to a repair facility.

Inclusion of other Authority

- All owners, tenants, guests and visitors shall obey any and all applicable Federal, State and Local laws and ordinances.

Violation Fining Procedures

- A. A unit owner responsible for a violation of the Rules, Bylaws or Declarations shall be notified in writing by the Board, its designated committee or Managing Agent with a description of the violation.
- B. The owner has **ten (10) days** from the date of the notice to file with Managing Agent (and a copy to the Board) a written request for a hearing.
- C. The unit owner will receive a written notice regarding the implementation of the fining process. The notice will also include the fine amount and the date that the fine was or will be put into effect.
- D. If the violation is not corrected within thirty (30) days of the date of the notice, a \$50.00 monthly fine may be imposed by the Board (not to exceed \$750.00). When the monthly fine reaches the \$750 amount the account will then be turned over to the attorney for collection, upon Board review. After a fine is initiated on a unit, the unit owner will be notified in writing of a fine and its amount.
 - a. **Deck and Driveway Violations** incur a \$250 fine with a sixty (60) day compliance time. A \$50 fine for each additional month of non-compliance is assessed to the homeowner's account, not to exceed \$750. The account will be turned over to the Association's attorney for collection upon Board review.
- E. 10 late payment fee will be charged monthly on any unpaid account balance
- F. Fines and penalties are considered common expense assessments and can be collected as liens against the unit.

FERNLEIGH ARCHITECTURAL AND LANDSCAPING REQUEST FORM

COMPLETE THIS FORM AND MAIL OR FAX TO:

Wentworth Property Management Corp.
P.O. Box 80690
Valley Forge, PA 19484
Phone: 610-650-0600
Fax: 610-650-0700

Homeowner's Name: _____
Address: _____
Home Phone: _____
Work Phone: _____
Email Address: _____

Please state as concisely as possible the nature of the request. Include all proposed exterior additions and/or landscaping changes. Cite any architectural guidelines which will be relevant to the Board of Directors' decision. Attach all plans, drawings or pictures for the proposed modification.

Description and Specifications: _____

(Use the other side or attach additional sheets as needed for additional description, drawings, plans or pictures)

All work to be performed by: _____

If the work is being performed by a contractor, an insurance certificate for the contractor must be attached to this request. If the homeowner is performing this work, the homeowner must supply a certificate of homeowners insurance. **If the proper insurance certificate is not attached to this request, it will be returned to you without approval.**

The homeowner is responsible for the entire installation, maintenance and upkeep (replacement, insurance, etc.) for the above request. If approved, this request will be made part of any agreement of sale for the above unit.

The homeowner is responsible to secure and pay for any commonwealth or local building permits which may be applicable for this request.

Work must be completed within six (6) months of the approval date; otherwise, a new request must be submitted.

Date Submitted

Homeowner's Signature

Date Approved

Authorized Approval Signature