



Pocono Woodland Lakes Property Owners Association

Rules and Regulations

PO Box C
141 Marigold Lane
Milford, PA 18337

www.thewoodlander.com

Adopted:

10-1-2018

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Note: Pocono Woodland Lakes Board of Directors has adopted the use of the Pennsylvania Crimes Codes and Motor Vehicle Traffic Laws. Public Safety has the discretion to enforce the Rules and Regulations or the PA Crime Code and Motor Vehicle Traffic Laws. The fines may be more or less than our Rules and Regulations depending on the incident.

The enclosed Rules and Regulations, revised in its entirety, have been adopted by the Board of Directors as of:
10/1/2018

A. PURPOSE

1. It is the purpose of the Board of Directors and the committees organized from the membership of the Pocono Woodland Lakes Property Owners Association, Inc. (PWLPOA) to provide property owners with rules and regulations to safeguard the health and safety of all who live within the community.
2. All PA Motor Vehicle Title 75 Codes and Crime Codes Title 18 will be enforced within the community.

B. GENERAL RULES FOR ALL COMMON PROPERTIES

1. PWLPOA Amenity Badges

- a. A current amenity badge and current form of identification shall be displayed by all individuals when using all PWLPOA common properties.
- b. All PWLPOA residents must have current year vehicle stickers for all vehicles while on common property.

2. Assessments and Violations

- a. All violations and/or citations have no time limit.

3. Bicycles on Association Roads and Common Properties

- a. PWLPOA, in compliance with Pennsylvania State Helmet Laws, requires that all children under the age of 12 must wear an approved helmet while operating a bicycle and children who are passengers in restraining seats and/or trailers. An approved helmet is one approved by the American National Standards Institute (ANSI), Snell Memorial Foundation's Standards or any other nationally recognized organization for helmet safety.

- **Violation Assessment for Children under 12 Riding without a Helmet:**
 - **\$25.00**

4. Children using Association Common Properties

- a. No children under the age of 12 will be permitted to use the association common properties unless accompanied by a responsible person 16 years or older or the parent has signed a waiver form.

5. Injury Prevention on Association Common Properties

- a. No running or horseplay is permitted on certain areas of the association common properties, such as, in and around the pools, clubhouse areas, beach, gazebo and boat ramp. Any person continuing this type of behavior may be asked to leave.

6. Smoking

- a. From Memorial Day to Labor Day: no smoking within 50 feet of the pool fence and 25 feet from any PWLPOA building.
- b. No smoking is permitted in any association building, within the maintenance yard or any PWLPOA vehicle.
- c. Smoking is permitted during the off-season on the side deck and on the stone patio in the rear of the clubhouse.

7. Parking

- a. All members using their vehicles on PWLPOA roads and parking lots within the community shall have a valid PWLPOA identification sticker displayed on their vehicle, in a location to be determined by the Board of Directors.
- b. All visitors using parking lots must register with the office or a Public Safety Officer to obtain a visitor pass. Visitors shall display their pass on the front dashboard of their vehicle.
- c. Parking shall be in the designated parking lots only.
- d. No parking is permitted on the side of any PWLPOA road. If temporary parking is required, a Public Safety Officer must grant the exception. A Public Safety Officer shall be notified in advance when possible.
- e. During winter months parking is not permitted within 10 feet from any PWLPOA road.

8. Vehicles, ATV's and Snowmobiles

- a. No person(s) shall drive any vehicle on PWLPOA roads unless he/she has a valid driver's license and the vehicle is duly registered in accordance with state laws and permitted (licensed) to operate on Pennsylvania roadways.
- b. Abandoned, unlicensed, unregistered and/or uninspected vehicles must be enclosed in a garage or similar building and shall not be parked or kept visible on any property in the development. No motor vehicles or any substantial part of one shall be kept on any property unless they are currently licensed for operation on public highways.
 - **Violation Assessment**
 - **First offense a warning will be given with 15 days to remove or correct the situation.**
 - **Next offense will be a \$250.00 assessment and if continued, next assessment will be doubled after 15 days.**
- c. The speed limit in PWLPOA shall be 25 mph. All authorized traffic signs within the development shall be obeyed.
- d. A citation for violation of authorized traffic signs, including stop signs within the development, shall be issued by a Public Safety Officer who has personally observed the violation.
 - **Motor Vehicle Violation Assessments**
 - **Members: assessment for violations while operating a motor vehicle in a manner in violation of authorized traffic signs, including speeding shall be:**

• First Offense:	\$100.00
• Second Offense:	\$200.00
• Third Offense:	\$500.00
• Fleeing Public Safety and Reckless Driving:	\$500.00
 - **Non-member: legal action for the non-member will be through the District Magistrate.**
- e. ATV's and snowmobiles are not allowed on PWLPOA roads and common areas at any time. This includes dirt bikes, motorized skateboards and mopeds, whether combustible or electric power, other than human power. Use of any of the aforementioned motorized vehicles on a member's property that causes excessive noise shall be issued a summons.
 - **Violation Assessment for use and/or Disturbance**
 - **\$250.00**

9. Hunting and the Discharge of Firearms

- a. No hunting shall be allowed within the community.
- b. The use and discharging of firearms within the development is strictly forbidden.
- c. Firearms shall include rifles, shotguns, handguns, semi-automatic rifles, BB guns and pellet guns.
- d. The use of bow and arrow or crossbow within the development is strictly forbidden.
 - **Hunting and the Discharge of Firearms Violation Assessment**
 - **\$500.00**

10. Employee and Agent of the PWLPOA Treatment

- a. Any member, guest or tenant who harasses, threatens to do harm, uses inappropriate language and/or attempts to impede an association employee or agent of the association from the performance of their duties will be deemed to be in violation of the association's rules and regulations.
 - **Employee and Agent of the PWLPOA Treatment Violation Assessment**
 - **\$200.00**
 - **Failure to Comply with Public Safety Office Directive \$500.00**

11. Damage of Common Properties

- a. Members, guests or tenants damaging or defacing PWLPOA common properties or equipment shall be responsible for the cost of repairs and/or replacement of same, with like kind and quality.

12. Littering

- a. Any member, guest or tenant observed littering within the development's common properties and/or roads, witnessed by a PWLPOA Public Safety Officer or 2 members, will be subject to a littering violation.
 - **Littering Violation Assessment**
 - **\$500.00**

13. Member Responsible for Guests

- a. Members, guests or tenants shall be responsible for the actions of their tenants or guests when using PWLPOA common properties or any violation of the Rules and Regulations.
- b. Members, guests and tenants use PWLPOA common properties at their own risk.
- c. If a member, guest or tenant complains about another property owner concerning the violation of a PWLPOA Rule and Regulation, Public Safety will investigate and issue a violation if needed.

14. Sale of Association Property

- a. Any property, real or personal, owned by PWLPOA, may not be sold to any association employee, member of an employee's family or household, any board member, board member's family, anyone living in a board member's household, agent or vendor of the association, nor to any person deemed by the Board of Directors to have a conflict of interest with the association.

15. Additional Rules Specific to the PWLPOA Clubhouse

- a. Shoes must be worn at all times.
- b. No dripping wet bathing suits are allowed in the clubhouse.
- c. Shirt/cover-ups must be worn inside the clubhouse.
- d. Sitting is not permitted on any game table in the clubhouse.

- e. When reserving the clubhouse rooms for private events, members are responsible for their own clean-up, including directional signage wherever posted on the roads and property. This includes any party related items in the clubhouse, i.e. balloons, decorations, etc. If it is necessary for the association to clean up the clubhouse and/or other facility after its use by a member for a private function, there shall be a charge of \$25.00 per hour for each maintenance person, plus the cost of any material(s) used to accomplish the clean-up.
- f. The rental of the meeting room at the clubhouse does not include the use of the pool.
- g. The member in good standing that signs the clubhouse use agreement must be in attendance for the duration of the event.
- h. The main (larger) room of the clubhouse may not be used exclusively for private functions during hours of operation. Any member in good standing who would like to reserve the clubhouse for private use, shall complete a clubhouse use agreement that can be obtained from the office.
- i. Clubhouse hours of operation will be posted in the clubhouse and on the association website. Hours vary by season.
- j. A security deposit, equal to the amount of the rental, will be collected at the time of signing of the clubhouse use agreement, in a separate check, money order or credit card. If the event is booked by personal check, the booking must be far enough in advance for the check to clear (minimum of 14 days). Immediately following the event there will be a physical inspection, if the room complies for clean-up and damages (meaning clean-up by renter was satisfactory and that there was no damage to the clubhouse property) the security deposit will be refunded within 10 days.
- k. Rental fee for small room is \$100.00. Rental fee for large room is \$175.00. The rental fee is for a 5-hour event and additional 1-hour for clean-up. Parties must be paid at least 2 weeks in advance.
- l. The larger meeting room in the clubhouse may not be rented during the summer season, which is from Memorial Day to Labor Day weekend.
- m. Any member in good standing may rent the clubhouse rooms for an event; all members of the PWLPOA pay the same amount for these rentals, no exceptions.
- n. Rental is for residents in good standing only.

16. Additional Rules Specific to the PWLPOA Pool and Park on the Pond Areas

- a. Swimming at the pool and pond is strictly forbidden when there is no lifeguard on duty.
- b. No child under the age of 13 will be permitted in the pool or pond areas unless accompanied by a responsible person 16 years or older.
- c. Food and beverages are permitted, with the exception of glass containers and glass items. All areas of use should be cleaned up and trash properly disposed of.
- d. No alcoholic beverages will be permitted at the pool or the pond except if it is a PWLPOA sponsored event that is BYOB.
- e. Diving is not permitted at the pool or pond.
- f. Socializing with or distracting the lifeguards while they are on duty is strictly forbidden.
- g. PWLPOA and their lifeguards are not responsible for the loss of or damage to personal property.
- h. Any adult or child with a cold, nasal discharge, cough, open wound and/or skin disease will not be permitted to swim in the pool or pond.
- i. Parents or responsible persons bringing their children to swim/play in the pool or pond will be expected:
 - Not to take their children into the water when ill or with diarrhea and
 - To ensure diaper aged children are properly attired in a swim diaper.
- j. To ensure all diaper aged children have the appropriate swim attire, lifeguards may request parents to show proof that their diaper aged child is properly attired.

- k. Lifeguards have the authority to take a person's name, address and amenity badge number and ban the person from using the pool or pond for any violation of the Rules and Regulations as follows:
- **Violations**
 - **First Violation: remainder of the day**
 - **Second Violation: remainder of the week**
 - **Third Violation: remainder of the season**
 - **In each case a letter will be sent to the member.**
- l. Lifeguards have the authority to close the pool and pond areas and order boats off the water due to health concerns, weather conditions and/or other safety reasons.
- m. Pool and pond hours shall be posted in the clubhouse and on the association website at the beginning of the summer season.
- n. **Pool only:** proper bathing suit is required. No cut-offs permitted.
- o. **Pond and park area only:**
- The road leading to the picnic tables is for maintenance vehicles only, except for vehicles to unload and load boats and/or picnic supplies.
 - Fires for barbeques shall be permitted only in the receptacles in the park area.
 - Use of the park area picnic tables is on a first come, first serve basis. Person using the park picnic area shall clean up all their debris and put out their fire before leaving the area.
 - Swimming is permitted only in the roped off area of the pond.
 - Pets are not allowed on the beach area or in the water at any time.
 - There shall be absolutely no fishing at any time on the beach area.
 - Boating is not permitted in the roped off swimming area at any time.
 - Children under the age of 15 shall not be permitted to use the boats unless accompanied by a responsible person 16 years or older.
 - The pond is catch and release only.
 - The gazebo in the park on the pond may be rented for an event. A member renting the gazebo shall sign the standard association contract. The member signing the association contract shall be present during the entire event.
 - The rental will be \$50.00 and the resident in good standing who signs the rental agreement will be responsible for any damages and clean up, same as with rental of the clubhouse. As with the rental of the clubhouse, swimming in the pond is not included in this rental.
 - Residents must provide identification and amenity badge. Any guest must be accompanied by the resident for the entire stay.
 - Non-resident baby-sitters must be registered with the PWLPOA business office. They will be issued a baby-sitter pass.
 - Swimming is at your own risk.
 - Lifeguards or Public Safety have the authority to close the pond.
 - Families with baby-sitters must call the office and give the name of the sitter, which will be kept on file. Photo ID must be shown each time to gain access to any amenity, along with an amenity badge for themselves and each child. This same rule also applies to adult children visiting.
- p. **Pond and lake area only:**
- Life jackets shall be worn by each person in any boat, either on the pond or the lake, privately owned and/or association owned.
 - All boating laws of the Commonwealth of Pennsylvania shall be observed.

- A Commonwealth of Pennsylvania fishing license is required and all fishing laws of the Commonwealth shall be observed while fishing any waters within the association. All fishing will be catch and release as per the Commonwealth of Pennsylvania fishing regulations.
- **Violation Assessment:**
 - **First Offense:** **written warning**
 - **Second Offense:** **\$100.00**
 - **Third Offense:** **\$250.00**

17. Tennis and Basketball Courts

- a. Playing time shall be unlimited unless there are others waiting to use the facilities. When others are waiting, the playing time shall be one hour, on the hour.
- b. Beverages in glass containers of any kind are not permitted within the fenced in areas of the courts.
- c. Motor bikes, bikes, skateboards, skates or other vehicles are not permitted in the fenced in areas of the courts.
- d. Sneakers are the only footwear permitted on the playing surface of the courts.
- e. Pets are not permitted in the fenced in areas of the courts.
- f. Proper identification and amenity badge must be displayed for use.

C. PROPERTY OWNERS

1. Removal of Trees and Replacement Landscaping

- a. Homeowners may not remove any trees without obtaining a tree removal permit from the PWLPOA office.
- b. Clearing of underbrush may be done at the homeowner’s discretion. Underbrush is defined as downed trees, sticks, decaying leaves, stumps, brush or rocks.
- c. There shall be no clear cutting of properties within the community.
- d. Permits are not needed for downed trees.
- e. Pruning of trees does not need a permit.
 - **Tree Removal Violation Assessment**
 - **Replacement on an inch for inch basis within 8 months. For example, if a property owner removed 5 ten-inch diameter trees without the required permit, the property owner shall replace 50 diameter inches of balled and bailed trees.**
 - **Pay the total replacement cost for such trees.**
 - **Pay a fine of \$100.00/per tree.**

2. Construction within the Community

- a. Contact the association office or visit our website for PWLPOA building package.
- b. A building permit is required by Dingman Township for any new constructions, additions, alterations and exterior repairs of a building within the community.
- c. A capital improvement fee equivalent to the current year’s dues will be collected for all new home construction.
- d. A PWLPOA permit is not required for interior and exterior renovations and repairs.
- e. A copy of the municipal certificate of occupancy (CO) shall be filed with the PWLPOA business office within 2 months of issuance.
 - **Failure to Install and Maintain Culverts when Required Violation Assessment:**
 - **PWLPOA will install or repair said culvert if the property owner refuses to install or repair said culvert after being instructed to do so by the association within the time frame the association has allowed.**

- **PWLPOA shall bill the property owner for all materials and labor for the installation and/or repair of said culvert.**
- **Burning by a Contractor Violation Assessment (to the property owner) \$1000.00**
- **Dumping by a Contractor or Builder Violation Assessment (to the property owner) \$1000.00 plus the cost of clean-up as required by the Commonwealth of Pennsylvania and/or the federal government. (See Garbage Collection and Dumping Violations for Hazardous Material(s)).**
- **If a contractor or builder continues to dump within the community they may be barred from doing business within the community.**

3. Fences

- a. A written permit must be obtained from the PWLPOA office prior to fence installation.
- b. Only homeowners in good standing may erect a fence.
- c. The only border fences permitted shall start from the front of the house and enclose only property to the rear of the lot. Landscape fencing to protect trees and shrubs are exempt from the above.
- d. Fencing is not permitted to enclose the total property line.
- e. Any fencing that borders your property line must be a minimum of 1 foot from your property line.
- f. The height of the fence is to be no more than 6 feet from the ground; finished side must face out.
- g. No gates shall be constructed to close off the driveway to your property due to emergency vehicle access.
- h. The type of fence should be in keeping with the natural look of the community, therefore, no fence that is completely solid shall be allowed.
- i. The following is a list of approved perimeter fences:
 - Wood
 - Aluminum
 - Vinyl
 - Picket
 - Coated green or black vinyl chain link
 - Green vinyl lawn and garden fencing
 - Black deer netting
 - Natural stone
- j. An in-ground swimming pool must have a fence surrounding it in accordance with the state regulation cited in section 55 of Pennsylvania Code §6000.342 of at least 4 feet in height and with a gate that is locked when not in use.

4. Snow Removal

- a. No snow shall be plowed and left on community roads.
- b. No parking on community roads from November 1st through April 1st.
 - **Illegal Parking Violation Assessment (as stated above)**
 - **First Offense:** written warning
 - **Second Offense:** \$75.00
 - **Third Offense:** \$150.00
 - **Subsequent Offense:** \$300.00

5. House Number Identification/9-1-1 Address Requirements

- a. All homeowners must provide and maintain a sign, in legible condition, indicating their emergency 9-1-1 address.
 - b. The sign shall meet the following minimum standards as established by Dingman Township:
 - Address number must be in block numbers; no less than 3 inches high.
 - The numbers, the background or both must be made of reflective material.
 - The sign must be placed no lower than 4 feet nor higher than 6 feet above road level.
 - 9-1-1 sign must be placed where the driveway meets the road.
- **Improper/No 9-1-1- Signage Violation Assessment**
- **First Offense:** written warning
 - **Second Offense:** \$50.00
 - **Third Offense:** \$100.00

6. Real Estate Sale Signs on Properties

- a. A single “for sale” sign not to exceed a measurement of 2’ x 3’ will be permitted on each property to be sold. The content of information on the sign will be at the discretion of the property owner but would not include a commercial realtor’s sign or
- b. A single sign post not to exceed a measurement of 2 1/2’ x 4’ will be permitted, which would allow for the posting of no more than 4 realtors signs or any information the property owner wishes to include.

7. Items “For Sale” or “Free”

- a. No items that the property owner wishes to sell or give for free may be left on the side of the road or property, this includes motor vehicles.
- b. No items for disposal or for free may be left at the common mailbox areas throughout the development, this includes motor vehicles.

8. Excessive Noise

- a. No person(s) shall create excessive noise as defined by local ordinance or state law, such as, but not limited to, motorcycles, automobiles, audio devices, car engine repair or maintenance or barking dogs so as to cause a nuisance and/or disturbance to the peace and quality of life of persons within the community.
 - b. There shall be a general disturbance/noise restriction during the hours of:
 - 9 pm to 7 am Monday through Friday
 - 10 pm to 8 am weekend and holidays
 - c. These disturbances include, but are not limited to, loud music, barking dogs and racing of car engines.
 - d. Anyone not adhering to a request to lower the noise level may be subject to a violation assessment.
- **General Disturbance/Noise Violation Assessment**
- **First Offense:** written warning
 - **Second Offense:** \$75.00
 - **Third Offense:** \$125.00

9. Pets

- a. No animals, livestock or poultry of any kind shall be raised, bred or kept on any lot. Household pets may be kept, provided that they are not kept, bred or maintained for any commercial purpose.

- b. All members shall abide by any and all laws and ordinances of the Commonwealth of Pennsylvania as they may refer to the keeping of animals within the Commonwealth.
- c. All dogs must be on a leash, except when they are in a fenced in yard.
- d. Pet owners must clean up after their pets on all association common areas, including along the association roads and shoulders of all roads.
- e. See General Disturbance/Noise Violation Assessment for violations concerning barking dogs.

➤ **Pet Violation Assessment**

- **First Offense:** **written warning**
- **Second Offense:** **\$50.00**
- **Third Offense:** **\$100.00**

10. Improper Disposal of Garbage, Household Trash, Rubbish and Unwanted Items

- a. No lot shall be used as a dumping ground for any rubbish, trash, garbage or other waste.
- b. All garbage/waste not yet disposed of shall be kept in proper containers.
- c. Residential and other household garbage shall not be disposed of in or around recreational facility trash receptacles.
- d. Household trash and/or garbage shall not be burned.
- e. Items for disposal shall not be placed on the side of the road or property's edge.
- f. Non-household garbage or items for disposal, such as, tires, appliances, furniture, etc. should be taken to the bi-yearly township collection at the township building.
- g. All private trash collection cans must be removed from the curbside no later than 8 am the next day.

➤ **Improper Disposal of Garbage Violation Assessment**

- **First Offense:** **written warning**
- **Second Offense:** **\$150.00**
- **Third Offense:** **\$300.00**

11. Rules for the use of the Common Garbage Collection Area

- a. Only members of PWLPOA in good standing or their registered tenants may use the common garbage collection area.
- b. Household garbage shall be the only garbage put into the collection receptacles provided. No tires, furniture, appliances, wet cell batteries, construction materials, asbestos or other hazardous materials are permitted.
- c. Garbage may be dumped only during the hours posted at the collection area.
- d. Member and tenants must adhere to the posted limits for the number of bags permitted.
- e. All vehicles driven to the common garbage collection area shall have a valid PWLPOA identification sticker displayed in the proper place(s) on the vehicle.
 - **Vehicle without a Sticker Violation Assessment**
 - **First Offense:** **\$100.00**
 - **Second Offense:** **\$200.00**
 - **Third Offense:** **\$300.00**
- f. Contractors building homes within the development may not use the garbage collection area what-so-ever.
- g. Hazardous materials shall not be disposed of within the community. Members should call the Commonwealth of Pennsylvania Department of Environmental Protection (DEP) for any hazardous materials they must dispose of.

➤ **Garbage Collection and Dumping Violation Assessment**

- **The following assessments shall be charged to property owners who dump their garbage at the collection site when it is closed and/or at an improper location within the community:**
 - **First Offense: \$500.00**
 - **Second Offense: \$750.00**
 - **Third Offense: \$1000.00**
 - **All offenses shall additionally be subject to \$100.00 per hour for one person to remove garbage, \$75.00 per hour for a second person and \$35.00 per hour for each person needed thereafter PLUS the cost of a truck**
- h. If any property owner dumps any hazardous materials anywhere within the community, PWLPOA shall notify the Pennsylvania Department of Environmental Protection (DEP) for the removal of said materials and inform the DEP concerning the person responsible for the hazardous material. Fines and/or other penalties shall be at the discretion of the Commonwealth of Pennsylvania and/or the federal government.

12. Burning Rules within the Development

Burning by property owners will be permitted under the following conditions:

- a. Between the hours of 6 am to 10 pm
- b. Inside a receptacle designed to prevent fire extension, which is at least 25 feet clear of any building.
- c. A 20-foot diameter circle around the burning site must be maintained free and clear of any combustible materials.
- d. The fire must be under the constant supervision of a responsible person of suitable age.
- e. A hose attached to a continuous working supply of water shall be maintained within 5 feet of the burning site.
- f. Before burning brush, stumps or wood fires that cause smoke, the property owner must inform the **Pike County Communication Center at (570) 296-7700** of the address, the expected duration of burning and the person responsible for the burning. A call must also be made to the Communication Center when the fire has been extinguished. This is required so that the fire department is not accidentally called for a suspected fire.
- g. No fire shall be set, maintained or allowed to smolder during such time that a burning ban has been placed in effect by the Supervisor of Dingman Township, County of Pike or Commonwealth of Pennsylvania.
- h. PWLPOA requires that no fires shall be set, maintained or smolder on breezy or windy days so that smoke does not spread on to any neighbor's property. If a complaint is made to the PWLPOA office or a Public Safety Officer, and upon investigation it is found the fire has not been completely extinguished; the property owner may be subject to a violation assessment for improper burning.
- i. No household garbage, recyclables, pressure treated wood or lead painted wood shall be burned. No materials shall be burned that are in violation of the laws of the Commonwealth of Pennsylvania and/or the federal government.
- j. All property owners shall be responsible and adhere to all Dingman Township ordinances as follows:
 - 05-99 Burning Ban
 - 01-2003 Fire Protection Article IV; and
 - Legal Notice/Fact Sheet, Fires and Burning in Dingman Township.
 - Note: These can be found at www.dingmantownship.org and PWLPOA's website. Printed copies of these ordinances will be available in the PWLPOA office

➤ **Improper Burning Violation Assessment**

- **First Offense: \$100.00**
- **Second Offense: \$300.00**
- **Third Offense: \$500.00**

13. Pocono Woodland Lakes School Bus Stops

- a. All vehicles at all bus stops shall park on the right side of the road facing the school bus.
- b. No parent or child will exit vehicles prior to arrival of the bus.
- c. Children who walk to the Aspen gate bus stop will stay in the area designated by the Public Safety Officer. They will stay in designated area until the bus arrives.
- d. After buses have left Aspen gate, parents must remain in line until directed by the Public Safety Officer. You must follow the vehicle in front of you to the bottom of Aspen Drive to be turned around by the Public Safety Officer.
- e. Aspen gate will be closed while buses are picking up children. No vehicle will be able to enter or exit the community until buses have left.

➤ **Bus Stop Violation Assessment**

- **First Offense: \$100.00**
- **Second Offense: \$300.00**
- **Third Offense: \$500.00**

- f. Residents are responsible for notifying family members, baby-sitters, etc. concerning these rules.

14. All other Violations not Specifically Itemized

- **First Offense: written warning**
- **Second Offense: \$75.00**
- **Third Offense: \$125.00**

15. Rental Property

- a. A member in good standing may rent their home for a period of not less than 6 months. Transient use of a single-family property for less than this term is expressly prohibited.
- b. Homes that are rented must be registered with the office by the owner. A copy of the lease must accompany the registration, showing the lease is for a minimum term of 6 months.
- c. Availability of the rental home shall not be advertised on the property (no signage).
- d. The lessee must abide by all regulations of Dingman Township, Pike County, By-Laws, Rules and Regulations and Covenants of the PWLPOA.

➤ **Rental Property Violation Assessment**

- **First Offense: written warning sent via certified mail stating a copy of the lease, showing the minimal rental of 6 months, must be brought to the community office within 14 days of the receipt of certified letter**
- **Second Offense: \$750.00 and suspension of all amenities**
- **Subsequent Offense: a fine equivalent to one year's dues and suspension of all amenities**

16. Business Operations

- a. All PWLPOA correspondence operates on a business day schedule (Tuesday through Saturday; excluding holidays).