

CARRIAGE RUN PHASE IV HOMEOWNERS ASSOCIATION
COMMUNITY RULES AND REGULATIONS

Revision: 05 JUN 2018

GENERAL:

1. ANY and ALL exterior modifications to the units require the submission and subsequent approval of an Architectural Variance. Modifications made without submission and approval are subject to a requirement of restoration to the original condition.
2. No person who is an agent for an outside commercial interest will be allowed to solicit in person, within the Carriage Run Phase IV complex without prior written approval by the Board of Directors and possession of a Skippack Township soliciting permit.
3. *The term unit owner as used in these Rules and Regulations shall be considered to apply to tenants and/or occupants of unit(s), in addition to the owner.*
4. No unit owner shall request any Board of Directors member to participate in any private business of any unit owner, on or away from the Association property, on Association time, or with Association funds, materials or tools.

COMMON AREAS:

5. Sidewalks and walkways in Carriage Run Phase IV cannot be obstructed in any manner or used for any purpose other than pedestrian traffic.
6. Bicycles, scooters, baby carriages, toys or other personal articles (e.g.: trash cans, recycling bins, outdoor furniture, etc.) are not allowed to stand unattended on any part of the common area or traffic ways. In addition, these items may not be stored on the front or side of any property within the community. This includes placing them behind shrubbery, covering them, etc. *(Amended 5-18)*
7. Skateboarding is prohibited on all areas of the common ground and traffic ways of Carriage Run. Unit owners, residents, or visitors who cause such damage will be responsible to reimburse the Association for repairs
8. Temporary structures, trailers, tents, playhouses, swing sets, swimming pools and the like, are not allowed to stand unattended, or overnight, in or about the common area.
9. No personal shall install poles and lines for the drying of laundry or airing, nor will any unit owner dry laundry outside a unit.
10. Trash must be placed in a suitable sealed container(s) used for that purpose. Trash includes all waste, including recyclables & landscaping waste (branches, leaves, grass, etc.) Wet garbage shall be deposited in the unit owner's garbage disposal whenever possible.

Refuse shall not be put out for removal until dusk the day preceding scheduled pickup. Owners and residents are responsible for replacing trashcans and recycle bins by dusk of the day of trash removal. Trash cans/recycling bins/other materials may not be stored in the front of side

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of a unit, even if concealed behind shrubbery. They are only permitted in the rear of the unit, on the patio and/or deck.

It is the unit owner's responsibility for the removal of all large items. One bulk item per month MAY be removed by the waste removal service; arrangements should be made prior to placing the item out for removal by calling the waste removal service.

Unit owners are responsible for assuring that all refuse and recyclables are secure from dumping or blowing out of their containers. As well, unit owners are responsible to retrieve any trash not picked up by the trash removal company by dusk of the day of scheduled trash removal. *(Amended Mar-15)*

11. The Seneca Court water retention basin serves a function for water removal. Any activity resulting in basin damage is not permitted (i.e. organized sports activities, sledding, bicycling, etc.). Unit owner and/or resident and/or visitor who cause such damage will be responsible to reimburse the Association for repairs. Play activities are not permitted in the Seneca Court basin.

DISTURBANCES:

12. No person will make or permit any soot, odor, noises or vibrations (e.g. playing late at night, stereos, televisions, vehicles, etc.) that will unreasonably disturb, disrupt, or otherwise has no legitimate purpose, to annoy the occupants of any of the other units, or permit anything to be done which will unreasonably interfere with the rights, comfort or convenience of other unit owners.

VEHICLES:

13. Each unit owner is afforded two parking spaces, in front of their unit. The exception to this is for 4019 & 4021 Ottawa Court. These two units have one space in front of the unit, and one reserved space in the guest area across the Court. *(Amended Apr-17)*

Unit owners should have visitors park at the ends of the complex or in areas set aside for additional parking.

Under no circumstances shall occupant allow visitors to park in other parking spaces unless the occupant grants permission.

Parallel parking next to islands, curbside on the courts, or in front of other parked cars is prohibited at all times.

Guest parking spots are not to be used for long term parking by residents or guests. *(Amended Mar-15)*

14. All persons driving a motor vehicle on the property will obey all traffic rules and regulations set forth in the Pennsylvania Motor Vehicle Code. As such, the speed limit within the traffic ways and common areas is 15 miles per hour unless otherwise posted. Compliance with the laws will assure the safety, comfort, and convenience of our residents.

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15. Vehicles parked on common courts/driveways should be free from leaks, as to not stain/damage the courts/driveways. In addition, marking of the common courts/ driveways with paint, markers, chalk, etc. is prohibited. Owner of any type vehicle that causes damage to the common ground will be responsible to reimburse the Association for repairs.
16. The repair or dead storage of vehicles or equipment (including but not limited to: cars, boats, motorcycles, motorbikes, trailers, etc.) shall not be permitted on the Association property, including patios. Vehicles that do not have a valid registration and inspection sticker, and of which are required by state law to have such, are considered abandoned vehicles and are to be removed from the Association property. The Board of Directors reserves the right to remove abandoned vehicles from the property after reasonable notice to the unit owner at the vehicle owner's expense. All motorized vehicles are to be parked within the parking regulations of Carriage Run. No motorized vehicles are to be parked on lawns or patios.

Long-term parking is not permitted in guest parking spots. Car or motorcycle covers are not permitted in guest parking spots. (*Amended Mar-15*)

17. No owner or resident shall park, store, or keep on any court or street, any commercial type vehicle or truck (e.g. dump truck, cement mixer truck, delivery van, oil or gas truck, et al) or any recreational vehicle (e.g. camper unit, RV, trailer, motor home, boat, et al) or any vehicle deemed to be a nuisance by the Board of Directors. The above excludes trucks up to and including one-ton trucks when used for personal, non-commercial transportation.

EXTERIOR:

18. Awnings and window guards shall not be installed or used on any unit except by prior written approval of the Board.
 - A. Awnings may be installed only above the overhang of the back kitchen door. Poles supports are not permitted. They must be retractable, and can be either motorized or manual. They must be covered when retracted. Frame color should be white, and they may not exceed the width and depth of the patio or deck that they cover. The color of the awning may be light tan or similar, with submission of an architectural variance.
 - B. The standard window for Carriage Run may be single or double hung, and must maintain the architectural integrity of the community. Windows may be wood, aluminum or vinyl clad, and must match the original color specifications of the community (*see rule 48- exterior trim – Sherwin Williams "Carriage Run Phase IV" – refer to Association website www.carriagerun.org for paint formula*) If exterior screens (either full size or half size) and/or storm windows are installed, they are required for **all** windows of the unit (front, rear, and side (if end unit)). (*Revised Mar-15*)
 - C. Front doors may incorporate two styles of window trim at the top of the door, either four panes rectangular or five-pane fan shape. (*Revised Mar-15*)
 - D. Window panes/mullions are permitted, but they must conform to the following:
 - They must match in color with window trim and window (see rule 48-exterior trim)

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- They must be 12 even spaced perpendicular panes per window
- They must be in **all** windows of the unit (front, rear, and side (if end unit)).

19. Exterior additions to the roof of any unit such as skylights, ventilators and the like are prohibited except as provided for by variances and requests submitted in writing on forms provided by the Board of Directors. All attic fans must be painted to match the color of the roof shingles, and should be placed in the rear of the house. New attic fans require approval by the Board of Directors.
20. Signs, notices, advertisements, flags (with the exception of the American flag); banners, posters, or the like will not be inscribed or exposed on or at any window (inside or outside), or decks, or other part of any unit, nor shall anything be projected out of any window in any unit.
21. Window air conditioning units are not permitted. Self-contained interior units are permitted (only vent hose appears in window), and screen is not removed. Permission for these units is required from the Board of Directors.
 - A. Air conditioner replacement (house unit compressor) must be of a size & shape to be placed on the original concrete pad in the rear of the home. The concrete pad and placement of the air conditioner compressor may not be relocated from its original placement.
22. Holiday decorations may be displayed between the weekends prior to Thanksgiving until January 15th (weather permitting).
23. "For Sale" real estate signage shall be permitted during the contracted listing period between the owner (Seller) or by owner (For Sale by Owner FSBO), and the single listing agency. Where cooperating brokers are involved, only one agency sign shall be permitted. This sign shall conform to the 18" X24" size as available to realtors. Only one (1) sign is permitted.

Placement of the sign shall be:

- In the window closest to the front door in either the lower or upper window section,
OR
- In a window of the building front on the second floor in either the lower or upper window section.

24. "Open House" signage – For open houses conducted on Sunday between the hours of 1:00 P.M. to 4:00 P.M., these may be placed after 3:00 P.M. on Saturdays and removed by 5:00 P.M. on Sunday. Should the scheduled open house be that of a Saturday and Sunday, the sign may be placed after 3:00 P.M. Friday and be removed by 5:00 P.M. on Sunday.

Signs permitted and placement for this purpose include the following:

- In ground sign placed in center of lawn.
- Arrowed directional signs at community entrance and individual courts.
- "Open House" may be used at property only.
- No other signage permitted in rear or side of building.

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25. Satellite dishes are to be placed on the roof behind the rear of the chimney, as low as possible that will allow acceptable signal acquisition. Satellite dishes may not be placed on decks, on the ground, on walls, or any other area of the unit or common ground. No wiring is permitted to be exposed or visible. *(Amended June-17)*

LANDSCAPING:

26. It is the responsibility of the Association to maintain all bushes and trees planted in the common areas. It is the responsibility of the owner to maintain all bushes and trees on their lot.
- A. Shrubs removed from unit's front must be replaced with acceptable foundation plantings within one season. Gas meters in front of units are required to be covered with shrubbery that block the view of the gas meter, and provide cover year round (coniferous shrubbery is acceptable, deciduous shrubbery is not). Shrubs are to be of sufficient size and volume to present a mature, landscaped appearance. Very young, small, or immature shrubs are not acceptable to provide a mature landscaped appearance.
 - B. For units with trees on their front property: if a tree is removed, it must be replaced with another tree of acceptable size and type as approved by the Board of Directors. Trees must be of sufficient size and volume to present a mature, landscaped appearance. Very young, small, or immature trees are not acceptable; they do not provide a mature landscaped appearance.
27. No shrub or tree is to be planted by the unit owners in the common area without permission in writing from the Board of Directors.
- A. No trees or shrubbery may be removed from the common areas without written permission from the Board of Directors.
 - B. Trees or shrubs planted with permission of the Board of Directors become property of the Carriage Run Phase IV Homeowner's Association.
 - C. Trees or shrubs planted without permission of the Board of Directors are subject to removal, at the expense of the violating homeowner.
28. The unit owner must maintain the trees, bushes & shrubs on their property. They must be pruned/trimmed to remove any blocking of walkways and driveways. Lower branches of trees must be removed, as well as removing tree growth that touches the unit(s). The Board of Directors shall determine the maintenance and size requirements of trees.
29. The area designated for planting by the unit owners is identified as four (4) feet from the front of the building and four (4) feet off the back edge of the patio or any unit, provided the plantings do not extend onto the common area.
30. If unit owners plant in the designated areas around their units, they assume responsibility for the maintenance of those areas and any damages the plantings may cause.
- A. Unit owner/resident is responsible for weed control, pruning and maintaining shrubbery on their property.

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31. The maximum height of any ornamental edge or border (e.g. brick, wood, stone, etc.) is one foot. The edging of these areas is the responsibility of the unit owner. Wire edging is prohibited.
32. No climbing plant, shrub, bush or tree shall be allowed to interfere with the structural portions of any unit.
33. The placing of trellis is prohibited.
34. Front yards shall not be paved or altered from the original grass sodding. Flowers and plants may be added among the trees and shrubs of a unit's area in the area provided, i.e., foundation planting or tree ring planting.

PATIOS AND DECKS:

35. Unit owners are responsible for maintaining the patios and decks attached to their respective units in a neat and orderly fashion at all times. Swings may not be attached or hang from the deck.
36. Patio extension plans must be submitted to the Board for written approval prior to any construction work, including dimensions, type of materials to be used and a sketch of the design drawing.
37. Deck surfaces must be maintained, free of mold, stains, chipping etc. Stain, other than a clear sealant, requires the submission of an Architectural Variance.
38. A standard storage bin is permitted on **rear** patios and decks. It is not permitted on common ground, or unit's grounds other than patio or deck. The standard storage bin/shed may not exceed in size 54"W x 26"D x 34"H. Color may be taupe or beige with green accents.
39. Woodpiles must be stacked neatly and only kept on the unit owner's patio area. Woodpiles may not be stored on grassy areas of the unit's property or common area.
40. Privacy fences are permitted between unit's decks and rear patios. They must be perpendicular to the unit's rear wall (s). Privacy fences parallel to the unit's rear wall are not permitted. Approved specifications for decks, patios, and privacy fences:
 - Original Deck size: 10 feet deep by 12 feet wide
 - Original Patio size: 10 feet deep by 15 feet wide
 - Deck Privacy fence: Shadowbox design, of pressure treated pine/wood, color to match deck. Average side – 6½ feet high by 10 feet long.
 - Patio Privacy fence:
Shadowbox design of pressure treated wood/pine – in 'natural' color
OR
Vinyl fence, in shadowbox or flat style (e.g.: *Cambrium style from Heritage Fence*)

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Color to match community's window/outdoor trim. Average size – 6 ½ feet high by 10 feet long.

41. The placement of a hot tub, spa, Jacuzzi, sauna, whirlpool bath and the likes within the patio area is prohibited, as well as, on decks.

PETS:

42. Unit owners are responsible for any property damage, injury, or disturbance caused by pets belonging to themselves, their tenants or visitors.
43. When outside, pets must be carried, or on a leash, and in the control of a responsible person at all times.
44. Pets are not permitted to be left outdoors unattended.
45. Pets are not permitted to be chained outside to any fixture or secured by any method to the ground with a lead line.
46. Pets are not permitted to disturb other unit's owners, their tenants or visitors.
47. Pet owners are responsible for the immediate removal of their pet's solid waste from any unit owner's property area, deck, patio or the common areas.

ARCHITECTURAL CONTROL AND REPAIRS TO STRUCTURE OR COMMON AREAS:

48. Property owners shall maintain the paint, fixtures and structural soundness of their units in good condition at all times.
49. To insure the architectural harmony and appearance of the adjoining units and community, the approved colors for exterior surfaces are:
 - (a) Front door – Benjamin Moore paint – Essex Green 110-43, Heritage Red, Hamilton Blue, or Carriage Run Phase IV Tan. (*revised Mar-18*)
 - (b) Exterior trim – Sherwin Williams Gloss Latex A-100 custom color known as Carriage Run Phase IV (see website for paint formula)
 - (c) Storm doors – Match exterior trim or color of front door.
 - (d) Stucco walls – flat latex matching existing color
 - (e) Decks – Natural wood tone or clear finish
 - (f) Roof Shingles – GAF Timberline architectural shingles, Barkwood color. (*rev. Mar-18*)

Note: all items listed above require the submission of an architectural variance form.

50. The attached exterior light fixtures must be replaced with a fixture that matches the Carriage style fixtures of the community.

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51. The style of any exterior storm door must be that of a full-view, small kick plate, single glass type door. The color of the door must be beige in color which matches as close to as possible the exterior trim paint color. Exterior storm door frames shall be free of figurines or decorative attachments.
 52. Any and all damages caused by a unit owner, their children, tenant or guest to any other unit, unit's property or common ground or to any other entity owned by the Association shall be paid for by the unit owner deemed responsible for such damages.
 53. **Any and all** exterior changes submitted by unit owners (e.g.: Architectural Request form) and approved by Board must be in writing for the Association's records. (*revised Mar-15*)
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MAINTENANCE RESPONSIBILITIES OF ASSOCIATION VS. OWNER

Each owner is primarily responsible for the repair and maintenance of their property (townhouse) and their lot. The Association's services are set forth in the Declaration. In some instances, the Association's responsibilities could involve work on your townhouse or lot.

For your information, a listing of the Association's maintenance, repair and/or replacement responsibilities are detailed herein. If a responsibility is not listed as the Associations then it is the responsibility of the individual owner.

THIS LIST IS PROVIDED AS A GUIDE ONLY. PLEASE REFER TO YOUR DOCUMENTS FOR SPECIFIC INFORMATION.

ASSOCIATION RESPONSIBILITIES - TOWNHOMES

NONE

ASSOCIATION RESPONSIBILITIES – PRIVATE LOTS

Grass – mowing, weed control, fertilization, and leaf removal (no re-seeding/restoration)

ASSOCIATION RESPONSIBILITIES – COMMON GROUND

Common Ground – mowing, weed control, fertilization, leaf removal, and restoration

Common Mulched Areas – re-mulching and weed control

Common Parking Areas – maintenance, repairs, replacement, and snow removal

Common Sidewalks – maintenance, repairs, replacement, and snow removal

Common Trees and Shrubbery – pruning, maintenance, and replacement

Curbs – maintenance, repairs, and replacement

Street signs – maintenance, repairs, and replacement

Streetlights – maintenance, repairs, and replacement