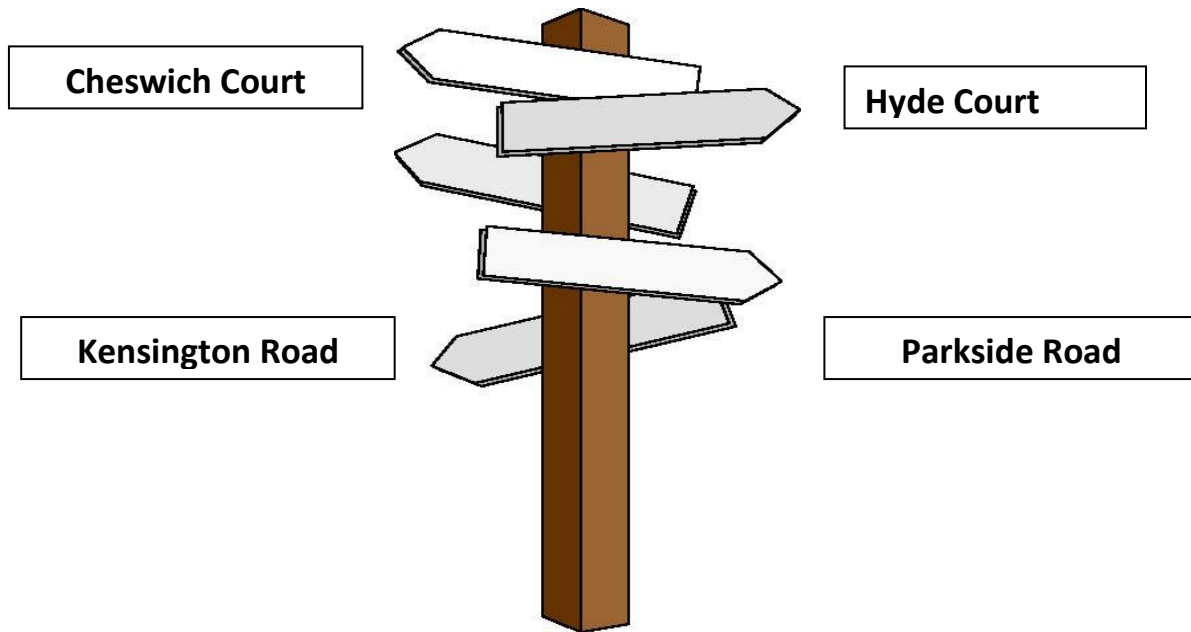


***PARKSIDE NEIGHBORHOOD  
CONDOMINIUM ASSOCIATION***



***UNIT OWNER INFORMATION  
And  
RULES AND REGULATIONS  
Updated December 2016***

**The Parkside Neighborhood Condominium Association**  
**Handbook of Rules & Regulations**

Welcome to Parkside Neighborhood. This Resident Handbook, also known as the Rules and Regulation (herein referred to as the “Rules”) includes useful information meant to make your condominium home and community convenient and comfortable and applies to all residents.

The intent of these Rules is to provide a practical framework for everyday living that will help to ensure mutually comfortable surroundings and security for all Residents. This information is also a guide to ensure better understanding and cooperation between all Residents and Management.

These Rules are to be used in conjunction with the State of New Jersey Condominium Property Act, Somerset County, the Township of Bedminster zoning regulations and the Parkside Neighborhood Association Declaration of Condominium Ownership. The Declaration provides that the Board of Directors may adopt reasonable Rules as it deems advisable for the maintenance, conservation and the beautification of the Condominium Property. The Board of Directors reserves the right of interpretation of this documentation and to amend these Rules from time to time as deemed necessary.

All Rules, restrictions and covenants contained in the Condominium Documents are incorporated as part of these Rules.

All Residents are legally obligated to observe all of the provisions of the Condominium Declaration and By-Laws and as they may be amended from time to time, as well as the Rules. The Rules will govern the conduct of all Residents and any person on the property at the invitation or permission of any Resident. Unit Owners shall be responsible for the conduct of their families living in the Unit, as well as guests and invitees.

Please note the following: After due warning, any resident or unit occupant who continues to violate, fails or refuses to comply with any of the following stated rules and those included in the By-Laws shall be liable to pay a fine to the Association of \$25.00 per violation, per day and may be subjected to sanctions. Each day of a violation will be deemed to constitute a new violation for the purpose of these Rules and Regulations and calculations of fines. Collection of these fines may be enforced against any Unit Owner(s) involved as if the fine were a Common Expense Assessment owed by the particular Unit Owner(s). Before any fine is imposed by the board, the Unit Owner(s) involved shall be given at least ten (10) days prior notice and afforded the opportunity to be heard, with or without counsel, with respect to the violation(s) asserted.

## General Information

### Electricity

Electric service is provided by JCP&L – Customer Service 800-662-3115, Emergency/Power Outage 800-545-7738.

### Garbage Removal

Refuse removal is provided by the Parkside Neighborhood Association contractor. Pickup is two (2) times per week currently on Monday and Thursday. Please make an effort to get your trash into the dumpster prior to those days. **It is the responsibility of the Homeowner to place their trash in the dumpster. If a dumpster is full, walk to the next one.**

### Sewer

Sewer service is provided by NJ American Water Company, 800-652-6987. Sewer problems and sewer payments are the responsibility of the **Homeowner**, not the Association.

### Water

Water is provided by NJ American Water Company, 800-652-6987. Part of your monthly dues to Parkside Neighborhood pays for your water consumption.

## **Responsibilities of the Association**

### **Garbage**

The Association is responsible for the maintenance and repair of the concrete refuse pads and enclosures.

Homeowners are responsible for the disposal of the refuse into the dumpster enclosure. All trash should be in plastic bags and properly sealed. Trash should be placed inside the dumpster. **Do not deposit trash on concrete pad inside the enclosure. If for some reason the dumpster is full please use another enclosure within Parkside.** All enclosures are available for all residents; you are not assigned to any one enclosure. Residents are responsible for the removal and disposal of large items (furniture, appliances and debris from home renovation/repair). Disposal of large items is **not permitted** in the Association's dumpsters. Please contact Bedminster Township Public Works at 908-212-7015 for bulk item disposal.

### **Landscaping**

The Association is responsible for the lawn maintenance, drainage, shrub trimming and tree pruning for all common and individual properties.

### **Maintenance**

Association responsibilities include, but are not limited to: cleaning, painting, caulking and repair to street light fixtures, railings, stairs, stoops, gutters, downspouts, leaders, roofs, patio, siding, fencing, attic fans and vents. The Association is also responsible for the repair and maintenance of streets, parking areas and walkways in the community.

Homeowner's responsibilities include, but are not limited to windows, front doors, sliding doors, patio fences, attic fans, vents and all internal elements (plumbing, heating, air conditioning, electrical wiring, etc.) as long as they solely service your unit. All repairs, renovations and replacements must be approved by the Board and must maintain existing appearance, finish and size.

### **Roads, Curbs & Parking Areas**

The Association is responsible for repair to all roads, curbs and parking areas, including any eventual replacement.

### **Sewer Lines**

The Association is responsible for all mains and laterals on common property. Homeowners are responsible for all laterals and sewer lines that are solely used by the unit. In the event a common line between two units is clogged, the cost of the repair will be equally shared by both unit owners.

### **Snow Removal**

The Association is responsible for snow clearing from roadways, parking areas (lots and spaces), staircases, sidewalks, dumpsters, mailboxes, fire hydrants and storm drains.

### **Street Lighting**

The Association is responsible for all street pole lamps and sidewalk lamps. Please report the location of non-functioning lamps to the Management Office. When reporting a broken light, please give a detailed description of the location (pole number, nearest unit address).

Homeowners are responsible for the maintenance, repair and replacement of front door and porch lamps.

### **Water**

All units are equipped with a pressure-reducing valve to regulate water flow. Pressure reducing valves help prevent damage to any appliance connected to the water system. Homeowners are responsible for the maintenance and upkeep of the pressure reducing valves. Since the valves have a limited life expectancy, owners are advised to have the valves tested periodically. A hammer noise when you turn on the water is a good indication that you have a problem.

Hot water heaters are appliances and are the homeowner's responsibility. Owners should consider replacing their hot water heaters before they fail. The first sign of failure is often leaks, which may vary from a drip to a complete breakdown. Homeowners are responsible for any damage caused by a leaking water heater. All repairs needed to restore the unit and all surrounding units are the responsibility of the unit homeowner with the original leak. Homeowners insurance is required.

### **Water Lines**

The Association is responsible for all mains and laterals on common property. Homeowners are responsible for all laterals that service the unit whether inside or outside the unit.

## **RULES AND REGULATIONS**

### **General Rules**

1. Each unit owner must properly maintain the exterior of the unit. If they do not, the Association may perform the work and assess the unit owner for the cost.
2. Residential units shall be occupied and used only for single-family residential purpose by the unit owner.
3. Residents shall exercise reasonable care when making noise that may offend or interrupt the peaceful enjoyment of their neighbors. The use of musical instruments, radios, television sets, and stereo equipment, shall be regulated by each resident so as to avoid undue interference with others. Formal quiet hours are 10:00 p.m. to 7:00 a.m. If there is an issue with noise during these hours, residents must call the police.
4. No contractor or workman employed by a unit owner shall be permitted to do any work in any unit (except emergency repairs) between the hours of 6:00 p.m. and 8:00a.m.
5. Unit owners shall be held responsible for the actions of their minor children and/or guests. Any damage to any portion of the property caused by pets, minor children of unit owners and/or guests shall be repaired at the expense of such unit owners.
6. Each unit owner shall keep his unit in a good state of preservation and cleanliness.
7. The walkways and stairs in front of the buildings, entrances and roads shall not be obstructed or used for any purpose other than for entry to and exit from the buildings.
8. No exterior of any unit shall be decorated, painted or modified by any unit owner in any unit owner in any manner without prior written consent of the Board of Trustees.
9. No unit owner shall install, affix, paint or expose any sign or advertisement.
10. No "For Sale" signs may be posted, nor any other signs.
11. No aerials or exterior cable or wiring shall be attached to or hung from the exterior of any unit.
12. Nothing is to be attached to the siding or building. This includes items that may be attached to the patio fences. If something is installed on your patio fence, porch, etc. by another resident, the owner of the unit is responsible for removing it and the cost of the repair.
13. Flags are not permitted except for the United States of America flag. Flags may be installed/hung in the following manner:
  - First Floor Units: In the front of the unit on the patio fence.
  - Second Floor Units: on the balcony attached to the railing with a rubber hanger so it

does not damage the railing.  
The maximum size of the flag can be 3' x 5'.

14. Unit owners shall not use an attic as a permanent or temporary area for sleeping or storage: The attic is a common area and belongs to the Association. Construction of any variety is strictly prohibited. The beams are not rated for any additional weight; therefore, storage can cause serious structural damage. Damage to any structure by any unit owner will be the sole responsibility of the unit owner to repair.
15. No unit owner shall fence any portion of his or her property except patio areas. Written permission and approval by the Board of Trustees is required. Fenced patios must follow existing design in height, width, style, color and finish. Contact management for details. Patio fences are the responsibility of the Association.
16. No unit owner shall hang clothes outside. No unit owner shall hang or drape any clothing or household goods over railings, shrubs or lawn areas. The use of a clothes drying rack outside is not permitted. Residents are allowed to hang their pool towels on their patio furniture outside for the day to dry before bringing it into their home.
17. Do not use any salt on front walks or stoops for ice control, as this easily deteriorates the surface. Please promptly notify management of any icy conditions that exist. Calcium chloride may be used and is provided by the Association.
18. No unit owner shall do any pruning or landscaping without the written authorization from the Board of Trustees. No contractor or service personnel will be held responsible for damage to any seasonal flowers. The Board reserves the right to remove problem plantings. Seasonal flowers will only be planted with written permission from the Association. No unit owner shall plant any trees within the community.
19. No unit owner, guest or any other person shall commence any digging or earth moving. This rule is intended as a protection against inadvertent disruption of surface drainage, underground services and creation of a nuisance to other property owners.
20. The unit owner shall not do or permit anything that will conflict with the laws relating to fires or the regulations of the Fire Department, or permit or engage in any activities that could potentially create a fire hazard.
21. Flammable materials may not be stored in the interior of any unit or storage rooms.
22. The unit owner shall place all garbage and other refuse matter in a bag or container that will prevent seepage and odors and place the garbage in a dumpster located nearest to that unit. Any other refuse and recyclables must be kept within the unit; under no circumstances shall any recyclables or additional refuse be placed inside or around the enclosure. It is each unit owner's responsibility to maintain the area

around the dumpster and to keep the recycling enclosure clean. Failure to place refuse in the dumpster will result in a \$25.00 fine.

23. The unit owner, household members and guests shall conform and agree to abide by these Rules and Regulations. Any owner who violates these rules will be notified in writing by management, and will be given thirty (30) days to correct the violation. After that period, or for repeated violations, a \$25.00 per occurrence fine will be levied automatically.
24. The payment of assessments is incorporated into these rules and regulations. Each unit owner is responsible for payment of all fees, fines and assessments applied to the unit owner's account.
25. The Association reserves the right to make other reasonable rules and regulations or alterations to these Rules and Regulations that, in the Association's judgment, may from time to time be deemed necessary for the protection, safety, care and cleanliness of the premises and the preservation thereof, and the general comfort and welfare of the occupants of same.
26. Complaints regarding the property or regarding actions of unit owners shall be made in writing to the Board of Trustees. Send all correspondence to the management office.
27. No unit owner shall direct any Association Contractor away from the property, nor shall the owner make any demands of said contractor for service not authorized by the Association.
28. Wading pools, slip and slides and jungle gyms are not permitted.

### **Parking Rules**

#### **1. Types of Parking Spaces**

- a. Resident - This includes all spaces with white lines. These spaces are available on a first-come first serve basis to resident cars displaying a blue Primary Resident Vehicle sticker. These spaces are for the use of vehicles which are driven on a regular basis. Because of our limited parking area, these spaces may not be used to store vehicles that are used occasionally (less than weekly). Any resident with a two (2) vehicles to one (1) driver ratio will be required to park the additional vehicle in the Overflow Visitor Section. All additional secondary vehicles that are parked within the Resident spots will be stickered and towed at the Owner's expense.
- b. Handicapped - Certain spaces are set aside for the exclusive use of specific handicapped unit residents who drive. These spaces are clearly marked with blue and white Handicapped signs. These spaces are for the sole use of the unit resident who has registered with the Association to obtain them and whose



vehicle displays a valid State of New Jersey handicapped license plate. A resident may request handicapped parking upon submission of a written request and valid proof of handicapped status as defined by the State of New Jersey of the Unit Owner, its successors and assigns.

- c. Motorcycle – All motorcycles must be parked within the six (6) spots located on Parkside Drive at the start of the visitor section. Along with a sign adjacent to the spots detailing that they are reserved for motorcycle parking, these spaces have been labeled "Motorcycle" along the pavement accordingly. Should there be more than six (6) motorcycles within the community; any additional motorcycles must be parked in the Overflow Visitor section. All motorcycles parking within the community must be registered and have a parking tag.
- d. Overflow - Long term parking, which is defined as more than one week, commercial vehicles, guests, including overnight guests, will use overflow parking which has been designated as the center section of Parkside Road opposite the recycling dumpster.

## 2. Permitted Vehicles

- a. Cars, vans, motorcycles, and pickup trucks. All permitted motorcycles must be parked with a block of wood or similar material, under the kickstand to protect the parking lot surface from damage. A fine may be assessed if this is not followed.
- b. Commercial vehicles which are permitted to park only in the lower Parkside Road lot under the following circumstances:
  - i. The vehicle is the primary means of transportation for the resident;
  - ii. The resident received prior written approval by the Board;
  - iii. The vehicle has a valid commercial license plate, registration, and **insurance**;
  - iv. The driver of the vehicle does not violate the Association's rules and regulations.

## 3. Prohibited Vehicles - The parking or storing of the following types of vehicles is prohibited:

- a. Boats
- b. Box trucks, truck cabs or truck trailers;
- c. Trailers of any type;
- d. Recreational vehicles;
- e. Vehicles which exceed 22 feet in length;
- f. Vehicles with attached plows;
- g. Vehicles with an attachment that extends beyond the body of the vehicle in a dangerous manner;
- h. Vehicles being used for storage of materials;
- i. Vehicles exceeding 7,000 pounds gross vehicular weight.
- j. Large Commercial vehicles

#### 4. Resident Parking Stickers

- a. Any vehicle parked in white lined spaces must display a current Parkside Resident Parking Sticker.
- b. Every Parkside Unit Owner who has a valid New Jersey Driver License is entitled to one blue Primary Resident Vehicle sticker. Additional stickers may be issued for cause at the discretion of the Board upon presentation of proof that additional stickers are needed. These stickers will be red to be easily distinguished from the Primary Resident Vehicle sticker. Vehicles displaying the red Overflow Vehicle stickers may only park within the overflow area.
- c. The Parking Sticker must be placed on the driver's side rear window with the registration number facing out.
- d. Qualified Vehicle - Stickers will be issued only for permitted vehicles which are also qualified vehicles. A qualified vehicle is one that:
  - i. Is registered in the name and address of either or both of the unit owners in the State of New Jersey or if the vehicle is leased, insurance card showing above information;
  - ii. Displays a valid New Jersey State Inspection sticker;
  - iii. Is in legal operating condition.
- e. Invalid Inspection Sticker - A vehicle which has been issued a Parking Sticker but which is later found without a valid State Inspection sticker will be given a Warning Ticket. Such a vehicle will be allowed 10 working days to obtain a valid State Inspection sticker, or it may then be fined and/or towed.
- f. Not in Proper Operating Condition - A vehicle which has been issued a Parking Sticker but which is later found not to be in proper operating condition will be given a Warning Ticket. Such a vehicle will be allowed 10 working days to become in proper operating condition. While not an exhaustive list, a vehicle exhibiting any of the following conditions is not in proper operating condition:
  - i. Missing doors, fenders, hoods, hatch lids or trunk lids;
  - ii. Missing or broken windshield or windows;
  - iii. Flat tires;
  - iv. Suspension or drive train parts that drag or lay on the ground;
  - v. Leaking fluid onto the parking lot surfaces;
  - vi. Such as would prevent the issuance of a New Jersey State Inspection sticker.
- g. Prohibited Vehicle - In the event a prohibited type of vehicle is been issued a Resident parking sticker in error, such sticker will be revoked when the error is discovered. The prohibited vehicle may then be fined and/or towed.
- h. Vehicle Replacement - If a resident sells a stickered vehicle and buys a new vehicle, the new vehicle will be issued a sticker upon receipt of a copy of the new registration to the management company. The old sticker will then be invalidated.
- i. 30 Day Limit - No vehicle with a resident sticker may park continuously, unmoved, in resident space longer than 30 days without notifying the management company. When a resident will be on vacation or away from home

for a period longer than 30 days and the vehicle must be left in a resident space, the property management company must be notified.

- j. Penalties for Violations in Residents Spaces - Permitted vehicles, if parked in a resident space without a resident parking sticker, will be fined and towed at the owners' expense. Prohibited vehicles will also be fined for parking in resident spaces.

5. Improper and Prohibited Parking – The following IS prohibited and subject to enforcement:

- a. Parking a Prohibited Vehicle, as defined by these rules;
- b. Parking in a designated handicapped space by a vehicle other than the vehicle registered to use that space;
- c. Parking in more than one space;
- d. Parking in an unmarked space;
- e. Parking that blocks access to a dumpster, recycling bin, walkway or mailboxes;
- f. Parking on the street;
- g. Parking on the grass, curbing, or sidewalks;
- h. Parking an unregistered, unlicensed, abandoned, or unauthorized commercial vehicle;
- i. Parking an inoperable or disabled vehicle;
- j. Parking that blocks access for emergency vehicles or vehicles that perform emergency repairs and/or services.

6. Enforcement

- a. Vehicles in violation of this resolution may be towed without notice, and the Unit Owner account where the vehicle is registered shall be fined \$25.00.
- b. The Association shall not be responsible in any way for the return of a vehicle. Nor shall the Association be responsible for any costs associated with any such return. If it is determined that responsibility for the vehicle, as determined by the Association rules and regulations, rests with a Unit Owner or other authorized resident, any costs of towing and storing that are borne by the Association, if any, and/or any fines or charges that may be levied by the Association, shall be posted to that Unit Owner's account and shall constitute a lien against that Unit Owner's unit. Any such lien or fine shall be collected in the same manner as with respect to the common expense assessments.
- c. In accordance with N.J.S.A. 39:4-56.6, if no action is taken by the vehicle's owner within ninety (90) days of the removal of the vehicle from the common property, the vehicle may become the property of the towing company or be sold at public auction.

Pets

***"Pets" shall mean dog, cat or domestic animal.***

- 1. All pets must be properly leashed when outside. Leashes shall not exceed six (6) feet in length.
- 2. No pet is permitted to run loose, disturb or annoy other residents.
- 3. All residents are asked to walk their pets a minimum of ten (10) feet from the buildings and

sidewalks. Residents must immediately clean up after their pets.

4. No pets may be outside without its' owner being present.
5. No pets may be chained or tied up outside in any way to the building, to a tree, on the patio or deck.
6. No shed, pens, pet houses, or dog runs of any kind shall be placed in the development.
7. Owners should use due diligence in avoiding disturbance to neighbors by incessant barking. No person shall keep, harbor or maintain any pets which habitually barks or cries.
8. All pets must be licensed by Bedminster Township – call 234-0333 for information.
9. All pets must be registered with The Association.
10. Failure to comply with these rules will result in a fine being assessed to the unit owner's maintenance account. Repeated violations may result in the owner being required by the Association to remove the pet from the community.

## **Grill Regulations**

1. Only electric grills shall be used in the community and all grilling must be done at least five feet from the building. All grilling must be done on ground level and five (5) feet from the building.

2. Storage of lighter fluid on decks is prohibited.

NJ State Law: 5:18:-3.3 states "Propane cooking equipment such as barbecue grills shall not be stored or used on any porch, balcony or any other portion of a building, within any room or space of a building, within five (5) feet of any combustible exterior wall within five (5) feet, vertically or horizontally of an opening in any wall.

The above statement was also adopted by the Parkside Neighborhood Association in Policy Resolution No. 03-05.

## **Dryer Vents**

1. Dryer vents shall be cleaned no less than every other (odd) year and provide proof of such maintenance to the Association by October 31<sup>st</sup> of each odd year. The cleaning of the dryer vent must be by a licensed and insured contractor.
2. All unit owners must have a bird guard installed over their dryer vent to prevent birds from entering the vent by a licensed and insured contractor. The unit owner must provide proof of the installation to the Association.

## **Insurance**

1. All Unit Owners are required at all times to maintain HO-6 insurance policies for those items not covered by the Association's insurance coverage, including "replacement costs." "Ordinance or law" coverage is also required, if available.
2. All Unit Owners must submit or have submitted a Certificate of Insurance and copies of the declaration pages no later than sixty (60) days from the date of the adoption of this Resolution. Any Unit Owner in violation of this paragraph will be fined \$25.00 per day of notice of the violation, until there is compliance. Each day that a Unit Owner is in violation shall be considered a separate violation.
3. All Unit Owners must submit a Certificate of Insurance and copies of the declaration pages upon renewal of the current insurance policy or upon commencement of new insurance coverage. Any Unit Owner in violation of this paragraph will be fined \$25.00 per day notice of the violation, until there is compliance. Each day that a Unit Owner is in violation shall be considered a separate violation.

## **Skateboarding**

1. No skateboarding shall take place on the Common Elements of the Condominium.
2. No skateboarding ramps of any kind shall be erected and placed on the Common Elements of the Condominium.

## **Architectural:**

### **Central Air Conditioning Units**

Window air conditioners cannot be installed in any window. If an air conditioning unit needs to be replaced, they must first call the Property Manager for the application form and have it approved by the Board prior to any work commencing. Township building code officials must inspect electrical wiring. Permits are required. Contact the Bedminster Township Engineering Department for the required permits.

### **Entry Walks**

Entry walks must be kept clean and free from clutter and debris.

### **General Appearance**

1. No trellises, birdbaths, statuary, small decorative fences, etc. are permitted.
2. Wind Chimes are not permitted.
3. The exterior is not to be used for storage.
4. Seasonal decorations should be removed within one (1) month of the holiday.
5. Railing planters are not permitted as they could fall and injure a homeowner or guest. In addition this is a liability for the Association.
6. Large oversized toys such as slides or playhouses, etc. are not permitted for use on common property.
7. Patio and decks are for the strict use of patio furniture. Storage of other items is not permitted.

## **Landscaping:**

### **Gardens**

The planting of vegetable and/or herb gardens are not permitted in Parkside. If you wish to plant flowers you must have prior written permission from the Association.

### **Shrubs**

All landscaping on the common grounds -bushes, shrubs, etc. – are property of Parkside. Please do not make your own landscaping improvements such as extending your patio areas, removing bushes and/or putting pavers, stones or concrete slabs down without first contacting the management company. Residents need to complete a modification form and receive written Board approval prior to performing any work.

Shrubs must be consistent with the landscape plan. After planting of such shrubs, they become the property of the Association.

### **Plumbing Repairs and/or Work**

All residents receive their water from the Association through their monthly maintenance fee. The water is not individually metered for each unit.

In order for a resident to replace the shut off valve to their entire unit it will require the Association to have the water shut down to the entire building. As such, all residents are requested to schedule plumbing work such as water heater replacements during normal business hours. Any time that the water must be shut off, the Association's management company must be notified so that unit owners are aware of the shut off of water in advance, except in the case of a dire emergency.

### **Satellite Dishes**

The installation of a satellite dish requires prior approval from Parkside Neighborhood Condominium Association. The resident must complete a modification request form along with a restrictive covenant form and submit them both for Board approval.

Absolutely no satellite dishes shall be permitted to be placed on the roof or on any other part of the building.

Any unit owner who installs a satellite dish without prior approval is subject to a \$100.00 fine and/or having the dish removed and their account billed for said removal and any subsequent repairs to the common property. Going forward, any holes created by the installation of a satellite dish are the responsibility of the owners themselves. In the event of any leak inside a unit the unit owner will be held responsible for the cost of any repairs associated with same account responsible for the dish.

### **Screens & Storm Doors**

Storm doors must be white to match white window trim, with full view glass. Screens must be maintained by the homeowner.

### **Storage**

1. Patios and decks are for the strict use of patio furniture. Storage of any other items is not permitted, except for bicycles, grills or storage containers. Bicycles, owned by the second floor units, may be stored under the stairs.
2. Patio furniture, bikes, grills and storage containers must be kept in a neat order. Storage pens for second floor units must be kept neat and clear of debris. There shall be no storage on the side of the buildings by any unit owners.
3. Entry walks must be kept clean and free from clutter and debris, storage is strictly prohibited at these locations.
4. Sporting equipment, toys and other personal items are not permitted to be left out

on patios, decks, lawns, in the planting beds or any other common areas. This includes, but is not limited to wading pools, slip and slides, jungle gyms, etc. Everything must be put away at the end of each day, whether it is inside your home or in a storage container.

5. The storage of old appliances or any other personal items which cannot be kept in a storage container is strictly prohibited.

### **Windows**

No plastic covering may be placed on the outside of unit windows. No window boxes may be placed on any windows. Replacement windows must be like for like, any deviation must have both the Parkside Board and Bedminster Twp. permit(s) and approval(s). For information regarding replacement of windows and doors contact Community Management.

### **Outdoor Decorations**

1. Exterior holiday decoration lights will be permitted on the exterior of the buildings; windows (first floor **ONLY**), doors and fences. **NOTE: This excludes trees, shrubs, bushes, roofs, gutters and peaks.**
2. All electrical and free standing decorations must be on the residence side of the sidewalks and UL approved. Outdoor wiring must be properly secure and not to extend across sidewalks or walking areas.
3. No hooks, nails, etc. are permitted to be installed in the siding, fences or patios to hang decorations.
4. Nailing or stapling of any exterior decoration is prohibited on any common element, except the installation of flag brackets to display the American Flag **ONLY**.
5. Seasonal decorations are permitted on the exterior of your unit **PROVIDED** that placement and removal of same does not cause damage to the exterior of your unit.
6. All Hanukkah and Christmas decorations must be removed by January 20.
7. Other exterior holiday decorations **MUST BE REMOVED** within two (2) weeks of that holiday.



**GENERAL INFORMATION:**

- a. Unit owners are responsible for ensuring that their children, guests, invitees and tenants abide by the rules and regulations of the Association.
- b. **Bird feeders are prohibited.** Bird seed falls on the lawn and ground and attracts rodents.
- c. The clubhouse located on Hansom Road can be rented for personal parties, meetings, etc. Please contact Hills Highlands Master Association at 908-781-1930 for details, which include the cost to rent the clubhouse, security deposit and all other information pertinent to the rental.
- d. HVAC Filters should be changed monthly. Frequent changes keep energy costs down and minimize the chance of any fire hazard from a dirty filter.
- e. Water Heaters are known to have a life span of 8 to 10 years and could burst causing serious flooding in your home. Please consider the age of your water heater and exercise preventative measures where applicable by purchasing a heater before any problems occur.
- f. Thermostats should never be set lower than 65° in very cold weather. Lower settings can result in pipes freezing.
- g. Vehicle Maintenance is prohibited except for changing of tires and washing and waxing.
- h. Water Hoses should be changed from rubber to flexible metal to prevent bursting.
- i. Water valves (hot/cold) should be turned off when washing machine is not in use to avoid any possibility of flooding.
- j. Water Pipes should be shut off if you plan to be away for more than one day. This will prevent pipes from freezing in very cold weather. If you do not know where these pipes are located, please check with a neighbor or contact a plumber.
- k. Any type of **permanent** generator is not permitted.