



HOMEOWNERS ASSOCIATION, INC.

RESIDENTS HANDBOOK

RULES

REGULATIONS

AND

GENERAL INFORMATION

Revised March, 2004
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Revised August, 2009
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MANAGEMENT COMPANY

Montgomery Woods Homeowners Association, Inc. employs Piazza & Associates, Inc. to assist with maintaining and enhancing the physical properties of our community. The management company provides customer service to homeowners and administrative and fiscal management. Maintenance requests should be made to the management company. Our Property Manager is Neville Walters and our Concierge is Prue Pavese.

Prue Pavese is the person who will help answer any questions and address your concerns. She can be reached at the main telephone number: (609) 786-1100, ext. 309, or by email, at Concierge@OurManager.net.

For maintenance emergencies (common elements only) you can reach Piazza & Associates, Inc. 24 hours a day at 1 (800) 723-7812.

Piazza & Associates, Inc. is located at: 216 Rockingham Row
Princeton Forrestal Village
Princeton NJ 08540
Tel: (609) 786-1100
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GENERAL INFORMATION



WELCOME TO MONTGOMERY WOODS

Montgomery Woods is a townhouse community within the Township of Montgomery, County of Somerset, established under the laws of the State of New Jersey. This handbook is intended to introduce you to the community, but does not supersede or replace the recorded Declaration of Covenants, Conditions and Restrictions and the By-Laws. However, the Rules and Regulations have been approved and adopted by the Board of Trustees.

As you might expect, like any other well-kept homeowners association, Montgomery Woods has judicially enforceable rules and regulations. These are intended to allow everyone in our diverse and densely populated community to live harmoniously and to protect the value of our property. The Board of Trustees endeavors through this document to provide a resource for homeowners.

Montgomery Woods consists of:

73.73 Acres * 340 Townhouse Dwellings * 4 Tennis Courts * 1 Tot Lot

MEMBERSHIP

Membership in the Montgomery Woods Homeowners Association, Inc. is automatic upon obtaining ownership of a townhouse and includes the right to vote on all matters within the purview of the Association. Each owner also owns a beneficial interest in all common property owned by Montgomery Woods Homeowners Association, Inc. This interest cannot be separated from the ownership of the townhouse.

ASSOCIATE MEMBERSHIP

Every person who is entitled to possession and occupancy of any townhouse as a tenant or lessee of a member shall be an associate of the Association and as such be privileged to use its common property subject to the Rules and Regulations of the Association. Associates shall not be entitled to vote, but are required to register their names with the Association.



GENERAL INFORMATION

HOMEOWNERS ASSOCIATION

The community is supervised and managed by the Montgomery Woods Homeowners Association, Inc. The Board of Trustees is an elected, five-member body as set forth in the Master Deed, that is vested with the rights, powers and privileges to carry out the duties necessary for proper administration of the community in accordance with the provisions of the Master Deed (also known as the Public Offering Statement or POS), the By-Laws, the Condominium Act of the State of New Jersey, and the adopted Resolutions and Rules and Regulations of the Association.

MONTGOMERY WOODS BOARD OF TRUSTEES

Five persons are elected in accordance with Article VII of the Association By-Laws. The officers are: President, Vice President, Treasurer, Secretary, and Trustee. Election of board members is held once a year in accordance with the Association's governing documents. All board members serve for a term of one (1) year and may be reelected. The board is guided in administration of the Association by the Declaration of Covenants and Restrictions, the By-Laws, and adopted Resolutions.

The Board of Trustees meets on the fourth Monday evening of every month. The Open Session of the monthly meeting begins at 7 p.m. and is open to all members in good standing. Copies of board minutes, adopted resolutions, and approved Association agreements for services are available through the management office.

COMPLAINTS

If any owner or community resident has concerns, questions, complaints or problems regarding the community or services provided within the community, they should notify the management company. In some instances, the management company may request that the resident submit the complaint in writing.

ACCESS TO TOWNHOUSE UNITS

Residents who will be away from their units for a period of time are requested to provide the management company or a neighbor with an address and telephone number where they can be reached and / or the name, address and telephone number of a person to contact in case of emergency. The Association shall have the irrevocable right, to be exercised by the board or management company, to have access to each unit from time to time during reasonable hours as may be necessary for the maintenance, repair or replacement of any of the common elements or for making emergency repairs necessary to prevent damage to the common elements or to another dwelling unit or units. Reasonable notice will be attempted to be given to the unit owner / occupant except in an emergency situation.



GENERAL INFORMATION

MAINTENANCE ASSESSMENT

Your monthly assessment pays for operating expenses that include:

- Capital Reserves Replacement Fund
- Snow and trash removal
- Grounds maintenance except for foundation plantings installed by residents
- Exterior painting and repair of buildings
- Maintenance of recreation facilities
- Insurance for all common elements
- Payment of Association sub-contractors
- Payment of separately taxed common elements
- Payment of Association utility charges
- Legal counsel and accounting services

COMMITTEES

Montgomery Woods Committee members are active and enthusiastic volunteers. They meet, plan, inform and make recommendations to the Board of Trustees and assist the board in its duty to protect the value of our property. The recommendations promote communication, consistency, aesthetic considerations and functionality to the extent possible throughout the community. Members of the Board of Trustees tend to be former and current committee members.

Architectural Committee The Committee:

- Reviews applications for modifications or alterations to the exterior of homes or lots;
- Visits the site of the proposed changes and talks with the homeowner regarding any conditions and / or revisions of the proposed changes;
- Approves or denies proposed changes based on the original Declaration of Covenants, Easements, Conditions and Restrictions.

Covenants Committee The Committee:

- Ensures resident compliance with the governing documents, regulations and resolutions;
- Holds hearings if needed to resolve disputes.

Government Relations Committee The Committee:

- Follows developments and actions within Montgomery Township and neighboring communities that affect Montgomery Woods quality of life, such as sewer fee assessment, speed limits and signage on Blue Spring Road;
- Hosts a community meeting in February to discuss issues.



GENERAL INFORMATION

Landscape Committee The Committee:

- Reviews the common grounds of the community;
- Proposes landscaping and plantings to enhance and maintain the beauty of Montgomery Woods, such as areas for new plantings and tree care and replacements.

Newsletter Committee The Committee:

- Writes and edits the quarterly newsletter for the community;
- Solicits articles from residents.

Welcome Committee The Committee:

- Visits new residents and provides them with information about the community;
- Members provide easy access to questions residents may have when first moving into the community.



RULES AND REGULATIONS

MONTGOMERY WOODS HOMEOWNERS ASSOCIATION, INC. RULES AND REGULATIONS

Like any other well-kept homeowners association, Montgomery Woods has judicially enforceable rules and regulations that serve to allow everyone in our densely populated community to live in harmony and to protect the value of our properties. To promote the fair and equitable treatment of all and in order to keep the community beautiful and a desirable place to live, Montgomery Woods Homeowners Association, Inc. has adopted the following Rules and Regulations. The Rules and Regulations do not supersede or replace the recorded Master Deed and By-Laws.

The Rules and Regulations have been adopted by the Board of Trustees of the Association under the authority of applicable provisions of the governing documents of the Association. Accordingly, they impose judicially enforceable legal obligations on all unit owners. Owners are responsible for ensuring compliance by their families, visitors, renters, guests and agents. In addition, non-resident owners are chargeable with any breach of the Rules and Regulations by their tenants.

ALTERATIONS TO UNITS

Owners wishing to make exterior structural change to a unit must first submit a written application to the Architectural Committee for approval. All proposed alterations must conform to Montgomery Township codes and regulations. Interior structural alterations require approval of the Montgomery Township Building Inspector. The application form for Architectural Committee review is included in this handbook and can also be obtained through the management company. All sections must be completed with attachments and exhibits included where appropriate. Most improvements will require the Owner to sign a Restrictive Covenant, which would then be recorded in the County Courthouse. The purpose of the Restrictive Covenant is to protect the Association from any liability or maintenance responsibility for the alteration. The cost associated with the preparation and filing of the Restrictive Covenant will be borne by the Owner. The Architectural Committee will review all requests and approve or disapprove within 30 days of the completed application. Once alterations are approved by the Architectural Committee and made by the homeowner, the homeowner must maintain the altered element. Alterations that require pre-approval include:

- Installation and use of portable and permanent generators.
- Storm doors and / or screen door installations (full view only, trimmed the same color as the Exterior Door).
- Outside hardware fixtures. These should be antique brass as originally provided.
- Exterior lighting and ornamental lighting modifications or installations may be black, antique brass or polished brass only.



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- Patio and deck expansions or installations must meet local code and require prior authorization by the Architectural Committee.
- Railings bordering patios decks
- Satellite dishes and antennas.
- Gable Mounted Attic Fans.

Prohibited alterations to units include:

- Penetration of roof or siding.
- Roof Mounted Attic Fans.
- Exterior painting of siding, trim or doors.
- Clotheslines or clothes trees.
- Window air conditioners and window fans.
- Awnings and / or shutters.
- Lawn tents, gazebos and / or hammocks.
- Exterior flood lighting and lamp posts.
- Exterior audio / video / music speakers.
- Screened porches.
- Patio overhead coverings and carpets.
- Exterior decorations and lawn ornaments on common property.
- Fences, including living fences.
- Outdoor permanent sporting equipment, such as basketball hoops.
- Permanent sprinkler systems.
- Outdoor carpeting.
- Trellises, arbors or vines that interfere with painting and maintenance.
- Swimming pools.

COMMON ELEMENTS

1. An owner, tenant, occupant or contractor cannot chop, cut or burn any material or debris on the property.
2. Littering, defacing or destruction of the common elements is not permitted. This includes but is not limited to posting of flyers and signs, graffiti, and destruction of property by a non-motorized or motorized vehicle.
3. Trash must be placed in trash receptacles.
4. Dog droppings should be taken home and placed in the pet owner's garbage pail. They are not to be placed in the storm sewers.
5. Two types of sewer systems serve Montgomery Woods: sanitary sewers and storm sewers. Storm sewers are only for removal of excess water from streets. The storm sewers empty into the detention basin and the water (only) is piped under River Road into the Delaware-Raritan Canal. A screen at the end of Montgomery Woods' detention basin catches any debris or foreign material before it gets to the River. Therefore, no foreign objects should be thrown down any of the sewers located in our streets.
6. It is an expense to the Association to have the storm screens cleared to permit the flow of water.



RULES AND REGULATIONS

7. Building, placing or maintaining any permanent structure, matter or thing on the common elements is not permitted by an owner, tenant, occupant or contractor hired by owner / tenant / occupant without the written consent of the Board of Trustees or the Architectural Committee.

LANDSCAPE IMPROVEMENTS

Any change or addition to the landscaping of your property or adjacent common ground must have prior written approval of the Landscape Committee before any work is undertaken. There is an application for such improvements included in this package. Special precautions for underground utilities, as well as liability and workers compensation insurance are required for all landscaping work done on the premises. Homeowners assume full responsibility for the care and maintenance of all landscape modifications once they are installed on their property, and the Association, its contractors, agents or employees will not be held responsible for any damage that may occur as a result of work performed on its behalf. (See also Landscape Policy Guidelines below.)

Call Before You Dig!

Contact New Jersey's "One Call" system at **1-800-272-1000** for a free markout of underground gas, water, sewer, cable, telephone and electric utility lines before any outdoor construction or digging. Making this call before you dig will help prevent property damage and potential injuries. Plus, it's the law in New Jersey. For more information about New Jersey One Call, visit their Web site at NJ1-Call.org.

COMMUNITY BEHAVIOR

1. Residents are reminded that every homeowner owns a lot within which their unit is situated. Residents are asked to be mindful of this private property and to ensure that they are not trespassing, but are on common property, when traveling through the community. No traversing private property is permitted without permission of the owner of the property.
2. Owners and occupants shall exercise extreme care to avoid making or permitting anyone to make any loud or objectionable noise, or in using or permitting the use of any audio, video or musical equipment or any device in such a manner that it may disturb any other residents.
3. All children's play should be limited to recreational areas and / or individual private lots. Parents are responsible for supervising the behavior of children.
4. To prevent injury to toddlers, seniors, dog walkers and other pedestrians, bicycles are not permitted on common area walkways and sidewalks unless supervised by adults. Bicycle riding is not permitted on any grassy areas in the community.
5. Recreational activity is limited to recreational areas and / or individual private lots. Parties, recreational activities and any other activities on roadways or



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other common elements are prohibited.

6. Commercial solicitation or use of units for commercial activity is strictly prohibited.
7. No group tours or exhibitions of any unit shall be permitted.

DRYER VENTS

All dryer vents are required to be inspected by a contractor is certified to do so by the Chimney Safety Institute of America (CSIA), no less than every three years. The certificate of inspection must be submitted to the management company.

EXTERIOR DECORATIONS AND SIGNS

Temporary festive exterior decorations for the holidays are permitted. All decorative temporary lighting and electrical cords must be Underwriters Laboratory (UL) approved. Decorations are limited to front and rear entrances only of the owner's property and must be removed within a reasonable period of time following the holiday. Halloween decorations may be displayed from October 28 through November 1. Winter holiday decorations may be displayed from December 1 through January 15.

If the management company receives complaints relative to holiday decorations, it will be the responsibility of the unit resident to correct the problem. If the problem is not corrected to the satisfaction of the management company, the management company may have the decorations removed at the unit owner's expense.

Signs may not be placed on any unit, on any lot, or in the interior of the townhouse if the sign is visible from the exterior. Only "Tot Finder," "Animal Finder," and security decals may be permanently displayed. Open House and Garage / Yard Sale signs may be posted on the day of the event from dawn to dusk.

Signs may not be affixed to mailboxes, light poles, traffic signs, transformers, or utility pedestal terminals.

FIREPLACES

Before you light your fireplace for the first time, be sure your chimney is operational. Your fireplace and chimney should be checked by a qualified chimney sweep. Always open the damper before starting a fire and leave it open until the embers are cold. All fireplaces and chimneys are required to be inspected by a contractor, certified to do so by the Chimney Safety Institute of America, no less than every three years. The certificate of inspection must be submitted to the management company.



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FIREWOOD

Firewood for unit fireplaces can be stored on rear decks, patios or in unit garden areas, however, because of the likelihood of attracting termites and other insects, firewood must be stored in a manner so that the wood is not touching or in very close proximity to exterior walls. Wood is to be stored at least five (5) feet from any exterior wall and be kept above ground in a metal holder or ring to avoid attracting termites.

FLOODING

Know where your home's water shut-off valve is located. Contact neighbors who might be the source of the leak or those who might be affected by your leak. Call management. If the problem starts from your plumbing, call a plumber. Elizabethtown Water Company can shut off the water – call 1 (800) 272-1325 nights, weekends and holidays.

Homeowners are responsible for any damage caused by their own individual plumbing. All Montgomery Woods units have two (2) outdoor spigots, which are not common property. Even though the spigots are located outside, maintenance and winterizing are still the homeowner's responsibility. To prevent pipes bursting during winter freezes, valves for exterior spigots should be shut off before the winter sets in. The outside spigot is then turned on to drain any remaining water from the pipe.

GARDENS

Community residents are encouraged to beautify their foundation beds with the addition of plants, herbs and flowers. These plants are to be maintained by the unit resident. It is the responsibility of the unit resident to remove any dead or dying plants and to insure they are properly disposed of.

Flowers, herbs and shrubs may be planted in foundation beds provided that such plants do not create a living fence or hedge.

Container gardening is encouraged. Containers are limited to front decks, walkways and rear decks and patios. Containers may not be placed on large rocks or lawns. Maintenance of such containers is the responsibility of the unit residents. Empty containers must be removed and stored out of sight (such as in the garage or on the rear patio/deck) at the end of the growing season. Damage to the exterior siding, trim or a sill that is caused by containers is the responsibility of the unit owner.

For all other landscaping projects, homeowners must apply for prior approval from the Landscape Committee. Applications are available through the property manager's office. A sample application form, entitled, "Application for Landscape Review," can be found in the forms section of this handbook. It will explain the requirements in more detail.



RULES AND REGULATIONS

LANDSCAPE POLICY GUIDELINES¹

The Association hires a landscape company to:

- manage lawn care on a regular basis
- trim trees and shrubs at least once a year, as needed
- periodically mulch tree and shrub beds
- remove and replace dead trees as directed by the Landscape Committee.

The Landscape Committee oversees the upkeep and beautification of the entire community. Homeowners are responsible for the upkeep, removal and/or replacement of any bushes, shrubs or other plantings installed by them in their own unit foundation beds. Red flags to alert landscapers that a service is not required are available through the management office.

Tree care and maintenance fall under the purview of the Landscape Committee. The Committee generally determines when trees must be trimmed, removed and/or replaced. The Committee relies on the cooperation of all residents to report to the Management Company any potential tree damage and/or problems for Landscape Committee assessment. Homeowners are cautioned that:

- tree planting within foundation beds (i.e., adjacent to unit foundations) by homeowners is prohibited since tree roots may damage the building's foundation;
- any trees growing within foundation beds (i.e., adjacent to unit foundations) must be removed at the homeowner's expense;
- homeowners wishing to plant trees in other areas of their premises must apply for prior authorization, in writing, by the Landscape Committee before any installation. (See following paragraphs.)

Beautification of *unit foundation beds* with small shrubs, herbs and/or flowers does not require Landscape Committee approval. Community residents are encouraged to do such planting as long as the beds are properly maintained by the homeowner or any successor homeowner and do not create a living fence or hedge. Plantings should be consistent with the neat but rural ambience of the community. Recommended plants include: ilex, barberry, laurel, boxwood, rhododendron, holly, dwarf mugho pine, azalea, juniper, pachysandra, roses, tulips, lilacs, and daffodils. Stone and gravel of any kind are not permitted.

¹ [The Landscape Committee provisions were adapted from Article V of the Montgomery Woods Homeowners Association Declaration of Covenants, Conditions and Restrictions, as provided for in the Public Offering Statement, on November 23, 2005 and were revised by Board action on August 24, 2009.]



RULES AND REGULATIONS

Landscape Committee *application forms* are available through the Management Company or can be downloaded from the Montgomery Woods website. Applications should be submitted to the Management Company.

Vegetable gardens near homeowner units are *not* permitted except for small vegetable plants (such as tomatoes and peppers but no vine plants the shoots of which extend/grow horizontally or vertically or corn stalks) that may be planted next to the unit foundation up to a maximum of three feet out from the foundation or in pots preferably kept on the owner's rear deck or patio. Such plantings or pots must be removed promptly at the end of the growing season, and empty pots must be stored out of sight, preferably in the garage or on the back deck or patio.

Homeowners who decide to plant items in their foundation beds or in pots outside their units must attend to the weeding of the beds and/or pots (and replace dead shrubs) regularly during the growing season, and these foundation beds and/or pots must be cleaned out at the end of the growing season. Empty pots must be stored out of sight, preferably in the garage or on the rear patio/deck.

The Landscape Committee will provide the Board with an ongoing three-year landscaping plan each year in September.

LANDSCAPE COMMITTEE

Members of Committee. The Landscape Committee shall consist of three or five Montgomery Woods homeowners of whom at least one shall be a Board member. Each Committee member shall hold office until he/she resigns or is removed by the Board.

Appointment and Removal. The Board shall have the right to appoint and remove all members of the Committee.

Review of Proposed Landscape Improvement. Whenever the approval of the Landscape Committee is required, the Committee shall have the right to consider all of the plans and specifications for the improvement or proposal in question. Before beginning any planting or landscaping changes within Montgomery Woods, the plans and specifications shall be submitted to the Landscape Committee, and planting shall not commence unless and until the Committee has approved the application in writing. [See above Landscape Policy Guidelines for exceptions.]

The Committee shall approve the type, kind, species and size of any intended landscape improvement. The Committee may issue rules or guidelines regarding anything relevant to its functions, including but not limited to minimum standards and procedures for the submission of plans for approval. The Committee shall have thirty (30) days to approve or disapprove an application.



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Meetings of the Committee. The Committee shall meet regularly to perform its duties. By unanimous vote, the Committee may designate one of its members to take any action or perform any duties for and on behalf of the Committee.

Common Area Beds: Residents who wish to plant new plants in existing common areas, alter an existing common area bed, or create a new common area bed must receive prior approval from the Landscape Committee.

GRILLS

The use of gas, electric and charcoal grills is permitted within the community provided the following guidelines are adhered to:

- New Jersey State Law prohibits storage of fuel tanks inside a unit or garage.
- Only one (1) fuel tank is permitted at any time.
- Only one (1) grill per unit is permitted.
- No flammable liquid starter fluid is permitted.
- Grills may only be used on decks and patios at the rear of the unit. Grills are prohibited on front stairways / decks, walkways, driveways, garages and parking areas.
- Grills shall not be operated closer than five (5) feet from any adjoining wall, door other vertical portion of any unit.
- Grills cannot be stored on lawn areas.
- Because grease drippings that fall on decks, railings, siding or trim can attract wild animals, operators of grills are expected to ensure that grills are maintained in a clean as well as safe operating condition.
- Any damage caused by the use of a grill is the responsibility of the grill operator or the unit owner if different from the grill operator. The cost to repair any damage rests with the grill operator or unit owner if different from the grill operator.
- No other type of cooking device / appliance may be used on the exterior of a unit.

HEATING SYSTEMS

A qualified serviceman should check heating systems. Replace heating filters and check the condition of your hot water heaters. If the water heater is rusted it could leak and cause a significant amount of damage. Most plumbers recommend that the homeowner should drain the water heater at least once a year.

Review your family's fire prevention and escape plans. Check the charge of your fire extinguishers and the operation of your smoke detectors. Remember to replace the batteries at least twice a year. You should have a carbon monoxide detector installed on each floor of your home.



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If you plan to go away for any length of time, remember to leave your heat on to prevent frozen pipes and water damage. Heat should be left at 60 degrees.

LANDSCAPING

To maintain a beautiful and consistent appearance throughout the community, an outside landscape contractor handles landscaping and lawn mowing within Montgomery Woods. Any problems with landscaping or landscape services should be reported to the management company.

During mowing season, all lawns are mowed once a week, or as necessary. Community residents must remove all personal property from these areas when not in use. Due to the absence of community-wide sprinkler systems, unit owners and community residents are encouraged to water lawns and gardens during dry weather conditions.

LIGHTING

Public Service Electric and Gas (PSE&G) maintains and repairs the community's street lighting. The Association pays for the electricity used. If a light in your area is defective, please notify PSE&G at 1 (800) 436-7734. Be sure to mention the pole number.

Care and maintenance of front and rear unit exterior lighting is the responsibility of the unit owner. Ornamental lighting requires approval from the Architectural Committee prior to installation. Homeowners are permitted to install an additional carriage lantern light next to the garage door leading to the front door. The carriage lantern may include a motion sensor and must be black, antique brass or bronze, and measure 6" to 12" in height. Installations should be by a licensed electrician. Homeowners should apply to the Architectural Committee with details of the fixture to be installed. Floodlights and lampposts are not allowed.

OUTDOOR WATER SPIGOTS

Homeowners are responsible for any damage caused by their own individual plumbing. All Montgomery Woods units have two (2) outdoor spigots, which are not common property. Even though the spigots are located outside, maintenance and winterizing are still the homeowner's responsibility. Unfortunately spigots and emergency shutoffs are not located in same places in any of our units. Depending on when they were built they were placed in different locations. Therefore please locate your shutoff valves before any emergency arises and be sure to turn off your front and rear spigots before the cold weather arrives each year. Be sure to open the outside spigots to drain any remaining water from the pipe. For rental units the homeowner should inform the tenant where to find these valves at the time of the rental agreement.



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Valves for exterior water spigots shut offs are often located as follows, however, these are only the most common locations and some units have them in other locations:

| | |
|-------------------------|---|
| Ashwood Models: | Laundry and master bathroom |
| Birchwood Models: | May be in front under first floor bathroom sink; rear spigot usually under kitchen sink |
| Cherrywood Models: | Same as Birchwood Models or perhaps over hot water heater |
| Devonwood and Erinwood: | Not standard |

OUTDOOR STORAGE

Limited storage of outdoor furniture and toys is permitted on the unit's rear deck / patio. Hoses may be stored in front and rear on hose holders. Lawn / patio furniture cannot be stored under rear decks. Residents are permitted to place lawn furniture and toys on common areas, such as driveways and grassy areas, only when being used. After use, all furniture and toys must be returned to the unit's storage area.

PARKING AND ROADWAYS

All roadways, driveways and parking areas with the exception of Blue Spring Road are owned and maintained by the Montgomery Woods Homeowners Association, Inc. Title 39-A of the New Jersey Motor Vehicle Code allows for New Jersey State and Montgomery Township Police to patrol and to issue traffic and parking summons within the community. All residents are advised to adhere to the following rules and regulations to ensure safety within the community:

- The speed limit on all interior Montgomery Woods roads is 20 mph.
- All motor vehicles operating within the community must meet all requirements of the New Jersey Motor Vehicle Code with regard to inspection, licensing and insurance.
- Parking for residents is limited to garages and driveways.
- Parking on the street is not permitted.
- Visitor parking is limited to guests of residents. All others may be fined and/or towed at the owner's expense. To allow for the efficient removal of snow and ice from community roadways, during snow or severe weather emergencies, parking is not permitted in any guest parking areas.
- All vehicles are to be operated on roads only.
- Overnight parking of ***all*** trailers, mobile homes, campers, licensed commercial vehicles or any vehicle more than twenty (20) feet in length is strictly prohibited. Overnight parking of moving or rental vans for resident moving purposes is permitted for one night with the approval of the management company.



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The following minor car maintenance activities are permitted: car washing, waxing, vacuuming, tire changing and battery jumping. Due to environmental concerns, the changing of vehicle fluids is prohibited on Montgomery Woods property.

- Advertising displayed on vehicles is prohibited.
- The long-term storage of bicycles, motorcycles, boats, tricycles, and both operable and inoperable motor vehicles is not permitted on driveways, roadways, or designated parking areas.

PATIOS AND DECKS

Size:

Ashwood, Birchwood and Cherrywood

1. Patios or low-level decks may be built up to 16 feet out from the patio doors of the unit.
2. They may be up to 14 feet wide (for Ashwood models, 15 feet wide) to the beginning of the dining room windows.
3. They may not encroach upon common grounds, the property of others or easements of record.

Devonwood and Erinwood

1. Decks may be extended to a maximum of 12 feet from the rear face of the unit
2. Decks may be a maximum width equal to the width of the unit
3. Decks may not encroach upon common grounds, the property of others or easements of record.
4. Patios are not allowed

Height:

Ashwood, Birchwood and Cherrywood

1. Patios and decks shall be constructed as low as possible for the site.
2. No raised or multi-level extensions are permitted.
3. Built-in benches or flower boxes may not exceed 18 inches high from the patio/deck surface. Such features must be included in the deck and patio plans submitted for approval.

Devonwood and Erinwood

1. Deck additions cannot exceed the height of the current decks.
2. Built-in benches or flower boxes may not exceed 18 inches high from the patio/deck surface. Such features must be included in the deck plans submitted for approval.
3. Any portion(s) of decks or patios with vertical drops over 18 inches to ground level must incorporate railings.



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Construction & Materials

1. Existing concrete slabs must be covered with material identical to the extension material
2. All decks and deck extensions shall conform to the existing type for pressure treated lumber decks prevalent in the Montgomery Woods community including lumber dimensions, railings, and steps.
3. Only wood that has been treated to retard rot may be used.
4. Minimum clearance of 2 inches is required between the soil and all wooden deck materials
5. All wooden supports and columns shall be supported on concrete piers or foundations sufficient to prevent heaving or moving under all weather conditions, including freezing and thawing ground
6. All wooden decks will be treated with an approved sealer within 1 year after construction is complete.
7. Use of paints, varnish, polyurethane, carpeting, vinyl, etc. is prohibited. Staining is permitted only in the same color as the standard for the development.
8. The perimeter of all patio extensions shall be supported by pressure-treated 6 inch by 6 inch lumber or suitable approved alternative.
9. Literature or material samples must be submitted with plans and are subject to approval by the Architectural Committee if other than treated lumber.

Other

1. Decks require a township permit prior to construction, inspection during construction and final township approval, in addition to the Architecture Committee approval.
2. No modifications to patios and/or decks shall alter the natural drainage in the area or cause pooling or flooding.
3. Weed control is the responsibility of the homeowners and not the MWA or its subcontractors. Proper measures shall be taken to control the growth of weeds under decks and in between patio stones, blocks or other materials.
4. The space below decks shall not be used for storage of any materials unless specifically approved by the Architectural Committee. The homeowner is responsible for maintaining all items stored on top of decks and patios in an orderly and attractive manner.
5. Maintenance and repair of all improvements or modifications to patios and decks and privacy fences are the sole responsibility of the homeowner.
6. Design and construction must meet all applicable State and local building codes. Permits, fees, and inspections are the sole responsibility of the owner. Proof of compliance with local and state building codes must be submitted to the MWA Architecture Committee prior to construction.
7. Failure to comply with the guidelines, rules and regulations subject the homeowner to fines and/or liens and/or the possible removal of the



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offending construction and restoration of the modifications at the owner's expense

PETS

Pets are an important part of life within the community. The following rules apply to pet owners:

- Dogs must be leashed when outdoors.
- Cats are not permitted to roam freely within the community.
- Dog owners are responsible for scooping up pet droppings and disposing of them in their trash. It is prohibited to dispose of anything, including pet droppings, in a storm sewer.
- No more than two (2) pets may be housed in a unit.
- All pets are to be registered with the management company. Dogs must be licensed by Montgomery Township.
- Both dogs and cats must be vaccinated against rabies. The Township often offers free vaccinations clinics on a Saturday.
- No animals may be kept for breeding or other commercial purposes.
- The pet owner is responsible for any claim resulting from any action of their pet.

RECREATIONAL AREAS

Montgomery Woods recreation areas are available to community residents and guests only. All persons using the community's recreational areas do so at their own risk. The Association assumes no responsibility for any accident or injury in connection with the use of recreation areas or for any loss or damage to personal property connected with such use.

- Residents are responsible for the actions of their children, guests and guests' children while in recreational areas.
- The tennis courts are limited to the enjoyment of Tennis. No other activities are permitted.
- The combination to the tennis court locks is available from the management company.
- All trash should be placed in trash receptacles.

SALE / LEASE OF UNIT

Each unit owner shall notify the management company in writing of his / her intent to sell or lease the property. This should be done no less than ten (10) days prior to any title closing or commencement of occupancy.

For Sale and For Lease signs are prohibited from being displayed on the exterior of the unit. Open House signs are permitted on the day of the open house.

Within ten (10) business days of a unit's closing, the following written information must be sent to the management company: name of purchaser, name and



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address of purchaser's attorney, the closing date, and a photocopy of the fully executed agreement of sale.

A unit within Montgomery Woods may be leased / rented. A written lease agreement is required between the unit owner and tenant. A copy of the executed lease between the unit owner and tenant must be supplied to the management company within thirty (30) calendar days of the lease execution. A Montgomery Woods Rider to Unit Lease and Completed Census Form must accompany the copy of lease agreement. Failure to submit required documents can result in fines.

Prohibited when leasing:

- Subleasing
- Leases or terms of a lease of less than one (1) year duration
- Lease of the unit to a third party for hotel or transient purposes
- More than two (2) persons per bedroom
- No townhouse owner may lease less than an entire unit

All unit owners are responsible for providing tenants with a copy of the Association's Rules and Regulations and ensuring that tenants are familiar with same. All unit owners are responsible for their tenants' actions while living in the community.

The Montgomery Woods Homeowners Association, Inc. reserves the right to request additional information relative to terms of lease.

SHOWERS AND BATHTUBS

Homeowners are responsible for any damage caused by their own individual plumbing. Homeowners may notice leaks evident in their first floor ceilings that could be coming from their shower stalls and bathtubs. As water can travel down or across a beam, the leak does not always show up directly under your bathroom areas. Standard maintenance for all homeowners requires annual caulking and re-grouting of bathtubs and tile walls and floors in your bathroom areas. This is a simple maintenance procedure and very inexpensive as the material needed can be purchased at any local home improvement store.

It is suggested that all homeowners re-caulk their bathtubs where the tile wall meets the top of the tub once per year. This prevents water from getting between the tub and tile and seeping through the wallboard.

Loose or deteriorating grout is another opportunity for water to soak through the wallboard. The toilet seal should also be checked annually.



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SNOW REMOVAL

As a homeowner, you are responsible for removing the snow from your driveway and front walk. The community contracts to have snow removed from roadways and visitor parking. Snow removal will not begin until two (2) inches of snow has fallen. In the event of a forecasted four (4) inches or less, snow removal will commence once the storm has ended. In the event of a longer, heavier snowfall, the contractor will clear roadways to allow for emergency vehicles. Every effort will be made to have roads and parking areas cleared by 6:30 a.m. or between 4 - 7 p.m. Final and complete cleanup will begin once the snowfall has stopped. Vehicles in visitor parking must be moved to an alternate location so the contractor can clear these areas. Final cleanup includes bus stops, mailboxes and fire hydrants.

SOLICITATION

Solicitation is not allowed in the community.

TELEVISION / RADIO / SATELLITE ANTENNAS

Patriot Cable provides cable television. Connection to the cable system is the responsibility and expense of the unit owner or resident.

Completion of an Owner's Notice Regarding Installation of a Satellite dish must be submitted prior to placement of a satellite dish. The form is included in this handbook and can also be obtained through the management company.

Antenna installation must also be pre-approved by the Architectural Committee.

Any damage to the unit as a result of installation is the responsibility of the unit owner.

TRASH AND RECYCLING COLLECTION

A private contractor provides trash collection twice weekly. Trash can attract birds and animals; therefore residents are requested to place trash in covered refuse containers. Refuse containers can be placed at curbside beginning after sundown on the day before collection and no later than 7 a.m. on the day of collection. Residents should put away emptied trash containers on the day of collection. Trash containers are not permitted to be stored on the exterior of the units.

Recycling within Montgomery Woods is provided by Somerset County on a biweekly basis. Blue recycling containers are available for a fee from the Somerset County Office of Waste Management in Somerville. Recycling schedules are also available upon request.



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Recyclable materials should be placed curbside beginning after sundown on the day before collection and no later than 7 a.m. on the day of collection. Residents should put away emptied recycling containers on the day of collection. Recycling containers are not permitted to be stored on the exterior of the units.

If for some reason residents are unable to place and remove recycling and trash containers, they are encouraged to make arrangements with neighbors.

For pickup of furniture and appliances, residents may call the disposal company. The management company can provide the name and telephone number of the contractor. Bulk trash collection is at the expense of the unit owner.

UNITS

Units are private residences. No unit may be used for commercial activity.

No unlawful use shall be made of any unit. Each unit owner, tenant, occupant and / or guest shall comply with federal, state and local governmental laws, ordinances and regulations.

No flammable, combustible or explosive substances, including gasoline, propane, or butane may be kept in any unit.

Windows and sliding doors, if covered, must be treated with window coverings such as curtains, draperies, shades or blinds.

VISITOR PARKING

Visitor parking lots are provided for people visiting residents of Montgomery Woods and specifically are not to be used by residents themselves. Residents of every townhouse have space for a minimum of two cars in each driveway plus a garage. Unless notified by newsletter or other means, parking space for excess vehicles or for long-term parking is available at River Road House on 300 River Road. The Association considers a resident's personal driveway or his/her garage to be the most reasonable and convenient parking area for him / her. Violators can be towed and fined.

WASHING MACHINE HOSE REPLACEMENT

Every four years each unit owner shall replace the washing machine hose on the unit's washing machine. Each unit owner shall provide to the Association a certificate stating that the unit's washing machine hose has been replaced. Unit owners without a washing machine shall be required to submit a certification stating that their unit does not contain a washing machine. Each unit owner must send to the Association a copy of the bill from the plumber who has performed the service or a copy of the sales receipt if a homeowner bought the hose himself or herself and has installed same. If a homeowner buys the hose, he/she must certify in writing to the Association that it has been properly installed, along with a copy of the receipt. At no time shall the Association be responsible for any



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damages arising from inspection, replacement or failure to inspect or replace a washing machine hose. If the Association's insurance coverage is required to pay for any damage caused by a washing machine hose, the deductible will be the responsibility of the unit owner.

Check your washing machine hoses for signs of wear. Always turn off water supplies to your washing machine when not being used.

WINDOWS, DOORS AND GARAGE DOORS

Windows:

1. All repairs, maintenance and replacement of windows are the responsibility of the homeowner.
2. Window replacements must match existing windows in appearance.
3. The only exception to item #2 is the second floor loft window that may be replaced to match the appearance of either the original window, the double-hung windows in the unit or the first floor patio doors.
4. An application for installation of new window frames must be submitted to the Architectural Committee for approval prior to beginning work.
5. The window must be double-hung prefinished in white on the exterior with insect screen and six light grills. Considerations in selection of window should be efficiency, performance, and preservation / enhancement of property value similar to manufacturers such as Anderson, Pella, Marvin, Thermal-Gard or brands of equivalent quality.
6. All windows are required to be flanged, or "new construction" windows.

Patio Doors:

1. All repairs, maintenance and replacement of sliding doors – including glass panels – are the responsibility of the homeowner.
2. Patio door and glass panel may be replaced with sliding or "French type" doors with or without mullions.
3. The trim of "French type" doors must be painted the same color as the exterior of the building. Information regarding paint color can be obtained from the management company.
4. The maintenance, repair and replacement of either type of door is the responsibility of the homeowner.
5. An application for new doors must be submitted to the Architectural Committee for approval prior to beginning work.

Front Doors:

Repairs, maintenance and replacement of front doors, including the glass installed by the developer, are the responsibility of the Association when such work is necessary because of normal wear and tear. Work needed that is not the result of normal wear and tear is the responsibility of the homeowner. An application for new doors must be submitted to the Architectural Committee for approval prior to beginning work. Replacements must match the existing doors;



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front door handles should match the original installation as closely as possible. Information is available through the management company.

Garage Doors:

Repairs, maintenance and replacement to garage doors is the responsibility of the Association when such work is necessary because of normal wear and tear. Work needed that is not the result of normal wear and tear is the responsibility of the homeowner. An application for a new door must be submitted to the Architectural Committee for approval prior to beginning work. Replacements must match the existing door. Information is available through the management company. Mechanical parts, including door openers, are the responsibility of the homeowner.

PENALTIES AND FINES

Owners who violate the rules or permit their tenants or guests to violate rules may be subject to fines, suspension of membership in the Association, and use of common property.

The following procedures will apply to any unit owner or tenant found in violation of stated rules and regulations:

A written letter of violation will be sent to the unit owner (and unit tenant if appropriate) outlining the specific violation.

The unit owner / tenant will have ten (10) days from the date of the letter to correct the violation and respond in writing to the management company stating that the violation has been rectified. The unit owner / tenant may also request a hearing.

If the management company has not received a written response from the owner / tenant within the 10 day grace period, there will be a re-inspection of the property. Upon re-inspection, if the specific violation continues to exist, a fine appropriate to the specific violation can be issued. The management company will notify the owner / tenant in writing stating that the fine will be levied on the owner's account. The fine can accumulate on a weekly basis if the violation remains uncorrected. Fines can be reissued for reoccurrence of the specific violation.

Fines:

All violations to the Montgomery Woods Homeowners Association, Inc. rules and regulations are subject to the following fines per violation, per offense, per week:

| | |
|--------------------------------|----------|
| Exterior Improvement Violation | \$ 50.00 |
| Lease Violation - Annual | \$100.00 |
| Storage Violation | \$ 25.00 |
| Pet Violation | \$ 25.00 |



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| | |
|--------------------------------|----------|
| Behavior / Noise Violation | \$ 25.00 |
| Vehicle Violation | \$ 50.00 |
| Washing Machine Hose Violation | \$ 25.00 |
| Window Covering Violations | \$ 25.00 |
| Other | \$ 25.00 |

Vehicle violations also carry the possibility of towing at the owner's expense. In addition, parking in front of mailboxes, cul de sacs, or fire hydrants may also result in the issuance of a summons / fine from local law enforcement authorities.



APPEAL PROCESS FOR COMMUNITY VIOLATIONS

As stated in the section on Penalties & Fines, if the unit owner and / or tenant believe a violation is unwarranted, a hearing can be requested before the Board of Trustees or the Covenants Committee. The management company must receive a written appeal letter from the unit owner within the 10-day grace period outlined above requesting a hearing. Once the management company receives an appeal letter, a hearing date is scheduled. It is the responsibility of the unit owner to attend the hearing or to have their designee present at the hearing. All participants at the hearing will be given the opportunity to explain their position on the subject.

Once all parties involved in the hearing have completed their statements, the Board of Trustees or the Covenants Committee will adjourn the hearing session to a closed session for discussion and ruling. The Board of Trustees or the Covenants Committee shall issue a written interpretive ruling regarding the violation within thirty (30) calendar days after the hearing.

Any decision of the Covenant Committee may be submitted to the Board of Trustees within thirty (30) days after receipt of a written decision of the Covenants Committee. If the appeal petition is not filed within the 30-day period, the decision of the Covenants Committee shall be final. For the good cause shown, the Board of Trustees shall have the power to extend the appeal period on an individual case basis for any time it deems appropriate under the circumstance.



FORMS

- Application for Architectural Review
- Application for Landscape Review
- Census Form
- Committee Sign-Up Sheet
- Installation of a Satellite Dish
- Pet Registration
- Lease Rider

NO NEED TO REMOVE FORMS FROM THIS BOOKLET

Forms are available from the management company:

Piazza & Associates, Inc.
216 Rockingham Row
Princeton Forrestal Village
Princeton NJ 08540
Tel: (609) 786-1100
Fax: (609) 786-1105
E-mail: OurManager@cs.com

MONTGOMERY WOODS HOMEOWNERS ASSOCIATION APPLICATION FOR ARCHITECTURAL REVIEW

Homeowner Name _____ Date _____

Signature _____ Home Tel _____

Unit Address _____ Work Tel _____

()Ashwood ()Birchwood ()Cherrywood ()Devonwood ()Erinwood

E-mail: _____

Any change or addition to the **exterior** of your home or lot must have **PRIOR written approval** of the Architectural Committee appointed by the Board of Trustees before any work is undertaken. (Please refer to the Public Offering Statement: Declaration of Covenants, Conditions and Restrictions, Article III, Section 3.12, or contact the Management Office.)

Description of proposed change: _____

(i.e., deck or patio alterations or additions, satellite dish installation, door/windows replacements, etc. Please include sales brochure or "cut sheet" with product description when applicable.)

Construction Material (be specific): _____ Color _____

Dimensions _____ Proposed Completion Date _____

Deck and patio applications must include a detailed drawing or plot plan, showing location, size (l x w x h) and other descriptive information in compliance with all provisions of the MWA Patio & Deck Policy dated 8/1/90, revised 6/18/92.

The Architectural Committee will act upon your application within 30 days of receipt. Applicants must be in good standing with all fees paid and with no current violations of rules. You will be advised of the Committee's decision in writing, with terms and conditions of approval, if any. **No work may commence until you receive written approval, and all work must comply with the terms and conditions of approval.**

Other Important Information:

1. In the case of a deck, you must obtain a building permit prior to construction from the Montgomery Township Building Inspector. All alterations must comply with applicable law. A copy of the Township building permit must be forwarded to Piazza and Associates when received. Any approval by the Architectural Committee has no bearing on Township approvals.

2. If your application is approved, you will be required to provide evidence that your contractor has adequate insurance coverage. It is recommended that you obtain proper insurance to protect yourself from any liability that may arise on your part.

3. You will be required to release and indemnify the Association, in the form of a restrictive covenant, from any liability or maintenance responsibility that may arise as a result of the approval and implementation of your application.

4. This completed, signed and dated form, a copy of your filed deed and a check made payable to "Piazza & Associates, Inc." for \$88 is required before any approval will be granted.

Please mail to: Montgomery Woods Homeowners Association
c/o Piazza & Associates, Inc., 216 Rockingham Row, Princeton Forrestal Village, Princeton, NJ 08540

MONTGOMERY WOODS HOMEOWNERS ASSOCIATION
APPLICATION FOR LANDSCAPE REVIEW

Homeowner Name _____ Date _____

Signature _____ Home Tel _____

Unit Address _____ Work Tel _____

E-mail: _____

Any change or addition to the **landscaping** of your property or adjacent common ground must have **PRIOR written approval** of the Landscape Committee before any work is undertaken.

Describe proposed change in detail, including species and varieties of plants to be removed and/or planted; materials to be used for landscaping structures (e.g., railroad ties, etc.); and any other pertinent details.

If the work will be performed by a third party, please provide the vendor's name, address & phone number:

Please attach a sketch of the work.

The Landscape Committee will act upon your application within 30 days of receipt. Applicants must be in good standing with all fees paid and with no current violations of rules. You will be advised of the Committee's decision in writing, with terms and conditions of approval, if any. **No work may commence until you receive written approval, and all work must comply with the terms and conditions of approval.**

Other Important Information:

Vendors must be held responsible for all underground utility locations and, in addition, they must provide a Certificate of Liability and Workers Compensation insurance. These requirements must be incorporated in your contact with your vendor. Although not necessary, vendors typically include a one-year replacement guarantee.

Homeowners are responsible for proper maintenance of any landscaping work on their private property.

It is recommended that you obtain adequate insurance to protect yourself from any liability that may arise related to this project.

Please mail to: Montgomery Woods Homeowners Association
c/o Piazza & Associates, Inc., Princeton Forrestal Village, 216 Rockingham Row, Princeton NJ 08902

MONTGOMERY WOODS HOMEOWNERS ASSOCIATION
CENSUS FORM

In order to maintain our records and enable our management company to respond to various community needs, please complete the information below and return to:

Montgomery Woods Homeowners Association
c/o Piazza & Associates, Inc.
216 Rockingham Row
Princeton Forrestal Village
Princeton NJ 08540

Unit Address: _____

Number of Occupants: _____ Adults _____ Children _____

Owner's Name: _____

Owner's Mailing Address (if different than unit): _____

Owner's Home Phone: _____ Owner's Work Phone: _____

If you rent your unit, please provide the following information

Tenant's Name: _____

Tenant's Home Phone: _____ Tenant's Work Phone: _____

Number of Vehicles: _____ (Please provide details below)

#1 – Make / Model _____ Color _____ Plate # _____

#2 – Make / Model _____ Color _____ Plate # _____

#3 – Make / Model _____ Color _____ Plate # _____

In the event of an emergency, please notify (other than owner or tenant)

Name: _____

Address: _____

Phone Numbers: (home) _____ (work): _____

**MONTGOMERY WOODS HOMEOWNERS ASSOCIATION
COMMITTEE SIGN-UP SHEET**

I am interested in knowing more about and / or joining the:

() Architectural Committee

- Reviews applications for modifications or alterations to the exterior of homes or lots;
- Visits the site of the proposed changes and talks with the homeowner regarding any conditions and / or revisions of the proposed changes;
- Approves or denies proposed changes based on the original Declaration of Covenants, Easements, Conditions and Restrictions.

() Covenants Committee

- Ensures resident compliance with the governing documents, regulations and resolutions;
- Holds hearings if needed to resolve disputes.

() Government Relations Committee

- Follows developments and actions within Montgomery Township and neighboring communities that affect Montgomery Woods, such as sewer fee assessment, speed limits and signage on Blue Spring Road;
- Hosts a community meeting in February to discuss issues.

() Landscape Committee

- Reviews the common grounds of the community;
- Proposes landscaping and plantings to enhance and maintain the beauty of Montgomery Woods.

() Newsletter Committee

- Writes and edits the quarterly newsletter for the community;
- Solicits articles from residents.

() Welcome Committee

- Visits new residents and provides them with information about the community;
- Provides answers to questions new residents may have.

() Other

Ad hoc committees are needed from time to time:

I have knowledge / expertise and could help with _____
(e.g., finance, engineering, public relations, web work, records management . . .)

Name: _____

Address: _____

Telephone: _____ E-Mail _____

Please complete the form and return it to the Board of Trustees at any meeting or mail it to:
Montgomery Woods Homeowners Association, Inc.
c/o Piazza & Associates, Inc. / 216 Rockingham Row / Princeton NJ 08540

MONTGOMERY WOODS HOMEOWNERS ASSOCIATION

HOMEOWNER'S NOTICE REGARDING INSTALLATION OF A SATELLITE DISH

Please Provide the Following Information

1. Name of homeowner giving notice:

2. Homeowner's address:

Address of proposed dish installation (if different from above):

3. Homeowner's daytime telephone number:

4. Homeowner's evening telephone number:

5. Please indicate the color of the satellite dish that the homeowner seeks to install and maintain (gray is preferred):

Since satellite dishes function properly at or above the unit roofline, that location serves as a first choice.

6. Please describe specifically where the satellite dish that the homeowner seeks to install and maintain shall be affixed to the exterior of the building (use reverse side for a diagram if needed):

7. Please describe specifically how the satellite dish that the homeowner seeks to install and maintain shall be affixed to the exterior of the building:

8. Please identify the individual name and business affiliation, if applicable, of the person and / or entity that shall be responsible to install the satellite dish:

Submitted by (print Homeowner's name):

Homeowner's / Submitter's Signature: _____

Date: _____

MONTGOMERY WOODS HOMEOWNERS ASSOCIATION
PET REGISTRATION

Date: _____

Unit Owner's Name: _____

Resident's Name: _____

Address: _____

Home Phone: _____ Work Phone: _____

I keep the following pet(s) in my home:

1. Dog: Breed: _____ License: _____

Name: _____ Age: _____

Color: _____ Weight: _____

2. Cat: Breed: _____

Name: _____ Age: _____

Color: _____ Weight: _____

Additional Cats or Dogs in Household

(Please list pet description, name, breed, age and color of pet)

Owner or Tenant Signature: _____

Please return to: **Montgomery Woods Homeowners Association**

c/o Piazza & Associates, Inc., 216 Rockingham Row, Princeton, NJ 08540

Please attach Proof of Licensing and Rabies Vaccination. Include a picture of pet if possible.

MONTGOMERY WOODS HOMEOWNERS ASSOCIATION

Lease Rider

This Rider to Unit Lease is made and entered into this _____ day of _____
by and between _____ (hereinafter referred to as "Unit
Owner") and _____ (hereinafter referred to as "Tenant").

It is agreed and understood as follows:

1. ASSOCIATION PROVISIONS

The Unit Owner assigns all rights and privileges associated with ownership of a Unit in Montgomery Woods ("Development") to the Tenant, except as specifically set forth below.

However, the Unit Owner exclusively retains the right to vote, to affect the ownership interest, to hold office in the Association and to receive insurance and other awards and proceeds. In addition, the Unit Owner remains liable for the payment of the common expense assessment.

Unit Owner will be liable for the acts of the occupants of the Unit or for the acts of employees during the course of work contracted for by Tenant with such employees.

Tenant must communicate with the Association through the Unit Owner and notify Unit Owner whenever Tenant receives any communication from the Association.

Tenant agrees to abide by the terms and conditions of the governing documents for the Development ("Governing Documents"). The Default of any requirement applicable to occupants under the Governing Documents and Board resolutions is a default of this lease.

Tenant acknowledges receipt of a copy of the Governing Documents. Tenant understands that the Association can take enforcement action directly against the Tenant for breach of the Governing Documents or Board resolutions, as if it were the Unit Owner. The Association may also levy fines and other penalties against the Tenant as well as the Unit Owner.

2. COMMON ELEMENTS

The Common Elements are provided to accommodate the occupants of the Development. To the extent permitted by law, Tenant may use those areas subject to the Governing Documents and the policies of the governing board of the Association ("Board").

3. INJURY, DAMAGE OR LOSS

Tenant promises to give the Unit Owner and the Association prompt notice of any accident to or defects in the water pipes, gas pipes, heating apparatus, or other equipment or appliances in the Unit.

To the extent permitted by law, the Association will not be liable for any package left with any of the Association's employees, or any loss by theft or otherwise.

The Association may enter the Unit without the consent of Tenant in case of emergency.

Authorized agents of the Association may enter the Unit with the Tenant's consent at reasonable times after giving reasonable oral and written notice. Such entries may be

MONTGOMERY WOODS HOMEOWNERS ASSOCIATION

Lease Rider

made to inspect the unit, to make necessary or agreed-to-repairs, alterations, improvements, and to supply necessary or agreed-to-services.

4. RIGHT TO ENTER THE UNIT

The Association will have all other rights to enter the Unit as may be provided by law.

The Association shall not be responsible for any damage resulting from such entries, except damage caused by its own negligence.

5. DAMAGE CAUSED BY TENANT

Tenant is liable to the Unit Owner and the Association for any damage sustained by the Unit Owner or the other Unit Owners of the Development or the Association, and caused by the Tenant or the guests, family, agents or employees of the Tenant.

6. ALTERATIONS

Tenant will make no alterations, additions, or improvements to the Unit without the prior written approval of the Board. The Association must also approve the time and manner of performing the work.

7. RULES

Tenant will comply with the rules and regulations of the Association. These rules and regulations may be modified or supplemented by the Association from time to time. Tenant will also comply with the Municipal Code regulating the number of people allowed to reside within a unit.

8. POWER OF ATTORNEY

In the event the Tenant is disorderly or disruptive, allows destruction, damage, or injury to the premises, or in any other way fails to comply with the Governing Documents, and the Unit Owner fails to institute and diligently prosecute an eviction action against the Tenant for good cause as set forth in N.J.S.A. 2A: 18-G1.1 (which includes, but is not limited to disorderly conduct, willful or negligent destruction of the premises, and violation of rules and regulations) the Association shall have the right to institute and prosecute such action as attorney-in-fact for the Unit Owner and at the sole cost and expense of the Unit Owner, including all legal fees incurred. Said cost and expenses shall be deemed to constitute a lien on the Unit.

9. OCCUPANTS

The Unit will be occupied by no more than _____ persons, whose names and ages are listed below for identification purposes for Association record keeping:

MONTGOMERY WOODS HOMEOWNERS ASSOCIATION
Lease Rider

IF PERSONS OTHER THAN THOSE LISTED ABOVE OCCUPY THE UNIT, THE TENANT WILL BE IN VIOLATION OF THIS LEASE AND SUBJECT TO EVICTION

10. PETS

The Unit Owner has agreed to permit the Tenant to keep only those domestic pets listed below, if any, subject to the rules and regulations of the Association.

Dated this _____ day of _____

WITNESS:

_____ BY: _____
(Unit Owner)

WITNESS:

_____ BY: _____
(Tenant)

(Tenant)

ADDRESS OF UNIT: _____

Piazza & Associates Inc.
216 Rockingham Row
Princeton NJ 08540

Re: Automatic Payment of Monthly Service Fees

I/We hereby authorize Piazza & Associates, Inc., as Manager for Montgomery Woods Homeowners Association, Inc., to arrange for a direct charge to my/our checking account # _____ at _____ Bank on the first of each month or, if the first falls on a weekend or Bank holiday, on the next business day, in the amount of \$260.00 for charges payable Montgomery Woods Homeowners Association.

These payments will commence _____ and continue until I/we notify Piazza & Associates, Inc. to the contrary in writing.

I/We also authorize Piazza & Associates, Inc, as Manager for Montgomery Woods Homeowners Association, to change said payments, as required.

My/Our current payment is as follows: \$260.00 per month.

Sincerely,

Signature

Name (Please print)

Address

Telephone _____

Resident Account # _____

(Please attach cancelled or voided check)

Accepted by: _____

Date _____