

**CHERRY HILL VILLAS
at NEVILLEWOOD**

HOMEOWNERS' ASSOCIATION

RULES AND REGULATIONS

Executive Board Approval, May, 2006;

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CHERRY HILL VILLAS HOMEOWNERS' ASSOCIATION EXECUTIVE BOARD

STATEMENT OF PURPOSE

The Rules and Regulations as stated herein and in the First Amended and Restated Declaration of Cherry Hill Villas at Nevillewood, a Cluster Community, are intended to ensure that all residents enjoy the benefits and highest standards of safety, comfort and privacy. Because the lifestyles of the residents of our community vary widely, it is important for everyone to adhere to these Rules and Regulations. This will assure that the rights of all are maintained. The Rules and Regulations serve another important purpose. Residents commonly own all “common elements” in the community. “Common elements” means all real estate within the community owned by or leased to the Association. These include the clubhouse, the pool/fitness center and park area for the community, all landscaping on the common elements in the community and all exterior lighting for the community not contained on the unit. These Rules and Regulations provide for a standard of excellence in the presentation of this common property crucial to the economic value of each and every unit. Individual variability will diminish the appearance and the market value of the units located in the Cherry Hill community.

The content herein shall be seen as a modification to the provisions of the First Amended & Restated Declaration of Cherry Hill Villas at Nevillewood, a Cluster Community. All owners of Cherry Hill Villas shall sign this document at closing. These rules and amendments will bind all present and future owners, mortgagees, leases and occupants of the units and their agents, employees and guests. The Amended Declaration contains conditions and restrictions and rather than repeating them, these supplementary Rules and Regulations refer the reader to the appropriate section of the Declaration. Only amplifications, changes, additions and extensions are contained in this document.

ALTERATION/CHANGE REQUEST PROCEDURE

The First Amended and Restated Declaration of Cherry Hill Villas at Nevillewood documents the responsibilities of the Executive Board. Residents may request the Executive Board to consider variations and exceptions to the Rules and Regulations contained in the Declaration as well as rules contained herein through the process described below.

Changes to the physical design that were established by the developer and maintained by the Cherry Hill Homeowner's Association are called variations. All other changes are considered exceptions to the Rules and Regulations. Any variation or exception must meet the following criteria:

- The change must be beneficial to the resident and preserve the community's appearance in its application.
- The change cannot affect the appearance of the villa such that there is the potential for a reduction in economic value.
- There is an absence of negative impact on the rights of another unit owner and on the rights of the community.
- There is no future economic implication for the Homeowner's Association that might include maintenance costs or liabilities.
- The resident must have the sub-contractor performing the work provide an insurance certificate naming CHVNHA as an insured party.
- There are no health or safety issues for residents, guests or the public.
- There is no violation of local, state or federal law.
- The change preserves the spirit, intent and purpose of the Cherry Hill Homeowner's Association.

Residents should understand that variations and exceptions will not be common but will be granted for good reason. The process for requesting the change is as follows:

1. The unit owner shall complete a Request for Approval of Alterations, Change Form. This Change Form is available by contacting the Management Company ((jpetz@omni-property.com 724-749-5020). The owner must submit the Alterations/Change Form, along with the necessary documentation, including approval signatures of neighbors to the Management Company, who will present all requests to the Executive Board. The documentation will include as applicable:
 - Plans consisting of specifications that detail the nature, kind, shape, dimensions, materials and location of the requested change.
 - Demonstration that such a change will not adversely affect any neighboring unit or common areas along with a discussion of the benefits of the requested change.

2. The Executive Board shall forward the request package to the appropriate Association committee (Rules & Regulations, Clubhouse, Pool/Fitness Center, Major Maintenance, etc.). The committee will review the request at its next meeting.
3. The requesting unit owner will provide copies of the request package to all other unit owners who might be reasonably affected by the requested alteration.
4. The applicant and affected unit owners and any other resident may attend the committee review meeting.
5. The committee will review the request package and may inspect the property to determine if the requested change is in the best interests of the Cherry Hill Community.
6. The reviewing committee will make a recommendation for approval or rejection to the Cherry Hill Association Executive Board.
7. After an Executive Board review, the Board will either approve, approve with contingencies, or reject the requested change. The Board's decision communicated in writing to the unit owner within 45 days from receipt of the Request for Change Form. If the decision is not favorable, the applicant can request a hearing before the Executive Board at its next scheduled meeting. This hearing will be open to the applicant and any other interested residents.
8. **Exterior changes not approved by the Executive Board of the HOA are subject to fines as set by the Board on a case by case basis.**

COMMON GROUND AND PROPERTY

Statement of Purpose

The term "villa" refers to a form of property ownership in which there are two forms of ownership: individual and common. An owner is both the sole owner of the living quarters (the unit) and one of many mutual owners of common elements an owner may use and enjoy along with the other owners. Common elements are all real estate within the community, which is owned by or leased to the Association. Common elements in the community include: the clubhouse, pool/fitness center and park area for the community, all landscaping of the common elements in the community, and all exterior lighting for the

community not attached to a unit. In this section, the Rules and Regulations clarify the residents' rights with regard to ownership categories.

Within the cluster community, the unit owner and the community as a whole share in rights and responsibilities. The First Amended and Restated Declaration of Cherry Hill Villas at Nevillewood defines two categories of common property, namely common elements (see above paragraph) and controlled facilities. Controlled facilities are all real estate within the community which is part of a unit, but which is maintained, improved, repaired, regulated, managed, insured and/or controlled by the Association. Controlled facilities include:

- All real estate comprising the units.
- The standard patios, decks, and /or porches for all units.
- All lawns and standard landscaping on the units.
- The roofs, gutters, down-spouts, soffit, fascia, siding, and masonry for all units.
- The asphalt driveways and concrete walkways on the units.
- All exterior lighting attached to the units.
- The lamp posts on the unit (1 per unit) provided, however, that each unit will be wired to include as a part of its electrical service the lighting contained on that unit, including the lamp post, so that the costs of lighting, light bulbs and sensors for that lighting will not be a controlled expense.
- The air conditioning fence, patio fence and added gates (painting only) with the exception of latches and other hardware.

Repair of normal wear and tear of these controlled facilities is the responsibility of the Association. Otherwise, the responsibility is that of the homeowner. The Cherry Hill Villa owner is responsible for exterior doors, garage doors, and windows.

Each unit owner is responsible for the maintenance, repair and replacement of his/her unit other than controlled facilities; provided, however, that in the replacement of any items in the unit owner is required to replace, the unit owner shall be required to use or purchase the same quality/color of materials as those being replaced. Approved alterations to the unit are the responsibility of the homeowner.

These Rules and Regulations in total were adopted by the Cherry Hill Homeowner's Association Executive Board on the 18th day of April 2016. This amended version, May 2022, supersedes all prior versions.

The First Amended and Restated Declaration provides a broad definition of rules which are not repeated herein. Residents should refer to the Declaration for the following:

- Walks and entrances, paragraph 7.1.14
- Nuisances, offensive activity, paragraph 7.1.11
- Clothes, sheets, laundry, paragraph 7.1.12
- Rubbish, debris, paragraph 7.1.12

- Dangerous material, paragraph 7.1.9
- Unlawful use, paragraph 7.1.1
- Appliances, noise, paragraph 7.1.13
- Hot tub, Jacuzzi, etc., paragraph 7.1.16
- Trailers, tents, boats, etc. paragraph 7.1.6

Renters and Guests – The Cherry Hill Declarations allow the lease or sublease of a complete Villa (only). A written lease must be evidenced and shared with the Cherry Hill Board within ten days of lease. Lessees are bound to all Cherry Hill rules. Guests who are relatives of Villa owners may “occupy” Villas for extended periods but must be registered by the owner with the HOA Board. Guests occupying Villas are subject to all Cherry Hill HOA rules and the owner of the Villa is responsible for guests following the rules.

Parking

Paragraph 7.1.18 of the First Amended and Restated Declaration contains parking guidelines for vehicles within the common areas of the villas. Residents and guests should park in their garage or in front of their garage doors. Whenever possible and unless it creates a hazard or inconvenience, residents and guests should occupy all available driveway space in and in front of the garage doors, usually four spaces first and then the overflow of guests must park in the public parking spaces.

Guest parking on the street is permitted except between the hours of 2M and 6 AM. Resident use of public parking spaces is acceptable on an occasional basis, but the Executive Board must approve extended use (24 hours or more). If at any time, a vehicle (other than those described under the section on “Commercial trucks, Trailers or Vans”) is to be parked overnight in a public space, the Management Company (Jpetz@omni-property.com 724-749-5020) must be notified and provided with the request, including the make of the car and license plate number. Cars parked overnight without permission will be towed at the owners expense.

Curb and driveway selling of vehicles is prohibited. No repairs, except minor repairs taking less than twenty-four (24) hours, may be made to automobiles or motorcycles in any of the driveways of a Unit.

Quad area turn-around spaces were not designed to be utilized on a regular, ongoing basis, particularly if parking in that location creates an inconvenience and hazard for others parking and turning around in the same driveway. This space was designed as a quad area turn around space as well as for snow removal deposit.

As all driveways in Cherry Hill vary, if you find that a resident or resident’s guest parking in this area is causing an inconvenience or hazard to you, please contact the Management Company (jpetz@omni-property.com 724-749-5020), who will communicate with the resident to avoid the inconvenience/hazard.

Commercial Trucks, Trailers or Vans

Paragraph 7.1.18 of the First Amended and Restated Declaration states that no commercial trucks, commercial trailers or commercial vans may be parked in the Community for more than the time required to make a delivery or pick-up from a Unit. Motorcycles and recreational vehicles may be parked in unit garages but may not be parked in outdoor areas of the Community for more than three (3) consecutive hours or six (6) total hours in any twenty-four (24) hour period. Recreational vehicles such as campers, boats, trailers, etc. are not to be parked on Cherry Hill property without prior Executive Board approval. Unauthorized vehicles on the Cherry Hill property will be subject to towing. The management company, (jpetz@omni-property.com or 724-749-5020) must be notified and provided with any special requests, including all details of the request being made.

In an effort to preserve the driveways, the Cherry Hill Board has attempted to limit heavy commercial vehicles from utilizing the asphalt areas on a regular basis. Restricted vehicles would include those commercial vans, trucks, etc. which have a load area more 10 feet long or weigh more than 10,000 lbs. Small repair vans, pick-up trucks etc. are permitted for the time required to perform the work or make the delivery or pick-up from the Unit.

If a resident owner, on a limited occasion, has scheduled a delivery whereby a larger commercial vehicle must access the driveway, the resident may do so at the risk of his/her expense for damages under the following conditions:

At least 24 hours prior to the delivery, the resident must notify the Management Company, (jpetz@omni-property.com or 724-749-5020), sign a waiver, and provide the name of the delivery company, the reason for the delivery and the estimated time the delivery/pick-up will occur.

1. The resident should take pictures of the driveway area immediately prior to the delivery and provide them to the Management Company.
2. Following the delivery, the resident should contact the Management Company indicating that the delivery has been completed and again take pictures of the driveway and provide them to the Management Company. The Management Company will additionally promptly inspect the area.
3. It is understood that any damage done to the driveway and/or mulched and grassed areas will be repaired at the expense of the resident.

Lawn Pole Lights

The lawn pole lights of each unit are designed to enhance security and provide a pleasing nighttime appearance. Residents are required to replace burned out bulbs within a reasonable period of time. Bulbs used should be consistent color of bulbs in Cherry Hill –” soft white” (yellowish color not white). No plant hanging is permitted on the lawn pole. Any damage to the cross bar is the responsibility of the resident. No objects are to be hung on porch lights.

Doors

The appearance of the front doors will be as installed by the developer, or if the door is replaced, as close as possible to the developer's installation. Frontdoors should be refinished using the Therma-Tru Finishing System and the color is Light Oak. The product is available at 84 Lumber in Bridgeville and perhaps may be available at other locations as well. Storm doors are to be Sandstone in color – Larson or Andersen preferred.

Garages

Garage doors shall be closed except when in operation. (Article VIII, Section 8.12 Parent Declaration). Garages may be open when a resident is actively working in the garage or around the unit. Additionally, at any time, a garage door may be open for ventilation purposes a maximum of 18". If garage doors need painting, the color is Sandstone.

Signs, Advertisements and Decals

No sign, notice or advertisement will be placed on a unit, exposed at a window or placed on the common ground without the express written agreement of the Executive Board. All requests for permission shall be submitted to the Executive Board in writing using the Request for Change Form. The documentation will identify the material to be posted, stating its purpose, location and the anticipated duration of the posting. The exceptions to the rule are:

- "Tot finder" or "Pet Finder" decals.
- A security protection lawn sign, smaller than one square foot.
- Community unit number signs, design and placement defined by the Executive Board.
- A unit owner attempting to sell his /her unit may place a "For Sale" sign outside of his/ her unit which complies with the provisions of the local ordinance of *Collier Township* (Paragraph 7.1.5 Amended and Restated Declaration) as well as the requirements of the Nevillewood HOA.

Estate Sales

One estate sale is permitted per resident. The Nevillewood Master HOA and the Cherry Hill HOA must be notified (jpetz@omni-property.com or 724-749-5020) in advance of a sale. Any signs regarding the estate sale can only be placed on the day of the sale and removed that same day.

Outdoor Storage & Outdoor Recreational Equipment

Paragraph 8.14 of the Parent Declaration is referenced for specifics. All tools, toys, bicycles, portable basketball hoops, and other large personal items must be stored within the unit when not in use. Playground equipment such as swing sets are prohibited.

Dumpster Use - A “lift off” type dumpster no larger than 11 cubic yards (11 feet in length) is permitted for the duration of a remodeling project. The Cherry Hill HOA Board must be notified in advance of delivery by contacting Jpetz@omni-property.com or 724-749-5020 with information about the size of the dumpster and the expected length of time that the dumpster will be present. The dumpster must be situated in front of the garage door and not inhibit access or egress from neighboring villas.

Storage Pods – are permitted for no longer that seven days. The Cherry Hill HOA Board should be notified in advance via Jpetz@omni-property.com or 724-749-5020. Fines are applicable after seven days.

Garbage and Recyclables

Refuse and garbage cans are to be stored within the unit to prevent animal foraging. Garbage and recycling are not to be placed at the curb until after 6 pm DST (5PM EST) the night prior to pick up (*Collier Township Policy*). Trash and garbage must be placed in a closable can with a lid. Extraordinary overflow refuse must be placed in a heavy duty, animal proof, “contractor” black bag. Pickup is delayed a day on major holiday weeks (*refer to Collier Township Newsletter*). Trash cans are to be returned to their units on the same day as pickup. Common areas are to be kept free and clear of rubbish, debris or unsightly material (Paragraph 7.1.12 First Amended and Restated Declaration).

Furniture

Outdoor furniture is permitted only on the patio surface. Securing patio furniture during inclement weather is the responsibility of the homeowner along with any damage incurred. Pole mounted lanterns/ torches for lighting, pole mounted electronic heaters and electronic devices to eliminate insects are not permitted. Portable grills using charcoal or bottled gas must be stored on the patio or within the unit. Residents are responsible for repair of the siding, brick and painted surfaces damaged by heat. Gates for the patio area must follow the standard HOA architectural guidelines. Questions should be referred to Omni Property Management, Jpetz@omni-property.com or 724-749-5020.

Flags, Banners, Windsocks, Wind Chimes

Display of the American flag is permitted during the daylight hours. Freestanding flagpoles are permitted on patios and in mulch areas adjacent to the unit front doors. The American flag itself may be of reasonable size and the top of the flagpole shall not extend above the roofline for the

first floor. The mounting of the flag shall not interfere with sidewalks or other public areas. Additionally, flag holders of the size, no longer than 4” and flag poles no longer than 5’ may be attached to the patio fence only; with the understanding that any needed repairs to the fence are the resident’s responsibility. Other flags, banners, or windsocks may not be displayed or exhibited. Wind chimes and lawn ornaments are prohibited. No clothes, sheets, blankets, laundry, mops or other articles of any kind shall be hung or exposed on any portion of the property (including the unit and any part of the common elements). (Paragraph 7.1.12 First Amended and Restated Declaration) No other permanent attachments to fences, pillars or the building are permitted, and all current attachments must be removed.

Shrubs, Trees and Holiday Lights

Lawn fertilization, weed control, grass mowing, edging, and landscaping maintenance are the Cherry Hill Villas Association’s responsibility. All trees and shrubs are the property of the Association. Alterations to shrubs and trees require written consent of the Executive Board. Nothing may be attached to or hung from trees or shrubs except the use of lights for the Christmas season where the lights may be displayed from December 1st through January 15th. Non- flashing white or colored midget lights designed for outdoor application may be used.

Planted Areas, Flowers

It is the Cherry Hill Villa Association’s responsibility to provide for the design, maintenance, repair and replacement of the lawn as well as trees and shrubs. Resident planting of flowers is permitted within a two-foot perimeter of the exterior of the unit, within the patio fence, and in the area adjacent to the front entry door and in the area of the lamp post. Residents may elect to have a planter(s) in the area outside of their front door and/or at the intersection of the sidewalks leading to the front door. Note: Recognizing that flowers can add to the beauty and ambience to the Cherry Hill neighborhood, some may be deemed inappropriate or a detraction. At any time the Cherry Hill Board deems that a resident’s planter/plantings are a detraction, the resident will be notified and it is the resident’s responsibility to immediately remove such planting/planter. Plantings may not interfere with the landscaper’s ability to take appropriate care of the lawns, shrubs, mulch, etc. Any significant permanent exterior planting shall require the prior written consent of the Executive Board (paragraph 7.1.19 First Amended and Restated Declaration). All plantings by owners are the responsibility of the individual owners.

Planters, Pots and Bird Feeders

Planters and pots for flowers cannot be permanently affixed to the structure of the unit. Flowerpots, planters, and decorative accessories are permitted within the patio fence area (and as described above) of the individual villa, A bird feeder is permitted if it does not present a nuisance to other residents and is located within the two- foot planting and mulch area of the unit. Empty pots and planters should not be left outside the unit.

Exterior Attachments

Paragraph 7.1.19 of the First Amended and Restated Declaration states no exterior attachments are to be made to the controlled facilities of any unit, including and without limitation, basketball hoops, spotlights/motion detectors, awnings or identification markers without the prior written consent of the Executive Board.

Communication Devices

No radio, television, aerial, antenna, wiring and/or satellite dish shall be installed without written consent of the Executive Board. In no event will a satellite dish be approved greater than 18 inches. The Executive Board must approve the location of the device as well as the method of installation. Otherwise, the homeowner shall be subject to the cost of repairs and reinstallation. Upon sale of the unit, the seller shall remove the device and make any repairs, unless there is a separate agreement with the buyer of the unit.

Bulletin Boards

Bulletin boards are located in the clubhouse and fitness center. They are a means of relaying messages, notices and information to residents of the community. Personal items for sale/solicitation are not to be posted on either board.

Pest Control

The Cherry Hill Villas Homeowner's Association shall not be responsible for the control/eradication of most insects, rodents, and other pests. It shall be the individual homeowner's responsibility to handle problems with animals, birds, insects, and other vermin. However, grubs and tent worms are covered by the landscape contract. Bees, wasps and stinging insects with nests contained in the controlled area will be taken care of by the Homeowner's Association.

Wood Burning Fireplaces

Cherry Hill fireplaces are typically gas fired. Should a resident burn firewood in the fireplace, certification of chimney cleaning must be provided to the property management company every three years.

Violation of Rules and Fines

Generally, it is understood that immediate neighbors may discuss with each other, issues of concern and rules violations leading to inconvenience, hazard or liability. However, the Cherry Hill Homeowners Association Executive Board and the Rules Committee unanimously agreed that residents should not directly confront other Cherry Hill residents who violate the rules as doing so may create a less than "neighborly" environment.

Our hope is that our Cherry Hill residents will respectfully follow the rules and regulations of the community, realizing that when you purchase a home in a planned, regulated community, it does not allow for the same types of freedoms as single-family dwellings in other areas. Residents are responsible for assuring that all of their guests are aware of Cherry Hill Rules and abide by them. Also, owners who rent their units are responsible for informing their tenants of the rules and regulations of the Cherry Hill community.

Therefore, the Board requests that if a resident believes that a person is violating the rules and regulations of the Cherry Hill community, that resident should contact Jeff Petz, Community Manager for Omni Property Management who is assigned to Cherry Hill. If it is suspected that anyone in the Cherry Hill community is involved in any type of criminal activity, the police should be contacted immediately.

Mr. Jeff Petz may be contacted:

by phone – 724-749-5020

by email – jpetz@omni-property.com or

by US Mail – Omni Property Management
P.O. Box 688
Canonsburg, PA 15317

The resident reporting the incident should provide Jeff Petz with the following information:

1. The name or description of the person (s) violating the rules (if applicable) along with the unit number when applicable.
2. A detailed description of the rule that was observed being violated (Note: the rule should appear in the current rules and regulations or Cherry Hill bylaws or declarations.
3. The day, date and time of the occurrence and any proof of the occurrence
4. Your name and contact information (in the event further information is needed)

Anonymous reports or those based upon hearsay cannot be addressed.

Jeff Petz will immediately report the alleged infraction to the Board and will investigate the situation. Mr. Petz will report his determination to the HOA Board. If a rule has been violated, in most circumstances (see note below), the following procedure, approved by the Cherry Hill HOA Board will occur:

1st Violation of a Rule: A phone call will be made to the resident (two attempts will be made) and a letter issued to the resident (by email provided the resident has a valid email address), warning him/her of the violation.

- 2nd Violation of the Same Rule: A 2nd letter issued to the resident (by email provided the resident has a valid email address), warning him/her of the violation and indicating that this is his/her second warning.
- 3rd Violation of the Same Rule: A 3rd letter issued to the resident (by email and US mail, provided the resident has a valid email address), immediately imposing a \$50 fine and identification of future consequences.
- 4th Violation of the Same Rule A 4th letter issued to the resident (by email provided the resident has a valid email address, and US mail), immediately imposing a \$100 fine and identification of future consequences.
- 5th Violation of the Same Rule A 5th letter issued to the resident (by email provided the resident has a valid email address, and US mail), immediately imposing a \$200 fine and informing the resident that this issue, if not rectified will be taken to the magistrate.

FAILURE TO REMEDY the situation following the above procedures and/or failure pay the fines as described will result in the issue being taken to the local magistrate with fines and court fees the responsibility of the homeowner.

All correspondence will be kept on file in the offices of the management company.

NOTE: Rule Violations that threaten the health/safety of an individual or the community will result in more severe and aggressive penalties as determined by the Cherry Hill HOA Board.

If damage to the Cherry Hill Community has occurred because of a resident's violation of a rule, that resident will be charged the cost of the repair of the damage.

If no further violations of the same rule occur within one year of the date of the first offense, then the resident will not be subjected to recurring increased penalties if another such violation occurs, but instead would begin anew as if it was his/her first violation.

If a resident repeatedly violates the rules of the Cherry Hill community, the Board has the right to maintain the file as is, not expunging prior records, and imposing fines accordingly.

The Cherry Hill HOA Board and Rules Committee believe that the large majority of residents will follow the rules as outlined and appreciate the cooperation of all residents.

RIGHT TO DUE PROCESS: Upon receipt of notification from the Cherry Hill Management Company on behalf of the Cherry Hill Board, that a monetary fine is to be imposed, the resident, within ten (10) calendar days of receipt of the notification of violation, may request, in writing (via email or written letter), a request to challenge the monetary fine by presenting evidence to the Cherry Hill HOA Board which supports why the fine should not be imposed. The Cherry Hill HOA Board will review the resident's documentation at its next scheduled meeting. The resident may personally request to meet with the HOA Board at its next scheduled meeting to provide further documentation and explanation.

The posting of the fine will be delayed until that time. After reviewing/hearing the information provided by the resident, the decision of the Cherry Hill HOA Board will be final and the resident will be notified of the decision.

Cherry Hill Process of Assessing Fines for Delinquent Monthly Assessments

The Cherry Hill Villas monthly HOA fee is due on the 1st of every month. If the Management Company does not receive the payment before the 16th, the owner is charged a late fee in the amount of \$10.

- If an owner becomes 30 days delinquent (from the 15th), the owner is charged a \$10 late fee plus \$25; 1st warning/notice given
- If an owner becomes 60 days delinquent (from the 15th), the owner is charged a \$10 late fee plus \$25; 2nd warning/notice given
- If an owner becomes 90 days delinquent (from the 15th), the owner is charged a \$10 late fee plus \$25; 3rd warning/FINAL NOTICE given
- If an owner becomes 120 days delinquent (from the 15th), the owner is charged a \$10 late fee plus legal fees associated with receipt of a certified letter from the attorney.
- If an owner becomes 150 days delinquent (from the 15th), the owner is charged a \$10 late fee, additional attorney charges, and the association will file a complaint against the owner with the magistrate.

Questions regarding late fees, electronic payment options etc. should be directed to the Management Company.

PETS

While pets are a source of pleasure for their owners, they are not to become a nuisance to any other resident. These rules address the impact of pets on the Cherry Hill Villas Community. Paragraphs 7.1.17 of the Amended and Restated Declaration and 14.2 of the Parent Declaration contain the basic rules with regard to pets. Those rules and the following apply to pets of owners, tenants, and guests. The resident (owner or tenant) is responsible to inform guests of the rules.

Restrictions

Residents are permitted to have no more than a total of two (2) customary and domesticated pets. All pets are to be properly licensed and vaccinated. No non-domestic animal life may be raised, bred or kept in any Unit.

Pets must be walked on a leash. At no time is a pet permitted to run freely in any outside area and must be under the owner's control and supervision at all times. No pet shall be permitted to be chained, tied or otherwise restrained to any portion of the common elements or controlled facilities. No lines, chains, doghouses, or other pet shelters shall be permitted on any portion of the common elements and/or controlled facilities. If an animal is confined on a patio, the homeowner shall not allow waste to be built up, or allow the animal to disturb the peaceful enjoyment of other unit owners, or to destroy plantings on common ground.

Pet owners are to remove immediately any and all solid pet waste and dispose of it in their own unit. Maintenance personnel will be instructed not to clean up waste or to perform any landscaping services where there is a concentration of pet waste material.

Any damage caused by a pet will be the responsibility of the pet owner.

Pets are not permitted inside the clubhouse, pool/fitness center and the fenced-in area around the pool. Pets are not permitted in the flowerbeds, and owners should keep them away from mailboxes.

Violations and Fines related to Pets

As stated in the Amended and Restated Declaration (paragraph 7.1.17), the Executive Board has the right to require the permanent removal of a pet that is a nuisance. The following process will apply for other than removal complaints:

Any resident may report any of the above violations to the Association's Community Manager, Jeff Petz (jpetz@omni-property.com or 724-749-5020) and identify the owner, the unit, and the violation. If the report was made by phone call, this complaint must then be followed up in writing (including the same identifying information) and sent to the Association's manager. The Community Manager will immediately inform the Board of the alleged violation and will investigate.

- 1st Violation of the Pet Rules: A phone call will be made to the resident (two attempts will be made) and a letter issued to the resident (by email provided the resident has a valid email address), warning him/her of the violation.
- 2nd Violation of the Pet Rules: A 2nd letter issued to the resident (by email, provided the resident has a valid email address and US Mail), immediately imposing a \$100 fine and identification of future consequences.
- 3rd Violation of the Pet Rules: A 3rd letter issued to the resident (by email, provided the resident has a valid email address and US Mail), immediately imposing a \$200 fine and identification of future consequences.
- 4th Violation of the Pet Rules: A 4th letter issued to the resident (by email, provided the resident has a valid email address and US Mail), immediately imposing a \$300 fine and informing the resident that this issue, if not rectified will be taken to the magistrate.

FAILURE TO REMEDY the SITUATION could result in the Board's request for the resident to permanently remove the pet from the Cherry Hill property. The Board reserves the right to escalate fines and remedies based upon the seriousness of the situation.

If no further violations of the same rule occur within one year of the date of the first offense, then the resident will not be subjected to recurring increased penalties if another such violation occurs, but instead would begin anew as if it was his/her first violation. If a resident repeatedly violates the rules of the Cherry Hill community, the Board has the right to maintain the file as is, not expunging prior records, and imposing fines accordingly.

RIGHT TO DUE PROCESS: Upon receipt of notification from the Cherry Hill Management Company on behalf of the Cherry Hill Board, that a monetary fine is to be imposed, the resident, within ten (10) calendar days of receipt of the notification of violation, may request, in writing (via email or written letter), a request to challenge the monetary fine by presenting evidence to the Cherry Hill HOA Board which supports why the fine should not be imposed. The Cherry Hill HOA Board will review the resident's documentation at its next scheduled meeting. The resident may personally request to meet with the HOA Board at its next scheduled meeting to provide further documentation and explanation. The posting of the fine will be delayed until that time. After reviewing/hearing the information provided by the resident, the decision of the Cherry Hill HOA Board will be final and the resident will be notified of the decision.

SECTION FIVE: Pool/Fitness Center Statement of Purpose

The pool/fitness center is a source of recreational pleasure for the residents of Cherry Hill at Nevillewood. These rules are intended to safeguard the resident's rights to enjoy the benefits of the pool/fitness center. The Pool & Fitness Committee has the responsibility for helping the residents get the benefits of the pool & fitness center with as few of the negatives as possible. The pool & fitness center are places within the community where injury might occur if sensible safety is not practiced.

There is no lifeguard or attendant in the pool and fitness area, nor is there daily cleaning or trash pickup. Residents therefore, must be particularly attentive to issues of safety, courtesy and hygiene for themselves and their guests.

All residents and their guests using the pool & fitness center do so at their own risk and agree, in consideration for the use of these areas, to make no claim against the Cherry Hill Homeowners Association for any loss of life, bodily injury, or property damage. *It is strongly suggested those using the pool/fitness area have a cell phone within easy reach in case of emergency.*

RULES AND REGULATIONS

Pool & Fitness Center Use Qualifications

1. Pool hours are from 6 AM to 10 PM. Capacity is limited to 15 people in the pool and 35 people in the pool surround (per the occupancy permit). Fitness Center hours are 24 hours a day, 7 days a week.
2. Only residents and their guests may use the pool and fitness center. Residents are responsible for the actions of their guests. All guests must be accompanied by the resident host. Persons under age 18 must be accompanied by an adult (18 years of age) at the pool. Persons under age 18 are not permitted to use the fitness room.

Note: If a resident has out of town guest(s) who will be residing at the resident owner's villa for multiple days/nights, the homeowner may request, in writing to the Board, through the Management Company, (Jeff Petz, 724-749-5020 or jpetz@omni-property.com), that the guest(s) be granted permission to utilize the fitness room and the pool during the specific period of time of his/her stay without the owner/villa resident being present. The owner/villa resident must register the out of town guest(s) prior to the visit and receive authorization. The owner/villa resident is responsible for providing his/her out of town guest with the appropriate key(s) to access the facility and providing the guest(s) with the rules for sign-in, proper use of facilities, etc. Any guest under 18, must be accompanied by an adult. The owner/villa resident assumes all responsibility for the actions of his/her guests. Local area guests may only use the pool and fitness area with the owner present. The owner/villa resident assumes all responsibility for the actions of his/her guests.

3. Any questions will be addressed by the Pool and Fitness Committee first, and then may be referred to the Board.

General Rules and Policies

4. All residents and guests to the pool must sign in.
5. Any person refusing to practice safe and courteous behavior in the pool/fitness center area may be denied use of that facility for the balance of the day by a member of the Pool and Fitness Committee or a Board Member.
6. There is a maximum of six guests per household.
7. All swimmers must leave the swimming pool during electrical storms.
8. Equipment breakdown or any other operational difficulty should be reported to the Cherry Hill Homeowners Community Manager (Omni Property Management, Jeff Petz 724-749-5020 or jpetz@omni-property.com). The pool or fitness center may be closed at the discretion of a Pool & Fitness Committee Member or Board Member.
9. Residents who have complaints or suggestions are encouraged to communicate with a member of the Pool & Fitness Committee. Residents are asked to avoid confronting others, especially guests, with complaints; however, it is appropriate to refer to the posted rules when violations are observed.

Rules of Conduct

10. All swimmers must wear bathing suits. Swim outfits made from jeans, cut-offs, shorts or sweatshirts are prohibited. Children in diapers **MUST WEAR** swimming diapers to use the pool.
11. Diving, running and horseplay such as pushing, dunking, and wrestling are prohibited. Playing Frisbee in the pool area is not permitted.
12. The use of individual flotation devices such as noodles and children's life vests is permitted. Inflatables such as rafts, inner tubes and inflatable animals are not permitted. Each swimmer is limited to one flotation device. The use of the above will not be allowed when it presents objectionable or unsafe behavior to other swimmers or potential damage to pool equipment. Accompanying adults are responsible for children using any water toys.
13. Accompanying adults are responsible for the behavior of children and should be mindful of other residents who are also using the pool.

14. Alcoholic beverages are not permitted in the pool/fitness areas or in the pool. No food or beverages are permitted in the pool. Note: At times, special Cherry Hill Board approved functions permit portions of this rule to be waived.
15. No trash is to be left at the pool and fitness areas. All residents are to clean up after themselves, collect their own trash and take it to their homes for disposal.
16. Glass containers, sharp objects or other potentially dangerous articles are not permitted in the pool/fitness areas.
17. Smoking is prohibited in the pool area, the fitness center and all surrounding areas.
18. Bicycles are not allowed in the pool area.
19. Pets are not permitted within the pool, fenced pool area and fitness areas.
20. Residents and their guests are prohibited from using the pool and fitness center if they have open sores, cuts or other medical conditions that pose a risk to other users.
21. No cooking devices, hibachis, grills, steamers, etc. are permitted in the pool/fitness areas.
22. Swimmers must towel dry before using the rest rooms in the fitness center. At no time are bare feet permitted in the rest rooms/fitness center. Swimmers may not enter the Clubhouse.
23. Rental of the Clubhouse does not include use of the pool and pool areas or fitness center.
24. **Fitness Center** – Reservations to use the Fitness Center can be made at: https://www.supersaas.com/schedule/Cherry_Hill_Residents/Fitness_Center-Clubhouse. Those using the fitness center should wipe the equipment clean after use and return equipment to its proper place. Anti-bacterial solution/wipes will be placed in the center for clean-up purposes. When leaving the fitness center, be sure the lights and fans are turned off, and that all the doors are locked. If a temperature change is needed, please contact the management company or follow information located on the thermostat.
25. **Pool Area** - When leaving the pool each resident should return furniture to its proper place, close umbrella, if used, and offer to lock gates and check lights. The last person to leave the pool is responsible for securing the gate and doors, closing the umbrellas and arranging the furniture. Also be sure all of the lights are turned off including the in-pool lights.

CLUBHOUSE

Statement of Purpose

The rules and regulations for the Cherry Hill Clubhouse at Nevillewood are necessary to ensure that all homeowners will be able to enjoy and benefit from the privileges associated with the use of the clubhouse and/or any social events planned by the homeowners of Cherry Hill. These rules and regulations are to provide quality maintenance and operation of the clubhouse for a standard of excellence that is crucial to the economic value of each and every unit.

Homeowners using the clubhouse are asked to consider the clubhouse as an extension of their own home and to respect the rights of fellow homeowners. Please note that the Clubhouse and areas surrounding the Clubhouse are designated as non-smoking.

General Information

Rental of the clubhouse does not include the pool or fitness areas. As a courtesy to fellow homeowners, the renting homeowner must make guests aware of the pool and fitness area restrictions.

The renting homeowner must be present for the duration of the event for which the clubhouse is being used.

All guests are to be encouraged by the renting homeowner to respect the clubhouse facility and to be courteous in all regards to fellow homeowners.

Furniture may not be removed from the building. Folding chairs and tables may be used on the outside patio.

No smoking is permitted in the clubhouse or in any areas surrounding the clubhouse.

There is no phone in the clubhouse. It is recommended that renters have a cell phone in case of an emergency. Two First Aid kits are provided. One is located on top of the refrigerator. The other is kept in the cabinet to the right of the stove. Renters must replace any items used from these kits.

Coffee urn, bowls, utensils, trays, etc., provided for the clubhouse are to be used exclusively in the clubhouse and are not to be removed for personal use. Any used items should be thoroughly cleaned and replaced.

Homeowners must provide their own paper products (paper towels, napkins etc.) and party supplies. Any paper products such as plates, napkins, beverage containers found stored in the clubhouse are for community functions only.

Clean-up of the clubhouse and the outside areas, including all outside decorations, must be done following the event.

Who May Rent

Only Cherry Hill homeowners may submit a rental request to use the clubhouse.

A homeowner will not be permitted to rent or to use the clubhouse unless all Homeowner's Association fees are current.

An unsatisfactory history of clubhouse use will disallow a homeowner from renting the clubhouse.

The clubhouse is for social functions or informational/educational sessions for the benefit of Cherry Hill residents.

The clubhouse cannot be used for commercial functions.

Residents may request special permission from the Cherry Hill Homeowners Association Board of Directors for exceptions to the above reasons for rental.

Cherry Hill homeowners can reserve the clubhouse up to one year in advance.

A maximum 65 people may attend a clubhouse function.

How to Rent

Groups of 10 or less can reserve the Clubhouse by reserving a spot on the electronic sign in site or directly on the calendar in the Clubhouse. The link for the electronic site is:

https://www.supersaas.com/schedule/Cherry_Hill_Residents/Fitness_Center-Clubhouse .

To reserve the clubhouse for larger groups, a homeowner must contact **Joan Zacharias 412-319-7906**, or email joanandjohnz@gmail.com to reserve a date. The resident must be present for the duration of the event for which the clubhouse is being used. The clubhouse and all areas surrounding the clubhouse are designated as non-smoking.

There is a \$60 non-refundable fee for cleaning of the facility after the function.

A check made payable to Cherry Hill Villas Homeowners Association must be mailed to Cherry Hill Villas Homeowners Association c/o Omni Property Management, , PO Box 688, Canonsburg, PA 15317 along with the completed form. Forms are available from Omni or Joan Zacharias.

After use of the clubhouse, a member of the Clubhouse Committee will conduct an inspection of the Clubhouse. If the inspection identifies damage, missing inventory and/or incomplete clean-up, the homeowner will be given a reasonable opportunity to correct the situation. If the corrective action is found unsatisfactory, the Clubhouse Committee will assess damages and fine the resident host that amount.

Note:

All homeowners, residents and guests using the clubhouse do so at their own risk and agree, in consideration for the use of the clubhouse, to make no claim against the Cherry Hill Homeowner's Association for any loss of life, bodily injury or property damage.

**CHERRY HILL VILLAS HOMEOWNERS' ASSOCIATION,
EXECUTIVE BOARD APPROVAL**

Revised, May, 2006 by Cherry Hill Villas Homeowner's Association Board:
Kevin Vaughn, Samuel Miller, Joyce Pittman, Michael Flynn, Abe Bretton

Revised, April, 2016 by Cherry Hill Villas Homeowner's Association Board:
*Kevin Vaughn, Ken Backmon, Don Furtney, Frank Glazer, Linda Hippert, Carl Masciola,
David Reason*

Revised, August, 2018 by Cherry Hill Villas Homeowner's Association Board:
*Kevin Vaughn, Don Furtney, Linda Hippert, John Martin, Pat Miller, Gail Neustadt,
Marilyn Townsend*

Revised, March, 2019 by Cherry Hill Villas Homeowner's Association Board:
*Kevin Vaughn, Don Furtney, Linda Hippert, John Martin, Pat Miller, Gail Neustadt,
Marilyn Townsend*

Revised, August, 2019 by Cherry Hill Villas Homeowner's Association Board:
*Kevin Vaughn, Don Furtney, Linda Hippert, John Martin, Pat Miller, Gail Neustadt,
Marilyn Townsend*

Revised May, 2022 by the Cherry Hill Villas Association Board: *John Martin, Don
Furtney, Mark Magalotti, Pat Miller, Marilyn Townsend, Kevin Vaughn, Joan Zacharias*