



Rules & Regulations

Effective January 5, 2021

2021 Welcome . . .

Ours is a relatively small condominium community and a sense of neighborhood pride has been established and maintained by your fellow residents. Pursuant to Article VIII of the Bylaws, residents share the responsibility of maintaining the appearance of the common areas. To this end, the following Rules and Regulations have been adopted by the Board of Directors of the Warwick Village Condominium Homeowners Association.

DEFINITIONS

WVCHOA shall mean Warwick Village Condominium Homeowners Association.

WMMHOA shall mean Warwick Meadows Master Homeowners Association.

BOARD shall mean the Board of Directors of the WVCHOA.

RULES & REGULATIONS

ASSOCIATION DUES

Monthly Association dues are to be paid in advance and are due on or before the first day of the month. A late fee of \$15.00 will be charged by each Association when monthly payments have not been received by the tenth of the month. The Association reserves the right to assess interest charges at the highest rate allowed by the state of New York.

The Board reserves the right to place liens on the homes of homeowners who fall into arrears. Additionally, the Board reserves the right to proceed with civil law suits on homeowners who owe substantial amounts in arrears.

CHANGE OF OWNERSHIP or RENTERS

All homeowners must notify the WVCHOA office when selling their unit or when changing tenants with the following information:

1. Date you will be closing on the property or date new tenant moving in
2. Name and address of the attorney handling the closing
3. Upon selling or change of tenant, the unit owner must pay an administration fee of \$200 to the WVCHOA, **per occurrence.**

The unit owner is responsible to pay a fee of \$200.00 to the Warwick Village Condominium HOA and \$150.00 to the Warwick Meadows Master HOA for the preparation of the Closing Documents. The selling homeowner is required to provide the Prospectus Plan to their buyer. If the seller is unable to produce the original prospectus, the seller is required to purchase a replacement from the Homeowners' Office for a cost of \$75.00. At the closing the buyer pays an initiation fee of twice the monthly charges to both the Warwick Village Condominium HOA and the Warwick Meadows Master HOA.

For units that are rentals, upon change of tenant the owner must pay an administration fee of \$200.00 to the WVCHOA. Realtor signage is not allowed at anytime, anywhere on the Warwick Village Condo property, with the exception of an Open House. Two Open House signs will be permitted on the day of the Open House only. One sign may be placed at the entrance and the other sign may be permitted in front of the condominium at which the Open House is being held. Both signs must be removed immediately at the close of the Open House.

INSURANCE REQUIREMENTS

All owners must provide the Homeowners' Office with Proof of Insurance / Certificate of Insurance listing the Warwick Village Condominium HOA as Additional Insured. The homeowner's policy must contain Liability Coverage for a minimum of \$300,000. The name/address for Additional Insured:

Warwick Village Condominium HOA
1 Laudaten Way
Warwick, NY 10990

If the owner of the unit rents to a tenant, the owner must also provide the Homeowners' Office a copy of the tenant's rental insurance also listing the Warwick Village Condominium HOA as Additional Insured with a minimum of \$300,000 Liability Coverage.

HOUSE RULES

All homes shall be used for residential purposes only. All rentals must have prior written consent of the Board whose consent may not be unreasonably withheld. All property owners must notify the WVCHOA of occupancy by a renter. In each instance of rental, the renter will be required to complete the standard WVCHOA survey form. The homeowner must ensure that the renter receives a copy of the Rules and Regulations of both the WVCHOA and the WMMHOA. Renters failing to comply with all Rules and Regulations will be denied use of all amenities and fines will be levied. The property owner will be fined for violations by their tenants.

The resident, members of their families, guests and their pets shall not use or permit the use of the premises in any manner which would be illegal, disturbing or a nuisance to other residents, or in such a way as to be injurious to the reputation of the Condominium.

Every homeowner/landlord is liable for any and all damage to the common grounds and the property of the Condominium and to the property of other homeowners, which was caused by said resident or such other person for whose conduct he/she is legally responsible.

Every homeowner must perform **promptly** all maintenance and repair work to his/her own home which, if omitted, would affect the community in its entirety or in a part belonging to other homeowners, or the building of which his/her home forms a part, he/she being expressly responsible for the damages and liabilities that his/her failure to do so may engender.

All the repairs to internal installations of the home located in and servicing only that home, such as telephones, sanitary installations, heating and air conditioning shall be at the homeowner's expense.

All screen storm doors must conform to models installed by the builder and may not be installed without the **prior written consent of the Board.**

A homeowner may **not** make any alterations to the exterior of the home or any part of the common grounds nor may any structure be built on any portion of the common grounds or restricted common grounds without the **prior written consent of the Board.** Alterations may not be made to the inside of the home that would impair the structural soundness of the building. Consent for alterations may be requested by mailing a letter or sending an email to the Homeowners' Office. The Board shall have the obligation to answer within sixty (60) days and said answer to the request will be in written form mailed to the homeowner.

No items should be permanently attached to the decks, balconies or patio enclosures. This includes, but not limited to, bird feeders, planters, decorations and furniture.

COMMON GROUNDS

Use of common grounds is limited to activities that will not in any way be damaging to the property or offensive to the other residents. Using the common grounds for activities such as parties, lawn sales, outdoor games, vegetable gardens, moving vans, etc., require the **prior written consent of the Board.** Residents will be held responsible for the actions of their guests, both adults and children.

Littering (including cigarette butts, matches, food wrappers) is strictly prohibited anywhere on the grounds. Common areas may not be obstructed, defaced or misused in any manner. Bicycles can be stored under the staircase of the homeowner's building in a uniform manner. All other items (i.e. scooters, wagons, toys, sporting equipment, etc.) are to be stored inside the homeowner's unit.

Utility closets on both ends of each building are WVCHOA common grounds designated for the purpose of housing utility meters. Homeowners are not permitted to store personal items in the utility closets.

It is prohibited to hang garments, wet towels, rugs, etc. from the windows, building, deck/patio or to string clothes lines on or over the common grounds or to use any of the common grounds for storage purposes.

No homeowner shall paint the exterior surfaces of the windows, walls, decks or doors opening out of his/her home without **prior written consent of the Board**.

No fences, gates or stairs shall be erected without the **prior written consent of the Board** nor may any existing wall or fencing be altered without the **prior written consent of the Board**.

Bicycle/scooter riding, roller-skating or roller-blading is prohibited in the parking lot, on walkways or grass.

Common utilities (i.e. water, electricity) are not available for personal use.

Vehicles (car/truck/bicycle) are not allowed on the grass at any time.

Homeowners must be vigilant regarding replacing their hot water heaters after 8 years of use. Broken hot water heaters can cause water damage to both the homeowner's unit as well as surrounding units.

GUESTS

Guests are permitted the use of the WMMHOA amenities (pool and tennis court) when accompanied by a host homeowner. Guests must abide by the Rules and Regulations. Any infractions of the Rules and Regulations by said guests (children and adults) can and will be fined to the host homeowner.

HOLIDAY DECORATIONS

Holiday decorations must be installed without puncturing or damaging siding, wood columns, roofs or any other common element. Holiday decorations may be displayed fourteen (14) days before and fourteen (14) days after the Holiday. Decorations are permitted in windows, on doors, patios and decks. Decorations are not permitted to be permanently attached to the building or any part thereof. No lighting or decorations are permitted on the lawn. No candles or open flames are permitted at any time, for any reason. Warning notices will be issued and fines will be imposed after the warning notices for owners who violate this rule.

PETS

No dogs, cats or other pets are permitted to run at large. They must be on a non-retractable leash and held by a person of sufficient age. All dogs must be licensed and a copy of every dog's current license must be on file with the Homeowners' Office. No homeowner shall, at any time, leave any dog outdoors so as to cause continuous barking and become a public nuisance. Anyone walking pets on the grounds is required to pick up after them and dispose of their waste immediately. Violators are subject to fines as detailed on the last page of this document.

All homeowners/tenants are required to walk their dogs at least 25 feet away from the buildings. This is necessary to ensure privacy, prevent unsightly brown patches in the lawn and to protect shrubs/flowers. Violators are subject to fines as detailed on the last page of this document.

Effective January 1, 2016, all homeowners/tenants are limited to 2 pets per unit (dogs, cats or other pets). Current homeowners/tenants will have a grandfather-clause allowing them to keep the animals they have as of January 1, 2016, however they cannot add to or replace above the allotted number. Violators are subject to fines as detailed on the last page of this document.

NOISE POLLUTION

The property owners of WVCHOA have a right to and will be insured an environment free from noise which jeopardizes their health or welfare or degrades their quality of life.

Homeowners/tenants are expected to be respectful of the neighbors and refrain from making any unreasonable or unnecessary noise, including running washers/dryers, between the hours of 11:00pm and 7:00am.

Noise pollution is any vibration, sounds of such intensity, magnitude, frequency, duration of character, as to be injurious or tend to be injurious to human health and safety or public welfare, or as to damage or tend to damage personal or real property, or as to substantially interfere with the comfortable enjoyment of life or property. This would include loud TVs/radios/stereos (inside or outside the residence), excessive running and jumping, moving/scraping of furniture or dropping heavy objects.

In addition, the Board of Directors will follow and enforce any and all Village of Warwick ordinances that go beyond the above guidelines, including prosecution of any violators of said ordinances.

Contractors are limited to the following work hours (other than an emergency):

Monday through Friday: 8:00 am to 6:00 pm

Saturday through Sunday: 9:00 am to 5:00 pm

Any damage to common property done by a contractor while working in the Warwick Village Condominium must be repaired by the said contractor. If the contractor fails to complete the repairs in a reasonable amount of time, the homeowner will be assessed for the damages.

Contractors may not put out any signage on Warwick Village Condominium property that could be construed as advertising. Any such signs will be removed and held at the HOA office for pickup by the contractor. The homeowner or the contractor are welcome however to leave their name, business, telephone and business card at the office. Contractors must abide by parking rules.

Violators of Noise Pollution requirements are subject to fines as detailed on the last page of this document.

FIRE PREVENTION AND PROTECTION

Storing or using either a charcoal or propane gas barbeque grill is prohibited on all patios, decks, balconies and common areas in the Warwick Village Condominium complex. Homeowners may have electric grills. When operating an electric grill, make sure that the grill is as far away from the building as possible and make sure the grill is completely cooled off before storing near the building.

All chimneys will be inspected annually at the expense of the WVCHOA. If an inspection indicates that the chimney is in need of cleaning or repair, the homeowner must comply with the recommendation(s) of the inspector, at the homeowner's expense.

Smokers, their guests and any hired contractors must be made aware by owners/tenants that the mulch and shrubs surrounding the property are highly flammable.

The local fire department may enter any building or any other part of the premises for the purpose of making an inspection. Any violations, including, but not limited to, the following must be corrected at the owner's expense:

- 1) Unsecured, unoccupied homes, whether or not they constitute a fire hazard
- 2) Accumulation of combustible rubbish/hazardous materials

It is recommended that all units have the following:

- 1) An operating smoke detector on each floor
- 2) Carbon monoxide alarm in the main bedroom or the hallway outside the sleeping area
- 3) At least one large-size, accessible, fire extinguisher on each floor
- 4) A chain-type ladder accessible as a secondary means of exit

Open burning anywhere in the complex is strictly prohibited. As per the Code of the Village of Warwick, “no person shall burn, allow or permit to be burned any brush, lumber, paper products, plastic, tires, chemicals, trash, garbage, refuse, wood or other related items in the Village of Warwick.”

Fireworks/firecrackers of any type are strictly prohibited everywhere in the complex.

CHIMNEY INSPECTIONS

Exterior chimney inspections are performed annually in the spring at the expense of the Homeowners Association. If your chimney needs to be cleaned, you will be notified by the contractor as well as the HOA, and then the cleaning must be done by September 1st at the expense of the unit owner. Upon completion a copy of the receipt must be forwarded to the Homeowners’ Office for our files.

DRYER VENT CLEANING

All dryer vents must be cleaned once every two years. Cleanings will be coordinated through the Homeowners Association however this is an expense incurred by the unit owner. All owners will be notified in advance of the cleanings with cost and scheduling options.

PARKING, MOTOR VEHICLES and TRAFFIC REGULATIONS

The speed limit is **5 mph** on all roads in the Warwick Village Condominium and Warwick Meadows complexes. All vehicles must come to a full stop at “STOP” signs.

Each unit is assigned one parking space; park in your assigned space. All vehicles that are regularly parked on the premises must be registered with the WVCHOA office. Non-reserved spaces are available for additional homeowner vehicles or for guest parking. Commercial vehicles may not be parked in the community for more than 24 hours without the **prior written consent of the Board. If granted permission by the Board, the approved request will be reviewed yearly.** No homeowner shall sell or lease the restricted parking spaces to any non-resident of the Condominium.

All vehicles must be properly and currently registered, insured and licensed; if not, they will be removed at the owner’s expense. Motorcycles must abide by the same rules as other motor vehicles. RVs, ATVs, dirt bikes, snowmobiles, boats or other vehicles as determined by the Board will NOT be permitted on the property of the Condominium.

Only emergency vehicle repairs are permitted on the WVCHOA property or in parking areas. Parking is prohibited on the roadways in the complex or anywhere on the grass.

PARKING FOR SNOW REMOVAL

When possible, vehicles should be moved to the two parking lots behind Building #4 prior to a snow storm.

After the road has been plowed, all vehicles will need to be moved out of the main parking lot so the contractor can plow the lot. Vehicles should be cleaned off where they are parked in the lot BEFORE being moved to the street. The snow from the vehicles will then be cleared when the lot is plowed.

- Should snow fall overnight, cars should be moved out of the lot and onto the plowed road between 7:00am and 10:00am in the morning.
- Should snow fall during the day or early evening, cars should be moved out of the lot and onto the plowed road once the roads are clear so the contractor can plow the lot.

While the parking lot is being plowed, do not park your car on the road directly opposite the lot entrance. Once the lot is plowed, cars must be moved back into the lot as soon as possible. Cars that are not moved out of the lot will be plowed around.

SANITATION

The dumpsters are for the use of Warwick Village Condominium residents only. Any violators should be reported to the Police.

Unhealthful, hazardous or dangerous conditions due to the accumulation of rubbish or other like materials on the property is strictly prohibited. Failure on the part of the homeowner/renter to comply with subject removal will cause same to be removed by the WVCHOA, who will assess the cost to the property owner.

Household Garbage

Household garbage is the only garbage that is permitted to be placed in the dumpsters. Regularly scheduled household garbage pick-up is twice a week. For information on pick-up days, please contact the WVCHOA office. Homeowners are prohibited from rummaging through or removing garbage from the dumpsters. This is a public health issue.

All garbage must be in properly secured in plastic bags and placed in the dumpster. All dumpsters must have the lids closed after depositing garbage.

No recyclable materials are to be placed in dumpsters (*See Recycling below*).

Bulk Pick Up

Bulk household items (i.e. furniture, blinds, etc.) should be left next to the dumpsters for weekly pickup. Please contact the Homeowners' Office for specific day of pickup. Bulk items should only be placed next to the dumpsters the day before pickup to eliminate extended unsightliness. Please make sure that bulk items are not placed so close to the dumpsters as to interfere with homeowner's or garbage truck access. Tires, electronics and appliances containing Freon cannot be left for bulk pick-up. Construction debris CANNOT be left for bulk pickup.

Recycling

Recycling is mandatory. Recycling bins are located in the recycling area next to the dumpsters. All recycling can be co-mingled. All items MUST be removed from plastic bags before being placed in the bins. All cardboard boxes must be broken down and placed in the containers.

The only items accepted in the recycling bins are as follows:

<u>Containers</u>	(Please rinse all containers)	<u>Paper</u>
aluminum cans		chipboard/boxboard
aluminum foil		computer/office paper
glass bottles		craft paper/brown grocery bags
juice boxes		junk mail, magazines & catalogs
milk cartons		notebook & construction paper
plastic containers (#1-7)		hard-covered books (covers removed)
tin & bi-metallic containers (including aerosol cans)		soft-covered books/paperbacks
white refrigerated/frozen food containers		telephone books
		newspaper
		corrugated cardboard (flattened)

The following items are **not** recyclable:

Diapers, clothing, styrofoam, plastic bags, compost and yard waste.

Additional recycling information may be found online at www.townofwarwick.org

Electronic Waste

No electronics are permitted to be left in the recycling area or dumpsters. This includes TVs, computers, printers, fax machines, stereos, etc. All electronics must be disposed of at an authorized recycle facility or business (i.e. Staples, Best Buy, local computer stores). Fines will be imposed for those residents who violate this rule.

POND

Fishing, swimming, skating or trespassing in the pond or its tributaries is strictly prohibited.

CLUBHOUSE

The clubhouse is available for rent by the residents. Reservations are accepted on a first come/first serve basis with reservations preferred at least two weeks in advance. Any person renting the clubhouse must sign a contract (available at the office) holding said person liable for locking up after use and returning the key to the office. A rental fee and security deposit are required. Contact the Homeowners' Office for current rates.

POOL

The pool is open from Memorial Day through Labor Day or as posted. Residents will be notified of the operating hours, policies and procedures as determined by the Board when receiving their annual pool pass application in May. All policies and procedures are based on, but not limited to, the Orange County Board of Health Rules & Regulations.

All persons under the age of **16** must be accompanied by their parent or legal guardian, or an adult who will be responsible for their safety and behavior and any medical emergencies. Any child under the age of **16** using the pool as the guest of another homeowner must have written permission from their parent/guardian to be at the pool with said adult. An emergency contact phone number for the absent parent/guardian must also be indicated in the note to the Lifeguard.

Copies of the detailed pool rules are sent to homeowners annually with pool passes. Copies are also available at the Homeowners' Office.

The WMMHOA and the members of the Board, as well as the Lifeguards employed by the WMMHOA, are not responsible or liable for the injury of any person violating the rules.

Trespassing on pool grounds for any reason is subject to fines, the loss of pool passes for the offender and their family for the rest of said season and prosecution. Exceptions will not be made.

TENNIS COURT/BASKETBALL

The priority usage of the court is for the game of tennis. If tennis is not being played, the court may be used for basketball. Residents of Warwick Village Condominium / Warwick Meadows and their guests are permitted to use the court. No one is permitted to use the court for more than one (1) hour if another party is waiting. Keys to the Tennis Court are available in the Homeowner's Office.

SECURITY

Residents should report all injuries, accidents, vandalism, burglaries and criminal activity to the WVCHOA office. They are also urged to note the license plate numbers of vehicles engaged in suspicious activities or suspected violations and report same to the WVCHOA office and the Police.

SOLICITING

House-to-house soliciting is strictly prohibited. Violators are considered a nuisance and should be reported by homeowners to the Police.

HUNTING

Hunting within the confines of Warwick Village Condominium / Warwick Meadows property is prohibited. Non-property owners are prohibited from driving and/or parking on the complex roads for the purpose of hunting.

No firearms (including air rifles and air pistols) will be discharged nor any bow and arrow used for hunting or target practice anywhere on the property.

VANDALISM

Vandalism on any kind, by anyone, will not be tolerated. Responsible parties can be fined and will be billed for any damages incurred. Parents or guardians will be held responsible for persons under 18 years of age causing acts of vandalism. Violators will be prosecuted.

VIOLATIONS

Any paragraph(s) in the Rules and Regulations that may be interpreted as a violation by the Board shall be deemed as such, and, therefore, subject to penalty as may be fixed by the Board. All violations are subject to fines listed on the last page of this document. Fines can be increased or decreased at the discretion of the Board of Directors and updates mailed to all homeowners.

Please call the office at 986-9410 if you have any questions regarding these Rules and Regulations.

WARWICK VILLAGE CONDOMINIUM HOA

VIOLATION FINE LIST

VIOLATION	1 ST FINE	2 ND FINE	3 RD & SUBSEQUENT FINES	LATE FEE / FINANCE CHARGE % ON UNPAID BALANCES
Pet Clean Up	\$50	\$100	\$200	\$15.00 / 9%
Unleashed Pet, Walking Pet within 25' of a unit. Overage on Number of Pets Allowed	\$50	\$100	\$200	\$15.00 / 9%
Feeding/Harboring Feral/Stray Animals	\$100	\$200	\$500	\$15.00 / 9%
Parking on Roads or Unauthorized Spot for Extended Period of Time	Warning	\$50	Towed at homeowner's expense	\$15.00 / 9%
Trespassing/Damage to Pool/Clubhouse	\$100 + damages	\$200 + damages	\$500 + damages	\$15.00 / 9%
Improper use of Common Areas	\$100 + damages	\$200 + damages	\$500 + damages	\$15.00 / 9%
Improper Dumping of Trash/Recycling Materials or Electronics	\$100	\$200	\$500	\$15.00 / 9%
Storing Personal Items on Common Grounds	\$50	\$100	\$200	\$15.00 / 9%
Noise Pollution	\$50	\$100	\$200	\$15.00 / 9%
Use of Propane/Charcoal Grill On Deck or Patio	\$50	\$100	\$200	\$15.00 / 9%
Returned Checks	\$50	\$100	\$200	\$15.00 / 9%
Open Burning or Discharge of Fireworks/Firecrackers	\$100	\$200	\$500	\$15.00 / 9%
Failure to properly maintain/repair your home	\$50	\$100	\$200	\$7.50 / 9%

Fines may be changed at any time at the discretion of the Board of Directors.