

OAK CREST ESTATES HOA RULES AND REGULATIONS

The Rules and Regulations set by the Homeowners Association (HOA) are designed to maintain property values, ensure community safety, and promote a harmonious living environment for all residents. These guidelines help protect the appearance, functionality, and overall quality of the neighborhood.

Failure to abide by the rules outlined can result in consequences such as fines, suspension of amenity privileges, and in some cases, legal action. Compliance helps ensure a positive and consistent community experience for everyone.

- 1) All owners and occupants must abide by the Rules and Regulations applicable to every amenity of the Oak Crest Association, i.e., the Clubhouse, Pool, basketball courts, etc.
- 2) Soliciting of any kind, including political, business, and charitable purposes is strictly prohibited within the community unless prior written approval is obtained from the Board of Trustees.
 - a) No signs, flyers, posters, or advertisements-whether for political campaigns, business promotions, or the sale or rental of property-may be posted or displayed on windows, doors, yards, common areas, or recreational facilities without the written consent of the Board. Any unauthorized postings will be removed, and violators may be subject to enforcement actions in accordance with the HOA.
 - b) No person, neither a resident nor a non-resident shall be allowed to solicit, by going door to door or posting notices as outlined above in **Rule and Regulation # 1**. They will be allowed to utilize the US Postal Service or post any notices on the designated bulletin board in the Clubhouse/recreational area. All solicitations from residents or non-residents will not be referred to by the Oak Crest Association without written permission of the Board of Trustees.
- 3) Owners and occupants shall refrain from using their units, yards, or any common areas in a manner that may be considered objectionable, disruptive, or offensive, particularly during designated quiet hours. Activities that generate excessive noise- such as the use of musical instruments, loud music, or sound amplification devices are prohibited if they disturb the peace and comfort of other residents.

- 4) No yard sales or vending is permitted on or in any common area by owners, tenants and/or guests without the Board of Trustees' and Township's prior written approval.
- 5) Occupants of units may have outdoor parties attended by other occupants and house guests. If the occupant expects the party to spill into a common area the Board of Trustees must receive prior written notice to avoid conflicts with other planned activities. Parking arrangements must be included. The occupant will receive written acknowledgement and approval/disapproval from the Board.
- 6) The consumption or use of alcoholic beverages or use of illegal drugs in the common areas of the community is expressly prohibited.
- 7) Loitering is not permitted in any of the common areas, recreational facilities, in front of homes, or parking areas at any time.
 - (a) Curfew for children ages 14 and under is **9:00 PM**. Curfew for children ages 15 to 17 is **10:00 PM**. This curfew is enforced by the Hamilton Township Police Department and by the Oak Crest Estates Association. In addition to the fines and penalties, which may be imposed by the municipality, the Association shall have the right to fines and penalties not to exceed **\$100.00** per offense.
- 8) Gambling and all illegal activities are strictly prohibited on Oak Crest Estates HOA property, including both common areas and privately owned lots. The HOA reserves the right to notify law enforcement and fully cooperate in the prosecution of any individual involved in unlawful conduct.
 - a) In the event that a resident, guest, or occupant associated within this property is arrested for engaging in illegal activity within the community boundaries, the owner of that property may be subject to fines and other enforcement actions in accordance with the HOA policies and Governing Documents.
- 9) No fishing, swimming or ice skating permitted in/on the retention basins in the community.

- 10) For the safety and well-being of the community, all pets must be leashed when outside the unit and are permitted in common areas only if owners clean up after them immediately. Pets are not allowed in recreational facilities, including basketball courts, tennis courts, pools, and playgrounds. Dogs must have a valid municipal license. Tying pets to trees, light posts, patios, or any exterior area is prohibited, and pets may not be kept or left unattended outside the unit at any time.
- 11) Outdoor spaces must remain consistent with the overall aesthetic standards of the community. The placement of birdbaths, wishing wells, statues, screen houses, tents, lawn ornaments, swings, permanent benches, grills, furniture, or any other items deemed inconsistent with the community's visual appearance is not permitted.
- 12) All homeowners and residents must provide the Management Office with a completed yearly "Occupancy Listing" form. Forms must be updated yearly and/or when any changes occur (releasing, selling, additional occupants, etc.) Failure to supply the annual form will result in a **\$50.00** fine being assessed.
- 13) Homeowners wishing to lease their units must complete the required tenant application, available in the Management Office. All prospective tenants aged 18 or older are subject to a criminal background check and must receive prior approval from the board before moving in.
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- 15) To ensure the safety and security of the community, residents must notify the Management Office at least three **(3)** business days in advance before allowing a guest to reside in their unit for a period exceeding 30 days. Such individuals will be added to the official Occupancy Listing. Guests aged 18 or older who will be residing in the unit for more than 30 days are required to undergo a criminal background check. For guests staying fewer than 30 days, residents must still notify the Management Office in advance of their arrival.
- 16) Architectural Control Review Procedures and Guidelines shall become a part of these Rules and Regulations. A written request must be submitted to the Board prior to all exterior modifications, additions, alterations, or changes to homes. You must review these procedures and guidelines prior to planning your project.

- 17) Each owner is responsible for ensuring timely maintenance and repair of the exterior of their unit. Units may not be left in a state of disrepair, as such conditions can detract from the appearance and potentially have impact on the structural integrity of the community.
- a) If a unit is found in disrepair, The Homeowners Association (HOA) reserves the right to take any and all actions as authorized under the Declaration, By-Laws, and Architectural Control Rules to address the issue.
- 18) Garments, rugs, blankets, sheets, towels, or similar items shall not be hung or displayed from windows, balconies, trees, shrubs, decks, fences, railings, or the exterior of any building, unit, or within common areas. The use of clotheslines is permitted only within fenced-in yard areas and must be kept neat and unobtrusive.
- 19) No rugs or other articles shall be dusted, beaten or cleaned from windows or balconies or against any exterior portion of said buildings.
- 20) Owners and residents must always keep yards clean and neat. No trash is permitted to accumulate in the yard at any time. Pet feces must be picked up at least once a week in the back yards and immediately in front yards. Lawns and garden beds must be cared for as needed.
- 21) No owner or occupant shall plant or maintain any trees, shrubs, bushes, or flowers in any portion of the common areas without written approval from the Board of Trustees.
- 22) No furniture, packages or objects of any kind shall be placed or permitted to remain in or on any portion of the common areas.
- 23) Grilling and other outdoor entertainment must take place in the rear of the unit. In addition, lawn furniture must be returned to the rear of the unit when not in use.
- 24) No garbage, trash, bulk, or debris shall be thrown, disposed of, or allowed to remain outside of the unit. This includes yards, woods, parking areas, and the common areas. All trash and recyclables must be stored in covered leak proof receptacles and placed in the rear yard of each respective unit.

- (a) Recyclables are to be handled according to Township requirements. Storing of receptacles in areas other than the rear of the unit is not permitted.
- (b) Trash and/or recyclables can be placed in parking spaces the evening prior to the respective collection day. All receptacles (trash or recycling) must be returned to the rear of each unit by **7:00 p.m.** same day as collection. If the containers are left out during any other times that is not the scheduled pick up for trash or recycling, the owner of the unit will be charged an automatic **\$25.00** for each container.

TRASH IS PICKED UP EVERY MONDAY:

THE TOWNSHIP OF HAMILTON HAS PROVIDED EVERY HOME WITH A 96 GALLON WHEELED TRASH BIN SUITABLE FOR AUTOMATED COLLECTION. **ONLY USE THESE TRASH CANS THEY DO NOT PICK UP LOOSE BAGS OR TRASH.** TRASH CANS MUST BE STORED IN YOUR BACKYARD.

BULK DAY:

BULK DAY IS EVERY MONDAY. ONLY TWO (2) ITEMS PER UNIT. CALL THE TOWNSHIP (609-625-6311) TO PICK-UP APPLIANCES AND/OR ANY METAL ITEMS. NO ELECTRONICS OR HAZARDOUS MATERIALS WILL BE PICKED UP BY TRASH COMPANY.

YARD WASTE IS NOT PICKED UP AT YOUR HOME:

YARD WASTE CAN BE PLACED NEATLY NEXT TO THE DUMPSTER AREA. THIS INCLUDES CHRISTMAS TREES ONLY USE PROPER PAPER BAGS. **NO PLASTIC BAGS FOR YARD WASTE.**

RECYCLING:

RECYCLING IS PICKED UP EVERY OTHER FRIDAY. PLEASE USE RECYCLING CONTAINERS ONLY.

- 25) No furniture, packages or objects of any kind shall be placed or permitted to remain in or on any portion of the common areas.
- 26) Riding bikes, mopeds, motorcycles, dirt bikes (motorized vehicles) on the property including woods, grass areas, behind homes, parking areas, and courts are expressly prohibited.

- 27) All streets and parking spaces are available for the purpose of parking and thoroughfare. Residents and their guests must not interfere with the flow of traffic. Walking should be to the extreme edge of the road.
- 28) Each unit is assigned two designated parking spaces. Vehicles must be parked fully within the lines and may not be parked on or over the boundaries. Parking is only allowed in marked, designated areas and is prohibited behind or beside units, in common areas, fire lanes, non-parking zones, and in front of mailboxes. Parking is reserved for residents and their guests only. Unauthorized Vehicles are subject to towing at the owner's expense, as indicated on posted signs.
- 29) The speed limit on Oak Crest drive is **25mph**, and the speed limit within the courts is **10mph**. Careless or reckless driving is strictly prohibited. All vehicles parked within the community must be properly registered, insured, display a valid inspection sticker, and be in road-ready condition. Vehicles that do not meet these requirements are subject to towing at the owner's expense and may also incur a fine.
- 30) No major vehicle maintenance is permitted in the community. Routine washing, waxing, emergency jump-starts, and changing flat tires are acceptable.
- 31) The parking or storage of the following vehicles within the community is strictly prohibited: boats, limousines, campers, recreational vehicles (RVs), tractor trailers, vehicles with four or more axles, commercial vehicles (including but not limited to dump trucks and box trucks), school or commercial buses, utility trailers, and boat trailers. Additionally, tractors or similar vehicles designed to tow trailers are not permitted within the community.
- 32) Permits for driving in the common area will be issued by the Management Office to workers who must deliver supplies or equipment relating to homeowner's need for repairs or supplies. Failure to receive prior permission will result in the owner receiving an automatic fine of **\$100.00** and costs to repair all damages.
- 33) For the safety of the children, they are not permitted to arrive at their school bus stop more than ten (10) minutes prior to picking up. Children must stay within the designated school bus stop area. Kindergarten children must be with a parent or guardian to put them on the school bus and meet them when the Kindergartener gets off the bus. If a parent or guardian is not there waiting for their Kindergartener, the child will be returned to the school. For residents who drive their children to the bus stop –

this is only permitted during inclement weather or due to a health condition. Vehicles used to transport children must not block the driveways ingress or egress for other vehicles needing access.

FINE POLICY

Unless otherwise stated the unit owner will be assessed a \$50.00 Fine when in receipt of the first “Notice to Cease”. An additional \$100 Fine will be assessed for each time the same Rule and Regulation is violated.

Please note: The Association only fines the owner of a unit, not the tenant, guest or other third party. The titled owner is responsible for all fines against their respective homes.

AUTOMATIC FINES

Fines will be assessed for violation of the following Rules and Regulations without a first warning letter:

R&R #24b: All trash and recycling bins must be removed from the front of units and parking spaces by **7:00PM** on the day of collection. **\$25.00 fine per container.**

R&R#10 “All pets must be on a leash. Pets are permitted to be walked on the common areas if the residents immediately clean up after their pets. The tying of pets to light posts, trees, patio’s or anywhere outside the unit is prohibited. Pets are not permitted to be kept outside of the unit in any manner”. **\$200.00 fine**

R&R #16 “A written request must be submitted to the Architectural Control Committee for any and all exterior modification, addition, alteration or change”. **\$250.00 fine**

R&R # 28. “No parking and/or driving is permitted in the rear, side of units, common areas or in front of mailboxes. **\$100.00** fine with additional costs for any repairs of damage to the common area.

R&R # 30 “No vehicle maintenance of any type is permitted in the community, other than routine washing, waxing, emergency jump-start, and change of flat tire.” **\$100.00 fine.**

R&R #13&14 “Leasing Procedures and Guidelines”, shall become a part of these Rules and Regulations.” (Especially tenant move-ins without, landlord’s submission of proper documentation to the Association and Board of Trustees approval,), **\$500.00 fine**

Fines will also be assessed for the following:

1. Riding bikes, skating or playing on the asphalt courts or sidewalks is not permitted. The asphalt courts are considered thoroughfares and not play areas. Bicycling and skating are restricted to the “Bike Path”. **\$100.00 fine**
2. Children must play in the rear yard. Playing in the front yard is permitted only with adult supervision. **(\$50.00)**
3. Playing in the common areas is permitted, only with proper adult supervision. **(\$50.00)**
4. Vandalism, breaking glass, throwing stones, littering, loitering, sitting on or damaging utility boxes and/or mailboxes or the playing of loud music is not permitted. **\$100.00 fine**. In addition, costs of repairs will be charged to the owner of the unit where the violators originated (Resident or Guest thereof).
5. Curfew violations. **\$100.00**
6. Illegal dumping. Anyone who places trash, debris or personal items anywhere on common ground including the wooded areas and parking spaces. **\$500.00 fine**

FINE HEARING

According to the Association Documents, you are entitled to a hearing before the Board of Trustees regarding fines. If you desire a hearing, you must request it in writing within ten (10) days from the date of the notification of the violation. After ten (10) days if we have not received your letter requesting a hearing, the fine will become due and payable immediately. You may also object to the fine in writing, however, you will waive your right to hear in person for the same offense. The Board decision will be final

NOTICE

At the August 19, 2004, Board Meeting, a “Notice of Loss of Privileges” to accompany the LIEN NOTICE was approved. Owners who receive a Lien Notice will now receive the “Loss of Privileges” notice (includes Parking, Pool Access, etc.) as well as being a member “NOT” in good standing. *The “Loss of Privileges” Policy took effect January 1, 2005.*

PARKING POLICY

Parking is by Parking Permit Sticker only, at Oak Crest Estates. All vehicles parked in the community must be registered with the office. A copy of the registration and Insurance Card of each vehicle is required for a parking sticker to be issued. *Passed on August 19, 2004, Board Meeting*

Residents are reminded that all vehicles must be operational and display a current registration, inspection, and insurance. Additionally, vehicles must be roadworthy and display a valid Oak Crest Estates HOA issued parking permit.

Any inoperable vehicles or those with expired or missing tags will receive a dated warning sticker placed on the vehicle's window. This sticker will advise the owner to remove or bring the vehicle into compliance by the specified date.

Failure to address the violation by the date indicated on the warning will result in the vehicle being towed at the owner's expense.

Owners who are delinquent (60–days) in their fees and/or fines will lose their parking privileges. Delinquent owners will receive a letter advising that they have ten (10) days to cure their delinquent accounts or move the vehicle(s) off the premises. Notification regarding the towing of their vehicle(s) will be sent certified mail and first-class mail along with a LIEN NOTICE. * No further notice is required regarding the towing of said vehicles (including guest vehicles in their respective numbered parking spaces) and if a towing notice is placed on said vehicle(s) as a courtesy – the goal is to cure the delinquent accounts and not to punish.

**In accordance with the Declaration of Covenants, Conditions and Restrictions of Oak Crest Homeowners Association Article VI, Section 1*

Revised: 4/05; 05/09; 06/14; 03/20; 06/25