



## **SIMPLE GUIDE TO THE ARBOR GREENE BYLAWS AS OF SEPTEMBER 2017**

### **Purchase of Home**

- Purchaser is required to pay a capital contribution fee equal to the quarterly payment but it is separate and is not credited as a quarterly payment. Purchaser is also required to pay the pro-rated portion of the current quarter plus the next full quarter of fees at settlement

### **Sale of Home**

- Seller is required to pay a Resale Certificate fee of \$200 and any unpaid quarterly fees at time of settlement. Requests for a Resale Certificate should be directed to the Managing Agent

### **Quarterly Fees for Common Expenses**

- HOA fees are currently \$300/year or \$75/quarter
- HOA fees are due and payable on the first day of each calendar quarter, and will be a lien against each homeowner. HOA fees should be made payable to "Arbor Greene HOA" and mailed to P. O. Box 229, Palmyra, PA 17078
- Any net shortage in Common Expenses after applying the Reserves will be assessed against each homeowner

### **Reserves**

- HOA will build up and maintain reasonable reserves for working capital, operations, contingencies and replacements. If reserves are inadequate for any reason, homeowners may be assessed an additional charge
- Homeowners must be notified of any additional assessments in writing, giving the amounts and reasons, as soon as possible

### **Collection of HOA Fees**

- Executive Board will take action to collect unpaid HOA fees which are unpaid for more than 30 days. HOA fees not paid within 5 days of the due date will accrue a late charge of 5% in addition to annual interest of 15%
- Attorney's fees and court costs coming from any collection effort will be the responsibility of any homeowner in default

### **Use Restrictions**

- **Written Approval** - All building plans for sheds, pools, fences, decks, and patios or any other outside structure must be submitted to the Executive Board for approval with one set of plans, showing location and measurements. No building or changes should be started without written approval from the Executive Board. Any changes or deviations from the original plans and approval will need to be resubmitted for additional approval
- **Fences** - No chain link fences, barbed wire fences, or fences composed of visible metal or plastic wire may be erected. All fences must be installed behind the rear wall of the home. Split rail, vinyl or painted wooden board fences may be installed in the rear of the home. Fences cannot exceed 5 feet in height. Nothing, including fences, can be installed in any easement.
- **Sheds** - Storage sheds must match the home with same roof shingles, shutter color and siding color, and must be new construction. Minimum size is 10 feet by 12 feet. Sheds must be located in the rear of the home and 7 feet off the property lines and 10 feet from the swale. Lebanon County requires a permit for sheds

- **Trailers and Other Large Vehicles** - No vans, trucks, or other vehicles longer than 20 feet or in excess of 6,800 lbs, and no tractor trailer cabs or trailers of any type can be parked on bordering streets or kept at a home, except completely within a garage. No boats, snowmobiles, motorcycles, all terrain vehicles, campers, motor homes, trailers, recreational vehicles, or inoperable or unlicensed vehicles may be parked (stored) on bordering streets or kept at a home for more than 24 hours, except completely within a garage
- **Signs** - Only "For Sale" or "For Rent" signs are permitted, one per home, cannot exceed 5 square feet in size
- **Rubbish and Trash** - Homes cannot be used for the storage of rubbish or for the storage of any property or thing that will make it appear unclean or untidy or that will make it obnoxious to the eye. No substance, thing or material may be kept that emits a foul or obnoxious odor or that will emit any noise that will disturb the peace, quiet or comfort of neighbors. Household trash and rubbish must be kept in closed sanitary containers at curbside only on collection day. No garbage or trash containers can be located in the front or side lawn areas for more than 24 hours
- **Pets** - No animals, birds or fowl may be kept except for dogs, cats and pet birds, not to exceed 3 of any kind including offspring under 6 months of age. Must be pets for the use and pleasure of the homeowners. All birds must be confined in cages. All animals must be kept and maintained in compliance with all local laws and ordinances.
- **Satellite Dish/Antenna** - No radio or television towers or antennas or similar structures can be erected outside of any home, except for satellite dishes which cannot exceed 18 inches in diameter
- **Swales/Easements** and other surface areas must be maintained by the homeowner. Nothing may be placed, planted, constructed or installed in any sanitary sewer, utility or storm water easement. No easements may be altered in any way
- **Common Areas** - No obstruction of the Common Areas. Nothing should be stored in the Common Areas. No benches, chairs or other personal property (toys) should be left in the Common Areas

#### **Annual Meeting**

- Held on the first or second Monday of April each year, if possible. Place of meeting may be designated by the Executive Board
- Notice of meeting sent to each homeowner at least 10, but not more than 60 days, prior to the meeting with stating time, place and purpose

#### **North Londonderry Township Ordinances**

- Please refer to NLT ordinances at [http://nlondtwp.com/resources/attach\\_docs/CodeBook.pdf](http://nlondtwp.com/resources/attach_docs/CodeBook.pdf)
- As of June 17, 2015, permits are now required for all fence, wall and hedge installations

**NOTICE:** While every effort has been made to ensure the accuracy of this summary, the original Bylaws and Plan Declaration will be the guiding document if there are any conflicts.

If you did not receive the full and complete Bylaws document at or before settlement, please contact a member of the Board to receive it.