

Highpoint Country Club

Community Corporation of Highpoint, Inc.

Rules and Regulations

Adopted July 12, 2019
Amended October 7, 2023

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Introduction

These Rules and Regulations are adopted by the Community Corporation of High Point, Inc. ("CCHP") Board of Trustee pursuant to the authority contained in Article 6, Section 2 of the CCHP Bylaws. The following Rules and Regulations are adopted and enacted for the health, safety, convenience and greater good of all of the owners, tenants, occupants, guests, visitors and invitees of The Highpoint Country Club Community, and are binding upon all owners, tenants, occupants, guests, visitors and invitees of the Community and are applicable to Residences and Land Lots.

These Rules and Regulations are enforced internally via the Grievance Committee, also established pursuant to the CCHP bylaws. Grievance Committee rules and determinations are also governed by the Alternative Dispute Resolution policies established by CCHP.

It is important to note that these Rules and Regulations apply to all tenants, occupants (family members or otherwise), guests, invitees and other users of the Community facilities and roadways, and that the owners are additionally responsible for the actions of their tenants, occupants, guests and invitees, and as such, any violations of these Rules by any tenant, occupant, guest or invitee shall be deemed a violation by the owner responsible, in addition to a violation of the tenant, occupant, guest or invitee, subjecting both to possible fines as herein set forth. Accordingly, if you rent your property or invite anyone to your property, for any purpose, you are responsible at all times for the compliance of your occupants, your tenant, your guests, your tenant's guests, contractors, sub-contractors, or invitees, to these Rules and Regulations. We strongly recommend that you advise any such tenants, occupants, guests or other invitees that they must comply with these Rules and Regulations. It is also recommended that you include a provision in all lease agreements requiring such compliance and that you attach a current copy of these Rules and Regulations to and make them a part of every lease agreement.

These Rules and Regulations, including but not limited to enforcement authorization and the fine schedule, may be amended or revised by the Board of Trustees in an effort to keep all materials relevant and current. This revision is dated: July 2019

Article I-General

Those violating any of the Rules and Regulations contained herein, or as may be enacted from time to time by the Board of Trustees, are subject to the imposition of sanctions, including warnings, fines, suspension of privileges of membership and suspension of use of common areas. A Grievance Committee has been established to conduct hearings to determine whether violations of these rules and regulations have occurred.

Where a breach of a rule or regulation also constitutes an unlawful act, CCHP reserves the right to actively pursue all lawful remedies in addition to any penalties outlined herein.

Section 1: All property located within The Highpoint Country Club Community is zoned R-4 Residential by the Township of Montague, with the exception of the Golf Course, Clubhouse, and Restaurant as outlined in the respective deed(s). No use other than residential is permitted in the R-4 zone, unless Court Ordered or approved in writing by the Board of Trustees and/or Montague Township (if applicable).

Fine Schedule (Section 1)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$200 + Zoning Complaint	\$500 + Zoning Complaint	\$1000 + Zoning Complaint

Section 2 All applicable municipal, state, or federal codes and statutes are incorporated herein by reference, as are the Bylaws of CCHP. Any violations of said laws shall be a violation of these Rules subjecting the violator to the penalties herein provided. This includes use other than residential, except as noted in Section 1.

Fine Schedule (Section 2)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$100	\$150	\$200

Section 3: No community resident may, at any time, be the "guest" of another community resident for the purpose of accessing or using any CCHP owned community facility.

Fine Schedule (Section 3)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$100	\$150	\$200

Section 4: Any non-resident who repeatedly violates any rule or regulation of CCHP may be barred and prohibited by the Board of Trustees from entry into the Community. During such period of barring and prohibition, should such non-resident be found within the community, they shall be prosecuted for trespassing. Such barred party may apply for reinstatement upon a showing of good cause. To the extent the non-resident is a guest or invitee of an owner, the owner may be subject to the penalties herein provided.

Fine Schedule (Section 4)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$200	\$500	\$1,000

Section 5: Hunting of any kind, Target Shooting, Baiting, or Discharging of Firearms of any kind (rifle, shot gun, cross-bow, bow & arrow, air/gas-powered guns, etc.) is **STRICTLY PROHIBITED** anywhere within the Holiday Lake/High Point Country Club community, including vacant Lots. In addition to fines imposed by CCHP, violators will be reported to the NJDEP Division of Fish & Wildlife for further penalty.

Fine Schedule (Section 5)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$200 + NJDEP Fish & Wildlife	\$500 + NJDEP Fish & Wildlife	\$1,000 + NJDEP Fish & Wildlife

Section 6: Outdoor fires (including chimeneas and other commercially manufactured fire pits) are permitted only per state law. A violation of state law is a violation of these Rules. The burning of garbage, trash or leaves is prohibited.

Fine Schedule (Section 6)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$100	\$150	\$200

Section 7: Possession and use of fireworks is limited to that which is allowed by NJ State law.

Fine Schedule (Section 7)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$100	\$150	\$200

Section 8: Excessively loud or vulgar music and/or language or behavior which is loud, vulgar, offensive or derogatory towards any individual is prohibited at any CCHP recreation or common area.

Fine Schedule (Section 8)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$100	\$150	\$200

Section 9: Yard sales are limited to two annually per unit, and only household and personal items may be sold. Dated permits must be obtained from the Association office prior to conducting the sale and prominently displayed during the sale.

Fine Schedule (Section 9)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$100	\$150	\$200

Section 10: A "zero tolerance" policy exists regarding any act of vandalism against common areas, equipment, or property owned or under the control of CCHP. Person(s) found guilty of vandalism will have recreational privileges revoked for a period not to exceed one year, be subject to fines not to exceed \$1000.00, be liable for the full cost of repair to vandalized property, and will be subject to prosecution to the fullest extent of the law.

Fine Schedule (Section 10)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$200	\$300	\$500

Section 11: Posted Hours shall be observed for any property owned by or under the control of CCHP.

Fine Schedule (Section 11)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$200	\$300	\$500

Article II-RECREATIONAL FACILITIES

Pool, Beach, Lakes, Tennis Courts, Playground, Basketball Court and Recreational Fields

The Community Corporation of Highpoint, Inc. is not responsible for injuries resulting from swimming, fishing, boating or the use of any recreational facilities or areas. Use of all recreational areas and facilities are at the user's own risk.

The recreational facilities are for the use and enjoyment of all Members whose assessments are current as well as all members of their household with whom they reside within the Community and all tenants of Members whose assessments are current* provided such Member has provided CCHP with a properly executed Waiver of Rights in favor of the CCHP. The rights and considerations of all residents must be respected at all times when using recreational facilities. Community issued photo identification cards must be presented at all recreational areas or use of same WILL be denied.*

Section 1: In order to utilize Community amenities, including the pool, beach, tennis courts, etc., all residents and their children over the age of 5 must have a Community photo ID card issued from the Community office. Use of community amenities is only available to owners (and their tenants, if applicable), whose dues, assessments and other financial obligations to CCHP are current. Delinquent owners (and their tenants, if applicable) shall not be permitted the privilege of using Community amenities.

Section 2: Landlords shall register all tenants with the CCHP office using Tenant Registration Forms provided by the office. Landlords shall pay a Tenant Registration fee of \$50.00 to cover the administrative costs associated with registration. Such registration shall be done within 2 weeks of a tenant's move in date. Registration shall include identification of all residents (including all family members), identification of all vehicles associated with the tenants/residents and a copy of registration and insurance cards for all such vehicles.

Section 3: All posted rules as well as hours of operation of recreational facilities must be adhered to.

Section 4: NO alcoholic beverages or glass containers of any kind are permitted at any recreational facility or on any common area owned or under the control of CCHP.

Section 5: Smoking of any kind, including "e" or vape, at the pool and other facilities shall be allowed only in those areas properly designated and with proper receptacles for ashes, butts, etc. Smoking privileges will be limited as per Federal and NJ State law(s). All smokers shall use receptacles available for such purpose.

** "Current" shall be defined as both past due and current amounts on the Member's account being paid in full as of the 15th day of the month. Failure to remain current will result in fines as set forth below.*

Fine Schedule (All of Article II)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning, ejection + mandatory conference and sign-off	\$100 + revocation of privileges (max. 12 months)	\$150 + trespass complaint where appropriate	\$200 + trespass complaint where appropriate

Article III- Tennis and Basketball Courts

- Section 1: Reservations may be required for use of courts. One group may sign up for one (1) hour at a time for one (1) court.
- Section 2: All posted rules must be observed. Violations of posted rules shall be a violation hereunder.
- Section 3: Appropriate attire shall be required at all times. Sneakers must be worn while on the playing surface.
- Section 4: NO music boxes should be played inside or near the court area so as not to disturb the players.
- Section 5: NO roller skates, bicycles or other devices that are not used to play tennis will be allowed inside the court.
- Section 6: NO dogs or animals are allowed in the court area.
- Section 7: All ball cans, lids or other litter is to be properly disposed of in trash cans.
- Section 8: ID Cards will be checked periodically. All Members must display them upon request.

Fine Schedule (All of Article III)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning + Mandatory Conference with Grievance Committee	\$100 + Revocation of Privileges (Max. 12 Months)	\$150 + Trespass Complaint	\$200 + Trespass Complaint

Article IV-Pool and Beach Areas

Entry to the pool and beach areas shall require a community issued ID or guest pass and shall require sign-in with the Lifeguards. Lifeguards are in charge of swimming areas and their instructions MUST be obeyed. Swimming and other water activities may be dangerous. Caution and care must be exercised when using these areas. Anyone swimming before or after posted hours or at any time without a lifeguard present, assumes all risk associated therewith and waives any claim against CCHP for damages, injuries and costs resulting from such use.

Pool access shall only be via the path behind the clubhouse which shall be marked for such purpose. Individuals with disabilities requiring assistance to enter the pool area should contact the CCHP office in advance to request assistance.

- Access to the Pool area is limited to the designated pathway, entering from the lower parking lot to the left of the Clubhouse building and around the back of the clubhouse along the lake. Any person showing evidence of any communicable skin disease, sore or inflamed eyes, cold, nasal or ear discharges, or any other communicable disease shall be denied admission.
- Any person with excessive sunburn, open blisters, cuts, or bandages shall be denied admission.
- Do not enter the water if you are experiencing or recovering from diarrhea or have had any signs or symptoms of a gastrointestinal (stomach) disease in the past seven days.
- Children should be encouraged to use the restroom before entering the water. Immediately report any accidents you observe in the bathing waters to a lifeguard.
- All persons shall shower before entering the water.
- Conduct which endangers the safety and comfort of others shall be prohibited.
- Outdoor bathing shall be prohibited during an electrical storm.
- Persons suspected of being under the influence of drugs or alcohol shall be prohibited from entering the water.
- Policies and procedures regarding water toys and floating devices shall be established to ensure a safe bathing environment.
- Anyone violating any of these rules assumes all risks associated therewith, waives any claims against CCHP that may result therefrom and shall fully defend and indemnify CCHP for any third-party claims that arise as a result of such violation(s).

Section 1: Swimming at the beach and pool is permitted ONLY in the presence of a lifeguard. Swimming elsewhere in the lake is "at your own risk" (no lifeguards available).

Section 2: Pool parking is limited to the lower parking lot to the left of the Clubhouse building.

Section 3: Access to the Pool area is limited to the designated "Pool Access" pathway, entering from the lower parking lot to the left of the Clubhouse building and around the back of the clubhouse along the lake. Accessing the Pool area through the Golf Course or Clubhouse/Restaurant is strictly prohibited.

Section 4: ALL boat owners must obtain an identification sticker from CCHP.

- Section 5: No watercrafts with gas-powered motors or fuel storage, including but not limited to boats or other vehicles or vessels, are permitted on the lake, even if the gas-powered engine is withdrawn from the water.
- Section 6: Boating and fishing are NOT permitted in the swimming areas.
- Section 7: Boat launching will be permitted from a designated section of the beach and from privately owned lake front property ONLY. Only registered boats that are used on Holiday Lake may be stored on the Beach grounds (where designated), and boats may not be transferred from other lakes without first being allowed to dry for at least 2-days to prevent transference of contaminants. Boats cannot be stored on CCHP property, other than where designated.
- Section 8: No food or beverages are permitted within the pool area with the exception of plastic bottled water. Food and beverages, other than alcohol, are permitted at the picnic areas and beach pavilion.
- Section 9: Ice-skating, ice fishing, snowmobiling and ice boating are PROHIBITED on the lakes. Ice-skating is permitted on the ice-skating pond ONLY – conditions permitting.
- Section 10: Lost ID cards will be replaced with a charge of \$25. Owners are entitled to one free ID card replacement. In the case of landlord/tenants, landlords are required to have ID cards, thus the issuance of ID cards to tenants constitutes the free replacement. Subsequent tenants or losses are then subject to a charge of \$25.
- Section 11: No child under the age of twelve (12) will be permitted inside the pool or beach area unless accompanied by an adult, eighteen (18) years of age or older.
- Section 12: Pyramids are not allowed in the pool. Pool steps shall be utilized when exiting the pool.
- Section 13: No pets are allowed on the beach or in the pool area with the exception of service dogs.
- Section 14: Listening to music must not interfere with others' enjoyment of the beach and pool. Head-phone use is recommended.
- Section 15: Proper attire, cover-ups/footwear must be worn when not in immediate pool area.
- Section 16: Children who are not toilet trained may not enter the pool or lakes unless they are wearing plastic "SWIM" pants with fitting elastic waist and leg bands. Diapers may not be removed while in the pool or lakes.
- Section 17: Use of all swimming areas is at all times subject to the New Jersey State Bathing Code N.J.A.C. 8:26-5.4 (a). All users must obey all rules governing admission, bathing and conduct of patrons, and all posted rules.

Fine Schedule (All of Article III)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning + Mandatory Conference with the Grievance Committee	\$100 + Revocation of Privileges (Max. of 12 Months)	\$125 + Trespass Complaint	\$150 + Trespass Complaint

Article V – Storage of Vehicles, Identification and Permits

- Section 1: Storing boats that are not used in Holiday Lake and other vehicles not permitted to be used in Holiday Lake or upon other CCHP facilities are prohibited without special permits issued by CCHP.
- Section 2: ALL Owners and Tenants must register all vehicles, including automobiles, trucks, boats, etc. utilized by occupants of their home with the office. All owners and tenants shall display registration decals prominently in all such vehicles which decals shall be provided by the office upon registration.
- Section 3: ALL Owners must obtain photo identification cards from the office. Owner ID cards are issued free of charge. Lost cards shall be replaced at the cost of \$25 and only upon the Owner's signed certification that the ID has been lost and will be returned upon to the office if found or located. The \$25 cost of replacement fee may be waived in the event the Owner has not requested a replacement previously and has been in good standing for a period of the preceding 12 consecutive months.
- Section 4: Each unit is entitled to receive up to 30 guest passes per year for use of the pool, free of charge. Thereafter, the office shall charge a fee for the issuance of additional guest passes.
- Section 5: All multi-unit buildings/properties within the Community shall provide a contact person as well as contact information for such person, including phone numbers, email addresses, etc., to the office, so that the office may address any violations of any common property in such multi-unit building/properties, as well as for safety purposes. Each owner of a condominium unit shall be jointly and severally responsible to comply with these rules as it relates to any common property of a multi-unit building/property.

Fine Schedule (All of Article V)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$100	\$150	\$200

Article VI – Renting and Resale

- Section 1: Owners MUST notify the CCHP office of the rental, lease, or sale of their property within one week of a fully executed agreement for same, so that resident registration and closing procedure packages may be promptly forwarded to new residents. In the case of a sale, it is the obligation of the selling owner to advise the purchaser and any agent acting on the purchaser's behalf, of the registration requirements herein provided.
- Section 2: Upon transfer of title, whether voluntary or involuntary, the transferring owner shall notify the title recipient that, among other things, the property is within the Highpoint County Club Community and that as such, membership in CCHP is compulsory, requiring compliance with CCHP governing documents, including these Rules and Regulations. Furthermore, owners shall advise transferees that they should contact the CCHP office in order to obtain transfer requirements and instructions, which include transfer notification, new owner registration forms and other administrative requirements, including administrative fees. These administrative fees are due on the date of the deed transfer, regardless of the date of recording of the deed or whether it is in fact recorded. Owners must disclose such requirements, including the registration fee to the potential purchasers (currently the fee is \$600).
- Section 3: Owners are required to submit a new registration forms for all new Tenants to CCHP, along with the \$50 fee. Owners are required to pay the fee for all new tenants, including tenants relocating within the community.
- Section 4: All Tenant leases must incorporate an acknowledgement that the landlord/owner shall assign the rental payments to CCHP in the event the owner's dues and assessments remain unpaid for a period of 30 days. Said acknowledgement must accompany the Registration form submitted to CCHP and shall remain in effect for so long as owner has a tenant.
- Section 5: All Tenant leases shall include an acknowledgement by the tenant that they have received a copy of these Rules and Regulations and agree to be bound by them. Said acknowledgement must accompany the Registration form submitted to CCHP and shall remain in effect for so long as owner has a tenant.
- Section 6: Owners are responsible for the actions of their Tenants and must ensure that they have all required ID badges and permits. As such, in the event a tenant violates any Rule herein set forth, both the owner and the tenant may be cited for such violation and both shall be liable in the event of a finding that a violation has occurred. Owners are responsible for the payment of all dues and other fees and charges due to CCHP, regardless of whether their rental agreement requires the tenant to pay.
- Section 7: Only one "For Sale" or "For Rent" sign of industry standard size (approx. 720 square inches, including riders) is permitted per owner property, and NO post signs will be permitted. All signs violating this rule will be removed by Community Corporation of Highpoint, Inc. personnel where such sign is found on common area, including "right of ways," and may be picked up from the administration office. During "Open Houses," one additional sign may be placed on the property being offered for sale for a maximum time frame of 4 hours.

Fine Schedule (All of Article VI)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$100	\$150	\$200

Article VII – Health and Sanitation

Any resident, owner or condominium violating any provision shall be subject to the Fine Schedule below and each day during which it continues shall constitute a separate and distinct offense:

- Section 1: There shall be NO Dumping anywhere in the community. Residential trash or garbage may not be placed in containers at recreational areas or Clubhouse.
- Section 2: All waste, trash, garbage, etc. MUST be bagged securely and placed in a trash receptacle or garbage can with lid to prevent animals from scattering it and to permit easy removal. All garbage cans must be clearly marked identifying the resident's street address and unit ID.
- Section 3: Excess garbage may NOT be put out for collection until the day of pickup. Garbage that is not removed by Trash Collectors MUST be cleaned up and all garbage cans must be removed from pickup areas and properly stored by the end of the day designated for pickup.
- Section 4: Items may be left out for bulk pickup only on the day for which arrangements have been previously made for their removal.
- Section 5: Burning of garbage, trash or leaves is strictly PROHIBITED.
- Section 6: Montague's Littering Ordinance is incorporated herein (Montague fines will be additional):
- Persons shall not throw, drop, discard or deposit litter of any nature upon any public or private property other than in a litter receptacle.
 - No person shall sweep or deposit litter in any gutter, street or other public place.
 - It shall be the duty of the owner, lessee, tenant, occupant or person in charge of any structure to keep the sidewalk and curb abutting the building or structure free from obstruction or nuisance of every kind.
 - It shall be unlawful for any owner, lessee, agent, or contractor in charge of a construction or demolition site to permit the accumulation of debris or litter before, during, or after completion of any construction or demolition project.
 - No person shall throw or deposit any handbill in or upon any vehicle. No solicitation material of any kind may be distributed or posted within the community.
 - It shall be unlawful for any residential property owner to store or permit storage of any tires, or bulky household waste, including household appliances, furniture, and mattresses in areas zoned residential, except in a fully enclosed structure.
 - It shall be unlawful for any residential or commercial Property Owner to permit open or overflowing waste disposal bins on their property.
 - It shall be unlawful for any person to discard or dump along any street or road, any household or commercial waste.
 - It shall be unlawful for any vehicle to be driven, moved, stopped or parked on any community road unless such vehicle is constructed or loaded to prevent any of its load from dropping, shifting, leaking or otherwise escaping from it.

Fine Schedule (All of Article VII)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$200	\$300	\$1,000

Article VIII – Animals

The following shall be grounds for a complaint, finding of a public nuisance and imposition of a fine, to the pet owner and if such pet owner is a tenant, to the property owner, under these Rules and Regulations. All violations of this Article, by any tenant or occupant of a property, shall be an additional and separate violation of the owner and any fines levied hereunder shall be in addition to any fines issued by Montague Township:

- Section 1: NO animal, horses, livestock, or poultry of any kind shall be raised, bred, or kept on any property with the exception of household pets and service animals.
- Section 2: NO pets are permitted in any recreational area or bus stop with the exception of service animals.
- Section 3: No person owning, harboring, keeping or in charge of any dog shall cause, or allow such dog to soil, defile or defecate on any road, thoroughfare, sidewalk, passageway, byways, play area, recreation areas or other common ground owned by CCHP, or any place where people congregate or walk, or upon any private property other than that of the owner unless such person immediately removes and disposes of all feces deposited by such dog by any sanitary method at their disposal. The feces removed from the aforementioned designated areas shall be disposed of by the person owning, harboring, keeping or in charge of such dog in a sanitary manner within the confines of their own property. Residents are at all times responsible for curbing their pets, carrying "pooper scoopers" or other means of disposal of droppings, and for proper care of their pets.
- Section 4: Dogs must be leashed at all times. No dog, cat, or other animal whether or not vicious, shall run at large within the Community, with or without its owner. ALL stray animals found outside permitted areas will be reported to and picked up by the local animal control officer.
- Section 5: Excessive animal noise may be reported to the local animal control officer as well as being grounds for the imposition of fines as set forth herein.
- Section 6: A pet owner shall not allow any animal(s) to cause any unsanitary, dangerous or offensive conditions by virtue of the size or number maintained at a single location or due to the inadequacy of the facilities.
- Section 7: Creating a public nuisance is prohibited. It shall be a violation for any pet owner to allow or permit any animal to molest, attack or otherwise interfere with the freedom of movement of persons in the public right-of-way, to chase vehicles in the public right-of-way, to attack their domestic animals, or in any other way, create a public nuisance.
- Section 8: **Chapter 34 of the Township of Montague's Code**, in its entirety, is hereby incorporated into and made part of the Rules and Regulations of the CCHP, by reference.

Fine Schedule (All of Article VIII)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$200	\$250	\$300

Article IX – Traffic and Parking

Roadways within the Community are maintained for the use of the members for the purpose of travelling to and from their homes within the community, and to places within and outside the community. They are not to be used for recreational activities such as playing ball.

Section 1: ALL vehicles must be registered with CCHP.

Section 2: All derelict, abandoned, immobile, or unregistered vehicles are subject to fines and/or towing at the property owner's expense. No vehicle or "RV" trailer may be stored or kept in any parking area, lawn area, or any common area belonging to any condominium or CCHP without an approved CCHP permit. For the purposes of this section, "immobile" shall be defined as any vehicle not routinely driven or utilized as a source of transportation.

Section 3: Snowmobiles, unlicensed motorcycles, motorized bicycles, mini-bikes, dirt bikes, motorized tricycles or scooters, segues, "hovercrafts", motorized quads, go carts, and other vehicles of a similar nature, including those commonly known as ATVs, ATCs, shall not be operated anywhere within the community or stored within the community except in permitted area or inside a garage or other fully enclosed area suitable for that purpose. An exception to this rule is the use of Mobility Scooters by persons with disabilities as regulated by New Jersey statute: N.J.S. 39:4-14.15, et. seq. Compliance with such statutes shall be required of all users of mobility scooters within the Community.

Section 4: Overnight parking is not permitted on community roads. No parking is permitted except in designated areas. Residents may seek exception to this regulation only by making application for a special vehicle sticker through the office and will be considered on a case by case basis.

Section 5: All permitted vehicles using community roads must be legally registered to operate on State roads and insured as required by the State of New Jersey. ALL State and local laws and regulations must be adhered to. All road safety signs must be adhered to. Reckless or erratic driving (i.e., doing "donuts", racing, etc.) is prohibited anywhere in the community.

Section 6: Owners are responsible for any damage or injury caused by their occupants, including children and their guests.

Section 7: Exceeding the speed limit shall be a violation of these Rules. Speed limit on all Community roads is Twenty- Five (25) miles per hour and enforced by the New Jersey State Police.

Section 8: All vehicular accidents occurring inside the community must be reported to CCHP Management and the NJ State Police.

Section 9: Bicycles and other road vehicles must be equipped with proper safety equipment, reflectors, brakes and night-lights. Riders must adhere to all helmet laws and safety regulations.

Section 10: With the exception of CCHP maintenance staff, golf carts may only be used on community roads to the extent necessary to play or maintain the course. The operator must be a mature and responsible person with a valid driver's license. In no case may golf carts be used for other purposes such as local transportation by persons of any age.

Section 11: All residents of CCHP shall be permitted unimpeded ingress and egress to the community provided the vehicles are properly identified and registered with CCHP or the resident has in his/her possession a photo ID card issued by CCHP and the vehicle is not of a type prohibited by other regulations.

Section 12: Body work, painting or major vehicle repair work of any kind is prohibited within the community.

Fine Schedule (All of Article IX)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$100 + possible towing	\$150 + possible towing	\$200 + possible towing

Article X – Construction and Renovations

Nothing in this section shall affect any owner's obligation to comply with all State, County and local laws with respect to construction.

Section 1: No site preparation may be commenced, no tent, trailer, structure or building of any sort may be moved to, erected or constructed on any lot and no construction may begin within the Community, except as noted in Article I – Section 1, until the property owner has applied for and received a Construction Review Approval from CCHP. A Construction Review Approval application must be filed with the Office and approved by the Board of Directors prior to commencement of any construction. If applicable, a Road Opening Permit must be filed with the Office and approved by the Board of Directors prior to commencement of any construction.

- a) A Construction Review Approval letter will be issued by CCHP upon presentation and review of a copy of building plans for such construction ensuring such construction or renovation to be compatible generally with the nature and character of the Community. All such approvals will be subject to issuance of a building permit by Montague Township and adherence to all applicable zoning and construction ordinances. A check in the amount of \$1,500 per dwelling unit shall be submitted with all applications for new construction. The \$1,500 consists of a \$500 Construction Review Fee and \$1,000 as a security, to be returned 6 months after the issuance of a Certificate of Occupancy, subject to deduction for damages that may have occurred to roadways, bridges, or other common areas during construction, as well as to insure compliance with these Rules and Regulations. In the case of a "road opening," a separate bond in the amount of \$1,500 must be posted, such to be returned 12 months after completion of the roadwork. Exterior renovations to existing structures with a dollar value more than \$1,000 require a \$500 deposit, of which \$25 is kept as a review fee and \$475 to be returned upon final building department approval, less any amounts retained due to damage to common areas. Exterior renovations to existing structures with a dollar value less than \$1,000 require \$100 deposit, of which \$25 is kept as a review fee, and \$75 to be returned upon final building department approval, less any amounts retained due to damage to common areas.
- b) The Construction Review Approval issued by CCHP will be good for a period concurrent with the building permit for which it was issued. Six months after successful completion of the project without damage, as noted above, and receipt of a copy of the Certificate of Occupancy for new construction or Certificate of Completion for other construction, the amount of \$1,000 will be refunded to the property owner.

Section 2: No construction or exterior renovation shall be started without a valid Montague Township Building Permit.

Section 3: No general construction shall be permitted on Sundays or holidays without previous written approval from CCHP. Construction work may not commence before 8:00am and must cease by dusk or 9:00pm, whichever is later.

Section 4: Property owners are at all times responsible for the actions of the builders, contractors, and service vendors with whom they have contracted.

Section 5: Construction vehicles and/or construction equipment storage or major repair is prohibited outside permitted areas, except with the expressed written consent of the Board of Trustees, subject to any terms and conditions it may require.

- Section 6: Metal tracked vehicles of any type are prohibited from using any roadway within the Community.
- Section 7: During new construction, only one sign will be permitted identifying the General Contractor's and Sale Agent's names, addresses, and phone numbers.
- Section 8: All signs shall not exceed industry standard size, must be free standing, and may not be attached to trees. Any sign violating this rule will subject the owner to fines as allowable under these Rules and Regulations.
- Section 9: No more than one (1) dock per condominium (unit) is permitted. Vacant lakefront Land Lots are permitted to have docks, provided the docks comply with CCHP Rules and Regulations and Township ordinances.
- Section 10: No change of the contour of the lakefront waterline is permitted, other than provided for in the deeds.
- Section 11: NO docks are permitted without the written approval of CCHP. Docks will comply with CCHP standards and must cover a minimum of 50 square feet and a maximum of 600 square feet of lake surface. No dock will extend more than fifteen (15) feet from the shoreline and be more than twelve (12) inches above the high-water level. Docks must have a minimum width of six (6) feet.
- Section 12: No concrete, stone, or docks that impede the flow of the lakes is permitted.
- Section 13: Delivery of factory constructed units is subject to advance arrangement with the administration office of CCHP. Units may not be parked on CCHP property, except in permitted areas. Community property shall be defined as being inclusive of the 50 foot right of way along all roadways. Trailers with factory constructed units (modular) must be kept on the construction site at all times. Modular units must be placed within 48 hours of delivery and trailers removed from the community within 48 hours of placement.
- Section 14: Owners and/or builders must notify the office in writing of any Lot clearing and/or construction, specifying the date on which they will "clear a lot", as defined by the cutting of trees, brush and/or re-grading. Construction of a new dwelling must commence within 6 months of that date. Clearing must in all cases include the removal of any debris (tree limbs, tree trunks, logs, brush, wood chip piles, etc.) created during the clearing process, and installation of a "silt fence." Trees may not be left partially cut or as "stumps." Owners/Builders who are unable to comply with the time frame may apply for an extension through the Grievance Committee.
- Section 15: The use of Community roadways for construction projects may be subject to a road access fee contributing to the CCHP capital fund, for purpose of among other things, road improvement as determined by the Board upon review of the application.

Fine Schedule (All of Article X)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$200	\$400	\$1,000

Article XI – Exterior Property and Visible Interior Areas

- Section 1: Sanitation: All exterior property and premises shall be maintained in a clean and sanitary condition. The occupant shall keep that part of the exterior property, which such occupant occupies or controls, in a clean and sanitary condition. All properties are expected to have and maintain garbage container facilities or other adequate area sufficient in size for the storage of garbage cans needed to service the residents. All such areas shall be kept in clean and sanitary condition and be out of view from the roadway.
- Section 2: Grading and Drainage: All premises shall be graded and maintained to prevent erosion of soil and to prevent the accumulation of stagnant water thereon, or within any structure located thereon.
- Section 3: Sidewalks and Driveways: All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair and maintained free from hazardous conditions.
- Section 4: Grass and Weeds: As of the first of June, every year, all premises and exterior property shall be maintained free from grass and weeds in excess of 6 (six) inches.
- a) Uncut dead trees and shrubs shall be removed.
 - b) Organic debris must be collected and removed from the lot. Dumping and/or mounding of soil or fill on unoccupied lots is prohibited, except in permitted areas.
- Section 5: Accessory Structures: All accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair. Accessory structures, which are constructed of canvas or other fabric type materials, and used for storage purposes, such as tents, screen houses, garage, etc. are considered as temporary or seasonal in nature. They may not remain on any property for longer than six (6) consecutive months and may not be present from November 1st through April 1st.
- Section 6: Fencing: Shall be allowable on Owner properties in accordance with such guidelines as exist within the R-4 zoning Ordinance. In addition, unless otherwise approved by the Board of Directors, the following will apply:
- a) property owners must submit a plot sketch and fence detail to the office prior to installation.
 - b) the finished, non-structure supporting side of the fence shall always face outward from the fenced property
 - c) no fencing shall be permitted on that portion of the property which abuts a roadway (road frontage)
 - d) the maximum linear feet of fencing on any property may not exceed 50% of the footage of the perimeter of the property
 - e) no fence may exceed five (5) feet in height installed
 - f) all fencing must be properly maintained
- Section 7: The exterior of all properties, including condominium buildings, are to be kept clear of all stored items or clutter, inclusive of children's toys and/or bicycles, which are not to be left unattended or strewn about front lawns or other common areas.

- Section 8: Exterior Storage: No unlicensed vehicle, boat (except for craft otherwise permitted to be in Holiday Lake), RV Trailer, landscaping trailer, hauling trailer, horse trailer, interior furnishing, commercial equipment, or construction equipment or "parts" of the foregoing may be stored or kept on the exterior portion of any property within the community, except where permitted. Notwithstanding the foregoing, single axle boat trailers and single axle hauling trailers are permitted to be kept on exterior portions of properties. A current up to date registration and license plate must be displayed on all such trailers. Trailers must be kept in good condition.
- Section 9: Wood used for heat must be neatly stacked. No more than two cords of wood may be stored per property at one time. Canvas used to cover stored items and cords of wood must be brown or green in color.
- Section 10: Windows shall not be covered with sheets or blankets, rather than blinds, curtains or other appropriate and ordinary window treatments.

Fine Schedule (All of Article XI)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$200	\$500	\$1,000

Article XII – Exterior Building Maintenance

Maintenance and repairs to the exterior areas within individual properties are the owners' responsibility. The following Rules are intended to maintain the safety and comfort of the Community residents. CCHP maintenance staff is not to be utilized for purposes of maintenance and repairs to owner properties.

- Section 1: General: The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.
- Section 2: Exterior Painting: All wood and metal surfaces, including but not limited to window frames, doors, door frames, cornices, porches and trim shall be maintained in good condition. Peeling, flaking, and chipped paint shall be eliminated and surfaces repainted.
- Section 3: Street Numbers: Each structure to which a street number has been assigned shall have such number displayed in a position easily observed and readable from the public right of way. This is especially important in cases of emergencies.
- Section 4: Structural Members: All structural members shall be maintained free of deterioration and shall be capable of safely supporting the imposed dead and live loads.
- Section 5: Foundation Walls: All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of water.
- Section 6: Exterior Walls: All exterior walls shall be free from holes, breaks, and loose or rotten materials. They shall be maintained, weatherproofed and properly surface coated where required to prevent deterioration.
- Section 7: Roof and Drainage: The roof and flashing shall be sound, tight, and free of defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters, and downspouts shall be maintained in good repair and free from all obstruction. Roof water shall not be discharged in a manner that creates a nuisance.
- Section 8: Decorative Features: All cornices, belt courses, corbels, terra cotta trim, wall facings, and similar features shall be maintained in good repair with proper anchorage and in a safe condition.
- Section 9: Overhang Extensions: All cornices, metal awnings, fire escapes, and similar overhang extensions shall be maintained in good repair and be properly anchored so as to be kept in sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather coating materials such as paint or similarly surface treatment.
- Section 10: Stairs and Walking Surfaces: Every stair, ramp, balcony, porch, deck or other walking surfaces shall comply with this Exterior Maintenance section.
- Section 11: Stairways, Decks, Porches and Balconies: Every exterior stairway, deck, porch and balcony, and appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.
- Section 12: Chimneys: All chimneys and similar appurtenances shall be maintained safe and sound, and in good repair. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials such as paint or similar surface treatment.
- Section 13: Handrails and Guards: Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

- Section 14: Windows and Door Frames: Every window, door and frame shall be kept in sound condition, good repair and weather tight.
- Section 15: Glazing: All glazing materials shall be maintained free from cracks and holes.
- Section 16: Doors: All exterior doors and hardware shall be maintained in good condition.
- Section 17: Basement Hatchways: Every basement hatchway shall be maintained to prevent the entrance of rain and surface drainage water.
- Section 18: Clotheslines and other detracting items are not permitted on the balconies, porches or exteriors of units.
- Section 19: Absolutely no storage is permitted on patios, decks or balconies except seasonal outdoor furniture and related items.
- Section 20: Outdoor grills, barbeques, hibachis or other cooking appliance generating an open flame are permitted only in accordance with New Jersey law.

Fine Schedule (All of Article XII)

First Offense	Second Offense	Third Offense	Fourth Offense
Warning	\$200	\$500	\$1,000

Short Term Rentals ARTICLE XIII Sections 1-16

- 1 Property owners must submit a Short-Term Rental ("STR") application and register with CCHP on an annual basis. The initial application fee is \$100.00 (non-refundable) and the fee will be due annually with all required documentation listed in the application.
- 2 Only 5 (five) registered STR properties are allowed in CCHP at any one time.
 - I. Applications must be entered through the STR portal online. The Property owner will be notified by email that the application has been received and in review.
 - II. Applications are reviewed on a "first entered" basis.
 - III. The portal will disable after 5 applications entries.
 - IV. All documents required must be uploaded to the portal and the application fee paid to be considered. Any incomplete applications will be rejected, and the portal will re-open for additional applications.
 - V. An application review may include, but not be limited to, an on-site inspection and interview by a Board Member(s).
 - VI. Application acceptance providing for a CCHP STR Permit number requires a Township Registration approval to be complete.
 - VII. No STR's are approved to operate in CCHP unless a permit number is issued.
- 3 Property Owners operating an STR must be current with CCHP and Building HOA fees on all properties owned within CCHP. (Property owners on payment plans are not eligible for STR's).
- 4 Properties with 3 or more units are required to have an established *building* HOA and an assigned Administrator. The Unit applying for an STR must have the Administrator's written consent from all Unit owners (100%) allowing STR's.
- 5 All STR Properties (individual homes and condominiums) are required to have Certificates of Insurance (COI) on file that allow for STR with liability coverage. Multi-unit Buildings must also provide proof of insurance (COI)
 1. Building HOA's may impose additional restrictions and rules above and beyond CCHP qualifications and the Montague Township ordinance but in no way diminishes the rules and regulations of CCHP.
- 6 Only Property Owners can register an STR within CCHP. Renters/Tenants are forbidden from operating an STR. The Rental of individual rooms is strictly prohibited.
- 7 All STR's are required to be registered on a rental platform such as Airbnb, VRBO, Evolve, Booking.com. Realtor or self-bookings are strictly prohibited.
- 8 No events or parties are permitted on an STR property.
- 9 STR's are limited to a maximum of 2 guests per bedroom (example: 2-bedroom unit may only register 4 guests). Parking: The property must allow for 2 spaces per 2-bedroom Unit. 3 spaces for a 3-bedroom unit.
- 10 Unregistered guests may not occupy the STR or stay overnight.
- 11 A Community Pass can be purchased by an STR Property Owner/Operator for the duration of a Guest's stay for \$25.00 per Guest. If a registered STR Property Owner/Operator has more than one unit, a pass must be purchased for each unit and guest's stay. All Community Passes are non-transferable.
- 12 Single-Family homes will require a placard to be posted in a conspicuous place outside the residence supporting emergency contact information, telephone numbers and email addresses of the Property owner, property manager and/or Operator. Multi-unit Property owners must

provide all emergency contact information to the Building HOA Administrator and/or Property owners.

- 13 Any complaints on an STR property can be entered through the Grievance Portal:
<https://form.jotform.com/222646215560149>
First Residential Services (FSR) is not responsible for fielding emergent situations outside of common areas but will field and respond to all Grievances entered through the portal.
- 14 True emergencies (example: medical, fire and/or criminal) should be directed to the appropriate law enforcement agency or medical emergency team.
- 15 A property owner may have their STR Permit revoked indefinitely by CCHP for any violation of these Rules and Regulations. If violations are cured, the Property Owner may re-apply to CCHP but will be subject to the CCHP Board approval and current quota requirements as noted in the Township Ordinance. An additional \$100 will be required to re-apply.
- 16 The operation of an STR within CCHP without registering with CCHP and Montague Township is prohibited. Violators are subject to a fine of \$500, notification of offense to Montague Township, and a 1-year loss of all amenity privileges for first offense.

FINE AND ACTION SCHEDULE (ALL OF ARTICLE XIII)

First Offense	Second Offense	Third Offense
Written Warning and up to \$500.00- and 1-year loss of Amenity privileges	\$1000 with a period to Cure offense before revocation. Loss of Amenity Privileges	\$2500.00 and Revocation of Permit. Loss of Amenity Privileges