



Princeton Greens Homeowners Association, Inc.

Rules and Regulations Handbook

Updated July, 2025.

An outline of the By-Laws, the declaration of Covenants, Easements and Restrictions dated 25th February 1997 and their subsequent amendments, which govern the operation of the Princeton Greens Association, Inc.

A full copy of the By-Laws and amended declaration of Covenants, Easements and restrictions is available on the association website portal.

I. Welcome to Princeton Greens

Princeton Greens is a community of fee-simple single-family homes and townhomes located in West Windsor Township. The common areas of Princeton Greens are managed and maintained by The Princeton Greens Homeowners Association, Inc., pursuant to the Declaration of Covenants, Easements and Restrictions recorded in the office of the Mercer County Clerk.

This handbook is designed to introduce you to Princeton Greens and the Association which governs it. For your convenience, this handbook includes the Rules and Regulations of The Princeton Greens Association, Inc. Please read this handbook carefully and contact the Management office if you have any questions.

II. General Information

1. Association Membership

Princeton Greens is administered, supervised and managed by The Princeton Greens Homeowners Association, Inc. Each homeowner is required to become a member of The Princeton Greens Homeowners Association, Inc.

2. Management Company

A management company is hired to guide the community in reaching its goals. The management company acts to safeguard the accounts of the Association and provide the day-to-day management necessary to maintain Association property. Your Property Manager is an employee of the management company. The Manager of their designee will conduct periodic inspections of the property and issue notices regarding needed repairs and maintenance.

The Board of Trustees has contracted with RCP Management to administer the daily affairs of the Association. RCP Management, Inc. provides a service to respond to emergencies in the common areas when their office is closed.

P&A Management can be reached via:

- Association website: <http://princetongreens.org/> pointing to the RCP Management Homeowner Portal <https://portal.rcpmanagement.com/>. The Homeowner Portal is the preferred method for communicating with the Management Company or the Board of Trustees. The portal provides a convenient way to update payment information, submit architectural and service requests and other inquiries online, ensuring timely and efficient processing.

- Email: apellegrino@rcpmanagement.com; phone: (609) 683-7980 (secondary).

3. Service Requests

Each homeowner is responsible for maintaining and repairing the interior and exterior of their home. The Association is responsible for maintaining, repairing, insuring and operating the

common areas, which include the recreation facilities. Service requests for common area problems, also known as Work Orders, should be directed to the management company via the association website.

4. Association Fee

The Association maintenance fee is assessed on an annual basis, one twelfth of the amount is due and payable in full on the first day of each month. There is a fifteen-day grace period to allow for mail delays. Payments received after the fifteenth day of the month will incur an interest charge at the rate of twelve (12) per cent per year. In addition, a delinquent homeowner will be responsible to pay any reasonable attorney fees incurred to collect a delinquent assessment.

5. Board of Trustees

The Board of Trustees sets direction for the community in accordance with the by-laws. The Board is authorized to manage the affairs of the Association, the common areas and any assets which may be held by the Association on behalf of the homeowners.

There are five (5) members of the Board of Trustees. Each member is elected in accordance with the By-Laws of the Association. Trustees serve without compensation for a term set forth in the By-Laws of the Association.

The Trustees are vested with the rights, powers and privileges necessary to fulfill the obligations set forth in the Declaration of Covenants, Easements and Restrictions, the By-Laws and the Rules and Regulations adopted by the Association.

The Board is responsible for safeguarding the assets and upholding the governing documents of the Association. This includes providing for the physical maintenance of common property, establishing and maintaining sound fiscal policies, adopting annual operating and reserve budgets, providing adequate insurance coverage, and enforcing the rules and regulations set forth in the Association documents.

The Board administers contracts for management, landscaping, irrigation, miscellaneous maintenance, insurance, and snow removal.

When a special need arises, the President of the Board may appoint Committees to assist in the affairs of the Association.

6. Board of Trustees Committees

The Board President, in accordance with the by-laws, appoints Committees as he/or she deem appropriate, with the consent of the Board of Trustees, to assist the community in overseeing specific projects or activities. These Committees may include Architectural, Landscaping, and any Ad Hoc Committee deemed necessary. All Committees are comprised of homeowners who volunteer their time and efforts to serve the community.

The following is a brief description of the Committees:

1. Architectural Committee

The purpose of this Committee is to assist in decisions that will maintain the beauty and aesthetic appearance of Princeton Greens. Any homeowner wishing to perform any work or modification to the exterior of their unit or property must first submit an Architecture Change Request via the Association website. The request must include all information and supporting documentation.

2. Landscaping Committee

The Landscaping Committee advises the Board of Trustees on all matters pertaining to the improvement and maintenance of all common lawn areas, flower beds, trees, and shrubs.

3. Ad Hoc Committees

The Board President may, from time to time, appoint such Ad Hoc Committees, with the consent of the Board of Trustees as are deemed necessary for the performance of specific functions.

III. Rules and Regulations

All residents of Princeton Greens and their guests are obligated to follow the rules and regulations of the Association as outlined in the Declaration of Covenants, Easements and Restrictions, the by-laws and as adopted from time to time by the Board of Trustees. This list of rules and regulations is condensed from the Association documents. From time to time, these rules and regulations may be amended in accordance with the by-laws.

No work or modification to the exterior of their unit or property may be made without the approval of the Board of Trustees and must also conform to all building codes, rules and regulations. Requests for the approval must be submitted as Architecture Change Requests via the Association's website.

1. Residency, Tenants and Leases

If a homeowner decides to rent his or her unit, the homeowner's new address and phone numbers are to be given to the managing agent. It is the homeowner's responsibility to submit a copy of the lease to the Association within thirty (30) days of execution.

No homeowner may lease his/her unit for hotel or transient purposes nor lease less than the entire home nor to more than one tenant. All leases must be in writing and cannot be for a term of less than six (6) months.

The managing agent must be notified of all changes regarding residency at Princeton Greens. The Association shall charge a \$25 processing fee to revise the Association's records. The rental unit (not the lease) should also be registered with West Windsor Township.

2. Storage

No owner or resident shall store any personal property in view of the common areas.

- Exception: Patio furniture, container plants, firewood and barbecue grills, provided they are kept in presentable condition in the rear of the respective property.
- Exception: Motor vehicles in daily use, provided they are kept in the driveway.

No homeowner shall store or permit to be stored any personal property under the front stair well, in the recessed storage area, or under the rear deck of any unit.

- Exception: Trash and recycling cans under the stair well in accordance with the rules for trash.

3. Trash & Recycles

Trash collection occurs every Tuesday. Recycling collection occurs every other Thursday of the month. For schedule changes, visit the websites of West Windsor Trash Collection and Recycling Collection. For the removal of oversized, bulk items, often free of charge, contact Mercer County Division of Solid Waste Management via their website or 609-278-8086 to schedule a pickup.

- Trash is not to be placed at the curb any earlier than dusk on the evening before trash day.
- Trash must be placed at the curb in covered trash receptacles, when placed out before dawn of trash day.
- Trash may be placed out in suitable plastic bags when placed out after dawn on trash day.
- All trash or cans must be removed from the curb by end of the day of pick-up.
- Each homeowner is responsible for contacting the Mercer County Improvement Authority to obtain containers for **recycling**. As of this writing, these containers are provided free of charge.

No homeowner or resident shall store or permit to be stored any trash in or around any property. No trash cans or recycling containers are to be stored outside of the single-family homes. Single-family homes residents must keep their trash and recycle containers inside of garage.

Exception: Storage under the front stairs for townhomes with front stairs. All trash cans stored in cubicles must have secure lids in place at all times to contain odors and to prevent access by animals.

4. Parking and Vehicular Operation

Parking is permitted on township streets only (Bayberry, Bellaire & Huckleberry). There shall be no parking of vehicles within the courts except in designated parking areas. Vehicles parked along the curbs within the courts will be subject to towing at vehicle owner's expense. All vehicles being operated and or parked in the Princeton Greens community must be registered and insured. No parking along the curb in any court as this is a designated file lane, and parking along it may restrict navigation of fire trucks in the event of an emergency.

All homes have a minimum of 3 parking spaces on their property and should utilize them. Avoid parking at visitor parking slots when the driveway is available. Garages should be used for cars, not storage.

Commercial vehicles shall not be parked in view of common areas on an overnight basis. No homeowner or resident may store or permit to be stored any vehicles (including, but not limited to boats, trailers, work trucks, buses or motor homes) other than common passenger vehicles in any part of the community.

- Exception: Vehicles belonging to delivery services and or contractors during normal working hours.

Long-term storage of inoperable vehicles is not allowed. There shall be no assembling or disassembling of motor vehicles except for ordinary maintenance such as the changing of a tire, battery, and the like. No homeowner or resident shall perform or permit the performance of any form of motor vehicle restoration or mechanical repairs in view of the common areas. Normal maintenance and minor repairs will be allowed, provided they are done on the individual's private property, do not cause an unsightly condition, and the vehicle is fully operable by the end of the day on which such repairs or restoration is done. No homeowner shall run a distribution business out of their home/garage.

When parking on township streets avoid double parking on both sides of the street as this has been a common cause of accidents and homeowner complaints.

Always lock your car when it's parked outside the garage.

5. Property Maintenance

The exteriors of all buildings and homes may be redecorated and repainted by homeowners with the same colors and materials as those prior to repainting and redecorating, provided that in the case of Townhouses, the entire building must be repainted and redecorated at the same time. The building and home exteriors must be repainted and redecorated or repaired if required, at such times as the Board designates. Approved paint colors are provided in **Appendix A** and **Appendix B** of this document. New garage doors must be painted to match the existing door's color.

Any visible exterior alterations or additional installations or changes in colors, design or materials shall require prior approval by the Board of Trustees. If any homeowner or homeowners fail to perform such repairs, painting and decorating within sixty (60) days after

demand made by the Board (weather conditions permitting) the work may be done by a contractor hired by the Association, and the delinquent homeowners will be assessed for the costs.

6. Architectural Alterations

Homeowners who desire to make repairs or replacements to any existing exterior of the property shall require prior approval by the Board of Trustees by submitting an Architecture Change Request via the Homeowner Portal. This includes but is not limited to fence, railing, windows, deck, roof, garage door, front door, storm door and any other changes to the exterior of the unit.

7. Attic Fans

Attic fans may be installed in or on individual properties. Fans must be installed so as not to disturb the continuity of appearance from the common areas.

8. Storm/Screen Doors

Storm/screen door specs and an application for their installation can be obtained either at the Association's website, or from the management company.

Front doors, garage doors, front porch railings colors must all match existing townhouse color scheme. The correct paint color codes are provided in Appendix A and Appendix B.

9. Snow Removal

The Association is responsible for snow removal on Association-owned courts and sidewalks.

Bayberry Drive, Bellaire Drive, and Huckleberry Drive are public roads maintained by West Windsor Township and are not included in the Association's snow removal contract. Snow removal for these streets is provided directly by the Township.

Homeowners are responsible for snow removal on their own property, including porches, decks, stairs, walkways, driveways, and any other areas that belong to their home.

10. Landscaping

Each year, a contract for landscape maintenance and upgrading is awarded by the Board of trustees upon recommendations from the Landscaping committee. The contract includes the maintenance of all turf areas and common area planting beds. The contract also includes the maintenance of the originally planted trees and beds for both the townhomes and single-family homes.

Homeowners and residents may perform limited landscaping on their respective properties. Homeowners and residents may plant additional flowering annuals, perennials, shrubs and bushes in all existing beds within their property lines. The addition of new beds on home-sites, or a significant modification of existing beds, may be undertaken only upon the approval of the

Board of Trustees. The maintenance of homeowner-planted beds is the responsibility of the Homeowner.

Homeowners and residents, who landscape their own sites, are responsible for the upkeep and timely removal of all seasonal and dead plantings and their replacement. Annual vegetable plants are only permitted in beds located in the rear of the unit. In all cases the Landscaping Committee and the Board of Trustees reserves the right to request modification or removal if the plantings do not conform to the standards.

The Association generally removes dead trees and shrubs that were originally planted by the Association or by homeowners. Tree replacement may be carried out at the Association's discretion when it contributes to the overall aesthetic appeal of the community.

Trees planted along the sidewalks of public roads—Bayberry Drive, Bellaire Drive, and Huckleberry Drive—are planted and maintained by West Windsor Township.

11. Grills and Fire Pits

The State of New Jersey has regulations under the Uniform Fire Code regarding the use and storage of propane barbecue grills. No propane grills or canisters may be stored closer than five feet from any townhouse or detached dwelling. Propane tanks or canisters may not be stored inside any unit. For information on use and storage in the townhouses, contact the West Windsor Fire Marshall.

Fire pits are prohibited around or near any townhouses or common areas per Township Fire Ordinance. Single-family homes may use fire pits in their rear yards if spacing allows.

12. Signs

No exterior signs are permitted on any homesite, except as noted below:

- Sale or rental signs: A property owner may display one sign advertising the sale or rental of the home. The sign must be no larger than 24 in × 36 in and may be placed in a front-facing window.
- Single-family homes: The sign may instead be staked in the grass portion of the front yard.
- Townhomes: Because of underground utility lines, signs may not be staked in the ground between driveways.
- Foldable (A-frame) signs: Townhome owners may use a free-standing, foldable sign that does not penetrate the ground. *No signs of any type may be placed in common areas.*

A property owner may also place a temporary sign in front of their own home to advertise a garage sale, open house, or same-day contractor work. These temporary signs must be removed by the end of that day.

13. Laundry and Rugs

No homeowner or resident shall hang or permit to be hung any garments, rugs, blankets or other articles from the windows or front facade of any property. Small carpets and blankets may be aired on the rear deck of the property provided they remain outside no longer than one (1) day. Outside clotheslines are prohibited on all homesites.

14. Common Area Usage

Any homeowner or resident who wishes to use any portion of the common areas for any organized use must get prior written permission from the Board.

15. Common Area Damage

All homeowners shall take due care to preserve the common areas of the Association. Each individual homeowner shall be responsible for any damage caused, or permitted to be caused, by that homeowner, his family, guest, employee, tenant, agent, or pets. The Board has the authority to repair all damage and appropriately bill the homeowner.

16. Recreational Facilities

Recreational facilities are for the use of Princeton Greens homeowners, residents and their guests. All guests must be accompanied by a resident at all times while using the recreational facilities. Recreational facilities are to include, but are not limited to, the tennis courts, playgrounds, and all common areas. All recreational facilities are to be used at user's risk. Princeton Greens Association assumes no responsibility for injuries and/or illness incurred on the common areas. Recreational facilities are for the use of all residents. Tennis courts are for one hour play time if others are waiting.

Some of the recreational facilities are located very close to homes. When using such facilities minimize the noise level generated by your play and only use during the posted time periods noted outside the gate. No children under 12, unless accompanied by an adult, are allowed on tennis courts. No loitering, riding of bikes, scooters, roller blades on tennis courts. Tennis Courts are for tennis play only.

17. Pets

Homeowners are permitted to keep **only legal, traditionally accepted, and domesticated pets** - such as dogs, cats, and certain birds or reptiles. Farm animals, including chickens, are strictly prohibited. Each household is limited to a maximum of two pets. Pets may not be left unattended outside the home at any time. Cats must remain indoors. No homeowner or resident may keep an animal that habitually barks or otherwise creates noise that disturbs neighbors. When outside, dogs must be kept on a leash and under control. Owners are required to immediately clean up any waste produced by their pets. Dogs and cats must be properly licensed or registered with the West Windsor Township Health Department.

18. Noise

No homeowner or resident shall cause or permit to be caused any form of loud or disturbing noise in the community. This includes but is not limited to music, voice and/or other loud noises.

In accordance with the West Windsor Township Noise Ordinance, **construction noise is prohibited** during these hours:

- **Before 7:00 AM and after 7:00 PM** – Monday through Friday
- **Before 8:00 AM and after 6:00 PM** – Saturday
- **All day Sunday and Legal Holidays** – unless specifically authorized by the township.

19. Security Cameras

Homeowners may install security cameras **inside their homes** without the need for Board of Trustees approval.

However, **any exterior security camera installation** requires prior approval from the Board of Trustees. To request approval, homeowners must apply through the Management Company. The application must include:

- The **brand and model** of the proposed camera, and
- The **exact installation location** on the exterior of the home.

Exterior cameras must meet the following guidelines:

- Cameras should be white, small, and discreet in appearance.
- Cameras must face the homeowner's own property or the adjacent roadway and must not infringe on the privacy of neighboring residents.
- To preserve the home's exterior appearance, cameras must be mounted using existing electrical sources such as light fixtures. Drilling into siding or walls is not permitted.

These requirements help ensure consistency with the community's aesthetic standards and respect for neighbors' privacy.

20. Miscellaneous

No homeowner or resident shall cause, or allow to be caused, any **obstruction in any roadway** or driveway, whether private or common.

No homeowner or resident may keep open or permit to be kept open, any garage doors when there is no one in the garage. **Garage door** can be kept open when resident is working around the home-site.

Garage sales are limited to two per household per year. Signage for such sales is permitted at the site of the sale for the day, but not on any common areas.

No storage of gasoline or other flammable substances is permitted in any garage, home, under outside stair well or under rear deck (per local ordinance).

Lawns are to be kept clear of bicycles, scooters, toys and the like so that they **do not impede the work of the landscapers**.

Installation of **window air conditioners** is **strictly prohibited**.

Awnings and sunrooms can be installed in the back of single-family homes only, with prior written approval of the Board of Trustees.

Portable basketball hoops may only be placed in a homeowner's driveway and never in the street.

Appendix A. Paint Specifications.

Princeton Green Paint Color Recommendation				
For Front Door, Exterior Trim, Garage Door, Front Step Railings, by Street				
Street	Front Door & Shutter	Exterior Trim	Garage Door & Front Step Railings	Bilco Cellar Door Covers
Astor Court	Behr Exterior #C40-58 Ox blood	Behr Exterior #C50-50 Ultra Pure White , for all homes	Behr solid color stain #512 Spanish Moss	Rustoleum #7765 Regal Red
Exeter Court	Behr Exterior #C40-46 Rockport Blue		Behr solid color stain #512 Spanish Moss	
Hanover Court	Behr Exterior #C40-58 Ox blood		Behr solid color stain #512 Spanish Moss	
Lexington Court	Behr Exterior #C40-40 Pinetree Green		Behr solid color stain #512 Spanish Moss	
Carlyle Court	Sherwin Williams:			
	Red - Rockwood Red #SW2802, or Dark Red #SW2801			
	Green - Rockwood Sash Green #SW2810, Shutter Green #SW2809, or Roycoft bottle Green #SW2847			
	Blue - Stratford Blue #SW2814			
	Gold - Rockwood Antique Gold #SW2864			
	Brown - Fairfax #SW2856, Aurora Brown #SW2837, or Polished Mahogany #SW2838			
Fountainne Court	Any of the court colors above	Behr Exterior #C50-50 Ultra Pure White		
Bayberry Drive	Any of the above Court Front Door Colors; Slate Grey	Behr Exterior #C50-50 Ultra Pure White , for all homes		
Ballaire Drive	Any of the above Court Front Door Colors; Slate Grey			
Huckleberry Drive	Any of the above Court Front Door Colors; Slate Grey			

Appendix B. Stand Requirements for Decks, Railings and Attached Structures.

PG Deck Stain Recommendation For Decks, Railing and Attached Structure			
Deck Material	Stain recommendation	Color name/brand	Color Code
Wood	Semi-transparent, Waterborne or Oil-based	Sherwin Williams - Deckscapes - Cedar Bark	SW3511
Synthetic (TREX)	Water-based	Sherwin Williams - Deckscapes - Ember	SW3029

Stain Requirements: Decks, Railings and Attached Structures

Decks and all attached railings and structures must be stained not painted.

Stains are available in either water-based or oil-based forms.

For areas that have been stained previously, it is imperative that the same type of stain be used (that is water-based over water-based or oil-based over oil-based).

If the previous stain type is unknown, it is recommended that the surface be stripped completely and stained again, using a water-based product, which provides greater mildew and fade protection.

Deck materials are either wood or synthetic (e.g. TREX). The stain requirements differ for each.

A) **Wood.** Recommended stains are ‘semi-transparent’:

Sherwin Williams - Deckscapes - Cedar Bark SW3511.

This color is available in both oil and water-based versions. If the previous stain was oil-based, then use the “**Sherwin Williams, Oil based--semi transparent product**”. If a water-based stain was previously used, re-stain with the “**Waterborne semi-transparent product**”.

B) **Synthetic** or composite materials such as TREX, or for a structure previously stained with a solid (opaque) stain use:

Sherwin Williams - Deckscapes - Ember SW3029 which is a water-based product.

Fences. If a fence requires refinishing, please follow the color and stain choices noted above for decks, railings and associated structures.

In all situations, to ensure the best result, please follow the manufacturer's recommendations on surface preparation, temperature and humidity before applying the new stain. You may substitute another manufacturer's product if it is of at least equal quality and matching in color.

Appendix C. Roof Shingle Replacement Colors.

Column1	Column2	Column3
STREET NAME	TYPE OF SHINGLE	COLOR
ASTOR COURT	GAF TIMBERLINE HD SHINGLES	WEATHERED WOOD
BAYBERRY DRIVE	GAF TIMBERLINE HD SHINGLES	SINGLE FAMILY - APPROPRIATE COLOR AS TO EXISTING SHINGLE
BELLAIRE DRIVE	GAF TIMBERLINE HD SHINGLES	SINGLE FAMILY - APPROPRIATE COLOR AS TO EXISTING SHINGLE
CARLYLE COURT	GAF TIMBERLINE HD SHINGLES	HICKORY
EXETER COURT	GAF TIMBERLINE HD SHINGLES	WEATHERED WOOD
FOUNTAYNE COURT	GAF TIMBERLINE HD SHINGLES	HICKORY
HANOVER COURT	GAF TIMBERLINE HD SHINGLES	BARKWOOD
HUCKLEBERRY DRIVE	GAF TIMBERLINE HD SHINGLES	SINGLE FAMILY - APPROPRIATE COLOR AS TO EXISTING SHINGLE
LEXINGTON COURT	GAF TIMBERLINE HD SHINGLES	WEATHERED WOOD

IMPORTANT NOTES:

***THESE SHINGLES ARE MANUFACTURED IN 30/40/OR LIFETIME VERSIONS - AS A MINIMUM, PLEASE UTILIZE THE 30 YEAR VERSION**

***THE MATERIALS USED CONFORM AND ARE INSTALLED IN ACCORDANCE WITH THE CURRENT BUILDING CODES**

***THE MATERIALS USED ARE AT LEAST EQUAL TO THOSE BEING REPLACED**

***TOWN HOME - THE COLOR OF THE REPLACEMENT ROOF IS TO MATCH WITH THE ADJOINING PROPERTIES - AS AGREED, YOUR CONTRACTOR WILL DOUBLE CHECK WITH A FULL SHINGLE TO ENSURE THIS IS AS CLOSE A MATCH AS POSSIBLE.**

***SECTION 4.15 OF THE AMENDED DECLARATION OF COVENANTS, EASEMENTS AND RESTRICTIONS DIRECTLY COVERS THIS ISSUE. IT GIVES ALL HOMEOWNERS WHOSE EXTERIOR WALLS ARE ON OR CLOSE TO THEIR PROPERTY LINES AN EASEMENT ON ADJOINING HOMES OR LOTS AS NECESSARY TO PERFORM MAINTENANCE AND REPAIRS IN A "REASONABLE AND EXPEDITIOUS MANNER". THE HOMEOWNER PERFORMING THE WORK IS RESPONSIBLE FOR ANY DAMAGE TO THE HOME ON WHICH HE ENCROACHES, SO MAKE SURE THE CONTRACTOR HAS PROPER INSURANCE.**

***YOUR CONTRACTOR SHOULD HAVE ADEQUATE INSURANCE RECOGNIZING THAT THE WORK WILL IMPACT THE ADJOINING PROPERTY AS IT WILL REQUIRE AS A MINIMUM THE LIFTING OF THE SHINGLES, ETC. WHERE THE PROPERTIES MEET.**

***AS A COURTESY, PLEASE CONTACT YOUR NEIGHBORS PRIOR TO PERFORMING SUCH REPAIRS.**

***ALL PERMITS ARE OBTAINED AND DISPLAYED AT THE WORK SITE AND FINAL INSPECTION COMPLETED BY THE TOWNSHIP.**

***THE SITE IS TO BE CLEARED AT THE COMPLETION OF ALL WORK.**