

# Regents Park I Homeowners' Association

Rules & Regulations

Regents Park I – [119 townhomes within the Regents  
Park East of Valley Forge Community]

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## REGENTS PARK I - HOA RULES & REGULATIONS

### **I. INTRODUCTION**

The purpose of these guidelines is the preservation and enhancement of the integrity, value and beauty of the Regent's Park Townhouse Community. The following guidelines are intended to both conform to and accommodate special desires and needs of the Regent's Park homeowners, while at the same time strive to maintain the architectural consistency and topographical harmony and uniformity originally intended.

As we do recognize that individual tastes and styles may change or slightly deviate from the original intended personality and character of the community, there is a need for the Board of Directors to establish uniform procedures, guidelines and enforcement policies to implement architectural and property use restriction for owners. Please *refer* to your Declaration of Covenants, Article IV, Section L from which several of the following guidelines were repeated. Any comments or suggestions will be given serious consideration to the extent permitted by the governing documents.

Article IX in the Declaration of Covenants, Easements and Restrictions by declarant Heritage Real Estate Investment Company, designed for the development of the Regent's Park Homeowners Association, grants the authority for the implementation, regulation and utilization of these standards and guidelines.

Therefore, the following administrative procedures, guidelines and rules for architectural control are adopted.

All Owners of rental units are responsible for making their tenants aware of these rules and regulations.

## II. GUIDELINES

### A. Building Alterations, Additions and Detached Structures

1. General
  - a) Any addition to an existing building, and exterior alteration, modification or change to an existing building must have the approval of the Board of Directors before any work is undertaken. An application must be made to the Board on the form provided - see Attachment A. A copy of the plans must be submitted with the request.
  - b) Any addition, exterior alteration, modification, or change to an existing building shall be compatible with the design character of the original building, and as approved by the Board of Directors on subsequent memorandum.
  - c) Additional permanent exterior lighting must be submitted for approval before any work is undertaken. See 'Walkway Lighting Specifications - ATTACHMENT B.
2. Detached Structures
  - a) Detached structures are not felt to enhance the aesthetic qualities of the community and are therefore not permitted. For example: doghouses, storage sheds, playhouses, etc.
3. Materials and Color
  - a) Only the exterior materials and colors currently on the existing structure and compatible with the architectural design character of the community will be approved.
  - b) Only those areas that are painted may be repainted; only those areas that are stained may be re-stained; unpainted surfaces and unstained areas such as brick and stucco shall remain unpainted and unstained.
  - c) For Exterior Paint Specifications see ATTACHMENT C.

## REGENTS PARK I - HOA RULES & REGULATIONS

### B. Fences and Walls

1. Fences
  - a) Perimeter (enclosure of entire rear lot) fencing is not felt to enhance the aesthetic qualities of the community and is therefore not permitted.
  - b) No front yard fencing is permitted.
2. Walls
  - a) No free-standing above grade walls will be permitted. As restraining walls may alter existing land forms, approval for the construction of same is required.
3. Refer to Section C 5. for Privacy screens.

### C. Patios, Decks, Awnings, Privacy Screens, Shutters and Railings.

1. General
  - a) Before work is undertaken on any of the above, an application must be made to the Board of Directors and approval received.
  - b) Must comply with all local, state and federal building codes.
  - c) Owner must register with West Norriton Township for Permit.
  - d) Contractor must be insured.
  - e) Each application must be accompanied by plans.
2. Patios
  - a) Any additions to existing patios, new patios, or replacement of old patios must be submitted and approved before work is started.
3. Decks
  - a) For Deck Specifications see ATTACHMENT D.
  - b) Decks must be constructed of natural wood (unpainted, no pigmented stain) and must be pressure treated and properly maintained or composite deck material (such as Trex) may be used and must be a natural wood color, grey or redwood. Sample must be submitted for Board approval.
  - c) Staircases are permitted.
4. Awnings
  - a) Window awnings are not felt to enhance the aesthetic qualities of the community and are therefore not permitted. Patio or deck awnings are permitted, see specs in ATTACHMENT E.
5. Privacy Screens - must comply with the following specifications.
  - a) Must be submitted for prior approval and meet the following specifications: Maximum 6 ft high and 8 ft. wide, constructed of natural wood (unpainted, no pigmented stain).

## REGENTS PARK I - HOA RULES & REGULATIONS

### 6. Shutters

- a) The installation of shutters is only permitted if replacing original shutters and must maintain original design.
- b) Shutters must be painted to match the currently existing color.

### 7. Front exterior Stair Railings

- a) Must be submitted for prior approval and meet the Front Exterior Railing Specifications – Attachment F.
- b) Only permitted adjacent to the steps, not along the length of the sidewalk or around the front porch.

## D. Permanent Barbeques

1. Permanent Barbeques of stone or brick will not be permitted.

## E. Landscaping and Planting

1. All major landscaping installations must be approved in advance in writing by the Board of Directors, via the managing agent. Temporary plants in pots and baskets should be kept properly maintained.
2. Rear kitchen window boxes and deck boxes are permitted.
3. Owner must properly maintain any owner-installed landscaping or flowers.
4. No living hedges shall be permitted.
5. Trees or shrubs which restrict sight lines for vehicular traffic shall be cut back or removed by the property owner.
6. In the event that a portion of the lawn, shrubbery, trees and plantings on the property of a unit should be damaged or fall into ill-repair or ill-maintenance, then the property owner must repair the damaged area. In the event that the owner does not do so, the Association may do the work and charge the property owner the fair and reasonable cost of the work.
7. Any fruit-bearing trees that become a nuisance to others shall be removed.
8. All natural stone and pressure treated wood borders will be permitted for the use along flower beds. These borders must be placed within the mulched area so as not to impede the lawn cutting process.
9. No excavations or changes in grade or other work visible from the exterior of any homes or private yards shall be made without the approval of the board.

## F. Exterior Antennas

1. Requests for installation of any Exterior Antennae or Satellite Dishes must be submitted in writing to the Executive Board for approval. Installation without prior Board approval may result in fines being levied and/or removal of installed antennae or satellite dish at the owner's expense.

## REGENTS PARK I - HOA RULES & REGULATIONS

### G. Play Equipment

1. All play equipment must be temporary and freely moveable, storable and maintained in good repair and stored indoors on a daily basis. Permanent play equipment will not be allowed.
2. All wading pools must have a depth of less than 12 inches and not exceed 16 sq. feet and be removed on a daily basis and stored indoors.

### H. Attic Ventilators

1. Approval for attic ventilators must be obtained from the Board of Directors. Attic ventilators or other mechanical devices requiring penetration of roof should be small in size as functionally possible. They should be located generally on the least visible side of the roof and not extend above the ridge line.

### I. Signs

1. No sign of any character shall be erected, posted or displayed upon, in or from any property, or common property except for a standard size "For Sale" sign erected for the purpose of the sale of the property on which it is displayed. Temporary contractor signs for the duration of the work in progress may be erected, but must be removed at the time of completion.

### J. Storm and screen Doors and Windows

1. Storm and screen doors and windows are permitted only as approved in order to maintain the harmony and consistency originally intended by the builder. For approved design type and source information, see Storm Door Specifications - ATTACHMENT G.

### K. Commercial Enterprises

1. No commercial venture, signs, stands or any other business-related equipment may be erected temporarily or permanently that is visible to the exterior of any owner's lot.

### L. Restrictions of Further Subdivision

1. No private yards upon which a unit has been constructed shall be further subdivided or separated into smaller private yards by any owner.
2. No less than all of any private yard nor any easement or other interest therein shall be conveyed or transferred by an owner. This shall not prohibit deeds of correction, deed to resolve boundary line disputes, or any similar corrective instruments.

### M. Vehicles

1. Use and storage of all vehicles upon the common areas and private yards will be subject to the ordinances of West Norriton township and rules promulgated by the Board of Directors.
2. All motor vehicles will be currently licensed and maintained in proper operating condition, so as not to be a hazard or nuisance by noise, exhaust or appearance.

## REGENTS PARK I - HOA RULES & REGULATIONS

3. Major vehicle repairs are not allowed in driveways, roads or common areas.
4. No motor vehicles, including mini-bikes, trail bikes, dune buggies or snowmobiles may be driven on any pathway or common area.
5. No trailers, mobile homes, campers, motor homes, boats or trucks exceeding 1/2-ton capacity may be parked in any private or common area.
6. Commercial vehicles with advertising or logos are not permitted to be parked on the homeowner's parking pad without prior approval.

### N. Pets

1. Generally recognized house pets may be kept or maintained within a unit, provided such pets are not kept or maintained for commercial use.
2. All pets must be kept under the control of their owner when they are outside of a unit and must not become a nuisance to other residents. Pets must be leashed and not allowed to roam free.
3. Owners are responsible for any property damage, injury or disturbance caused by their pets.
4. Pet owners are responsible for the immediate removal of their pets' solid wastes from common areas or private property, streets and sidewalks. Failure to comply can result in a fine being levied against responsible owners.

### O. Trash

1. The storage, collection, disposal and recycling shall be in **compliance with** rules set by the Association, within the Ordinances set by the Township of West Norriton.
2. Trash, trash bags and boxes, etc. must be contained in a receptacle with an attached and secured lid. If the containers are stored at the front exterior of the home, they must be stored behind a bush or approved trellis to keep them hidden from view from the front curb to maintain the curb appeal. Trash shall be placed in a designated area on the day of collection or after 6:00 P.M. the night before pick-up.
3. All trash placed out for pick-up must be in a heavy duty puncture and tear resistant trash bag [e.g. Hefty, extra-strong or ultra-strong] or in a container with an attached and secured lid. Recyclables must be placed inside a recycling container with the recycling logo. Trash may not be put in thin plastic/paper bags or any open container that may cause trash to fall out of the container and litter the community.
4. Trash must be put out on the curb only for pick-up\*. Trash cannot be placed in the street.
5. No area of the property is to be used as a dumping ground for trash.
6. No burning of trash, leaves or other similar material is allowed.

\*Trash pick-up is on Mondays and Thursdays, with an exception for holidays that fall on the normal trash pick-up day, in such cases trash is usually picked up the day after. Recycling pick-up is on Mondays.



## REGENTS PARK I - HOA RULES & REGULATIONS

### P. Seasonal Decorations

1. Seasonal decorations may be displayed no more than 30 days prior to the holiday and must be removed 21 days after the holiday.
2. Seasonal decorations and lighting should not extend upon or past the common sidewalk. When hanging lights care should be taken so as not to do permanent damage to wood decks or create a fire hazard.

### Q. Miscellaneous

1. No detached flagpoles or basketball backboards will be permitted.
2. No clothesline or exterior clothes drying apparatus will be allowed.
3. No exterior animal shelter structures will be permitted. There also shall not be permitted any dog runs or overhead cables for the attachment of an animal chain or lead.
4. No bird baths, lawn ornaments or benches of a permanent nature may be affixed or placed on any part of a private yard without the written approval of the Board.  
Amended per Rule #5
5. Lawn ornaments which do not exceed 12" in height or 12" in width will be permitted within the mulched beds so as not to interfere with landscaping.
6. Lawn furniture and picnic tables must be placed on patios and decks at all times, and may remain during winter months.
7. Firewood must be stored in the back of units on patio and neatly stacked.
8. All hoses and sprinklers must be neatly stored on property at all times. (must take in during winter months).

### R. Sanctions

1. Any violation of the adopted rules and regulations or documents of the Association will result in two notices: warning and final. If corrections are not complete within twenty (20) days of second notice, there will be a daily fine of \$5.00 per violation, billed to the unit owner's account. After thirty (30) days, if non-compliance still exists, the Board will institute legal action. Violations include, but are not limited to failure to comply with rules and regulations.
2. Trash: violation of section 0.2. will result in a \$15.00 fine after the 1st notice. To avoid 2 people being fined for one homeowner's offense, please inform management office as to whose problem it is. (First notice will be sent after receipt of two offenses, documented in writing, by management officers).
3. Removal of pet solid waste: violation of section N.4 will result in a \$15.00 fine per incident.

### S. Complaints

1. All complaints must be in writing and directed to the Executive Board in care of The Galman Group. Information should be as specific as possible

### III. Revision History

Version 1	Original Document
Version 2	Updated March 20, 1989 <ul style="list-style-type: none"> <li>• Section C6 - Shutters</li> <li>• Section C7 - Front Exterior Stair Railings and Attachment</li> <li>• Section O.2, O.3, &amp; O.4 - Trash</li> </ul>
Version 3	Updated February 26, 1990 <ul style="list-style-type: none"> <li>• Section O.1 - Trash</li> </ul>
Version 4	Updated October 23, 1996 <ul style="list-style-type: none"> <li>• Section F – Exterior Antennas</li> <li>• Section G – Play Equipment</li> <li>• Section P – Seasonal Decorations</li> <li>• Section S – Complaints</li> </ul>
Version 5	Updated May 1, 1998 <ul style="list-style-type: none"> <li>• Section C.4 – Awnings</li> </ul>
Version 6	Updated July 7, 2016 <ul style="list-style-type: none"> <li>• Attachment B – Walkway Lighting Specifications</li> <li>• Attachment C – Exterior Paint Specifications</li> <li>• Attachment G – Storm Door Specifications</li> </ul>
Version 7	Updated May 8, 2017 – replaced CSK throughout document with Galman Group to reflect new management company <ul style="list-style-type: none"> <li>• Section S – Complaints</li> <li>• Attachment D, F and G</li> </ul>
Version 8	Updated Aug 03, 2017 – revised to reflect realistic, achievable and enforceable standards with added clarity as appropriate. <ul style="list-style-type: none"> <li>• Section C - Patios, Decks, Awnings, Privacy Screens, Shutters and Railings</li> <li>• Section E – Landscaping and plantings</li> <li>• Section I – Signs</li> <li>• Section O – Trash</li> <li>• Section Q – Miscellaneous, replaced “architectural review committee” (ARC) with “Board” as Regents Park does not have an ARC.</li> <li>• Removed revision dates from within the sections of the document as the changes are captured in the version history.</li> <li>• Minor grammar and typographical errors corrected.</li> <li>• Corrected name from Regents Park East of Valley Forge to Regents Park I to reflect the association name for 119 townhomes associated with phase I and updated the title page on page 1.</li> </ul>

**IV. Attachments**

- A. Alternations Request Form
- B. Walkway Lighting Specifications
- C. Exterior Paint Specifications
- D. Deck Specifications
- E. Awning Specifications
- F. Front Exterior Railing Specifications
- G. Storm Door Specifications

REGENTS PARK I

REQUEST FOR ALTERATIONS

Date Submitted: \_\_\_\_\_ Regents Park Unit # \_\_\_\_\_

Unit Owner \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home Telephone \_\_\_\_\_ Business Telephone \_\_\_\_\_

Description of Alteration (to Unit or Common Elements)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Detail plans at 1/2" = 1' - 0"

Contractors Name: \_\_\_\_\_

Address \_\_\_\_\_

Telephone # \_\_\_\_\_

I have received, read and understand the Alteration Policy of Regent's Park and I agree to abide by the Alteration Policy, and to proceed only after Board authorization.

Signature: \_\_\_\_\_

FOR BOARD USE

Date Received \_\_\_\_\_

Approved \_\_\_\_\_ Approved as Noted \_\_\_\_\_ Disapproved/Resubmit: \_\_\_\_\_

## REGENTS PARK I

**WALKWAY LIGHTING SPECIFICATIONS**

All walkway lighting must comply with the following specifications:

- A.** Installed walkway lights must be installed in a bed within a distance of 18" from the sidewalk.
- B.** Lights must be black or brown with white bulbs only, other than during the Winter Holiday Season for decorating purposes.
- C.** Lights must be installed down one (1) side of walkway only.
- D.** Lights must be maintained and in working order.
- E.** Landscapers will not be held responsible nor accept any liability for walkway light
- F.** Any all year round low voltage white landscape lighting is acceptable including solar lighting available from most home improvement centers

## REGENTS PARK I

**SPECIFICATIONS FOR EXTERIOR PAINT**

**All Paints are to be Sherwin-Williams (SW) gloss exterior and must be from the approved colors listed below, grandfathered colors from MAB are also listed.**

**DOOR Colors -**

Young Bark (Tan) MAB # 308-39D  
 Tinsmith (Grey) # SW7657  
 Conservative Blue MAB# 312-19  
 Tricorn Black – SW6258  
 Heritage Red Benjamin Moore Exterior RM 9

**TRIM and Sidelight Colors -**

Houses with beige siding: Snowflake Circle, Winterfall Avenue, Fieldcrest Avenue:

Young Bark (Tan) # 308-39  
 White - Sherwin Williams Extra White

Houses with grey siding: Carousel Circle, Greentree Lane, Norrington Drive, Hillendale Drive:

Tinsmith (Grey) # SW7657  
 White - Sherwin Williams Extra White

**FASCIA & SOFFITS -** Finneran & Haley

Storm Plate 30 (White)

**MUST BE PAINTED WITH APPROVED COLORS – note: MAB was bought out by Sherwin Williams in 2007: however, they can match the former MAB colors with the # codes above.**

Cavern Red 301-20 has been retired, choose another approved color from the list above.



## REGENTS PARK I

**AWNING SPECIFICATIONS**

1. Awnings must be a "lateral arm" style with a manufacturer's cover/enclosure for storage in retracted position.
2. Hardware and fittings must be of stainless steel and securely mounted to a 2"x 6' pressure treated lumber header which will be painted or capped to match either the awning casing or the building walls.
3. Awnings must be of solid Forrest Green or solid Tan color only, made of Sunbrella type outdoor fabric with front valance only; no side wings will be permitted.
4. It is recommended that awnings be retracted at night.
5. No other hardware super structures may be attached to the deck or patio.
6. Either hand cranked retractable systems or electric retractable systems are approved.
7. Awnings must be maintained, clean and in working order or must be removed.
8. Awnings are only permitted for the backs of units and may only be mounted above a patio or deck mounted no more than 1 floor above the surface level of patio or deck.
9. An "Alteration Request" form must be submitted to the Executive Board and Board approval received before installing an awning.



## REGENTS PARK I

**FRONT EXTERIOR STAIR RAILINGS**

Before any work is undertaken, a 'Request for Alterations' form must be submitted to the Executive Board for approval.

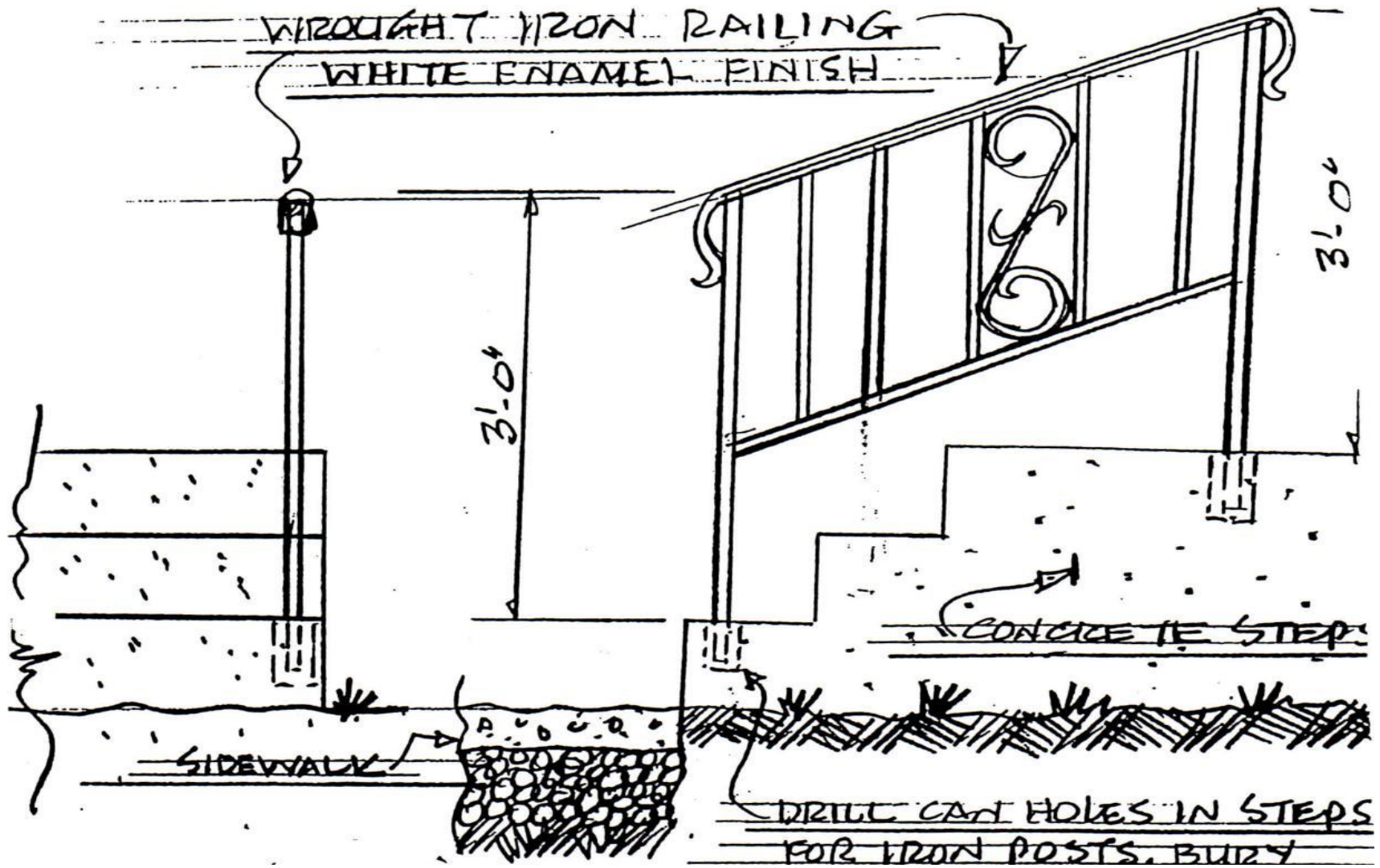
Mail form to:

Debra Lynch  
Regional Community Manager  
The Galman Group  
P O Box 646  
Jenkintown, PA 19046

- A. Specifications for Wood Railing
1. Constructed of white wood (painted white)  
  
Standard height 36"  
Posts 4" x 4"  
Top & Side Rails 2" x 4"
  2. Generally permitted on one side only (R or L).
  3. Only permitted adjacent to steps (not along length of level side walk or around edge of front porch).
  4. Proximity of neighboring properties will be considered (please submit diagram with request).
  5. Special allowance will be considered in cases of special physical needs (please submit reason for need with request).
- B. Specification for Wrought Iron Railing.
1. See attached diagram.

REGENTS PARK I

APPROVED WROUGHT IRON RAILING  
Scale 1" = 1' - 0" 2-7-89 Z. Kaplan

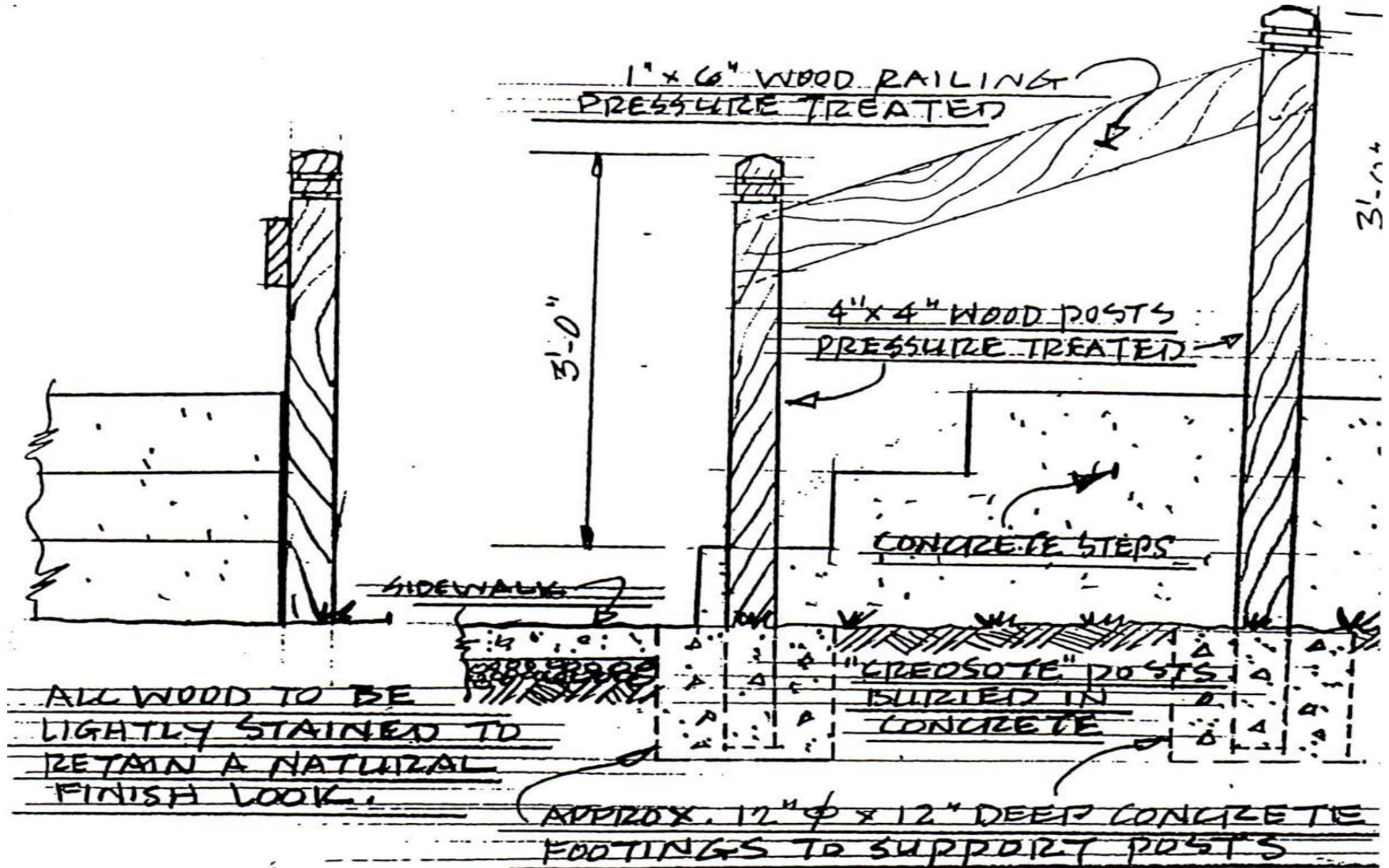


REGENTS PARK I

APPROVED NATURAL LOOK WOOD RAILING

Scale 1" = 1' 1"

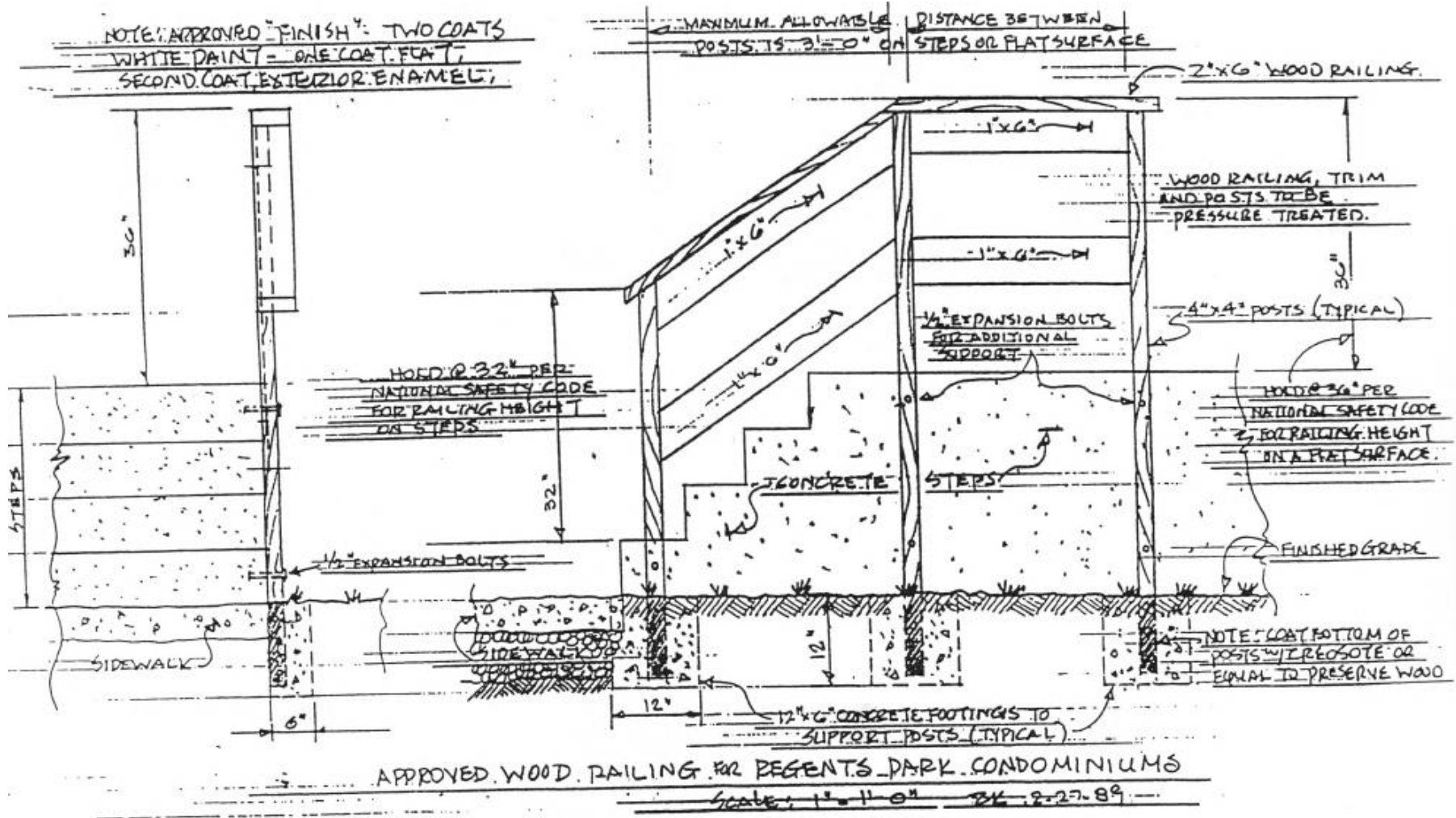
2-7-89 Z. Kaplan



REGENTS PARK I

APPROVED WOOD RAILING

Scale 1" = 1' 1" 2-27-89 Z. Kaplan



## REGENTS PARK I

**STORM DOOR SPECIFICATIONS**

Before any work is undertaken, a 'Request for Alterations' form must be submitted to the Executive Board for approval.

Mail form to:

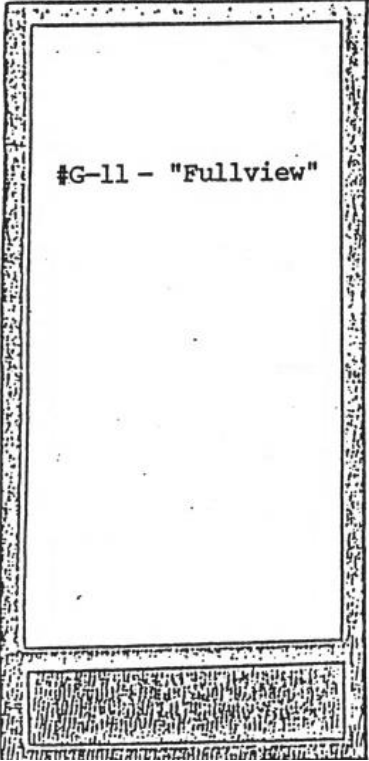
Debra Lynch  
Regional Community Manager  
The Galman Group  
P O Box 646  
Jenkintown, PA 19046

- A.** \*FRONT doors - see following page for pictures of the three approved storm doors.
- B.** \*REAR French Doors - only two full view storm doors are approved.

\*Update: Any white aluminum full view storm door available from most home improvement centers (e.g. Anderson Doors and Windows) is acceptable or you can purchase the original approved storm doors from Grayboyes listed on the following page.

REGENTS PARK I

ONLY THREE ( 3 ) APPROVED STORM DOORS - FRONT



#T-4



#T-5

COLOR: White

ONLY ADDITION APPROVED FOR REAR FRENCH DOORS  
TWO FULLVIEW STORM DOORS

TO ORDER: Contact Rich at Graboyes Aluminum Co. at  
LO/0/279-3905

GRABOYES ALUMINUM CO.  
48 W. GERMANTOWN PIKE  
NORRISTOWN, PA.  
19401,