

Pocono Springs Civic Association



Complete PSCA Rules

The Rules and Regulations in the document date April 2026

- Supersede all previous Rules and Regulations
- Have been reviewed and approved by the 2026 PSCA Board of Directors
- Architectural Guidelines are contained in a separate document

Dated September 2017 and May 2020 updated
April 18, 2026

Pocono Springs Civic Association, Inc. Rules and Regulations

Introduction

****Pocono Springs Civic Association (PSCA), Inc.****

****Rules and Regulations****

****Effective April 2026****

The following rules and regulations are hereby enacted and adopted by the Board of Directors of the Pocono Springs Civic Association (PSCA), Inc., in accordance with the powers granted by the community's "Covenants, Conditions, and Restrictions," PSCA's "By-Laws," the Architectural Review Committee (ARC) Guidelines, and Pennsylvania's Nonprofit Corporation Law and Uniform Planned Community Act.

These rules and regulations apply to all members, their residents, and their guests. Members are responsible for any infractions committed by themselves, their residents, or their guests. It is the member's responsibility to inform all residents and guests of the Covenants, By-Laws, and Rules and Regulations of PSCA. Any fines imposed for infractions will ultimately be the responsibility of the member or homeowner.

In addition to the rules outlined in this document, all federal, state, and local laws must be followed.

While this document addresses most situations, it may not cover every possible issue. If a situation arises that is not addressed here, it must be presented in writing to the Board for a final decision.

DEFINITIONS:

PSCA: Pocono Springs Civic Association (PSCA), Inc. A nonprofit corporation organized and existing under and by virtue of the corporation laws of the Commonwealth of Pennsylvania, and charged with the duty and authority of promulgating, enacting, and enforcing rules and regulations, by-laws, covenants, conditions, and restrictions in the development known as Pocono Springs Estates.

Amenities: Any of the common property, including, but not limited to, roads, recreation facilities, green areas, including the lake and dam, administration and office facilities, owned and/or maintained by Pocono Springs Civic Association, Inc. This term may be used interchangeably with the term "Common Area."

Board: The Board of Directors of PSCA.

Development: The development, known as Pocono Spring Estates, is located in Sterling Township, Lehigh Township, and Dreher Township, Wayne County, Pennsylvania.

Fair Hearing Committee: A committee designated by the Board of Directors of Pocono Springs Civic Association, Inc. to hear appeals for violations brought under these rules and regulations as outlined herein.

Member: The Member shall be identified as the person(s) whose name(s) appear on the deed of the property located in PSCA. The terms member, owner, and homeowner are interchangeable in this document.

Member In Good Standing: As defined in the Association By-laws. Article III. A member in good standing shall be any person or entity who complies with all rules, regulations, restrictive covenants, and by-laws, including, but not limited to, the payment of dues, assessments, fines, and other charges to date pertaining to the Association.

Public Safety Officer: A person (who is employed, either as a direct employee or through a third-party vendor, hired by PSCA) to provide public safety coverage. This public safety protection shall consist of, but not be limited to, staffing the front and rear gates and routinely patrolling the common areas, gates, and roadways of the development.

Gate Fob & Stickers: Gate fobs are an electronic device to be used by members in good standing for entry into PSCA. Stickers identify the vehicles, recreational vehicles, and watercraft owned by the Member and registered with PSCA.

Recreational Vehicle: Any motor vehicle (i.e., All-terrain Vehicle (ATV), go-cart, Utility Vehicle (UTV), dirt bike, snowmobile, golf cart, etc.) specially designed or modified for recreational or pleasure use.

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1. ALCOHOLIC BEVERAGES & ILLEGAL DRUGS:

ALL PSCA properties (public and private) are regulated by provisions enacted by the Commonwealth of Pennsylvania. It is a violation of Pennsylvania State law and PSCA Rules for any person under 21 years old to purchase or consume alcoholic beverages. Smoking of any kind, including vaping, is prohibited where posted.

2. AMENITY USAGE:

- A. A current PSCA badge must be worn while using any of the PSCA recreation sites. The following amenities are available to property owners of PSCA who are in good standing:
- Community Pool
 - Recreation Island
 - Clubhouse
 - Lake
 - Bulk Dropoff
 - Recreational Activities
 - Fishing Club
 - Monthly Board meetings
 - Annual Board meetings
 - Committees
- B. A property owner can pick up their badges at the PSCA office. If needed, a property owner can send their authorized representative. Please provide the PSCA office with written or verbal permission for your authorized representative to pick up the amenity badges.
- C. PSCA shall issue six (6) badges for each improved lot and four (4) badges for each unimproved lot.
- D. Additional badges may be rented for \$25.00 per badge for the summer season (Memorial Day through Labor Day). Daily badge rentals are available for \$5.00 per badge. All guest badges must be returned to the office within 24 hours unless otherwise specified. If the office is closed at the time of return, then the badges must be returned to Public Safety at the front gate.
- E. Any child under 13 years old must be accompanied by an adult at the pool, and any child aged five (5) and under must be accompanied by an adult when in the pool.
- F. All individuals aged five (5) years and above must present a current PSCA badge to gain access or use any of the PSCA recreation sites.

3. ANIMALS:

- A. Animal care must comply with PSCA Covenants and Pennsylvania law, which requires pets to be vaccinated and licensed. Copies of such documents must be provided to PSCA upon request.

- B. When registering with the community, we require that you provide animal names, breed, color, and gender for identification purposes.
- C. Owners are permitted to keep household pets such as dogs, cats, or other common domestic animals. While PSCA does not impose a strict numerical limit, pet ownership must remain within a reasonable number such that the animals are properly cared for, do not create a nuisance, and do not negatively impact the health, safety, or well-being of other property owners. PSCA reserves the right to review and address concerns where the number of animals appear excessive, presents health or safety concerns, or constitutes hoarding or neglect.
- D. Pet owners must ensure that their pets do not engage in noise or behavior that could be considered a nuisance.
- E. Pets are not allowed to roam unattended anywhere on PSCA property. Pets are not permitted on Recreation Island, except for service animals such as seeing-eye dogs or pets used to assist individuals with disabilities.

4. ATVs, UTVs, GO KARTS, DIRT BIKES, SNOWMOBILES, GOLF CARTS, ETC (a.k.a Recreational Vehicles):

Recreational vehicle operation is restricted to property owners in good standing* and their guests 12 years old and older.

*As defined in PSCA Bylaws, Article 4, Dues and Assessments Section 4. A.

Registration Guidelines:

- 1. All vehicles must register each year starting in March. PSCA reserves the right to adjust this date and will inform the property owners of any changes.
- 2. All machines must adhere to PA sound requirements.
- 3. A permanent license plate will be issued to each recreational vehicle, along with a flag. Each year during the registration period, a sticker for the current year will be placed on the license plate in the designated area.
- 4. The license plate must be attached to the rear of the vehicle and always be completely visible. The Public Safety patrol should be able to read the number clearly from a distance of no more than two average passenger vehicles.
- 5. The license plate is non-transferable, and the number on the license plate is how the vehicle is recorded in our system.
- 6. At no time is a recreational vehicle to operate on Association Property without the visible license plate with a current year registration sticker and flag in place.
- 7. The registration only identifies that the owner has the recreational vehicle and said owner is permitted to use the vehicle on PSCA property.

8. The registration process does not inspect the vehicle for operating or safety defects. The condition of the vehicle is the sole responsibility of the property owner.
9. Flags provided during registration must be kept visible and upright on an extended pole. For all vehicles, the top of the flag should be maintained at a height of 6 feet from the ground. Any damaged or lost flags must be replaced, with the replacement costs incurred by the owner.
10. People 12-16 years old are not permitted to operate a recreational vehicle on PSCA property unless they have completed a mandatory approved recreational vehicle safety training course and received a certificate. It is mandatory that drivers conform to the manufacturer's suggested CCS per age group. For more information on a safety instructor near you, contact DCNR's Bureau of Forestry at (717) 7837941.
11. Property owners must provide PSCA with a copy of liability insurance to keep on file for all recreational vehicles at the time of registration and before using PSCA roads. Insurance must be maintained while the vehicles are operating on PSCA property.
12. Signed waivers by property owners are required to acknowledge acceptance of all rules and regulations and to release PSCA from all liability. Relatives, including owners' children, are not eligible to sign waivers.
13. PSCA is not liable for the use of recreational vehicles in the community. Anyone driving or riding on a recreational vehicle does so assuming all risks of injury and/or death. The property owner accepts all responsibility for any and all people knowingly or unknowingly operating their recreational vehicle within the community.
14. Guests of property owners in good standing may operate their personal recreational vehicles in the community with proof of liability insurance and a signed waiver. After providing this information and paying a fee of \$25.00, a visitor flag will be issued. This flag must be affixed to the recreational vehicle. Anyone found in violation will be fined.

B. Operating Rules and Regulations:

1. All the roads within the boundaries of the Association are the property of PSCA and allow the Association to establish and enforce a particular set of rules for those permitted to use these roads.
2. The PSCA rules stipulate that all traffic laws and road regulations applicable in the Commonwealth of Pennsylvania are also enforced on the roads within PSCA. Additionally, the PA state regulations of Title 17 Pa. Code Chapter 51

will be applicable for the use of recreational vehicles (ATVs and UTVs) on Association property.

3. You must stop when signaled by a Public Safety officer. Failure to do so could result in additional fines and loss of your recreational vehicle registration.
4. There are to be no more passengers than the recreation vehicle is equipped to carry.
5. Pennsylvania and PSCA mandate that drivers and passengers of recreational vehicles wear DOT-approved helmets. Failure to do so will result in a citation.
6. Usage is restricted to established roads or other approved access areas only. No recreational vehicles are permitted to drive or park on the dam. Any individual found encroaching on common areas or private property will/may have their privileges immediately revoked.
7. Riders must follow the 25-mph speed limit or any slower posted limits and respect all road users' rights.
8. Recreational vehicles are permitted on community roads from 9:00am – 9:00 pm. (Resolution 2024-14)
9. All off-road vehicles are to safely pull to the side where space is available and give passenger vehicles/trucks the right-of-way.
10. Every effort must be made to ensure that no resident has a reason for concern or complaint.
11. All recreational vehicles must be equipped with a stock exhaust system or an exhaust system that does not exceed 99dB at 20 inches from the tailpipe, according to Pennsylvania Snowmobile and ATV guidelines. PSCA has a decibel meter to ensure the decibel readings are within the PSCA requirements. If a Public Safety officer suspects the exhaust system is too noisy, the vehicle will be tested. If it exceeds 99dB at 20 inches from the tailpipe, a fine will be issued. The vehicle will be banned from community roads until a new exhaust system is installed and passes PSCA testing. The muffler should be in good working order. Racing systems will not be permitted.
12. A brake system capable of producing a deceleration of 14 feet per second from a speed of 20 miles per hour.
13. Only recreational vehicles equipped with lights are permitted to operate on PSCA roads after dusk. All recreational vehicles used during hours of darkness or when visibility is less than 500 feet must be equipped with a functioning headlight and taillight. The headlights must produce a white light sufficient to illuminate people and vehicles at 100 feet. The taillight must produce a red light that is clearly visible from 500 feet during darkness.

14. Anyone seen operating a recreational vehicle in an unsafe, destructive and/or nuisance manner can be fined. These activities may include but are not limited to the following:

Racing	Destroying road shoulders
Driving while under the influence of alcohol or drugs	Doing donuts
Endangering others or property of others	Speeding
Driving with a child in your arms	Riding without a securely fastened helmet
Distracted driving (cell phone use, for example)	Unnecessary loud noises such as constant horn blowing, loudspeakers, megaphones or sirens unless for emergency purposes

15. Two operating citations within 30 days will result in a 30-day suspension of operating privileges, starting from the second violation. Three citations within 365 days will lead to a one-year suspension from the third violation date. The Board may revoke this permission at any time.
16. No pocket bikes are allowed on the roads at any time under any circumstances (A pocket bike is a small, motorcycle-style vehicle designed primarily for recreational use).
17. PSCA Rules and Regulations for recreational vehicles do not apply if the vehicle is driven or stored on private property, except for noise and nuisance rules.

Please be advised that PSCA shares information with law enforcement.

5. BOATS:

All watercraft used on the PSCA Lake shall be subject to the Rules and Regulations of the Pennsylvania Fish and Boat Commission.

- A. The use of watercraft powered by an internal combustion engine and boat mounted combustion engines is not permitted on the lake.
- B. Electric trolling motors are permitted.
- C. All watercraft used on PSCA lake and/or boat racks must be registered with PSCA prior to use. Any watercraft without a visible or up-to-date sticker will be removed from the island and/or boat racks. A fine of \$75.00 will be imposed, and the boat rack will be forfeited.
- D. All boats must be removed from the island, Canoe Harbor, and from the 10-foot area around the lake on or before November 1st of each year. If boats are not

removed by November 1st, PSCA and/or the Board reserve the right to remove the craft and impose all reasonable charges.

- E. If any abandoned boat is not claimed by its owner by April 1st of the following calendar year, PSCA reserves the right to sell the boat. Any monies obtained from the sale will be credited to any accumulated fines and/or administrative costs.
- F. Boats may be returned to the island the day after the annual fish stocking.
- G. Boats stored on the boat racks may stay there year-round. The annual fee is \$45.00 for the boat rack rental. The annual registration fee is \$5.00. If the \$45.00 is not paid by June 1st, PSCA reserves the right to treat the watercraft as if it were abandoned.
- H. Pocono Springs Civic Association is not responsible for damaged or missing watercraft left on the causeway or boat racks.

6. BURNING:

- A. Prior to any burning, members in good standing must obtain a permit from Public Safety. The permit request can be made via phone or email. Burning does not include BBQs and grills used exclusively for cooking purposes.
- B. PSCA may deny burning permits due to weather, local fire ordinances, and burn bans.
- C. All permits must comply with local municipal ordinances. Burning must be attended to and contained in a fireproof container or designated area.
- D. Sufficient amounts of fire extinguishing materials must be on hand to extinguish the fire should it become necessary. Burning is not permitted on any lot without running water.
- E. Burning is restricted to routine maintenance, such as leaves, branches, untreated remnants, and recreational fires. Contractors and their crews are not permitted to burn branches, stumps, etc.
- F. Household garbage, toxic materials such as, but not limited to, tires, pressure-treated lumber, paints, solvents, etc. CAN NOT be disposed of in this manner.

7. DISORDERLY CONDUCT:

- A. No individual shall, with the intent of causing inconvenience, annoyance, alarm or recklessly create a risk thereof, engage in such conduct as listed below:
 - 1. Fighting, threatening or violent tumultuous behavior.
 - 2. Making unreasonable noise.
 - 3. Using obscene language or gestures.
 - 4. Creating a hazardous or physically offensive condition by any act which serves no legitimate purpose.

- B. No person, with intent to harass, annoy or alarm another may:
1. Strike, shove, kick or otherwise subject another person to physical contact, or attempt to threaten to do the same.
 2. Follow another person in or around the common areas.
 3. Engage in conduct or repeatedly commit acts which serve no legitimate purpose while on the common areas.
 4. Communicate any lewd, lascivious, threatening, or obscene words, language, drawings, or caricatures to or about another person while in the common areas.
 5. Communicate any lewd lascivious, threatening, or obscene words, language, drawings, or caricatures via any means, telephonic, electronic, or otherwise to or about an Association volunteer or staff member.
 6. Everyone in the PSCA common areas must show ID when asked by PSCA staff.

8. FIREARMS:

- A. Within the confines of PSCA, no person shall discharge any firearm or any device capable of propelling a projectile of any kind with the exception of a B.B. gun used solely and entirely within the confines of one's own property.
- B. All Pennsylvania State laws pertaining to the carrying of firearms shall be observed within the confines of PSCA.
- C. Firearms are not permitted in amenities, common areas, meetings, or functions per Resolution #22-035.

9. FIREWORKS:

- A. Per Resolution #2025-13, the Commonwealth of Pennsylvania previously prohibited fireworks, but the law was changed in 2023 to permit their limited use.
- B. Fireworks are permitted within Pocono Springs **only** under the following conditions, and as approved by the PSCA office and based on safety considerations.
 1. Timeframe:
Fireworks may only be discharged on July 4th from 9:00 PM to 10:00 PM, with permit, No Exceptions.
 2. Permitted Locations:
 - Private lakefront properties as approved by the office. Decisions will be made based on safety considerations, such as proximity to other fireworks, or the area being densely populated with trees, to name a couple of examples of circumstances that may be considered.

- Left of the dam spillway, when facing the lake, will be the designated open area(s) for launching (observers must be to the right of the spillway)

No fireworks should be discharged near the pool due to safety risks from blowback and debris.

3. Permit Requirement:

- Fireworks may only be discharged with a permit.
- A limited number of two (2) permits will be issued on a first-come, first-served basis for the designated dam area and time period.
- If a member wants to launch fireworks at the designated areas, they must request one of the limited number of permits.
- Permit holders discharge at their own risk, and PSCA is not responsible for any injuries or damages resulting from permitted use.

4. Safety Measures:

Permit holders should have basic fire safety precautions in place (a fire extinguisher or hose with running water) and should monitor where hot embers land. *Fireworks will not be allowed if a burn ban is in effect, and permits will be revoked.*

5. Enforcement:

Public Safety will stop unauthorized fireworks and issue violations and fines as appropriate.

6. Clean-up

All debris must be cleaned up by the permit holder by 12:00 pm on the following day.

10. GARBAGE:

A. Trash Compactors:

1. PSCA maintains the community's trash compactors. Only household trash generated in Pocono Springs is permitted to be placed in the trash compactors.
2. PSCA has a list of items that cannot be disposed of in the compactors but can be disposed of through our bulk trash process. The list also contains the items that PSCA cannot accept. The list can be found on the PSCA website <https://poconosprings.org>.
3. It is prohibited to leave any type of items such as oil, batteries, paint or any other waste materials outside the Maintenance Building and/or trash compactors. Please visit the Commonwealth of PA website to see the options for disposing of these materials:

<https://www.pa.gov/agencies/dep/residents/recycling-anddisposal/household-hazardous-waste.html>

4. Yard waste is prohibited in trash compactors, and anyone dumping yard waste will be fined.
5. The use of compactors by Contractors is strictly prohibited. Contractors violating this rule and the homeowners who hire them will be subject to the fines listed in the Fine Schedule. Also, a ban will be established by PSCA that will deny the Contractor the privilege of working in Pocono Springs until the fine and/or fines are paid in full.

B. Bulk Trash Drop Off:

1. Bulk trash drop-off is available to any PSCA Homeowner in good standing. Each Homeowner in good standing will get 2 bulk drop-offs per fiscal year (March 1st-February 28th) at no charge.
2. Each Homeowner in good standing can call the office to set up an appointment to bring down their bulk trash. Appointments are offered throughout the year.
3. For any additional bulk trash drop-offs, the Homeowner can call the PSCA office for the cost.
4. Mattresses and box springs MUST be covered with plastic and taped securely before disposing of them in the bulk trash.

C. Bulk Trash Pickup:

1. If the Homeowner is unable to bring their bulk trash down to the Maintenance dumpster, they can call the office to make an appointment to have Maintenance pick up the bulk trash at their residence for a fee.

11. HUNTING & FISHING:

- A. Hunting is not permitted on or within the boundaries of Pocono Springs.
- B. People gaining access to state game lands from Pocono Springs must acquire express permission from the property owner. The property owner will be responsible for the actions of their guest/guests, and the guest is required to obey all rules and regulations of PSCA.
- C. A Pennsylvania Fishing license is required for fishing on Crystal Lake, which is regulated by the PA Fish and Boat Commission. The Fishing license and amenity badge should be visible while fishing.
- D. PSCA follows the PA Fish and Boat Commission Fishing Summary regulations by species.

12. LITTERING:

For fines for a violation in this section, see the attached Fine Schedule. Littering is prohibited on all Pocono Springs properties.

13. LOT AND/OR HOUSE MAINTENANCE AND IDENTIFICATION:

- A. Each property owner is responsible for the maintenance and repair of their property and to keep the premises in such a condition and appearance so as not to detract from the rest of community.
- B. For emergency and identification purposes, each property owner shall display their official 911 property address on a reflective address marker, in a manner that is clearly visible from the road.
- C. There will be no unregistered vehicles parked in any area of PSCA unless housed. A car cover may be allowed, but the property owner must obtain a permit from PSCA.
- D. There shall be no outside storage of anything that is not necessary for the residential use of the property.
- E. The roadway may not be obstructed in any manner.
- F. Homes with house alarms will be cited with their first false alarm offense after the third false alarm. When there is a fourth false alarm, the fine will be increased. If the alarm is tripped inadvertently by the property owner or guest, they must call the alarm company immediately and also notify Public Safety that they do not have to respond. Note: this will not be considered a false alarm.
- G. External furnaces are prohibited.
- H. Garbage shall be kept in containers and shall be removed for disposal to a PSCA compactor in a timely manner. Any bulk items must be disposed of in accordance with the PSCA bulk trash guidelines under Section 10, Part B.
- I. No lot or any part thereof shall be used or maintained as a dumping ground for trash, garbage, rubbish, or for any type of disposal.
- J. PSCA will mail warning letters to homes with unsightly conditions, including but not limited to high grass. The letters will be mailed with a timetable for correcting the situation before a citation is issued. Public Safety will also send out a warning/citation depending on the number of violations.
- K. The use of outdoor lighting is limited to building access areas, paths, driveways, and low-level landscape illumination. Lighting fixtures must be shielded, frosted, or diffused to prevent intrusion of light and glare onto neighboring properties and roads. Shielded LED and PAR lamp fixtures do not need to be frosted. A permit is required for any outside electrical work. Plans

showing the location and type of fixtures for all exterior lighting must be included on the PSCA permit application.

- L. The use of high intensity discharge (HID) is lighting or similar is prohibited.

14. MOTOR VEHICLES, GATE FOBS AND STICKERS:

- A. All automobiles and motor vehicles owned by property owners or renters must have the current identification sticker issued by PSCA affixed to their vehicles. All stickers must be in the upper passenger side corner of the windshield. All unregistered vehicles will be subject to a fine.
- B. All vehicles visiting any property in PSCA must visibly display a Pocono Springs visitor or contractor pass.
- C. Key fobs and stickers will be issued when the vehicle is registered with Public Safety at the main gate. To register a vehicle, a valid driver's license, valid registration, and proof of insurance must be presented.
- D. PSCA members shall receive 2 complimentary key fobs and stickers per improved lot. PSCA members shall receive 1 complimentary key fob and sticker per unimproved lot.
 - E. PSCA members who own unimproved lot(s) can purchase only 1 additional key fob and sticker per unimproved lot. PSCA members who own improved lots can purchase additional key fobs and stickers as long as the vehicle is insured and registered to the Deeded owner's residence. Each additional key fob will cost \$45.00; each additional sticker will cost \$5.00. (Per Resolution #2025-12)
- F. If a PSCA member loses or damages their key fob or needs more key fobs, they may purchase them at the cost of \$45.00 per fob.
- G. Property owners shall not give/loan their key fobs to anyone. Any member using a key fob must have a current PSCA sticker on their vehicle. Key fobs cannot be used for any other vehicle except for the one to which it has been assigned.
- H. Property owners who are not in good standing must escort their guests from the gate to their home each time.
- I. Owners who have not paid their dues or have defaulted on a payment plan will have their fob turned off. Owners will have to stop to get a day pass until the balance is resolved.

15. PARKING:

- A. No motor vehicle, motorcycle or recreational vehicle shall be parked on any PSCA road without the approval of PSCA. No vehicles of any kinds are permitted to drive or park on the dam.
- B. No person shall park or leave an unattended vehicle on any private property without the consent of the property owner or another person in control or possession of the property. In the event a motor vehicle becomes inoperable for any reason on any PSCA road, it is the responsibility of the owner to notify Public Safety and to have the vehicle removed as soon as possible.
- C. No person shall park in a designated disabled parking area without displaying a valid disabled parking placard, sticker, or license plate.
- D. No commercial vehicle over 8,000 pounds gross vehicle weight may be parked overnight in Pocono Springs unless garaged, except for PSCA vehicles and contractors' vehicles that have been contracted by Pocono Springs to do work on the property.
- E. Any vehicle in violation of this section may be removed by PSCA without any liability and the cost of said removal will be the responsibility of the owner of the vehicle. Any charges will be immediately billed to the owner, who must pay PSCA within 30 days. If the removal costs are not received by PSCA within this time frame, the amount due shall be added to the Property Owner's account and collected as delinquent dues and/or assessments and penalties.

16. RENTING – TENANT/RENTER POLICY

- A. Definitions:
 - a. A **“tenant”** or **“renter”** is any person or persons who occupy a home within the community under a lease, rental agreement, or other arrangement granting the right of possession from the owner, in exchange for rent or other consideration, but who are not the record owner of the lot or unit.
- B. These rules apply to all owners leasing or renting their home, as well as all tenants, occupants, guests, and invitees. Only owners in good standing may lease or rent their property. Any owner who is not paid in full on dues/assessments and/or who is not current on an approved payment plan may not lease or rent their property. If, at any time during the term of a lease, the owner is no longer in good standing, the Association may deny the tenant access to and use of the amenities.
- C. No home shall be rented for transient or hotel-type occupancy. Homes may not be rented as boarding or rooming houses. Homes may only be rented for long-term residential purposes. Short-term rentals are strictly

prohibited. This includes but is not limited to: Airbnb, VRBO, transient rentals, vacation rentals, and short-term vacation rentals.

- D. All rentals/tenants must be registered with the Association by the owner submitting a complete Tenant Registration Form and Owner Certification Form upon the initial rental and annually thereafter, no later than 7 days before the lease expiration date.
- E. The owner must pay a non-refundable tenant/renter registration fee of \$200.00 before the beginning of the lease term for each new rental agreement.
- F. Owners who designate an agent, broker, or other individual or firm ("Agent") to perform tenant acquisition, screening, approval, or processing services must file written authorization with the Association allowing the Agent to act on the Owner's behalf. Authorizations must be updated annually.
- G. The tenants and occupants are the guests of the property owner and may not sit on the PSCA Board of Directors or any committees.
- H. Owners shall be held responsible for any violations of the current ByLaws, Covenants, and Rules caused by tenants/renters, their family members, and guests.
- I. Any owner who rents the entire unit and does not reside in the unit is deemed to have assigned all rights to use the amenities, common areas, and recreational facilities (including, but not limited to, the pool, lake, and recreational areas) to the tenant for the duration of the lease. During this time, the owner may not exercise amenity use rights. The owner retains all voting rights. The tenant's/renter's amenity privileges are limited to the badges issued to them and must comply with all Association rules.
- J. Owners' membership status and voting rights are not transferable. Tenants/renters and their guests may use community facilities and amenities only while the owner remains in good standing and subject to all Association rules.
- K. Subletting by a tenant/renter is strictly prohibited, and fines will be levied as per the Association Rules and Regulations. All tenants/renters must be registered with the Association at least seven (7) days before occupying any unit. Registration must include Association-approved forms and a copy of the fully executed written lease agreement. All leases must contain a Crime Free Lease Addendum in such form as provided by PSCA. All lease terms must be approved by management.
- L. All leases must contain a clause requiring all occupants to comply with the Association's governing documents, including the Rules and Regulations.

- M. All tenants/renters must register their vehicle with PSCA and acquire a gate fob. The tenant/renters must purchase the fob from PSCA. The fee is \$45.00 per key fob/sticker combo and is non-refundable.
- N. Property owners, tenants/renters, and guests are not permitted to transfer a gate fob or temporary pass to any person or vehicle other than the person and vehicle to whom it was originally issued. Any transfer or use of a gate fob or temporary pass by an unauthorized person constitutes a violation of the Rules and Regulations and may result in immediate seizure of the gate fob or temporary pass.
- O. Failure to abide by this policy, including but not limited to any failure to register any tenant, shall be a violation of the Rules and Regulations and result in fines as per the Association's Rules and Regulations.
- P. Failure to register tenants/renters or pay required fees constitutes a violation and may result in fines and suspension of gate access privileges.
- Q. The property owner is responsible for all attorney fees and costs incurred by the Association as a result of violations by tenants, occupants, or guests, whether or not legal action is filed.
- R. Any violation of the Rental Policy may result in fines established by the Board of Directors. In addition, the Association may pursue legal action, including seeking a court order (injunction), to stop or prevent any violation. Using one enforcement method does not limit the Association's right to use other legal or administrative remedies, either at the same time or in the future.
- S. In no event shall it be determined that a landlord/tenant/renter relationship exists between the Association and the tenant/renter. Owners must certify that tenants/renters have received these rules prior to occupancy.
- T. Tenant/renter pets must comply with the association's Rules.
- U. To the fullest extent permitted by Pennsylvania law, Owners shall indemnify and hold harmless the Association for claims arising from Tenant occupancy or conduct.

17. SNOW REMOVAL:

- A. No property owner shall plow or shovel snow back onto a PSCA road.

18. STRUCTURES:

- A. No building or structure of any type shall be erected or brought upon a lot without obtaining a PSCA permit. Reference to the Architectural Guidelines section 5.1 for more information.

- B. No structure such as a trailer, tent, shack, garage, barn, boats, RV's, or other buildings shall be used on any lot at any time as a residence, either temporarily or permanently.
- C. No structure of a temporary character, trailer with or without wheels, tents, temporary Carports, or storage pods (temporarily) are permitted.
- D. Property fences are prohibited. The exception is for lots which border neighboring communities such as Pocono Ranchettes or Indian Country. In those cases, a fence may be erected along that portion of a lot, typically the rear, which is immediately adjacent to the other community. See Resolution 2024-15 for further details and requirements. Dog runs and garden fences will be permitted and subject to PSCA approval. The area may not be larger than 20'x20' feet (400 sq. ft.).
- E. Building permit requirements are covered in the PSCA Architectural Guidelines. PSCA Governing documents are on the website.
- F. Applicants for building permits shall make proper application to PSCA and shall abide by the Architectural Guidelines.
- G. Permits will only be issued to property owners in good standing.
- H. The color chart, which is posted in the office, will be used as a guide for approved exterior colors.
- I. No portable sports equipment (basketball hoops, soccer nets, hockey nets, skate ramps, etc.) may be set up on any main or secondary road. On all other roads, the portable sports equipment must be removed when not in use and must be removed by dusk.
- J. All portable sports equipment on all roads must be removed between November 1st and April 1st to allow for snow plowing. PSCA is not liable for any damage to equipment not removed between these dates.

19. TRAFFIC LAWS:

- A. All traffic laws and rules of the road applicable in the Commonwealth of Pennsylvania shall also apply within Pocono Springs.
- B. The maximum speed limit on the Pocono Springs roads is 25 mph, except when posted otherwise.
- C. All traffic signs and devices within the community must be observed and followed.
- D. You may only cross the yellow line to pass a stationary vehicle or other obstruction. You must yield to oncoming traffic to make sure it is clear and safe to do so prior to attempting to pass an obstruction.

20. TREES:

- A. The cutting of standing trees is not permitted without an approved PSCA permit.
- B. The only exception being that, for emergency purposes, standing trees or parts of the tree may be cut and/or removed immediately by the property owner with subsequent notice to PSCA. For more information on tree removal, see the Architectural Guidelines.

21. TRESSPASSING:

- A. No one may trespass on another person's property without permission from the property owner.
- B. No earth, sand, rock, stone, shrubs, trees, or any inert material shall be removed from any lot without the consent of the property owner.
- C. No soliciting of any kind.

22. VANDALISM:

- A. When a property owner unintentionally causes damage to PSCA property, a \$25.00 per hour labor will be charged in addition to any replacement costs to fix the damage.
- B. Any person responsible for vandalism to PSCA property shall be fined and must reimburse PSCA for the cost of damage.
- C. Any person responsible for vandalism of private property shall be subject to fines, court expenses, and the cost of any damage.
- D. A reward may be offered for the arrest and conviction for acts of vandalism.

23. POLITICAL FLAGS AND SIGNAGE POLICY (PER RESOLUTION 2025-17- AMENDED)

- A. This policy establishes clear, content-neutral standards for political flags and signage (signs) within Pocono Springs. It balances homeowners' rights of expression with the community's interest in aesthetics, safety, and orderly appearance.
- B. Display Period
 - 1. Political flags, banners, and signs may be installed no earlier than 60 days before any federal, state, or local election. All signs must be removed within 14 days after the election. Exceptions for runoff or special elections follow the same timeline relative to that election.
- C. Outside of the display period, it is permissible to display a flag, banner or sign which would only have a name on it in order to honor or pay tribute to an

individual, country, or group. The board has determined these are not political in nature as long as they do not have any other verbiage, are limited in size to 3' by 5', tasteful, and are placed on the property in an orderly manner. There would be 3 items (flags, banners, or signs) allowed in total, which, for example, could be the U.S. flag, a flag from a foreign country, a team flag, or the one described previously above. In this case, these flags, banners, and signs would not be in violation of the resolution.

D. Sign Specifications

1. Maximum size: 3' × 5'. Materials must be professional-grade such as weather-resistant corrugated plastic, metal, wood, or cloth. No illumination, electronic displays, or moving parts are permitted.

E. Quantity and Location

1. Regarding the political signs, banners, or flags, three would be permitted per lot. Signs may be placed on the homeowner's private front yard, deck, and windows. Placement in common areas such as roadside, medians and clubhouse grounds is prohibited.

F. Installation and Maintenance

1. Homeowners are responsible for securely anchoring signs, banners, or flags to prevent tipping, falling or in any way becoming a safety risk. They must remain in good repair; torn, faded, or damaged signs, banners or flags must be replaced or removed immediately.
2. The association may request the removal of any sign posing a safety risk.
3. Owners must ensure that all images and copy on the signs, banners or flags are free of offensive language and explicit imagery. Defaced American flags are not permitted at any time. Official lawn signs offered by the candidate's campaign are almost always safe choices. The signs may include the candidate's name, slogan, and the position for which they hope to win.

G. Removal and After-Action

1. Regarding the political signs, banners and flags, removal deadline is 14 days post-election.
2. A warning will be issued for failure to remove signs, banners, or flags. Non-compliance may result in escalating fines per the enforcement schedule.

Definitions: Political Flag, Banner, or Sign - a temporary display that advertises a person or party seeking public office, a political cause, or a specific ballot issue.

24. ENFORCEMENT OF CITATIONS AND ASSOCIATED FINES:

- A. All members' privileges shall be suspended until all fines imposed are paid in full.
- B. Fines must be paid within 30 days of the citation(s).
- C. Upon notification of any violation, a member in good standing has 30 days following the date of the notification to request a hearing before the Fair Hearing Committee, which is designated by the Board of Directors. The property owner must pay the fines/fees prior to being scheduled for a fair hearing date.
- D. The Fair Hearing Committee shall determine the disposition of the case, whether to uphold or dismiss the case, within 10 days of the hearing.
- E. All individuals found guilty of violating the Rules and Regulations have the right to appeal to the Board of Directors and exercise their right to a hearing before said Board. Such an appeal must be initiated within 30 days after the date of the finding of the initial Fair Hearing.
- F. If any fine is not paid within the time periods set forth above, the amount of the time plus any costs, including attorney fees and costs, shall be added to the property owner's dues and assessments account and shall be collected under the same terms, conditions, and fashion as PSCA collects dues and assessments.
- G. Any continued violation of the Rules and Regulations described shall be considered a separate and distinct violation on each subsequent day and occurrence.
- H. Each successive violation of each section of the Rules and Regulations occurring within a 12-month period will result in a fine of the next higher class as listed on the Fine Schedule being imposed on the property owner. If the property owner remains violation-free for 12 consecutive months, the record will be cleared, and the process will begin again. In addition to the fine provided, PSCA has the right to seek equitable relief in any State or Federal court for a violation and in furtherance of the enforcement of the Rules and Regulations, By-Laws, and Covenants.

25. Revisions

A. The current By-laws of the Pocono Springs Civic Association give the Board of Directors the authority to make and enforce All Rules and Regulations of the Association. This can be found in the By-laws under Article IX, Section 1, Part (K). Below the following date is a list of dates that these rules and regulations were revised. The date that is listed last shall be considered the current enforceable rules and regulations. That version shall supersede any and all documents titled as Pocono Springs Civic Association "Rules and Regulation."

The revision date will include which of the sections were revised.

- September 2017.
- April 29, 2019 - only the PSCA General Rules and Regulations.
- May 09, 2019- only the PSCA General Rules and Regulations. ~~7~~ ~~June~~ 16, 2021 – Rule #4 part A and Rule #13 Part C
- April 2026 – PSCA General Rules and Regulations have been updated. The Rules for Landlords Renting/Leasing has been incorporated in the Rules & Regulations.