

THE
VILLAGE  GRANDE®
AT ENGLISH MILL

Community Rules and Regulations



One Village Grande Road
Egg Harbor Township, NJ 08234

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Section I

GENERAL CLUBHOUSE RULES

The Village Grande at English Mill Homeowners Association Inc., has established the following rules and regulations to ensure the safety and enjoyment of all members and their guests. These Rules are intended to supplement and clarify the Covenants and Restrictions and Bylaws. Where a conflict exists, the Covenants and Restrictions and Bylaws take precedence over these rules. The Homeowners Association acknowledges the efforts of the Clubhouse Rules Committee in establishing these rules and reviewing them on a regular basis.

1. GUESTS

- a. A homeowner/tenant must accompany guests at all times while using the Clubhouse or any outdoor recreational facilities. The homeowner/tenant is responsible for the actions of his/her guests while using the facilities. Guests are not permitted in the Exercise Room. Guests are only allowed use of the locker rooms as necessary when they are guests at the indoor or outdoor pool.

2. DRESS CODE

- a. No wet bathing attire is allowed inside the Clubhouse, with the exception of the showers and the locker rooms. Body cover-up and footwear is required in all areas.

3. FOOD AND BEVERAGE

- a. Food and beverages are permitted as long as you leave the room in the same condition that you found it. However, there is no food permitted in the indoor pool, fitness center or locker room; drinks are permitted.
- b. Food and beverage containers, open or closed, may not be stored in cabinets within the Clubhouse.

4. ALCOHOL

- a. Underage alcohol consumption is illegal and is not tolerated. Alcoholic beverages can not be stored at the Recreational Facility.

5. TOBACCO USE

- a. The Clubhouse is TOBACCO FREE. Smoking is allowed only at areas with posted signs, currently only located at the far entrance to the clubhouse nearest to the card rooms. All other tobacco use is prohibited.

6. PETS

- a. Pets are not allowed in the Clubhouse, with the exception of certified service animals.

7. HOURS OF OPERATION

- a. The Clubhouse will open at 5:00A.M., and will close at 12:00 Midnight.
- b. If the alarm is activated after public hours, the owner or resident responsible will pay any fee and/or fine imposed by the Township.

8. CLUBHOUSE ENTRANCE

- a. The doors of the Clubhouse will remain secure at all times. Entry will be made by use of a homeowner/tenant key card. The key card is for the use of the homeowner/tenant only and cannot be used by a non-resident. Unauthorized visitors are not allowed in the Clubhouse at any time.

9. PARKING

- a. Handicapped parking is provided.
- b. Motorcycles must have a kickstand pad so as not to damage the blacktop.
- c. Temporary Parking is permitted for guests while visiting a resident; guest cars are permitted for a maximum of seven days. Residents may also use the parking lot for temporary parking not to exceed seven days. Extended parking (more than seven days) is only allowed if a request is submitted in writing and approved by the Community Manager.
- d. Recreational vehicles, boats or trailers are prohibited from parking in the Clubhouse Parking Lot.

10. RESIDENT USE

- a. Community members in good standing are permitted to use the Clubhouse. Individuals may use activity rooms and recreation facilities when not scheduled by a group. Scheduled groups have priority.

Section II

Grande Room Private Use

1. A Homeowner in good standing is permitted to reserve the Grande Room and adjoining kitchen for a private event by submitting a Private Use Agreement through the Community Manager, at least two (2) weeks in advance. Tenants may reserve the Grande Room; however the Homeowner must complete the Use Agreement.
2. Owner must supply a copy of valid homeowner's insurance policy that covers use of the Clubhouse.
3. Private use is restricted to the Grande Room and Kitchen and shall not impede or restrict the use of other areas of the Recreation Facilities by other residents.
4. Residents are limited to three (3) private events per year.
5. Use is limited to four (4) hours, and use of the facility must end by 11:00pm.
6. The sponsoring owner or tenant must be present throughout the entire event.
7. The Grande Room is only to be used for social gatherings and events and is not to be used for any commercial, marketing or business purposes.
8. Occupancy restrictions and fire code regulations must be followed. The three sets of double doors may not be blocked in any way. The Grande Room can accommodate 106 people with tables and chairs set up.
9. A refundable security deposit of \$200.00 is required at the time of the reservation. The security deposit shall be returned once the facilities have been inspected and are found to be clean and free from any breakage. Any damage exceeding the \$200.00 security deposit will result in forfeiture of the deposit and the owner's account will be charged in excess. Clubs and Committees are not required to submit a deposit to schedule the Grande Room for an event
10. The sponsoring owner or tenant is responsible for returning the facility to its original condition immediately following the event. All areas must be broom swept, vacuumed, and mopped if necessary. All trash will be gathered and taken outside to the dumpster area. Counters and surfaces must be wiped down. Dish towels and cloths must be laundered and returned the next day. Cleaning supplies can be found in the kitchen and in the storage closet. Cleaning charges may apply if the clubhouse is not left in good condition.
11. Every effort shall be made to avoid disturbing the neighbors during the event.
12. Association chairs and tables are available upon request and must be cleaned and stored again after use.
13. Guests at the Recreation Facilities must be well supervised by the resident(s) and can be told to leave the premises for any improper behavior by the Community Manager or a Board Member.

14. Improper behavior (e.g. abusive language, disregarding rules, disrespect to: property, other residents, or clubhouse/committee members) on the part of owners, tenants, or guests at the Recreation Facilities shall result in that person(s) having privileges revoked and being barred from the use of the Recreation Facilities for a period of time to be determined by the Board of Trustees.
15. Underage alcohol consumption is illegal and is not tolerated. Alcoholic beverages can not be stored at the Recreational Facility.
16. Personal property must not be left overnight or it may be removed and discarded. All items brought in must be removed at the end of the event; nothing is to be left in the storage room or refrigerator.
17. If you intend on supplying food, you may have use of the kitchen but not the Association's supplies. You must supply your own paper products, utensils, sugar, creamer etc.
18. Liability insurance must be provided for all outside service providers naming the Village Grande at English Mill Homeowners Association as additional insured.
19. Animals are not permitted in the Clubhouse or pool areas, except for certified service animals.
20. The Clubhouse is TOBACCO FREE. Smoking is allowed only at areas with posted signs, currently only located at the far entrance to the clubhouse nearest to the card rooms. All other tobacco use is prohibited.
21. The Homeowners Association is not responsible for lost, stolen or damaged personal property.
22. Live music and showing movies/copyrighted material is prohibited.
23. Use of recreational facilities and equipment is at the user's own risk.
24. Minors (i.e., a person under the age of 18) are not permitted in any room of the Clubhouse or in the outdoor pool area unless accompanied by a parent or adult resident.
25. The Board of Trustees reserves the right to cancel a private event at any time.

Section III

INDOOR FACILITIES**1. LOCKER ROOMS**

- a. Personal belongings may not be left overnight. The Homeowners Association is not responsible for items left in the lockers. Lockers must not be locked, and are to be closed when not in use. Do not place valuables in lockers.
- b. No food or beverage is permitted except for water in plastic bottles.

2. SAUNAS

- a. Use of Sauna is for Residents only.
- b. Instructions for use of the saunas are posted.
- c. Proper attire, such as swimsuits or shorts, is required.
- d. Each Owner/Tenant is allowed to use the Sauna for a maximum of one 15 minute period per day.

3. BILLIARD ROOM

- a. Persons under the age of 19 are not permitted. All guests must be accompanied by a homeowner/tenant.
- b. Playing time is limited to one (1) hour.
- c. No sitting on tables.
- d. Residents are responsible for any damage to tables or equipment caused by a Member or guest. Report any damage to the Community Manager.
- e. Return cue sticks to the racks and cover tables when finished.

4. KITCHEN AREA

- a. Snacks and beverages are permitted.
- b. No personal food items are to be left in the cabinets or refrigerator.

- c. Storage items are restricted to Board approved clubs and committees.
- d. Anyone using the kitchen must remove waste and trash the same day.
- e. Lights are to be turned off, room to be left neat and clean.

5. EXERCISE ROOM

- a. Use of equipment is restricted to **RESIDENTS ONLY**. No guests are permitted in the Exercise Room.
- b. Use of the equipment is at your own risk. Know how the equipment works and how to use it.
- c. Proper attire is required. Wet swimsuits may not be worn in the Exercise Room.
- d. Equipment or weights are not to be used outside of the assigned area. Return weights to the correct rack after use.
- e. Water in a plastic container with lid is permitted. No food is permitted.
- f. Wipe down equipment after each use.
- g. Turn off TV, lights, and ceiling fans when leaving, if no one else is using the equipment.
- h. ***NOTE: Personal Trainers are permitted pending receipt of a "Certificate of Liability Insurance", naming The Village Grande at English Mill, the Property Management company, and the homeowner, as additionally insured. Use of the equipment with a Personal Trainer must be scheduled at off-peak homeowner use times through the Community Manager.**

6. GRANDE ROOM / BALLROOM

- a. The intended use of the Grande Room is for scheduled group activities. Individuals may utilize the room when not in use by a scheduled group.
- b. To reserve the Grande Room submit a reservation request in advance in accordance with Procedure 106 Facility Reservation Request. Scheduled use will take precedence over non-scheduled use.
- c. Turn off lights, air conditioning and lower heat after use.

7. CARD ROOMS 1 AND 2

- a. Check with the Community Manager for availability.
- b. Scheduled groups will have priority over individual use.
- c. Leave the room neat and clean, return all furniture to the proper place, and turn off lights after use.

8. ARTS AND CRAFTS ROOM

- a. To reserve the Arts and Crafts Room submit a reservation request in advance in accordance with Procedure 106 Facility Reservation Request. Scheduled use will take precedence over non-scheduled use.
- b. Storage – the Community Manager, upon written request, will assign all limited storage space. Space will be equally divided among various participants.
- c. Leave the room neat and clean, return all furniture to the proper place, and turn off lights after use.

9. FRONT DESK RECEPTION AREA AND OFFICE

- a. Use of this area and equipment (copier, fax, etc.) is for official Home Owner Association business only. Any flyers or announcements displayed in this area must be approved by the Community Manager and will be on display for 14 days, until the expiration date or when the event reaches maximum admission.

10. LOUNGE

- a. The Lounge is available for informal, unscheduled, use.

11. LIBRARY

- a. Return books to the entry hall closet.
- b. Donated hard back books in good condition may be deposited in the hall closet for review by the librarian. Please limit donations to three books per month, per house.
- c. Room to be left neat and clean.

12. BOARD/CONFERENCE ROOM

- a. To reserve the Board Room submit a reservation request in advance in accordance with Procedure 106 Facility Reservation Request. Scheduled use will take precedence over non-scheduled use.
- b. Please keep this area neat and clean, and return all furniture to the proper place after use.

13. **COMMUNITY EVENTS**

- a. The Board of Trustees reserves the right to modify these rules to accommodate Board approved community events. This includes providing for additional capacity for events held in the Grande Room/Ballroom by also using other spaces in the Clubhouse.

Section IV

Homeowners' Rules**1. TRASH & RECYCLING**

- a. Residents must place all trash, rubbish, garbage and solid waste in the green 65-gallon or 96-gallon wheeled trash container provided each Homeowner by the Township for weekly *automated* collection. All *other* trash containers are *prohibited* by the Township because they are incompatible with *automated* collection. Township Ordinance also *prohibits* placement of black, brown, white or clear plastic trash bags at the curb because they are incompatible with *automated* collection.
- b. Recycling is mandatory. Residents are entitled to receive one free recycling bucket per year from the Atlantic County Utilities Authority (ACUA). Additional blue bins are available as well as a large wheeled container these may be purchased from ACUA, 6700 Delilah Road, Egg Harbor Township.
- c. Trash containers must be wheeled to the curb or edge of the street with the rear hinge facing the house and lid closed to prevent trash from blowing through the Community. ***DO NOT PLACE THE CONTAINER BEHIND OR NEAR A VEHICLE, MAILBOX OR TREE*** and leave at least 3 feet between the trash container and any other object (recycling bin, fire hydrant, mailbox or light pole).
- d. Trash and recyclable containers are to be placed at the curb NO earlier than 3 p.m. the night before scheduled pickup, and must be removed and stored in the garage as soon as possible after pickup. **STORAGE OF THE TRASH CONTAINER AND RECYCLE BUCKET IS RESTRICTED TO THE GARAGE INTERIOR.**
- e. Homeowners of record are responsible for loss of, or damage to, the wheeled trash container and must pay the Township for the cost of replacement or repair. The wheeled trash container is owned by the Township and must remain with the assigned House upon its re-sale. New homes in the Community will be assigned a wheeled trash receptacle upon receipt of a Certificate of Occupancy from the Egg Harbor Township Construction Official.
- f. ***Dumping*** - No portion of the Entire Tract shall be used or maintained for the dumping of trash, rubbish or debris.
- g. Please refer to the Egg Harbor Township's Trash Collection Policy for specific information regarding Yard Waste, Bulky Waste, Bulk Waste, etc.

2. TITLE TRANSFERS

- a. In order to provide an orderly procedure in the case of Title Transfers, and to assist in the maintenance of a current, up to date roster of Owners, each Owner shall give the Community Manager timely notice of his intent to list his Home for sale, and upon closing of Title shall forthwith notify the Community Manager of the names and addresses of the purchasers. A copy of the current Rules and Regulations, and the Recorded Documents to include the Declaration of Covenants and Restrictions and Bylaws of The Village Grande at English Mill HOA shall be furnished by the Owner to the prospective buyer in advance of Settlement. If the owner does not have a current copy of either document, they can be purchased from the Community Manager and shall become binding upon the prospective buyer by acceptance of a deed for a Home or by acceptance of Title to a Home as a devisee or heir.

3. LEASING YOUR HOME

- a. Renters are to be furnished a copy of the current rules and regulations prior to signing a lease. The Community Manager must be made aware of their names and the length of the lease. Renters are required to register with the HOA Management Office.

4. DRONES

- a. The use of drones is prohibited from anywhere within the tract. The FAA regulations prohibit use of drones within five nautical miles of any airport.

5. PARKING/VEHICLES

- a. No bicycles, baby carriages, wagons or similar non-motorized vehicles or toys, nor mopeds, motorcycles or similar motorized vehicles shall be parked or otherwise left unattended anywhere in the Entire Tract, except that a licensed motorcycle may be parked in any designated parking space.
- b. Parking is prohibited in front of any mailbox or 10 feet from a mailbox, driveway or intersection. There is NO PARKING on the yellow lines as designated by the Township of Egg Harbor.
- c. No commercial vans or trucks (which shall be deemed to include any vehicle bearing commercial signs, lettering or equipment), no vehicles over 20 feet in length, no boats, trailers, campers, mobile homes, or recreation vehicles may be parked on any part of the Common Property, streets, parking lot or driveways except WITHIN a garage. This does not include:
 - i. Vehicles temporarily on the Property servicing the Common Property or one of the Homes;
 - ii. Vehicles temporarily on the Property for the sole purpose of loading or unloading;
- d. The Board of Trustees, through promulgation, adoption, and publication of Rules and Regulations, may and is hereby empowered to further define those vehicles which are prohibited from parking on the Property.

6. **VEHICLE MAINTENANCE** – No servicing or maintenance of any vehicle, boat or other item of personal property shall be performed anywhere on the Entire Tract, including driveways appurtenant to Homes.
7. **ANIMALS/PETS** - No exotic birds, animals or reptiles of any kind except dogs (other than trained attack or guard dogs) and cats shall be raised, bred or kept in any Home or on any Lot or Common Area, and MAY NOT EXCEED in the aggregate two per Home and provided, however, they are not kept, bred or maintained for any commercial purposes, are housed within the Home, and the Owner having such pets abides by all applicable Rules and Regulations.
 - a. No outside pens, runs, cages, stakes or yards shall be permitted with the exception of an invisible fence in the rear of the home. **Dogs and cats must NEVER BE LEFT UNATTENDED while outside**, however, dogs may remain inside electronic invisible fences without a leash. Owners must have control over their animals at all times.
 - b. Curbing – All dogs and cats must be leashed and walked in the street or on sidewalks with animal on curb side. Animals should not be permitted to walk on private property. Their waste should be immediately picked up by the Owner and properly disposed of in accordance with all Township, County and State laws.
 - c. All animals within the community must be properly licensed and vaccinated in accordance with Township Regulations. The Association reserves the right to request such documentation.
 - d. Ground feeding of any species of bird or animal is prohibited.
8. **RULES, REGULATIONS and FINES** - The Board of Trustees is hereby empowered to promulgate, adopt and publish such Rules and Regulations as may be necessary to carry out the intent of restrictions established in Sections 9.01 to 9.04 of the Declaration and shall have the right to bring law suits suffered by the Association and the Architectural Control Committee as a result of such action to enforce the Rules and Regulations so established. Without limiting the foregoing, to the extent that New Jersey law may permit, the Board of Trustees shall further have the right to levy fines for violations of the Governing Documents, provided that the fine for a single violation may not, under any circumstance, exceed the maximum amount permitted by law. A homeowner will receive a notice of violation. Each day that the violation continues after 10 days from the date of notice is considered a separate violation subject to a daily fine. Any fine so levied shall be considered as a Remedial Common Expense Assessment to be levied against the particular Owner, and collection may be enforced by the Board of Trustees in the same manner as the Board is entitled to enforce collection of other Common Expense Assessments.