

RULES & REGULATIONS

Use of Units

Each condo within Paul Revere Village is to be utilized as a single-family residence only in accordance with the Millbury Zoning by-laws.

Home offices are permitted but are restricted from public access. Commercial, day care, religious, altruistic and education trade or business being conducted from the condo is not permitted.

No nuisance can be created either willfully or negligently within the condominium or its property. Quiet hours are from 11:00 p.m. to 7:00 a.m.

Maintenance of the Units

Each homeowner is responsible for keeping the unit's fireplace chimney clean. All firewood must be insect free and is to be stored inside the garage. Refer to the Fireplace and Chimneys section for mandatory fireplace inspection and cleaning.

Each homeowner is responsible for shutting off and draining water from the pipe to the outside faucet. Otherwise, the pipe may freeze and burst. If the pipe freezes and bursts, you, the homeowner, are responsible for the repairs, NOT the Association. If you do not know how to do this, please contact a Board member.

Each unit owner or resident is responsible for his own safety and that of his family and guests while in and about the common areas.

Use of Common Grounds

Per Article 8 of the Master Deed, an owner shall not make any change or modification of the townhouse exterior or interior change that would affect or modify the structural/supportive characteristics or integrity of the building. If an owner wishes to make any change or modification, he/she must put the request in writing and submit it to the Board for approval before any changes are made. No changes can be made without Board approval. The following items are permitted:

- Decorative flags in flagpole mounts only
- Window air conditioners

Nothing may be attached to the exterior of the unit, including decorative plaques, thermometers or garden hose holders. Any violation will result in a \$200 fine and the homeowner will be responsible for replacing the vinyl siding.

Radon mitigation systems may be installed with prior approval from the Board and only in the interior of the unit.

Per our Master Deed:

Section 10 Townhouse Appurtenances

Each unit shall have the exclusive right to use the yard immediately to the rear of the unit to a depth of 20 feet.

No one, including children, should be walking through, running or playing in homeowners' back areas. While it is considered common area that the Association must maintain in landscaping, it is a private area for each homeowner. Children must be supervised while playing outdoors, and cannot be screaming or running through other homeowner's areas. Children are not allowed to climb trees. Parents and children are responsible for collecting their trash and toys each evening.

Common areas must remain free of items such as toys, pools, bicycles, play equipment, etc. after dusk and when lawns are being mowed.

Pools

Children's pools are not allowed on the decks. There must be **adult supervision** around pools at all times. Also, pools must be emptied each night and stored either under the deck or in the garage. **UNDER NO CIRCUMSTANCES** should a filled pool be left out overnight.

Decks

Decks will be maintained by the Association and will be re-stained for their protection as the Board determines. Any repairs required due to negligence will be billed directly to the homeowner.

Snow on Decks - Owner is responsible for maintaining safe egress from rear of unit. If owner does not or can not shovel the snow the association will have it performed and bill the unit owner.

Objects on Deck in Winter - Due to the need to be able to clear the snow from roofs often this requires shoveling snow onto a unit's deck. Neither the snow removal company or the association will be responsible for any damage to belongings caused by this necessary activity. Suggestion is that owners store deck items in the garage or neatly under the deck during the Winter.

Paved Surfaces

Any damage to driveways or any tarred areas due to negligence, such as oil spillage or objects marring the surface of the macadam is a homeowner problem and is their responsibility to repair.

Hunting & Shooting

Hunting and target shooting is not allowed on any part of the property including the woods.

Leasing of Units

Paragraph 9 of the Master Deed requires all leases and rental agreements to be 1) in writing, 2) for a minimum of 30 days, 3) with a copy of the lease or rental agreement provided promptly to the Association. The Association has the right to evict any tenant who fails to comply with the Association's Master Deed or By-Laws.

Selling Your Unit

Notify the Board when your unit has been placed on the market. Direct all inquiries for questionnaires or 6Ds to Board@PaulRevereVillage.com. Allow two weeks for completion and return.

Parking

Parking (cars or trucks) is allowed only in driveways, multi-car lots, and marked areas on the streets. Marked areas are the right side of Bunker Hill Road, between the mailboxes and Meetinghouse Lane. **Multi-car lots are for temporary and visitor parking only. Homeowners are to park in their garage and driveway.** Furthermore, parking in the marked areas on Bunker Hill Road is prohibited from December 1 to April 1 during the hours of 1:00 a.m. to 6:00 a.m. Parking in the marked areas on Bunker Hill Road is prohibited during and after a snowstorm in order to facilitate snow removal. Call the Millbury Police (508-865-3521) if there is an on-street parking problem.

Parking of any vehicle (car, truck, boat, etc.) on (totally or partially) grassy common areas is prohibited.

Vehicles without current license plates and inspection stickers or which are inoperable are prohibited from the premises, except such may be kept in a homeowner's garage. Any vehicle such as these described or that are in violation of the governing documents of the Association may be removed at the owner's expense by the Association.

Recreational vehicles such as motor homes, boats, ATV's, etc. can be parked in the designated parking lot in front of 55-58 Lexington. Since parking space is at a premium, DO NOT park recreational vehicles in the remaining multi-car lots. These are for automobiles only. Recreational vehicles longer than 20 feet are prohibited within Paul Revere Village by our Master Deed.

Commercial vehicles are prohibited from parking on PRVA property, including streets, common lots or driveways. Any commercial vehicle that is temporarily on-site to provide services to a resident or to the Association shall not be deemed to be "parked."

Mailboxes

You are prohibited from putting any numbers or names or defacing in any way the outside of your mailbox. You may put your name on the inside if you wish.

Trash Collection/Recycling

Each unit is allowed per week:

- (4) 13 gallon white kitchen trash bags
or the equivalent of one 50-60 gallon barrel

Additional bags with kitchen trash will be billed at \$2.00 per bag (black bags and bags with trash other than kitchen trash will be billed according to the contents) to the homeowner.

Recycling is mandatory at PRVA and included in our rate. Recyclables and paper are picked up on alternate Wednesdays. Consult the PRVA web site for details on recycling.

Pets

There is a limit of two dogs OR two cats or any combination thereof (i.e. one dog and one cat) per unit. Small animals such as birds, hamsters, gerbils, guinea pigs, etc. are limited to three in addition to the above. **Rental units are not allowed to have pets.** Rental units that currently have pets as of October 2010 are exempt. When current tenants leave and new tenants occupy the rental unit, they will not be allowed to have pets. Owners are directly responsible for ensure renters follow rules about pets. **Owners who lease units to renters who bring pets onto the premises, with or without the owner's knowledge, will be fined per-day until pet(s) have been removed from premise. (see Fines)**

- 1) Animal owners shall immediately clean up and properly dispose of all animal feces. This includes the areas around the units and common areas.

- 2) Pets are to be kept off landscaped/mulched areas at all times. Pets are to be kept off newly seeded/repaired areas of ground until such area has been fully established with strong growth of grass.
- 3) No housing/cages for pets are allowed on any part of the grounds. Animal runs/lines are not allowed.
- 4) Dogs must be properly licensed by the Town of Millbury. Dogs and cats must have had all required immunizations. If the Town of Millbury requires cats be licensed in the future, PRVA also will require cats be properly licensed.
- 5) When pets are outdoors, either within the property boundaries of your unit or in the common areas, they must be under the complete control of the owner and on a leash which is designed for the minimum weight of your animal.
- 6) Owners are responsible for their pets at all times. A \$200 clean up fee will be assessed and the owner, for violation of any rule, will incur a per-day fine. (see Fines)
- 7) Pets may not be tied up outside unless the owner is physically outside with the animal. For example, a pet may only be tied up at the rear of the building if the owner is physically present outside at the rear of the building with the animal. If the owner needs to go inside for any reason, they must bring the pet inside with them. Furthermore, if the owner is outside in front of the unit, the pet must either be inside or tied up outside in the front of the unit with the owner physically present.
- 8) If a pet causes any physical damage to the grounds, landscaping, or exterior of the buildings, including decks, downspouts, or any other component, the Association will bill the unit owner for the cost necessary to make repairs.

Should any of the above rules be broken, please advise a member of the Board; however, it is your responsibility to contact Millbury's Animal Control Officer via the Millbury Police at (508-865-3521) for any problems concerning animals.

ENFORCEMENT OF CONDOMINIUM RULES CONCERNING DOGS

Effective October 2, 2002, the Board of Directors of PRVA will start strictly enforcing the Dog Ownership Rules and Regulations at Paul Revere Village. The Board has adopted the policies contained in this notice as a result of ongoing complaints that the Board of Directors has received about the following:

- Dog feces on the grounds (Landscapers will not cut the lawn in areas that contain dog feces and a \$200 clean up fee will be assessed to the homeowner).
- Dogs left outside unattended, barking excessively.

- Damage to the grounds caused by dogs left unattended.
- Damage to the outside of the units caused by dogs.

NO EXCEPTIONS POLICY

1. The dog owner must be physically present at all times when a dog is tied up outside.
2. Dog owners must immediately pick up after their dog when it defecates.
3. The owner must pay the Association for any damage that is done to the grounds or to a unit caused by the owner's dog.

ENFORCEMENT

1. Offenders will be sent a written warning letter via certified and regular mail.
2. Offenders will be assessed a per-day fine (see Fines) if their offense continues 24 hours after they receive a written warning. Those who do not pay their fine within 30 days from its imposition will not be issued a clear 6D certificate and will be subject to legal action.
3. Owners with damage to the unit or to the grounds caused by their dog will be charged an assessment against their unit. Owners with unpaid assessments cannot obtain a clear 6D certificate, which is needed to sell or refinance a unit. Legal action to recover the assessment will also be taken against the unit owner.

Fireplaces & Chimneys

Wood, coal, and pellet stoves are not allowed unless you meet current specifications. Specifications may be obtained through the Board of Governors. You may use your fireplace only as it was originally build and intended. Each homeowner is responsible for keeping the unit's fireplace chimney clean. Burning of trash is prohibited. Dry, insect free wood may be stored in your garage. No wood is allowed under the decks or on common area grounds.

Starting in 2001, you must have your fireplace and chimney inspected by a licensed chimney sweep at least once every two years and submit a certificate of inspection to the Board. If you have a failed inspection, the Association requires you to fix the problem and then submit the proof of repair. Inspections must take place in odd numbered years between April 1st and September 30th. Certificates are due October 1st. Failure to abide will result in a fine of \$200 per year. If you use your fireplace, the Board strongly suggests inspection and cleaning once a year by a licensed chimney sweep.

Skateboards

Skateboarding is allowed within the complex as long as it is done in a safe manner including but not limited to the following restrictions:

1. **No** skateboarding is allowed on Bunker Hill Road due to the amount and speed of traffic.
2. Skateboarding will be allowed from April 1 to October 1 no later than 8:00 p.m. and from October 2 until March 31 no later than 5:00 p.m.
3. There will be absolutely **NO** skateboarding after dark.
4. Ramps or any other similar jumping devices are strictly prohibited.
5. Anyone found to be in violation of the above rules, will be subject to the usual fines as with any other restrictions.

Basketball Hoops

Basketball hoops are not permitted at Paul Revere Village.

Window Coverings

Residents are prohibited from installing coverings over their garage door windows.

Reception Antennas & Satellite Dishes

Satellite dishes may only be installed after receiving written permission from the Board of Governors and placement of the satellite dish has been agreed upon. Furthermore, residents shall not permit their satellite dishes to fall into disrepair or to become a safety hazard.

Late and Delinquent Condo Fee Policy:

Condominium fees of \$250.00 are due on the **FIRST** of each month.

There is a grace period of 15 days. On the 16th of that month the unit owner will be assessed \$25.00.

Delinquent Condominium Fees

Late letters with their account ledgers are sent to the unit owner on a monthly basis.

After the third month, the unit owner will receive a certified letter stating that their account is being turned over to the attorney for collection. If there is no response from the unit owner with seven days upon receipt of the certified letter, the account will be turned over for collection. The unit owner is responsible for late fees and attorney's fees.

Fines

Infractions against the Master Deed, By-Laws, or Rules & Regulations shall be handled as follows:

- 1) A certified letter of warning will be mailed to the homeowner. (Warning letters will NOT be sent for parking violations, failure to pick up after your pet or littering)
- 2) If corrective action is not taken within the specified time frame, a \$50 fine per infraction per day will be assessed against the unit. [unless a higher fee/fine is dictated in the rules] A unit owner may request a hearing before the Board if they request a hearing in writing.
- 3) Failure to pay the fine will result in referral of the matter to the Association's attorney. Unit owners will be responsible for any and all attorney fees incurred by the Association relating to collection of fines.