



SPRINGFIELD PARK PLACE

Rules & Regulations



JUNE 1, 2025
SPRINGFIELD PARK PLACE
2308 PARK PLACE
SPRINGFIELD, NJ 07081

Springfield Park Place Condominium Association

2308 Park Place Springfield, NJ 07081 (973) 258-0040, fax (973) 258-0041

RULES AND REGULATIONS

Adopted by the Board of Directors on September 17, 1996

Revised January 16, 2001, Revisions December 31, 2014 & October 30, 2024

Intent and Purpose:

The following Rules and Regulations are being adopted by the Board of Directors to protect the rights of all homeowners and residents of Springfield Park Place.

The guidelines are the result of the diligent work of the Covenants Committee and as per the By-Laws of this Association are being adopted by the Board to protect our neighborly environment and personal rights, while maintaining the lifestyle enjoyed at Springfield Park Place and enhancing the value of our investment.

Limited Common Element

Common Element

1. **PETS:** All pets must be on leashes when outdoors. No pets (dogs or cats) are permitted to be unattended on the Associations property. All pets must be cleaned up after and walked in an area that is not part of the lawn adjacent to residential homes. Leashes, runs or chains are not permitted to be staked to the ground, left laying on the grass or attached to anything on common ground.
2. **GARBAGE:** All trash must be set out on the scheduled day of collection only. (Before 7:00 AM of the morning of collection or after 9:00 PM of the previous night).
 1. All trash must be stored in secured plastic trash bags in trash containers with lids. All residents will be responsible for cleaning up any spills as a result of animal damage, so please be sure all trash is contained.
 2. Trash containers should not be stored under decks, on patios, or on the exterior of the unit. All trash or recycling containers should be brought back into the garage by 8 pm the days of the scheduled collection.
 3. **No dumping of household garbage in the common area receptacles.**
 4. Dumping of debris or trash on community property is not permitted. This is a finable offense.
 5. Containers are not permitted to be left outside after a scheduled collection and must be brough back into the home/garage.

3. **BBQ GRILLS & PROPANE:** The State of New Jersey does not allow the residents to store propane tanks within five feet (5') of a unit.
 1. All charcoal grills must also be at least five feet (5') from the exterior surface.
 2. Grills may not be mounted on deck railings.

4. **FIREWOOD:**
 1. No firewood may be stacked or maintained inside any garage.
 2. All firewood must be stacked and maintained on patios or decks, in a ring or elevated firewood holder. No firewood maintained in a ring or elevated firewood holder may be placed directly against the exterior surface of any building.
 3. This rule shall be effective from the date of adoption.
 4. Any firewood improperly stacked or maintained as of the effective date of this resolution shall be brought into compliance with this resolution within thirty (30) days.

5. **SPORTS & RECREATION EQUIPMENT/TOYS:** Basketball apparatus, sport nets and/or soccer equipment cannot be stored outside the home.
 1. Bicycles may not be stored in the courtyard, on patio or deck areas. All recreation equipment should be stored in the garage.
 2. The Association prohibits the use of skateboards on Association property. The term "skateboard" shall be construed broadly to effectuate the intent of this Resolution, and shall include, but not be limited to motorized "Razors," and similar equipment

6. **HOUSE NUMBERS:** House numbers must be clearly visible and conform to the standard size, style, color and location approved by the Covenants Committee and the Board of Directors. House numbers on the front doors cannot be covered by wreaths or seasonal decorations. Approval of installing house numbers in other locations than approved locations must be obtained in writing from the Board of Directors. Guidelines for house numbers are available in the Management Office.

7. **DOORS & WINDOWS:** All storm doors must meet approved color and specifications and be of a type authorized and approved by the Board of Directors. Guidelines for storm doors are available in the Management Office.
 1. All door, window and house trim must be painted in colors approved by the Board of Directors. Paint types and colors are available at the Management Office.
 2. No clothes lines

8. The Owner of each Townhouse Unit, regardless of type, shall not cause or permit any clothes, sheets, blankets, laundry or other articles to be displayed on the outside of windows or placed on the outside of window sills, walls or balconies of any Building containing Townhouse Units.

9. **UNIT ACCESS FRONT /REAR DOORS:** Access to the front porch or entry area of all units should not be obstructed.
 1. Name plates and other decorative items are not permitted to be affixed to the common elements.
10. **PATIOS & DECKS:** Floor coverings are not permitted on decks and patios.
11. **EXTERIOR LIGHTS:** All exterior lights (sensor lights, spotlights and/or foundation planting lights) must conform with the style and specifications approval by the Board of Directors. This includes the location of where additional lighting is installed. Broken or missing globes must be replaced in a timely manner by the homeowner.
12. **EXTERIOR LOUDSPEAKERS:** No exterior loudspeakers other than as contained in portable radios or television sets shall be permitted, nor shall unshielded floodlights be installed in any exterior area of any Townhouse Unit or any patio appurtenant thereto without the permission of the Board. Floodlights may be utilized in the Commercial and Retail Areas
13. **SIGNS:** Signs of any type are not permitted to be installed on common ground. For sale signs may be displayed on the interior of a window and "Open House" signs are permitted only on the day of the open house.
14. **GARDENING & PLANTING BEDS;** All garden hose stands or containers must be the style approved of by the Board of Directors. Guidelines for approved garden hose stands are available at the Management Office.
 1. The planting of vegetables and other eatable plants is not permitted on common ground. The planting beds are maintained by the Association and the chemicals applied is not appropriate for food.
 2. No garden figurines, plant holders and other decorations that are more than twelve (12") inches in height are permitted. Decorative items are only permitted in the shrub beds, not on the lawn area.
15. **SATELLITE DISHES:** Satellite dishes or direct television receivers must conform to the FCC regulations and be installed on limited common elements. All other locations must be approved by the Board of Directors. Dishes are not permitted to be installed on the roof or siding of any building.
16. **HOLIDAY DECORATIONS:** Holiday decorations are permitted to be installed around the frame of the entrance ways, in the shrub beds, and on the interior of the windows, provided that the installation is not permanent. No lights or other type of decorations are permitted on the lawn area. Decorations must be removed no later than two (2) weeks after any given holiday.
17. **MODIFICATIONS:** Any modification, alteration or additions on the exterior property may not be installed until written approval has been obtained from the Board of

Directors. A Property Modification Application and a Restrictive Covenant must be submitted **PRIOR** to the installation of any item (lighting, permanent planter boxes, etc.)

1. Electric Car Charging

2. Awnings: RETRACTABLE AWNINGS

- i. Each Unit Owner must apply to the Association's Board for written permission to install a Retractable Awning by submitting a Modification Request Form.
- ii. Upon approval of the proposed construction, every Unit Owner must enter into an Awning Modification Agreement regarding the installation, use, and maintenance of the awning on the common property (the "Modification Agreement"). A copy of the Modification Agreement is attached hereto as Exhibit A.
- iii. The fully executed Modification Agreement shall be recorded as a covenant against the unit deed binding all future owners to the terms of the Modification Agreement.
- iv. Notwithstanding anything to the contrary in the Governing Documents, the Owner, his/her successors and assigns will have the perpetual obligation and responsibility to pay in full for the maintenance, repair, replacement and restoration of the wall that the awning is attached to even though the Association may carry out such maintenance, repair, restoration and/or replacement.

**18. ANTENNAS & SATELLITE DISHES:
INSTALLATION**

- Satellite dishes that are one meter (1m) or less in diameter may be installed. Satellite dishes that are larger than one meter (1m) are prohibited. Each Owner and/or Tenant is restricted to one satellite dish.
- Installation of transmission-only satellite dishes is prohibited, unless approved in writing by the Board of Directors.
- All satellite dishes not addressed by Federal Communications Commission Code of Federal Regulations Title 47, Section 1.4000 are prohibited.
- Any installer other than the Owner shall provide the Association with a copy of its general liability policy.
- All satellite dishes must be installed by a licensed contractor or by a satellite dish company installer.
- All antennas must be secured so that they do not jeopardize the soundness or safety of any structure or safety of any person at or near the antennas, including damage from wind velocity.

- The following installation guidelines shall be followed unless they would prevent an acceptable quality signal or unreasonably increase the cost of antenna installation, maintenance, or use. Installation shall be made in such a way as to minimize any detriment to the appearance of any structure or common element:
- Antennas may not obstruct a driver's view of an intersection or street.
- Exterior Antenna wiring shall be installed so as to be minimally visible. In order to prevent damage to the Common Elements, no wiring shall penetrate the siding of any building. For safety reasons, no wiring shall be routed over any rain gutter, utility box or draped across siding or roof.
- Camouflaging Antennas through inexpensive screening or plants may be required if Antennas are visible from the street, Common Areas, or other residential dwellings

LOCATION

- Antennas may be installed as a matter of right solely on Limited Common Elements or within the unit, as described in the Master Deed. Antennas shall not encroach upon common areas or any other Owner's property.
- If acceptable quality signals may be received by placing the antennas inside a dwelling, without unreasonable delay or unreasonable cost increase, then outdoor installation should not be employed. Any such installation inside a unit should not penetrate the walls of the unit in such a way that the satellite dish is connected to Common Elements.

19. **INSURANCE:** Homeowners and tenants are responsible for maintaining an HO6 insurance policy or HO4 policy as applicable. Copies of the policy declaration page is required to be kept on file with the Association.

- All Unit Owners in the community must provide the Association's management company with proof of homeowners' insurance for a Unit within the Association and owned by the Unit Owner within five (5) days of purchasing the Unit or the adoption of this Resolution.
- All Unit Owners must provide the Association's management company with a Certificate of Occupancy for a Unit within the Association and owned by the Unit Owner within five (5) days of purchasing the Unit or the adoption of this Resolution.

The Association may exercise all rights and remedies available to it at law, in equity and/or pursuant to the Master Deed and By-Laws should the Unit Owner fail to provide the Association's management company with proof of homeowners' insurance and a Certificate of Occupancy

20. **WATER HEATER REPLACEMENT & WASHING MACHINE HOSES:** On or before October 1, 2014, each Unit Owner shall provide the Association with a certification by way of original invoice from a qualified licensed plumber stating the date of inspection, condition and license number that indicates the installation date of the Unit's hot water heater and a copy of the hot water heater manufacturer's warranty.
- Upon expiration of the hot water heater manufacturer's warranty, the Unit Owner shall immediately replace the hot water heater with a new hot water heater and provide the Association with a new certification that reflects the installation date of the new hot water heater and a copy of the hot water heater manufacturer's warranty.
 - On or before October 1, 2014, and every twentieth year thereafter, each Unit Owner shall replace their washing machine hoses with new washing machine hoses with either stainless steel hoses or "Floodchek" hoses and provide the Association with a certification that confirms that the Unit's washing machine hoses have been replaced.
21. **ALARMS:** Alarms and security systems must be registered with the Township of Springfield in the event of an emergency.
22. **DCA INSPECTION COMPLIANCE:**
23. **LEASING:** Unit Owners shall be entitled to rent their Unit in accordance with the Association's Master Deed and Bylaws. Any Units which are leased shall be subject to the Association's form lease agreement showing the names of all of the Unit's occupants and that the lease period is no less than one (1) year.
- The Unit Owner must incorporate the Association's lease rider into all of its leases. A copy of the lease and lease rider is expected to be submitted.
 - All unit owners must provide the Association with a copy of any unit leases, including the lease riders, within seven (7) days prior to the beginning of the lease term. This requirement applies to all lease renewals as well. All leases, lease riders, and lease renewals must be available for review, upon request by the Association.
 - Simultaneously with the submission of the copy of the proposed lease, the Unit Owner shall also remit to the Association a fee in the amount of seventy-five dollars (\$75.00). This move-in fee is intended to cover the Association's costs in connection with the administration, recordkeeping, and bookkeeping resulting from the change in occupancy. The \$75.00 move-in fee paid to the Association also compensates the Association for its coordination and scheduling efforts to minimize the inconvenience of such movements to others. This fee shall also cover the photocopying costs incurred by the Association in connection with providing copies of the pertinent restrictions concerning the use of the Unit.
 - The Unit Owner must remit payment of the \$75.00 move-in fee each time said Owner has a new tenant move into the Unit.
 - Any and all tenant(s) of a Unit Owner must comply with the provisions of the Association's Master Deed, Bylaws, and Rules and Regulations. If a tenant

violates any of these provisions, the tenant shall be deemed in default under the lease as per Master Deed, Section 11.0 I(r).

- The Unit Owner of such tenant must notify the tenant to cure any default(s) within thirty (30) days. If such default(s) is not cured after 30 days, then the Unit Owner must evict his tenant. If the Unit Owner fails to do so, the Association may, but is not obligated to, institute such action to have the tenant evicted as the attorney-in-fact for the Unit Owner, at the Unit Owner's sole cost and expense, including all legal fees incurred.
- This Resolution is subject to the alternate dispute resolution procedures of the Association.
- No Landlord may lease their unit to a person convicted of a felony or who is required to register with a designated registering agency pursuant to N.J.S.A. 2C:7-3, and who is thereafter determined to be a Tier-3 registrant pursuant to N.J.S.A. 2(C):7-8(c)(3) ("Tier-3 Megan's Law Registrant"). The Association may require that all Landlords provide criminal background checks.
- An executed copy of the Lease shall be filed with the Association's Board of Directors or management, if any, prior to the effective date of the Lease.
- Tenant must provide a copy of the Tenant Liability and Renter's Insurance policy naming the Association as an 'additional insured as their interests appear'.
- Any monies due hereunder shall be collected by the Association in the same manner as Association assessments.

24. GARAGE & ESTATE SALES: No garage sales, estate sales, or similar activities shall be held or conducted within any garage or upon the exterior ground of the Condominium.

25. PARKING: Only Passenger Vehicles with current registration and a valid state inspection sticker may be parked within the Association. Unless otherwise specified herein or by the Association's Board, any other vehicles are prohibited.

- a. Any parking space along the streets within the Association shall only be permitted if the car is facing the direction of travel on that side of the street. Parking along the main streets within the development shall occur only on the cluster side of the road and shall face the correct direction. Cars parking in other portions of the roadway or facing the wrong way shall be subject to being ticketed, fined, or towed. Parking, temporary or otherwise, on the roadways behind or adjacent to the retail building located next to the development is prohibited. The Association shall not be liable for any accident which occurs due to any type of parking on these roadways or otherwise.
- b. Parking spaces in the row house area are to be filled in the following order:
Garage, Driveway Island Parking: There shall be no parking in front of a unit while parking is available in one of the areas listed above.

- c. Any vehicle which is parked in violation of the rules and regulations of the Association is subject to being ticketed, towed (at the Owner's expense) and/or fined.
- d. Motorcycles may only be parked in Parking Spaces. Parking motorcycles anywhere else on the common property is prohibited. Motorcycles should have a wood board or other device under the kickstand to prevent damage to the parking surface.
- e. No person may leave an Unregistered, Abandoned, Commercial, Recreational, Inoperable or illegally parked vehicle on the property.
- f. A vehicle shall be deemed to be illegally parked if it is parked in violation of any Association, municipal, state or federal law or regulation enacted to regulate the placement of motor vehicles upon private or public lots, roads or highways.
- g. For purposes of this Resolution, a continuing and/or subsequent offense shall mean any offense occurring within 360 days of the immediately preceding offense.
- h. Residents may make motor vehicle repairs, but cleanup is the Residents' responsibility. Should oil spills, kitty litter or oil dry products be used immediately.
- i. Residents shall not make any major vehicle repairs on the Property.
- j. Residents shall comply with environmental standards for oil disposal. Oil is not to be deposited in trash or community drainage systems.
- k. All owners and tenants must provide visitor parking passes to be visible in all visitor vehicles.
- l. Commercial Vehicle Regulations: Commercial Vehicles are prohibited from parking overnight in any Parking Space, or on any of the other common areas of the Association

26. GATE ACCESS:

Guest access protocol, guests and deliveries will use the left lane and enter 000 at the call box to announce who they are here for.

If you are expecting guests, a temporary password can be established with the central station monitoring company via email parkplace@amcest.com. Visitors dial '000' and press the call button and the virtual guard will answer. They will give the unit name and password. Once the password is confirmed the gate will be open.

27. **POOL:** The management office will announce the start of the pool season registration.

- a) Upon entering the pool area, all authorized pool users (unit owners, residents & guests) are required to present validated passes containing the 2025 sticker or guest pass, and sign the login register providing name, unit number and date. Only persons with validated pool passes will be permitted to enter the pool area.
- b) Residents must accompany their guests and are responsible for their conduct.
- c) Children under twelve years of age must be accompanied by a parent/guardian or other responsible adult. All parents are responsible for the safety and behavior of their children and must ensure they abide by the rules and regulations of the pool.
- d) Children under three years of age must be accompanied and strictly supervised by an adult at all times within the pool area.
- e) Chaise lounges, chairs and tables cannot be reserved or moved onto the snack area (pavers). Any towels left unattended on chairs, tables and chaise lounges will be removed and placed in the office.
- f) Foul language, horse playing, spitting, excessive noise or other inappropriate behavior will not be tolerated in or around the pool area.
- g) Items such as roller blades, skates, scooters, Frisbees, balls, (e.g. soccer balls, basketballs), water guns, rafts, noodles, large tubes, flotation devices or other sport-related items are not permitted in or around the pool area, and will be placed in the office.
- h) Diving and jumping into the pool is strictly prohibited.
- i) Proper bathing attire must be worn at all times. Street clothes or shorts are strictly prohibited. If you are not in proper bathing attire, you will not be allowed in the pool. Changing is permitted in restrooms only.
- j) Trash must be put in designated receptacles. It is your responsibility to clean up before you leave an area. Lifeguards are not responsible for cleaning.
- k) Drying of towels or swimwear on the pool fence is strictly prohibited.
- l) The pool staff has complete authority at the pool at all times. All residents must abide by the lifeguard(s) authority to request swimmers to vacate the water immediately. Please do not engage the lifeguard on duty in conversation or arguments. Please contact the Management office with questions or concerns.
- m) Alcoholic beverages are strictly prohibited in and around the pool area. Anyone caught bringing alcoholic beverages to the pool area will have their pool pass revoked for 30 days without further notice. A second offense will result in loss of privileges for the season.
- n) Glass containers are not permitted in or around the pool areas. Only plastic containers are permitted.
- o) Smoking is not permitted in or around the pool area.
- p) Anyone found in violation of the pool rules may have their pool privileges suspended.

Lifeguards are entitled to take break(s). In line with the below New Jersey employment law, when the Lifeguards clear the pool for a break, everyone must get out of the pool.