

**RENAISSANCE VILLAGE
CONDOMINIUM ASSOCIATION**

**Web-Site
WELCOME PACKAGE**



Renaissance Village Condominium Association, Inc.

C/O Midlantic Property Management, Inc.
315 Raritan Avenue, Highland Park, NJ 08904
Office: 732-828-7200 Fax: 732-828-7238

Dear New Homeowner:

RE: Your Welcome Packet

We are pleased to present to you the Welcome Package for Renaissance Village Condominium Association through our community web-site for your review!

This web-site Welcome Package has been prepared, based on the Association's Governing Documents and should assist all homeowners with understanding the community, as well as the responsibilities and rights of the Association and your responsibilities and rights as a Homeowner.

Please be sure to take the time to read and understand each section. It would be wise for you to keep the web-site Welcome Package in your "Favorite Places" on the internet, or print a copy to keep in a safe place so that you can refer to it, should you have the need.

Any homeowners who lease their unit(s), is required to provide a copy of the Rules and Regulations to their tenant(s) so that the tenant(s) have a full understanding of the Rules and Regulations associated with living at the Renaissance Village Condominium Association. All Tenant(s) are the responsibility of the Landlord and not the Association.

Please be advised that Management will be performing routine site-inspections. During the course of these inspections, those units in Violation of any of the Rules and Regulation for the Renaissance Village Association will be documented. The homeowner will be notified of said violation, and will be given the opportunity to cure the violation(s). Failure to cure any Violation within the required time-frame on the First Notice will result in automatic fines to the unit owner's maintenance account **without** further Notification to the homeowner. Violation Fines will be posted for each day that the Violation remains open of record.

Therefore, it is in your best interest to read this Welcome Package to ensure that you are not in any violation of any of the Association's Deed Restrictions and the By-Law's Rules and Regulations for the Association.

Should you have any questions or comments pertaining to the web-site "Welcome Package", or any other issue related to Renaissance Village, feel free to e-mail at estherj@mpm-nj.com, or call our main office at 732-828-7200 at ext. 20.

Sincerely,

Esther Johnson, REA, CMCA
Managing Agent

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INTRODUCTION

Welcome to Renaissance Village Condominium Association. Whether you are first-time homeowner or someone who has chosen Renaissance Village as a peaceful yet conveniently located community in which to spend your retirement years, you will find that living at Renaissance Village can be a rewarding experience.

In addition to the positive financial benefit of being a Renaissance Village homeowner, you also have access to all of the complex's grounds, its pool, and tennis courts. Located nearby are several well-diversified shopping centers, Houses of Worship, and a fine school system.

All things considered, Renaissance Village is a great place to live. However, with the privileges of ownership come responsibilities as well. We hope the following information will assist you in determining how your community responsibilities blend with those of the Association of which you are now an integral part.

Should you have any questions regarding the contents of this presentation, please do not hesitate to call the Association's management company, Midlantic Property Management, for clarification. Their staff is there to help.

**MIDLANTIC PROPERTY MANAGEMENT, INC.
315 RARITAN AVENUE
HIGHFLAND PARK, NJ 08904
732-828-7200 (FAX) 732-828-7238**

Renaissance Village Board of Directors

OWNERSHIP

As an owner/resident of Renaissance Village, there are five terms that you should understand: (1) Renaissance Master Association, (2) Renaissance Walk Association, (3) Renaissance Village Association, (4) limited common elements, and (5) common elements.

These terms refer to property components within the Renaissance at North Brunswick complex which are defined by their ownership, their usage patterns, and who is responsible for their maintenance.

The restrictions that have been placed on each property component are based on common sense and common courtesy and are derived from the Public Offering Statement (P.O.S.) for this development. Restrictions implementation fall to your Board of Trustees and the Master Association, whose responsibility it is to preserve and protect the structural integrity of the community and the community atmosphere at Renaissance Village.

RENAISSANCE MASTER ASSOCIATION

This is the “umbrella” association, which oversees the maintenance of areas not specifically maintained by Renaissance Village and Renaissance Walk.

Renaissance at North Brunswick Master Association property includes the main entrance area, Renaissance Boulevard (until completion of the project, at which time it will become a township road), all roadways, the pool and clubhouse, tennis court and all grounds associated with same.

The Master Association is responsible for the maintenance of the above described facilities and infrastructure including but not limited to landscaping, snow removal and repairs. The single-family homes located with Renaissance Woods are members of the Master Association.

RENAISSANCE WALK CONDOMINIUM ASSOCIATION

Commonly known as the Townhouse portion of the development, the Walk is responsible for its own common areas and grounds. As is the case with the Village, a portion of the Walk’s Association dues is paid to the Master Association as a contribution toward the maintenance of the Master’s grounds and facilities.

RENAISSANCE VILLAGE CONDOMINIUM ASSOCIATION

When you purchase a condominium unit at Renaissance Village, you acquire exclusive ownership of the interior space and walls of that unit. This same private status, however, also makes you responsible for the unit's maintenance (i.e.,

repairing such things as clogged drains, electrical problems, or leaking faucets) just as if you were living in a single-family dwelling. Additionally, if a unit owner's washer, waterbed, sink, tub, etc., damages another unit, that individual is financially responsible, not the Association. The management company does not have keys to your unit, in case of emergency; you should know a 24-hour number for a locksmith.

Restrictions:

Failure to adhere to any of the following restrictions will cause a fine to be levied against the owner(s) of the unit involved. *Unless otherwise noted*, fines will be assessed on a sliding scale based on the nature and severity of the violation. Fines will be \$25.00 per day for such violation, until violation is remedied.

For any unit owner, who feels that they have been unjustly accused of a violation and has suffered a fine as a result of said violation, may appeal said violation and fine by entering into an "ADR Hearing" with the Association.

FINES

The Board shall have the power to levy fines against any unit owner(s) for violation(s) of any Rule or Regulation of the Association or for any covenants or restrictions contained in the Master Deed or By-Laws, except that no fine may be levied for more than \$25.00 for any one violation provided, however that, for each day a violation continues after notice, (for other than failure to pay an assessment or charge), it shall be considered a separate violation. Collection of the fines may be enforced against any unit owner(s) involved as if the fine were a Common Expense owed by the particular unit owner(s). Unpaid fines will cause a lien to be placed against your unit. This will delay sale and refinancing. It may also appear in your credit report. Despite the foregoing, before any fine is imposed by the Board, the unit owner involved shall be given at least ten (10) days prior written notice, and afforded an opportunity to be heard, with or without counsel, with respect to the violation(s) asserted.

- Your unit must only be used as a single-family, residential dwelling and the number of people residing in the unit must be in compliance with State/Municipal housing codes. (1)
- No owner shall permit anything to be done or kept in his/her unit which would increase the rate of insurance or result in the cancellation of insurance on any of the buildings or their contents or which would be in violation of any law. An example of this could be keeping a kerosene burner in your unit. This is also a violation of

State Law and due to the potential liability of such a situation; a \$25.00 fine would be levied.

- No unit owner may take, or cause to be taken, any action inside their unit, which would jeopardize the soundness or safety of any part of the complex. *N.J. State Housing Code. NJAC Title 5:28-1.11. "Use and Occupancy Space."* An example of this would be to take it upon yourself to tear down an interior wall in your unit before checking to see if it was a structural one or not.
- No immoral, improper, or offensive use can be made of any unit.
- You cannot run a business, trade or profession out of your unit and all valid laws, zoning ordinances, and regulations of all government bodies having jurisdiction over the use of such residential units must be observed.
- Carpeting must be retained in all living rooms and dining rooms.
- Draperies, blinds, curtains, or other window coverings must be installed and/or maintained by each unit owner on all windows in the unit.
- Finally, you, as an owner, must comply with the terms of the Master Deed and the Association's bylaws (to be found in the P.O.S. (2)), as well as any rule or regulation which may be adopted by the Association. You should have received a copy at closing, but if you did not, copies, of the P.O.S. are available from our management company at a reproduction cost of \$25.00 per copy.

LIMITED COMMON ELEMENTS

Those parts of the complex which are set aside and reserved for the use of one or more specified units to the exclusion of the others are referred to as Limited Common Elements; i.e., balcony, terrace, patio, deck. The responsibilities for the maintenance of these limited common elements vary.

Restrictions/Maintenance

Failure to adhere to any of the following restrictions will cause a fine to be levied against the owner(s) of the unit involved. *Unless otherwise noted*, fines will be assessed on a sliding scale based on the nature and severity of the violation. Fines for the first offense will be \$25.00 per day for such violations until such violations are remedied.

"Private" Outer Doors:

Some individual units have storm doors, which face directly outside. While they must be purchased, installed, and maintained by the individual unit owners, the Association requires that they all be white in color and made of aluminum. Additionally, the door style must conform with the existing storm doors throughout the community and approval for the installation must be obtained from the Board of Trustees.

Windows:

Windows are the responsibility of the unit owners to purchase, install, and maintain. If you should need to replace them are you do not have a qualified contractor, contact the management office and you will be provided with a small but reliable list from which to select.

Again, prior to the replacement of windows, written approval must be obtained from the Board of Trustees.

Decks:

Decks are the responsibility of the unit owners to maintain. However, a major repair is the Association's responsibility when such becomes necessary due to natural aging and deterioration.

Nothing can be done to the decks that would promote their accelerated decay; i.e., placing carpeting on the deck boards. Carpeting retains moisture and this contributes to the rotting of the underlying wood.

Storage:

As a general rule of thumb, decks are not to be considered "open-air closets".

Items, which may be kept on decks, include seasonal accessories such as patio furniture, gardening implements, and planters.

Items which may not be kept on decks are those normally associated with a unit's interior, such as toys, sofas, refrigerators, stoves, etc., or firewood.

Satellite Dishes: (See attached Appendix C)

An owner may install a satellite dish on the deck of the unit. The dish may be no longer than 18" in diameter and must be similar in type and style as the RCA dish. This dish may not be permanently installed to the deck. It should be installed in such a way so as to be secure, except that upon its removal, there should be no holes or other evidence of its attachment to the deck. Furthermore, any cabling must be installed within the confines of the unit's deck and no holes may be drilled in any wall, door, window or frame to facilitate running the cable into the unit.

Any resident interested in installing a satellite dish must first submit a report to the Board in writing detailing the type of unit and method of installation. After approval has been granted, the unit may be installed, however, before final approval is given, the installation must be inspected by the Management Company. Use of an external satellite dish in any other way than as prescribed above is a violation of the Rules and Regulations subjecting the resident to a fine and mandatory removal of the dish.

In the event that a dish approved for installation contributes in anyway to radio/TV/telephone reception interference for any resident(s) at Renaissance Village, then the Board may ask the unit owner to remove the satellite dish immediately.

COMMON ELEMENTS

The last term, Common Elements, refers to those areas and facilities within the Renaissance Village community in which you, as a unit owner, have a common,

undivided interest. These include the grounds, the sidewalks, the parking lots, and the streets. Also, considered common elements are all the outside walls and roofs of all the buildings within the complex. Every unit owner has the right to the use and enjoyment of the common elements, *but not the right to change them.*

It is the Association's responsibility to keep the common elements in good repair and to make improvements when needed.

Restrictions

Failure to adhere to any of the following restrictions will cause a fine to be levied against the owner (2) of the unit involved. *Unless otherwise noted*, fines will be assessed on a sliding scale based on the nature and severity of the violation. Fines for a first offense will be \$25.00 per day for such violation until such violation is remedied.

- No owner will do or permit to be done, anything on or in the common elements that will increase the rate of insurance or result in the cancellation of insurance on any of the buildings or their contents.
- Outdoor lawn furniture may not be left on lawn or among shrubs when not in use. Lawn ornaments or decorations are prohibited.
- You are not allowed to obstruct any easement which provides access to the common areas
 - An example of this would be leaving personal objects such as toys bicycles, grills, etc., blocking the steps or common porches.
- No littering will be permitted on or in any common area and no portion of any of the common elements may be used or maintained for the dumping of rubbish or trash, other than at the designated dumpster locations around the complex.
- No unshielded floodlights shall be installed on any exterior area or fixture of any unit, without Board approval.
- No external or visible radio or television antenna, or any type of communication aerial shall be installed or placed on or about the exterior of any building.
- No unit owner shall contract for or perform any maintenance, repair, replacement, alteration, or modification of the common elements or any additions thereto.
 - Examples of this would be: (1) taking it upon oneself to hire someone to repair the roof over your unit; (2) having a fireplace installed in your unit; or (3) uproot/break or otherwise harm flowers or shrubberies on the property.
- Unit owners may not burn, chop, or cut anything on, over, or above the common elements.
- Unit owners shall have the right to paint, cause or permit anything to be hung, displayed, or placed on the outside walls or doors of a building or

- otherwise decorate or change the appearance of any portion of the *exterior* of any building unless a variance is obtained from the Board of Trustees.
- No unit owner or occupant shall build, plant, or maintain any matter or thing upon, in, over, or under the common elements without the prior

 - written consent of the Association, or otherwise permitted by the Rules and Regulations.
 - No vegetable gardens may be planted.
 - Seasonal Flowers may be planted in the planting bed immediately in front of unit. The flowers must be maintained, and removed. The Board of Trustees has, however, approved the planting of decorative, seasonal flowers in the already-established planting beds surrounding each building. Keep in mind, however, that should you choose to do this, the cost of the flowers, as well as their maintenance and post-seasonal clean up, will be your responsibility.
 - No laundry or other clothes/blankets may be hung or displayed outside any unit, or on the balconies, or anywhere outdoors on the common property.
 - No signs, awnings, balcony enclosures, fences, canopies, shutters, or antennae shall be erected.

THE ASSOCIATION

Definition

The Renaissance Village Condominium Association is a non-profit corporation of the State of New Jersey, which acts by and on behalf of the owners of its units in accordance with the Master Deed and the bylaws of the Association and in accordance with the Condominium Act of the State of New Jersey.

An individual automatically becomes a member of the Association upon the purchase of one or more units in this community and, at that time, must pay a non-refundable contribution to working capital of 1/6 of the current annual common expense assessment for the unit.

Additionally, each month, owners must pay a maintenance fee to the Association. These monies are used to maintain the physical integrity of Renaissance Village. Payment booklets and envelopes are provided to each owner by the Association for these monthly payments.

Representing the interest of an accountable to the homeowners of the Association is a five member, elected Board of Trustees, as set forth in the Public Offering Statement (P.O.S.). To serve on the Board and individual *must* be a *homeowner*. Each year the Board holds regularly scheduled meetings and one Annual Meeting. By virtue of New Jersey's "Sunshine Law," these regularly scheduled meetings (with the exception of the Closed Executive Session) are open to all Association homeowners and residents.

Election of Trustees

Member of the Board of Trustees are elected to two-year terms on a staggered basis so that there is never a complete turnover of the Board in one given year. Elections are held every year during the Association's Annual Meeting.

Should a Trustee resign before his or her term is over, the other Board members may appoint another homeowner to complete the resigning Board

member's term. If the appointed member wishes to continue as a Trustee, he or she must stand for election when the departed Board member's term has been completed.

Board Responsibilities:

The three major responsibilities of the Board of Trustees are:

1. To administer, supervise, manage, and preserve and protect the common elements and facilities, which make up the Renaissance Village Condominium Association. These common elements include all grounds, sidewalks, roadway and parking lots.
2. To assess and collect, either directly or through a management agent, charges against each owner for the maintenance of these common, and some limited common elements, and for the operating costs of the Condominium Association. (3)
3. To use a part of those monies collected to establish and maintain Capital Reserves for eventual replacement of certain major common elements; i.e. , roofs.

(3) While each owner is responsible for the payment of their individual units gas and electricity bills, *all water, sewer, and outside lighting costs are borne by the Association.*

RENTING YOUR CONDOMINIUM

In addition to the requirement presented in the P.O.S., the following pages contain further refinements with which owners who rent their unit(s) must comply. In order to keep abreast of our community members for both liability and emergency purposes, it is required that the unit *owner* provide the Association with a copy of the lease, no more than one week after its execution. If the owner does not provide said copy, he/she will be fined \$100.00 for every month that passes beyond this grace period. The lease itself *must* contain the following.

- The name(s) of the tenant(s); i.e., everyone who will be residing in the unit,
- The effective date and length of the lease

Each lease must be accompanied by a Lease Fee or Lease Renewal Fee (See attached Appendix A).

It is the responsibility of the Board of Trustees to oversee the physical improvement and the development of community spirit and pride at Renaissance Village. Towards that end, the Board has stipulated that if an owner chooses to rent his/her unit(s), the lease must be for a minimum of one (1) year. This rule was initiated to protect against transient use of the units and the unavoidable social problems, which are consistent with this sort of “property management.”

If a tenant violates any of the rules and regulations as set forth in this document or in the P.O.S., both the tenant and the owner will receive letters of warning. If the

violation continues, the *unit owner* will be fined. The reason for this is that it is the unit owner, by virtue of his/her purchase, who is ultimately bound by the rules and regulations of this Association and responsible for his/her tenant’s adherence to them.

RULES AND REGULATIONS OF YOUR COMMUNITY

Procedures

By virtue of the size of our community, as well as human nature in general, complaints regarding neighbors or the facilities are bound to arise. Complaints, whether generated by residents or by Management walk-about, should be clearly set forth in writing, signed, and given to our on-site manager.

After a complaint has been received and reviewed by the management company, if it is found to be a “standard” problem, a letter will be sent to the alleged violator(s) alerting them to the fact that a complaint has been registered against them and the nature of the complaint, and requesting a modification or cessation of that particular activity since it has been judged to be in violation of a governing rule/regulation of the complex. A copy of this letter will also be sent to the complainant. If the complaint involves a renter, the letter will be sent to the off-site owner/landlord with a copy to the tenant.

If, two weeks after the initial letter was sent, the situation has not been corrected and the individual(s) is adjudged to be continued violation of that same published rule, then that person will be fined. If the fine is not paid within a month, then the Board of Trustees and the management company will take steps to enforce the fine pursuant to the authority granted them in the P.O.S.

Fines levied on the residents of a rental unit are, in actuality, levied against the unit owner(s), because it is the owner, not the renter, who is legally bound by the Association’s bylaws.

Any decision made or action taken against an individual by the Association must be appealed. Pursuant to the Condominium Act, appeals will be before a mutual party. These appeals will be dealt with either a special meetings called by the Board of Trustees, or at its regular monthly meetings. The rules and regulations put forth in this publication have been taken from the P.O.S. and this Association is governing bylaws. Requests for special variances must be sent to our management company, which will, in turn, bring them to the attention of the Board. Any major alterations to the bylaws as they exist must be passed by a two-thirds majority vote of all owners.

Please keep in mind that these guidelines are meant to help all Renaissance Village residents. They are based n common sense and common courtesy. It is the

opinion of the Board of Trustees that with just a little cooperation, our residents can live in harmony.

SPECIFIC TOPICAL RESTRICTION

Besides the generic restrictions and fines regarding private, limited common and common elements already presented, the following specific restrictions apply as well.

Basically, no offensive activity will be permitted to be carried on in any unit or in the common elements, nor will the Board allow activities to continue which – either willfully or negligently – interfere with the right, comforts, or conviencne of other unit owners or occupants or which are judged to be an annoyance or nuisance to same

PETS

Failure to adhere to any of the following restrictions will cause a fine to be levied against the owner(s) of the unit involved. *Unless otherwise noted*, a fine of \$25.00 per day will be assessed for such violation until such violation is remedied.

- No animals, livestock, or poultry of any kind shall be raised, bred, or kept in any area of the common elements.
- The Association permits dogs or cats, provided that they are not kept, bred, or maintained for any commercial purpose and that they are housed *within* the unit. A limit of two (2) pets per unit applies.
- Owners who leave their pets unattended on unit balconies for extended periods of time will be reported to the ASPCA’s Enforcement Division.
- No outside dog pens or runs will be permitted.
- Based on Township Ordinances, all dogs must be kept on a leash when they are outdoors. They must also be licensed.
- All cats must be kept as indoor pets.
- It is the individual owner’s responsibilieit to clean up after their pet(s), subject to fine. This problem has become particularly acute in our community, so this particular violation will be strictly enforced.

NOISE

Failure to adhere to any of the following restriction will cause a fine to be levied against the owner(s) of the unit involved. *Unless otherwise noted*, fines will be assessed on a sliding scale based on the nature and severity of the violation. Fines will be \$25.00 per day for such violation until such time as violation is remedied.

- Running dishwashers and washing machines, moving furniture, vacuuming, drilling, nailing, or any other noisy maintenance activity must not be done between the hours of 10:00 p.m. and 9:00 a.m.
- No exterior sound speakers, such as those contained in portable radios or television sets, are permitted in the common elements, *except* within the pool area, and there the volume must not intrude upon other's enjoyment of the facility.
- No speakers for an interior sound system or television may be turned up to such a volume that they can be clearly heard out-of-doors, or in adjoining units.

SIGNS

Failure to adhere to any of the following restrictions will cause a fine to be levied against the owner(s) of the unit involved. *Unless otherwise noted*, fines will be assessed on a sliding scale based on the nature and severity of the violation. Fines will be \$25.00 per day for such violation until such violation is remedied.

- No signs are permitted, either on the outside or inside of any unit, except those placed by the owner(s) on unsold or unoccupied units stating "For Sale" or "For Rent."

VEHICLES

Failure to adhere to any of the following restrictions will cause a fine to be levied against the owner(s) of the unit involved. *Unless otherwise noted*, a fine of \$25.00 will be assessed for the first violation. If the situation is not rectified with two weeks, then additional fines of \$25.00 per day will be levied until the vehicle in question is either removed from the property or brought up to DMV specifications.

- No trailers, boats, campers, inoperable, unregistered, or unsafe vehicles are permitted on the common elements by any owner. No vehicles which are defined as Class II weight class or heavier (as per N.J. Department of Motor Vehicle Registrations) are permitted in the parking areas nearest the buildings. The overnight parking or storage of trucks or commercial vehicles, which exceed 20 feet in length, is prohibited. Under no circumstances are tractor-trailers, construction equipment, or any articulated vehicles allowed to park on common elements. The Board of Trustees may tow any vehicle, which does not comply with the above regulations at the owner's expense.

- In order to assist in the Association's efforts to identify and remove vehicles abandoned on its property, the Board may require that all residents complete and return to the Association, a questionnaire listing their vehicle(s) parked within Renaissance Village and their respective license plate and vehicle registration number(s).

ABANDONED VEHICLE PROCEDURE

Once a suspected abandoned/stolen vehicle has been noted by or reported to the Association, the vehicle's description, license plate number (if any), and Vehicle Identification Number (VIN) are passed on to the North Brunswick Police Department. The Police then run a DMV trace on the vehicle to establish ownership. If ownership can be determined, that individual/company will be notified by Certified Mail that the vehicle in question must be removed from

Renaissance Village or it will be towed, at *their* expense. Should there be no response to the letter or if no owners can be located through DMV, then the Police will contact the Association so that a formal complaint can be signed, authorizing the removal of the vehicle. The cost of towing will be borne by the owner, once located. Abandoned vehicles are both "attractive nuisances" and unsightly additions to our parking lots which: (1) as immovable objects, complicate snow removal; (2) used parking spaces which are meant to be available to residents who use their vehicles on a daily/weekly basis; (3) visually degrade the value of our community, and (4) are sources of enormous potential liability to the Association.

PARKING

Failure to adhere to any of the following restriction will cause a fine to be levied against the owner(s) of the unit involved. *Unless otherwise noted*, a fine of \$25.00 will be assessed for each recorded violation.

- Because of limited space, no parallel parking is permitted.
- No vehicle is allowed to park in the crosshatched areas adjacent to large trash dumpsters. Parking in these zones makes it impossible for the Township's trucks to service that station because of the lack of maneuvering room. Parking in associated areas designated by restrictive signs on garbage collection days is also prohibited and will result in the vehicle being *immediately* towed with or without notification to the car owner. The cost for such towing will be assessed to the car owner or the landlord.
- If you are home during a snowstorm and a plow arrives to clear your parking lot, please cooperate by moving your car to permit the snow removal. You can then return your car to its place after plowing has been completed.
- Only minor repairs (i.e., tire changing) may be done in our parking lots. However, because of the potential environmental hazard it poses, changing of a vehicle's oil is prohibited.
- Only *minor* repairs (i.e., tire changing) may be done in our parking lots. Dismantling your vehicle for more extensive repairs is both dangerous (given the number of children living here) and unsightly, and therefore prohibited.

- **Vehicle washing utilizing a paid only is allowed.**

Because of the severe ramification of the following item, a \$25.00 initial fine will be imposed if it is not respected.

- **No vehicle is allowed to park in front of fire hydrants**
- **Non-compliance with the above-cited parking issues will subject offending individuals to towing, as well as fines determined by the Board of Trustees.**
- **Non-compliance with handicapped parking spaces will result in not only a fine from the Association, but all Township rules apply as well.**

GARBAGE DISPOSAL

Failure to adhere to any of the following instructions will cause a fine to be levied against the owner(s) of the unit involved. These fines will range from \$15.00 to \$25.00.

Those items that are defined as “wet garbage” or “trash” in the following section refer to any disposable objects, which are not classified as “recyclables” (aluminum, glass, newspapers, some plastics, cleaned aluminum foil and tin pie plates, and cardboard). Our garbage collection is done by the Township of North Brunswick twice a week: Monday and Thursday mornings. All dumpsters around the complex are serviced.

During the week, residents are free to dispose of their trash in these containers. Should the dumpster nearest your unit be filled to capacity, please exercise common sense/courtesy and take your trash to one of the other nearby containers. The Township will not empty a dumpster with trash piled on top of its lids.

If you wish to dispose of furniture (sofas, chairs, old refrigerators, bookcases, etc.)

- **DO NOT TRY TO PUT THEM INTO THE DUMPSTER!**
- **So that these large items do not site for days outside looking unsightly and increasing the Association’s liability (should someone become injured on or around them), *before you dispose of them*, call the Sanitation Department at 732-297-1134. Give them your name, address, and tell them that you need a special pick-up for the disposal of whatever item it is. All such items are to be only placed at the bulk storage near building #9.**

Specifically, if you are disposing of a metal item (i.e., washer/dryer, refrigerator, etc.) contact North Brunswick Township at 732-821-5190; if you are disposing of an item of furniture such as a sofa, a table, etc., contact Joe Mazza at 732-297-1134 to arrange for the proper pick-up.

These steps must be taken, since the regular Township garbage truck does not have the capacity to hold oversized items in addition to its normal load.

Once you have called the Township, and then place your special pick-up item(s) on the pad next to your dumpster.

RECYCLABLES

Failure to adhere to any of the following instructions will cause a fine to be levied against the owner(s) of the unit involved. *Unless otherwise noted*, each violation will carry a \$25.00 fine.

In the fall of 1987, the Township of North Brunswick passed an Ordinance, which affects every resident. This Ordinance was drafted in response to a State Law, which mandated that *every individual* in New Jersey must be responsible for recycling certain waste products.

Simply, that means that it is *not the Township's responsibility to dispose of our recyclables*. However, North Brunswick has consented to pick up our recyclable materials, **PROVIDED THAT THESE RECYCLABLES ARE PROPERLY PREPARED FOR DISPOSAL.**

If an owner of a single-family home in North Brunswick placed non-recyclable or improperly prepared recyclable materials out for pick-up, the Township would refuse to do that pick-up and would find that individual homeowner. However, when that happens in a community like Renaissance Village where we have one recycling shed available for everyone's use, there is almost no way to tell which resident is not complying with the Township ordinances. Therefore, the Association is fined and not all the recyclable materials in that shed, at that time, would be collected. In other words, everyone could be penalized because of the laziness on one resident.

It is for this reason—among others that we will mention—that the following information and instruction must be followed to the letter.

WHAT IS CONSIDERED A “RECYCLABLE?”

For residential units, “recyclable” items are:

- newspapers
- glass containers
- aluminum cans
- plastic milk, soda, water containers, and laundry detergent bottles only
- cardboard boxes
- aluminum foil
- tin pie plates

The following three items can be disposed of by taking them to the Quarry Lane Municipal Maintenance Facility on Route 130, weekdays from 8:00 a.m. to 4:00 p.m.

- old school/business notes
- old telephone directories

- magazines, junk mail, etc.

WHAT IS NOT CONSIDERED A “RECYCLABLE?”

For residential units, “recyclable” items do not include the following:

- used light bulbs
- plastic six-pack rings
- ketchup, margarine, bleach, or other plastic bottles
- etc., etc., etc.

DISPOSAL OF RECYCLABLES AT RENAISSANCE VILLAGE

In order to assist the Township in its recycling efforts, Renaissance Village has a recycling center. The center is located along the fence by Building #9.

Newspaper

Follow the rules on the signage at the center.

Glass Containers, Aluminum Cans and Plastic Bottles

All of these items must be thoroughly rinsed. Aluminum cans and plastic bottles must also be crushed. All items are then to be placed loose into any of the large barrels provided inside of the shed. *Do not put bags of bottles or cans into these barrels, and please do not put trash in the recycling bins.*

Cardboard Boxes

Empty them of any packing materials and disassemble them. Place individual or tied multiple pieces in the dumpster situated in the center. *Acceptable cardboard* is composed of two layers of cardboard with a strengthening middle layer. Cereal boxes, waxed cardboard or shiny cardboard or similar packaging are not considered to be cardboard, and, therefore, are not to be recycled.

Aluminum Foil/Tin Pie Plates

These items should be thoroughly rinsed and crushed. Place them into same large barrels as the glass, aluminum, and plastic cans.

COMMITTEES

Running the day-to-day operations of a community is a difficult task. It takes the cooperation of all of the homeowners/residents; your input is very valuable. The Association needs volunteers to assist in making things happen.

COVENANTS COMMITTEE

This committee trends in community rules and regulations violations and makes suggestions to the Association as to how to improve resident compliance.

Weather permitting, Committee members may choose to walk the complex, notate any violations seen, and turn these notes in to the Association for follow-up letters.

BUILDING AND GROUNDS

Work with other residents in concert with the Board and our landscaping contractor to develop a “planting guide” for fellow homeowners. Also, be available to make suggestions for changes and/or improvements in the general maintenance and future design of our common grounds. In addition, the Committee will be

involved with architectural standards for the property as well as other issues pertaining to recycling, trash removal and extermination.

HOUSE AND RECREATION

To foster community spirit, the committee might want to organize a pool party and/or tennis tournament for our residents. Use your imagination.

NEIGHBORHOOD WATCH

While we at Renaissance Village have been very fortunate thus far in not having to deal with pervasive problems of violence, robbery, or burglary in or around our complex, we can never be too careful or too smug. With that in mind, you might be interested in helping us establish our “Neighborhood Watch” program.

NEWSLETTER

Do you like to learn about other people and their concerns? Do you enjoy writing? Maybe this committee would be great for you. Our newsletter is produced on a quarterly basis, containing articles that deal with topics ranging from what is happening at Renaissance Village (pool opening, snow removal, Board meetings, etc.) to issues with the Township, which affect our residents. The newsletter also accepts advertising from local merchants.

SPECIAL INTEREST GROUPS

Bridge, Tennis, Scrabble, Trivial Pursuit, Pictionary, Computers, History, Theater, Flower Arranging, Sports, Sewing, Gardening, Literature.

For every person living at Renaissance Village, you could probably come up with at least three or four different subjects that would be of interest to them. Why not start your own Special Interest Group? Use the Association’s newsletter to find new bridge partners, opponents in Trivial Pursuit, or neighbors whose interest in literature or the arts are compatible with your own.

COMMUNITY AFFAIRS

Community is used here to refer to Renaissance Village. Does Renaissance Village want to make CPR/First Aid Classes available to its resident through cooperation with the local chapters of the Red Cross, the Heart Foundation, and our Township Fire Department? How about letting residents know how they can do recordings for the blind?

Maybe a good community-wide project would be to have the Association adopt a child overseas. We could all pitch in and write letters, etc. Organize these and other activities, letting your imagination have free rein—your *ideas really count*.

WELCOMING

Use your natural public relations abilities to extend a welcome greeting to new residents of our community. Perhaps you would want to expand upon our current “Welcome Kit” to contain some printed materials about the North Brunswick area. On the other hand, perhaps you would prefer to deliver a simple welcoming handshake on behalf of the Association to new residents. You and your fellow committee members can create your own program.

If you would like to sign up for one or more of the committees listed or if you have ideas for others, please contact our management office and provide them with you name and telephone number at which you can be reached. We will take it from there.

**REMEMBER, RENAISSANCE VILLAGE IS YOUR HOME.
GET INVOLVED!**