Prepared By:

Alan Y. Lowcher, an Attorney at Law of the State of New Jersey REVISED

## ROLLING HILLS CONDOMINIUM ASSOCIATION, INC. REVISED POLICY RESOLUTION #99-03/#2005 -/

Shared responsibility of the Association and individual Unit Owners regarding the cost of deck repairs

WHEREAS, the By-Law state that the property, affairs, and business of the Association shall be managed by the Board of Trustees, which shall have all those Powers, granted to it by the Articles of Incorporation, the Master Deed, these By-Law and the law: and,

WHEREAS, the Master Deed states that those portions of the common element that are set aside for the restricted use by the respective dwelling unit owner to the exclusion of the other units shall be known as limited common elements: and that each unit owner is responsible for the maintenance, at there sole cost, of their limited common elements except for structural modification and maintenance of structural components of limited common element; and

WHEREAS, the Board of Trustees has been informed that Unit Owners have requested that their decks be repaired and/or replaced; and further, that come Unit Owners have requested permission to enlarge their decks, and it is in the best interest of the Association to promote the uniform, aesthetic appearance of the exterior elevations of the units and the safety of all residents of the Association; and

WHEREAS, the Board of Trustees has engaged the services of an architect, to prepare blue prints and to obtain any necessary approvals from the local government authority in order to enlarge the deck;

NOW THEREFORE, BE IT RESOLVED THAT the Board shall and hereby does

REC'D & RECORDED 06/06/2005 12:12:28PM ERMA GORMLEY BUSSEX COUNTY CLERK NEWTON, NJ

## Promulgate the following:

## I. RULES OF GENERAL APPLICATION

- 1. The Association will be responsible to repair and replace structural elements of the deck. The individual homeowner will be responsible to maintain and repair (including paint) the decking, railing and steps. The Association's engineer, architect, or other qualified representative, will define the "structural" elements of the deck.
- 2. The Association's engineer, architect or other qualified representative will inspect the deck and notify the home owner in writing identifying maintenance, repair or replacement requirements. Should maintenance, repair or replacement be required, the home owner agrees to complete this work within 90 days of the date the deficiency notice was issued. The homeowner shall be responsible for procuring all required permits, approvals and inspections at the homeowner's sole cost and shall provide written documentation of the same. All work shall be performed by a contractor who is licensed and insured. No work shall commence without the homeowner submitting a plan of the proposed work which will identify the work to be done, the contractor who will do the work, together with proof of insurance coverage ( for the homeowner and the contractor) and all applicable permits and approvals from the municipality.
- 3. The Association shall pay the \$500.00 toward the cost of repairing or replacing the structural elements directly to the contractor upon completion of the work and only upon receipt of a written inspection and approval certificate issued by the appropriate municipal authority.
- 4. If any homeowner fails to act in accordance with this Resolution, the Association has the right, but not the responsibility, to complete the work at the homeowner's expense and to charge this cost to the homeowner's account. All such charges may be collected in the same manner as the common expense assessment. The Association may also impose fines of \$500.00 per day for each violation (each 24 hour period in which the owner is in violation of this Resolution shall constitute a separate violation) or such lesser amount as may be provided by the Township of Andover ordinances for violation of the local zoning or building code.

## II. ADDITIONAL PROVISIONS APPLICABLE TO ENLARGED DECKS

- 1. The Board of Trustees will permit any homeowner who wishes to enlarge the deck, in accordance with a pre-approved larger deck design prepared by the Association's architect, to apply in writing to the Board of Trustees for approval to do work. The Unit Owners must use the approved deck specifications and design prepared by the Association's architect. The specification shall include the requirement that the Unit Owner is solely responsible for the cost of staining the deck to match the exterior of the building.
- 2. The enlarged deck must be located exactly as shown on a site plan approved by the Association's architect and approved by the local government authority. There will be no exceptions. The cost of any application to the local government authority for site plan approval (or waiver of site plan approval) shall be at the homeowner's sole cost.

3. The Unit Owner shall be required to sign an acknowledgement that all maintenance and repair require on the enlarged deck, including structural repair and replacement shall be at the Unit Owner's sole cost and expanse.

Ronald Lorman, President

Beverly J. Jones, Secretary or Frank Dusart, Acting Secretary

STATE OF NEW JERSEY )
COUNTY OF SUSSEX ) SS:

I CERTIFIY that on April 1, 2005, Beverly J. Jones, or Frank Dusart, personally came before me; and this person acknowledged under oath to my satisfaction that:

- (a) This person is the Secretary/Acting Secretary of Rolling Hills Condominium Association, Inc., the corporation named in this document.
- (b) This person is the attesting witness to the signing of this document by the proper corporate office who is Ronald Lorman, the President of the corporation.

- (c) This document was signed and delivered by the corporation as its voluntary act duly authorized by a proper resolution of it Board of Trustees;
- (d) This person knows the proper seal of the corporation which was affixed to this document; and
- (e) This person signed this proof to attest to the truth of these facts.

Beverly J. Jones, Secretary

Or Frank Dusart, Acting Secretary

Signed and sworn to before

Me on <u>APCI 11</u>, 20

NOTARY PUBLIC OR ATTORNEY

AT LAW OF NEW JERSEY, ESQ

Record and return to:

Alan Y. Lowcher, Esquire

19 Rymon Road

Washington, New Jersey 07882

WHEREAS, the Master Deed dated December 15, 1982 and recorded May 31, 1983 in the Office of the Clerk of Sussex Country in Deed Book 1114, Page 109; SAID Master Deed was re-recorded dated December 20, 1983 in Deed book 1155, Page 201, and the First Amendment to Master Deed dated February 15, 1985 and recorded February 15, 1985 in the Office of the Clerk of Sussex County in Deed Book 1240, Page 243 and the Second Amendment thereto dated January 23, 1987 and recorded January 23, 1987 in the Office of the Clerk of Sussex County in Deed Book 1427, Page 202 Rolling Hills Condominium Association (hereinafter "the Condominium") was established upon certain lands located in the Townships of Andover County of Sussex and State of New Jersey, all pursuant to N.J.S.A.46:8B-1 et seq.