

**LAUREL BROOK I**  
**CONDO ASSOCIATION**

**RULES**  
**AND**  
**REGULATIONS**

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## **OWNERS RESPONSIBILITY**

- 1. UNITS WILL BE OCCUPIED SOLELY FOR RESIDENTIAL PURPOSE.**
- 2. OWNERS ARE RESPONSIBLE FOR THEIR TENANTS AND GUESTS.**
- 3. OWNERS WILL BE RESPONSIBLE FOR DAMAGE CAUSED BY TENANTS AND GUESTS.**
- 4. NO UNIT OWNER SHALL MAKE ANY STRUCTURAL CHANGES , ALTERATION, OR IMPROVEMENT IN OR TO THEIR UNIT OR ELSEWHERE ON THE PROPERTY WITHOUT PRIOR NOTICE OF THE BOARD OF TRUSTEES. PERMITS AND DOCUMENTS WILL BE THE RESPONSIBILITY OF THE OWNER.**
- 5. ANY REPLACEMENT OF AN ITEM THAT IS PART OF THE EXTERIOR WALL MUST HAVE WRITTEN CONSENT OF THE BOARD OF DIRECTORS( I.E. DOORS, WINDOWS, STORMS DOORS, AND GARAGE DOORS)**
- 6. NO ANIMALS, LIVESTOCK, OR POULTRY SHALL BE RAISED, BRED, OR KEPT ON ANY PROPERTY.**
- 7. THERE SHALL BE NO MORE THAN TWO(2) DOGS OR TWO (2) CATS IN ANY LIVING AREA.**
- 8. ALL PETS MUST BE REGISTERED WITH THE TOWNSHIP OF BRICK AND THE ASSOCIATION.**
- 9. PETS CAN NOT CONSTITUTE A PUBLIC NUISANCE.  
(i.e. barking dogs )**

- 10. OCCUPANCY OF 1 BEDROOM UNIT IS THREE (3) PERSONS AND 2 BEDROOM UNIT IS FIVE (5) PERSONS.**
- 11. ESCAPE INTO THE OPEN AIR FROM ANY STACK, VENT, CHIMNEY, OR ANY ENTRANCE TO THE OPEN AIR OF SUCH QUANTITIES OF SMOKE, ASH, DUST, FUMES , VAPORS, MISTS, OR GASES TO CAUSE INJURY OR DISCOMFORT TO OTHERS IS PROHIBITED.**
- 12. ALL BROKEN OR DAMAGE WINDOWS MUST BE REPAIRED BY THE OWNER IMMEDIATELY.**
- 13. NO WINDOWS AIR-CONDITIONERS OR FANS SHALL BE ALLOWED.**
- 14. STATE FIRE CODE PROHIBITS THAT PROPANE TANKS SHALL NOT BE STORED OR USED IN ANY BREEZEWAY, GARAGE, OR THE INSIDE OF ANY BUILDING.**
- 15. IN ACCORDANCE WITH STATE LAW, BARBEQUE GRILLS MUST BE LOCATED AT LEAST 5 FT FROM ANY COMBUSTIBLE SPACE.**
- 16. WHEN UNITS ARE SOLD, THE MASTER DEED, BY-LAWS, AND RULES AND REGULATIONS MUST BE TRANSFERRED TO THE NEW OWNERS.**

## **COMMON AREAS**

- 1. COMMON AREAS ARE FOR THE USE OF ALL OWNERS.**
- 2. WHEN USING THE COMMON AREA PLEASE MAKE SURE AREA IS CLEANED WHEN LEAVING**
- 3. WALKING PETS ON COMMON AREA IS PERMITTED, BUT OWNER MUST CLEAN UP AFTER THEIR PETS. A FINE OF UP TO \$200.00 WILL BE ASSESSED ON ALL VIOLATORS.**
- 4. AT NO TIME SHOULD ANY ANIMAL BE PERMITTED OUTSIDE THE OWNER'S UNIT WITHOUT A LEASH. VIOLATOR WILL BE FINED.**
- 5. ANIMALS ARE NOT PERMITTED TO BE TIED OR LEASHED TO ANY OUTSIDE FIXTURES. (IE. PATIO, RAILINGS, GARAGE DOORS, ETC.)**
- 6. ALL DAMAGE TO COMMON AREAS CAUSED BY OWNER OR TENANT, WILL BE REPAIRED AT OWNERS EXPENSE.**
- 7. COMMON AREAS CAN NOT BE ALTERED, MODIFIED OR CHANGED WITHOUT THE WRITTEN PERMISSION OF THE BOARD OF TRUSTEES.**

- 8. NO EXTERIOR RADIO, TELEVISION, ELECTRONIC ANTENNA AERIAL, OR SATELLITE DISH SHALL BE ERECTED ON THE BUILDING OR COMMON AREA WITHOUT THE PERMISSION OF THE BOARD OF TRUSTEES.**
- 10. NO SIGNS OR BANNERS MAY BE ATTACHED TO THE BUILDING OR DISPLAYED ON COMMON AREA WITHOUT THE WRITTEN PERMISSION OF THE BOARD OF TRUSTEES.**
- 11. NO CLOTHING, BEDDING, SWIMMING ATTIRE, TOWELS OR OTHER SIMILAR ITEMS SHALL BE HUNG ON ANY OUTDOOR AREA.**
- 12. NO CLOTHES LINES SHALL BE INSTALLED.**
- 13. NO REPAIRS, OTHER THAN EMERGENCIES, SHALL BE PERFORMED TO VEHICLES ON THE COMMON AREAS. WASHING VEHICLES AND MINOR REPAIRS ARE PERMITTED.**
- 14. NO NOXIOUS OR OFFENSIVE ACTIVITY SHALL BE CARRIED ON OUTSIDE OR IN ANY UNIT.**
- 15. NO CAMPERS, BOATS, TRAILERS, MOTOR HOMES, OR TRUCKS OVER ½ TON CAPACITY SHALL BE PERMITTED WITHOUT BOARDS APPROVAL.**

- 16. NO VEHICLES OF THE SIZE LARGER THAN A PANEL TRUCK, NO VEHICLE BEARING ANY COMMERCIAL SIGNS, LETTERING, LADDERS, OR THE LIKE, AND NO MOBILE HOME, RECREATION VEHICLE, BOAT, BOAT TRAILER OR THE LIKE SHALL BE PARKED WITHIN THE COMMON ELEMENTS, EXCEPT THAT THOSE VEHICLES TEMPORARILY WITHIN THE CONDOMINIUM FOR THE PURPOSE OF SERVICING THE CONDOMINIUM ITSELF OR ONE OF THE UNITS SHALL BE PERMITTED WITH OUT CONSENT OF THE BOARD.**
- 17. POSTED SPEED LIMITS MUST BE FOLLOWED AT ALL TIMES.**
- 18. UNREGISTERED OR UNLICENSED VEHICLES ARE NOT PERMITTED ON THE PROPERTY AT ANYTIME. VIOLATORS WILL BE TOWED AT THE OWNERS EXPENSE.**
- 19. PERMITTED VEHICLES MUST BE PARKED IN THE DRIVEWAY OR STREETS ONLY.**
- 20. NO ITEMS SHALL BE STORED IN ANY COMMON AREA WITHOUT THE PERMISSION OF THE BOARD OF TRUSTEES.**

- 21. NO PERSON IS PERMITTED TO MAKE, CONTINUE, OR CAUSE TO BE MADE OR CONTINUE ANY LOUD OR UNNECESSARY NOISE WHICH EITHER ANNOYS, DISTURBS INJURES, OR ENDANGERS THE COMFORT REPOSE, HEALTH, PEACE, AND SAFETY OF OTHER OWNERS, TENANTS, AND GUESTS.  
(i.e. slamming doors, loud music, etc.)**
- 22. COMMON BREEZEWAYS SHALL NOT BE OBSTRUCTED NOR USED FOR ANY PURPOSE OTHER THAN ACCESS TO AND FROM THE UNIT.**
- 23. PLANTS, SHRUBS, TREES, ETC, SHALL NOT BE PLANTED IN ANY COMMON AREA WITHOUT THE PERMISSION OF THE BOARD OF TRUSTEES.**
- 24. HOLIDAY DECORATIONS MAY BE DISPLAYED TWENTY (20) DAYS PRIOR AND TEN (10) DAYS AFTER THE HOLIDAY. DECORATIONS MUST BE KEPT IN A PRESENTABLE CONDITION AT ALL TIMES.**
- 25. CHRISTMAS TREES MUST BE PLACED AT THE CLUBHOUSE AND THE ASSOCIATION WILL ARRANGE FOR PICK-UP.**

**26. ALL OWNERS ARE PERMITTED TO PLANT IN THE AREA 36 INCHES FROM THEIR UNITS WITH THE PERMISSION OF THE BOARD OF TRUSTEES. THE OWNERS WILL BE RESPONSIBLE FOR THE MAINTENANCE AND UP-KEEP OF THE AREA.**

**27. NO ITEMS SHALL BE ATTACHED TO THE EXTERIOR OF THE BUILDING.**

**28. OWNERS OR TENANTS CAN NOT USE THE SOFFITS OR FACCIA BOARD TO HANG PLANTS OR ANY OTHER ITEM.**

**TRASH  
HOUSEHOLD TRASH**

- 1. PICK-UP DAY- MON-THURS-HOUSEHOLD TRASH  
WEDS- ALL RECYCLED ITEMS**
- 2. TRASH MUST NOT BE PLACED AT THE  
CURB ANY EARLIER THAN 6:00PM THE DAY BEFORE  
THE SCHEDULED PICK-UP. (I.E. SUNDAY 6:00PM FOR  
MONDAY PICK-UP)**
- 3. TRASH CONTAINERS MUST BE REMOVED FROM THE  
CURB NO LATER THAN 8:00PM THE DAY OF PICK-UP.**
- 4. ALL TRASH MUST BE PLACED AT THE CURB IN TRASH  
CONTAINERS WITH LIDS OR HEAVY DUTY GARBAGE  
BAGS.**
- 5. TRASH CONTAINER MUST BE PLACED IN GARAGE WHEN  
NOT SET OUT FOR PICK-UP.**
- 6. NO GARBAGE, TRASH, OR DEBRIS SHALL BE THROWN,  
DUMPED OR ALLOWED TO REMAIN OUTSIDE OF THE  
UNIT.**
- 7. IN THE EVENT THAT THE GARBAGE IS NOT PICKED-UP  
ON THE SCHEDULED DAY, IT IS THE RESPONSIBILITY  
OF THE OWNER OR OCCUPANT TO REMOVE THE  
GARBAGE UNTIL THE NEXT COLLECTION DAY.**

## **BULK TRASH**

- 1. HOMEOWNER WILL BE RESPONSIBLE FOR CONTACTING BRICK TOWNSHIP 732-451-4062 FOR PICK-UP OF BULK ITEMS.**
- 2. ITEMS FOR PICK-UP ARE TO BE PLACED ON THE CURB NO EARLIER THAN 6:00PM THE NIGHT BEFORE SCHEDULED PICK-UP.**
- 3. OWNER MUST CONFIRM THAT THE ITEM FOR PICK-UP HAS BEEN AUTHORIZED BY THE TOWNSHIP**
- 4. OWNER MUST CALL MANAGEMENT OFFICE AT 732-793-8181 TO NOTIFY THEM OF THE SCHEDULED PICK-UP.**
- 5. OWNER MUST MAKE THEIR OWN ARRANGEMENTS FOR REMOVAL OF ITEMS THAT ARE NOT AUTHORIZED BY THE TOWNSHIP. WHEN IN DOUBT CALL THE TOWNSHIP FOR ITEMS THEY ARE RESPONSIBLE FOR PICK-UP.**

## **POOL**

- 1. POOL IS FOR THE USE OF LAURELBROOK I ASSOCIATION'S OWNERS AND GUESTS.**
- 2. EACH OWNER IN GOOD STANDING WILL BE ISSUED SIX (6) BADGES FOR ONE BEDROOMS AND EIGHT (8) BADGES FOR TWO BEDROOM UNITS.**
- 3. OWNERS AND GUESTS MUST ADHERE TO THE RULES AND REGULATIONS THAT ARE POSTED IN THE POOL AREA.**
- 4. CHILDREN UNDER THE AGE OF FOURTEEN (14) MUST BE ACCOMPANIED BY A SUPERVISING ADULT.**
- 5. POOL HOURS WILL BE POSTED IN THE POOL AREA.**
- 6. LIFEGUARD IS RESPONSIBLE FOR THE SMOOTH OPERATION OF THE POOL AREA. PLEASE CO-OPERATE WITH THEIR INSTRUCTIONS. LIFEGUARD WILL HAVE THE FINAL AUTHORITY.**
- 7. PLEASE CLEAN-UP YOUR AREA WHEN LEAVING THE POOL AREA.**
- 8. POOL FURNITURE CAN NOT BE RESERVED.**
- 9. PLEASE DO NOT PLACE TOWELS ON POOL FENCE.**

**10. OWNERS WILL BE RESPONSIBLE FOR THEIR GUESTS.**

**11. BATHROOMS ARE PROVIDED FOR OWNERS AND GUESTS. PLEASE KEEP THE FACILITY CLEAN.**

## **CLUBHOUSE**

- 1. CLUBHOUSE IS FOR THE USE OF ALL OWNERS IN GOOD STANDING.**
- 2. CLUBHOUSE CAN BE RENTED BY OWNERS, BUT MUST BE SCHEDULED IN ADVANCE**
- 3. RENTAL FEE IS \$150.00 FOR THE RENTAL AND AN ADDITIONAL \$150.00 FOR SECURITY. THE SECURITY DEPOSIT WILL BE RETURNED TO THE OWNER IF NO DAMAGE IS DONE, AND THE CLUBHOUSE IS LEFT IN CLEAN CONDITION.**
- 4. OWNER MUST PROVIDE A CERTIFICATE OF INSURANCE BEFORE RENTAL APPROVAL.**
- 5. ALCOHOLIC BEVERAGES CAN NOT BE SERVED DURING RENTAL OF CLUBHOUSE.**

## **EJECTOR PUMP**

- 1. ALL "A" UNITS WILL BE RESPONSIBLE FOR MONITORING THE OPERATION OF THE EJECTOR PUMP**
- 2. ACCESS TO "A" UNITS MAY BE ACHIEVED BY THE FOLLOWING METHOD:**
  - A. KEY ON FILE WITH ASSOCIATION**
  - B. CONTACT PERSON ON FILE WITH ASSOCIATION.**
- 3. IF NO KEY ON FILE AND NO CONTACT PERSON IS AVAILABLE, THE ASSOCIATION WILL CONTRACT A LOCKSMITH FOR ACCESS AND BILL THE UNIT OWNER WITH ALL COSTS.**
- 4. ALL UNITS MUST NOT DISPOSE OF ANY ITEM IN THE TOILET OTHER THAN HUMAN WASTE AND TOILET TISSUE. (SCOTT TISSUE IS RECOMMENDED)**
- 5. ALL OWNERS ARE RESPONSIBLE FOR INFORMING ALL GUESTS OF THE RESTRICTION OF THE DOWNSTAIRS BATHROOM.**

- 6. SHOULD EJECTOR PUMP BECOME CLOGGED OR BROKEN DUE TO FOREIGN MATTER HAVING BEEN FLUSHED IN THE TOILET, THE COST TO FIX OR REPLACE THE EJECTOR PUMP WILL BE THE RESPONSIBILITY OF ALL 4 UNITS OWNERS. IF DETERMINED WHO WAS RESPONSIBLE FOR THE DAMAGE THAT UNIT OWNER WILL BE RESPONSIBLE FOR THE TOTAL COST OF REPAIR.**
- 7. DO NOT USE THE DOWNSTAIRS BATHROOM IN CASE OF A POWER OUTAGE.**
- 8. IN CASE OF AN EJECTOR PUMP PROBLEM, THE “A” UNIT OWNER WILL BE RESPONSIBLE TO NOTIFY THEIR NEIGHBORS AND MANAGEMENT.**
- 9. OWNERS OF EACH “A” UNIT WILL HAVE A REDUCED ASSOCIATION PAYMENT TO COMPENSATE FOR THE INCONVENIENCE OF THE EJECTOR PUMP.**

## **SNOW REMOVAL**

- 1. THE ASSOCIATION WILL PROVIDE A CONTRACTOR TO REMOVE SNOW FROM STREETS, SIDEWALKS AND DRIVEWAYS.**
- 2. IN THE EVENT OF A SNOW ADVISORY ALL VEHICLES MUST BE REMOVED FROM THE STREETS AND COURTS**
- 3. WHEN STREETS ARE CLEARED OF SNOW, OWNERS SHOULD PUT VEHICLES IN THE STREET TO ASSIST THE CONTRACTOR IN CLEARING THE DRIVEWAYS.**
- 4. DRIVEWAYS THAT ARE NOT CLEARED OF VEHICLES WILL NOT BE CLEANED.**
- 5. CONTRACTORS WILL BE ON THE PROPERTY FOR REMOVAL OF SNOW THAT IS IN EXCESS OF 4 INCHES.**
- 6. VEHICLES NOT REMOVED FROM THE STREETS WILL BE FINED.**

**ASSOCIATION DUES, FINES  
ASSESSMENTS**

- 1. ALL MONTHLY ASSOCIATION DUES MUST BE POST MARKED NO LATER THAN THE 10<sup>TH</sup> OF THE MONTH THEY ARE DUE. (I.E. MAY ASSOCIATION DUES ARE DUE NO LATER THAN MAY 10.)**
- 2. ASSOCIATION DUES RECEIVED AFTER THE 10<sup>TH</sup> WILL BE ASSESSED A \$25.00 LATE FEE.**
- 3. PLEASE INCLUDE COMPLETED COUPON WITH ALL ASSOCIATION DUES.**
- 4. ASSOCIATION DUES TWO MONTHS LATE WILL HAVE A LIEN PLACED ON THE PROPERTY. ALL ADMINISTRATIVE COST RELATED TO PLACING THE LIEN ON THE PROPERTY WILL BE AT THE OWNERS EXPENSE.**
- 5. ASSOCIATION DUES MORE THAN SIX (6) MONTHS LATE ARE SUBJECT TO FORECLOSURE.**
- 6. ALL FINES ASSESSED TO A UNIT MUST BE PAID WITHIN 30 DAYS OF THE VIOLATION, OR A FINE OF 10% WILL BE ATTACHED TO THE FINE**
- 7. OWNERS WILL BE RESPONSIBLE FOR THE VIOLATIONS OF THEIR GUESTS OR TENANTS.**

**8. EACH NEW OWNER AT CLOSING WILL BE ASSESSED THE FOLLOWING:**

**MEMBERSHIP FEE.....\$1,000.00**  
**ADMINISTRATION FEE.....\$ 95.00**  
**ESCROW FEE.....2 MTS ASSOC FEE**

**9. PLEASE MAIL ALL ASSOCIATION FEE TO:**

**LAURELBROOK I**  
**C/O MANASQUAN SAVINGS BANK**  
**24 PRINCETON AVE**  
**BRICK, NEW JERSEY 08724-3516**

**10. MAIL ALL OTHER PAYMENTS TO :**

**LAURELBROOK 1 CONDO**  
**P.O. BOX 1185**  
**BRICK, NEW JERSEY 08724**

## SMOKE DETECTOR TEST

1. ALL UNITS ARE EQUIPPED WITH THREE SMOKE DETECTORS. ONE IN THE LOWER LEVEL, ONE ON THE 1<sup>ST</sup> LEVEL, AND ONE IN THE GARAGE.
2. FIRE CODE REQUIRES THAT ALL UNITS BE TESTED YEARLY.
3. A REPRESENTATIVE FROM THE ASSOCIATION WILL BE TESTING THE SMOKE DETECTOR IN THE MONTHS OF SEPTEMBER AND OCTOBER OF EACH YEAR.
4. NOTICE WILL BE SENT TO ALL OWNERS OF THE TIME THE TEST WILL BE SCHEDULED. IF YOU ARE NOT AVAILABLE FOR THE SCHEDULED TIME, PLEASE MAKE SOMEONE AVAILABLE FOR YOUR UNIT.
5. OWNERS NOT AVAILABLE OR NOT HAVING A REPRESENTATIVE AVAILABLE WHEN TEST IS SCHEDULED WILL BE FINED \$25.00. THE FINE WILL BE IN EFFECT FOR EVERY MISSED TEST.
6. OWNERS FAILING THE FIRST TEST WILL BE SCHEDULED FOR ANOTHER TEST AT A COST OF \$25.00 PER RE-INSPECTION.

7. IN CASE OF EMERGENCIES, EACH OWNER MUST HAVE A KEY FOR THEIR UNIT ON FILE IN THE THE CLUBHOUSE OR A TELEPHONE NUMBER OF PERSON WHO HAS ACCESS TO THEIR UNIT. IF THE ASSOCIATION DOES NOT HAVE A KEY OR A NAME AND TELEPHONE OF A CONTACT PERSON, ANY DAMAGE MADE GETTING ACCESS TO YOUR UNIT WILL BE YOUR RESPONSIBILITY.

## FINE SCHEDULE

1. NOT CURBING DOG	\$200.00
2. ANIMALS NOT ON LEASH	\$100.00
3. ILLEGAL PARKING	\$ 50.00
A. FIRE ZONE	
B. BLOCKING DRIVEWAY	
C. PARKING ON COMMON AREA	
D. ETC.	
4. VEHICLES WITH COMMERCIAL PLATES ARE NOT PERMITTED ON PROPERTY OTHER THAN FOR HOME REPAIRS AND DELIVERY.	\$ 50.00
5. UNREGISTERED OR EXPIRED VEHICLE (VEHICLES WILL BE TOWED AT THE OWNERS EXPENSE.)	\$ 50.00
6. REPAIRING VEHICLES ON PROPERTY	\$ 25.00
7. STORING ITEMS ON COMMON AREA	\$ 25.00
8. UNAUTHORIZED ALTERATION OR REPAIRS.	\$100.00
9. ILLEGAL SIGNS	\$ 25.00
10. TRASH VIOLATIONS	\$ 25.00
11. LATE ASSOCIATION DUES	\$ 25.00

## ALTERNATE DISPUTE RESOLUTION

AN ALTERNATED DISPUTE RESOLUTION COMMITTEE WILL BE ESTABLISHED BY THE BOARD TO BE INSTRUMENTAL IN RESOLVING ANY DISPUTES BETWEEN OWNERS OR OWNERS AND THE BOARD, WHERE IT PERTAINS TO THE RULES AND REGULATION, BY-LAWS AND MASTER DEED.

IF YOU HAVE A DISPUTE PLEASE CONTACT THE BOARD AND THEY WILL SCHEDULE A TIME AND DATE FOR YOUR MEETING WITH THE ADR COMMITTEE.