Rose Hollow

Condominium Association Homeowner Handbook

▶ **Revised January 2027**



Rose Hollow Community Roof Replacement - 2025

See **www.rosehollow.org / community tab** - for digital files of this Rose Hollow Handbook, Architectural Request Form and Homeowner Responsibility list

Contact our Property Management Company to receive the **Rose Hollow email blast** for community information delivered directly to your email inbox

All correspondence regarding the Association should be sent directly to the Management Company. Phone calls and correspondence sent to the Association clubhouse, Board Members, or Committee Members will not be accepted. Management Company contact information located on back cover.

If these guidelines inadvertently differ from the original Rose Hollow Condominium Association By-Laws the original By-Laws prevail. Rules subject to change.

Investing in our homes

About Bucks County....

Founded in 1682 by William Penn, Bucks County has had a long and distinguished history. Penn named the county after Buckinghamshire, the Penn family home in England. The county seat was at Bristol from 1705 to 1726. It was moved 10 miles north, to Newtown, which served as the county seat for 87 years. In 1752 the county, which originally extended to the New York Colony line, was reduced to its present boundaries. As settlement crept northward, agitation began for changing the county seat to a more central location. In 1810, Governor Simon Snyder signed an Act appointing a commission to select a new site. The hilltop tract they chose has continued to serve as the seat of Bucks County for almost 200 years. Since 1812, three successive courthouses have occupied the site, now Doylestown. Currently, Bucks County is comprised of roughly 608 square miles of land and 15.8 square miles of water. There are approximately 620,000 people within 23 boroughs and 31 townships. Bucks County is famous nationwide for its historic sites, including the Mercer Museum, Washington Crossing Historic Park, Pennsbury Manor, and Pearl S. Buck House.



Yardley Borough Hall and Post Office located on Main Street

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Welcome to Rose Hollow



> Our community is only as strong as its residents. Please help to maintain the integrity of this premier community by adhering to these common rules - Thank you, Rose Hollow Board of Directors.





Welcome to Rose Hollow, a beautiful community nestled in Yardley, Bucks County, featuring 190 condo homes in the Pennsbury School District. Rose Hollow residents will enjoy the ease of accessing daily necessities and local destinations such as Shady Brook Farm, grocery stores, Sesame Place, Washington Crossing State Park, and many shopping destinations. Yardley Borough provides fine dining, yoga studios, farmer market's, and everything in between! Rose Hollow is a convenient location for those who want to explore the surrounding cities. Easy access to the Pennsylvania Turnpike and I-95 allows for short commutes into Philadelphia, New Jersey or New York. Nearby, Yardley Train Station provides a convenient travel option as well. Visit www.yardleyboro.com for more information.





Pictured: Rose Hollow Drive, River Road circa 1939, Continental Tavern, Lake Afton, biking along the canal in Yardley.

Administrative



Board of Directors - The Association of Owners will elect a five-member Board of Directors. Board members will serve a two year term. At the annual meeting in October, three members will be elected in the odd numbered years, and two members will be elected in the even numbered years.
Board Meetings - The Board of Directors holds monthly meetings in the clubhouse on the **fourth Monday of each month at 7:00 PM.** No meeting held in November. December meeting is held the first Monday of the month. Meeting changes will be posted to www.rosehollow.org. Prior to every monthly meeting, the Board of Directors will provide time for any homeowner to raise questions or concerns for the Board of Directors to address. If a resident wishes to be placed on the meeting agenda to speak, he or she must contact the Property Manager 5 days prior to the scheduled meeting and indicate his or her topic for inclusion on the agenda. Closed Board of Directors session will follow the general meeting.



Resale Package - The sale of each unit requires a resale package for settlement purposes. The seller of each property must contact the Management Company at least two weeks prior to the settlement date to make arrangements for the necessary documentation needed for settlement. There is a **charge for the Resale Package**, which is to be paid by the **seller** to the Management Company. Contact the Management Company for more information regarding the resale package. A single real estate sign may be placed in the window of a unit, advertising the sale or lease of that unit.
A **Capital Contribution fee** is to be paid upon the sale or transfer of any unit. No capital contribution fee shall be imposed on any gratuitous transfer of a unit between any of the following family members: spouses, parent and child, siblings, grandparent and grandchild. The monies generated from this capital contribution fee shall be placed in a separate capital account and may be expended only for new capital improvements or replacements of existing common elements and may not be expended for operation, maintenance or other purposes. The capital contribution fee shall be paid at the time of settlement, upon the sale or transfer and no deed shall be transferred or recorded until the fee is paid. Contact the Property Manager for more information regarding the Capital Contribution fee.



Management Company - The Board of Directors has the authority to hire a Management Company to act on its behalf and under its authority to administer the daily business of the association.
Lines of Communication - The Management Company contact information is available on the back cover as well as www.rosehollow.org. All correspondence regarding the Association should be sent directly to the Management Company. Phone calls and correspondence sent to the Association clubhouse, Board Members, or Committee Members will not be accepted.



Property & Content Insurance - Each unit owner is responsible for maintaining insurance for their own personal liability, personal belongings, and any upgrades or improvements made to the unit. The Association carries insurance on the complete building structure, as well as liability insurance for the common areas. At no time may owners or occupants do anything in their unit or the common elements that would cause an increase in Association insurance premiums.
Contact the Management Company for more information on insurance.



Monthly Assessments - The annual assessments for common expenses shall be divided into twelve equal instalments, due the first of each month. Any monthly payment that is not received at the bank lock box prior to the fifteenth of the month shall be considered delinquent, and a **late fee will be applied to the delinquent account**. If a unit owner is delinquent for three monthly assessments, a request for full payment of delinquent balance within ten days will be mailed. If payment is then not received, the **Association will file for collection in District Court.** The amount filed for collection will include acceleration for the remaining balance of the calendar year's assessment . The delinquent owner is also responsible for any court or legal fees incurred by the Association. Owners can arrange for automatic bank withdrawals for payment of fees.
See www.rosehollow.org for information for online payment.

Use of Property....*Resident regulations*



Pet Maintenance -

Each unit owner may keep **one dog or one cat** in his or her unit as a household pet. **All pets are required to be leashed at all times when outside of their unit owner's home or patio area. No pet (including cats) shall be permitted to run loose or uncontrolled in or on the common elements.** Pet owners shall immediately clean up any waste left by their pets on the common elements or in their individual patio areas, and dispose of it in their trash. The tying of pets to any common elements, including trees, is strictly prohibited. Pet owners are responsible for any damage or disturbance that their animals may cause. **For the good of the community it is policy that without written warning a $50 fine for all unit owners, residents and their guests will be assessed for violation of the above pet maintenance policy.**



Trash Maintenance -

Trash pick up is twice per week. Recycle pick up is once per week. **See www.rosehollow.org (Services tab) for trash and recycle pick up days.** Trash is to be placed in secure cans with lids or in plastic bags that are tied shut. Commingled paper, glass, aluminium, bi-metal containers, and #1 to #7 plastic with bottom label in a triangle of arrows must be put at the curb side in a recycle bin. All cans, bins or trash left behind after pick up must be removed from curb side no later than the evening of the scheduled pick up day. If you will be out of town, please make arrangements with a neighbor to handle your trash so that it will not be put out too early, or that receptacles will not remain curb side after trash pick up. **Residents must make arrangements directly with the waste removal company for the removal of bulk items.** Bulk items may not remain at curb side longer than one week. For questions or concerns please contact waste removal company directly. **All trash or recycle material must be placed at the curb, no earlier than 4 PM the evening before the scheduled pickup day. All cans or bins may NOT be stored on front porch, fenced in patio areas, garden beds or balconies. Cans or bins must be stored in garages or storage closets upon removal from curb side or on non-pickup days.**



Limited Common Elements -

Limited Common Elements are those areas or items that are the exclusive use of individual unit owners. **They include driveways, parking pads, entry sidewalks, entry pads, patios, decks, all fenced-in areas, fences, balcony's, entry, storage, sliding and garage doors, and all windows. The individual unit owners are responsible for the maintenance, repair and replacement of these items and areas.** This includes repairs, replacement, snow and ice removal for entry sidewalks, entry pads, patios, decks, and driveways. Painting, repairs and replacement of fences and fence gates. Repair and replacement for all doors, garage doors and windows, including wood trim replacement and capping. The Association is responsible for the periodic repainting of buildings, entry doors, storage doors, garage doors and all wood trim. Unit owners must maintain landscaping within fenced in patio/garden areas, including the garden bed along the garage wall for "A" units. "A" unit garden bed along the garage wall must have shrubs/plants. **Trees within fenced in areas of all units must be trimmed below roof line, 3-4 feet away from building side/wall, and may not overhang roof at "B" unit front doors. Shrubs must be trimmed below "B" window sill and may not touch or rub against building. Trees overhanging neighbor's space are subject to pruning, based on the neighbor's preference.**

Use of Property....*Resident regulations*

Parking / Vehicles -

Driveways, parking pads and other exterior parking areas on the property shall be used for licensed, registered, state inspected and **operational four-wheel passenger automobiles only**. **No recreational vehicles, vans (other than passenger vans), mobile homes, trailers, boats, trucks, or commercial vehicles are permitted to be parked on the property (whether or not so registered with the Department of Transportation) except entirely within the garage of a unit.** The garage doors shall be kept closed except for entry or exit from garage storage. Commercial vehicles may be parked on the property on a temporary basis, while in connection with unit or common element repairs, maintenance, or construction only.
Pickup trucks must park on the street. Motorcycles must be parked on paved areas only, and at no time shall be placed on any lawn area, sidewalk or patio. **No repairs of any vehicle shall be performed on the property or in any driveway.** Cars shall not be parked in such a manner that sidewalks or mailboxes are obstructed or that a vehicle is parked on or rides over a sidewalk, patio or lawn. Residents of "B" units may park a second car on the pad nearest to the building. Residents of "A" units may park a second car on the parking pad furthest from the building.

Exterior Storage -

No resident may use any portion of the property as a dumping or storage ground for rubbish, trash, new or used: lumber, car parts, wood, metal scrap, garbage, or other waste. Personal items are not permitted to be stored on the common grounds, including but not limited to: lawn furniture, garden hose/tools, planters, barbecues, bird feeders, bird baths, decorative flags, garden lights (string or solar) garbage or recycle cans, etc. These items must be contained solely within the owner's patio area, garage or storage closets. Towels, laundry or garden hose/tools are not to be hung over fences or from second story balcony railings. Planters may not be placed in common ground garden beds or on sidewalks.

All garbage cans or recycle bins must be stored out of sight either in garages or storage closets upon removal from curb side or on non-pickup days. No garbage or recycle bins stored on "B" unit balconies.

Entry and patio areas are required to be kept neat, clean and weed free. At no time are laundry, clotheslines, or poles permitted on any area of the property, including "B" unit balconies. In order to limit the mosquito population, standing still water must be avoided in areas of limited common elements.

Exterior Cameras / Home Security -

No cameras may be placed on the exterior of any building, trim, window, door, garage door or within "B" units balcony enclosure. Interior home security is at the discretion of unit homeowner. Exterior cables or wires are prohibited to be attached to or hung from buildings. Video doorbells require submission of an Architectural Request for Board of Director approval. Some units may be prohibited from installing video doorbells due to location of existing bell wiring.

See **www.rosehollow.org/Community/Responsibility List** for detailed homeowner responsibilities

Use of Property....*continued*

Christmas and Holiday Decorations -

White, non-blinking lights may be placed within the fenced areas only. Nothing is permitted beyond the front or rear fence, or hanging outside of the front or rear fence except a bough of evergreens, which can be highlighted with ribbons. Occupants of "A" units may extend white lights beyond their front fence line along the garage wall to the end of their shrubs. **Nails, screws, hooks or push pins must not penetrate building siding.** A wreath may be placed in the living room window of "A" units facing the street; likewise "B" units may also place a wreath on the landing window facing the street. If a spotlight is used, only a white floodlight is permitted. A single white candle may be placed in each window. Decorative flags, statues, wind chimes, garden gnomes and planters must be displayed within fenced in patio areas.

Christmas or holiday decorations may begin no earlier than one month prior to Christmas day or a holiday. Christmas or holiday decorations must be removed no later than 14 days after Christmas day or a holiday.

Landscaping -

The Association is responsible for the landscaping of all common areas. Common areas include: lawns, planting beds, trees, shrubs, all open areas, the pool area, and all landscaping surrounding the buildings except for individual unit garden/patio fence enclosed areas. See page 5 for more information on limited common areas.

Unit owners must maintain landscaping within fenced in patio/garden areas. "A" unit homeowner's responsibilities include the garden area adjacent to and along the garage wall, as well as the entry fence L-shaped area. "A" unit garden bed along the garage wall must have shrubs/plants.

Trees within fenced in areas of all units must be trimmed below roof line, 3-4 feet away from building side/wall, and may not overhang roof at "B" unit front doors. Shrubs must be trimmed below "B" window sill and may not touch or rub against building. Trees overhanging neighbor's space are subject to pruning, based on the neighbor's preference.

All decorative flags, statues, wind chimes, garden gnomes and planters must be displayed within fenced in patio areas. Planters may not be placed in garden beds or on sidewalks. Landscape solar light (s) must not be placed as to interfere with lawn mowing or landscape maintenance.

Snow Removal -

The Association is responsible for snow removal from the main sidewalk (along the road), interior sidewalk (around tennis court and pool), clubhouse courtyard, driveway apron and mailbox access, once township has completed plowing roads. **Homeowners are responsible for clearing snow and ice from individual unit: driveway, entry sidewalk, entry pads, patio, deck and balcony.**

Please be aware that Association snow removal services do NOT occur at the onset of snow, although pretreatment may be applied if necessary. For most snow occurrences snow removal usually begins after snow has stopped. Minor accumulations of 2-3 inches or less may not warrant Association snow removal service and/or could be your responsibility for treating. For additional safety it is recommended homeowners keep a bag of calcium chloride (NO rock salt) available for use on areas around or near your unit.

Use of Property....*Resident regulations*



Outdoor Fire pits -

Open flame fire pits are strictly prohibited.
This includes both wood and propane fire pits.



Barbecue Grills -

Barbecue grills including usage of charcoal and propane gas, are not permitted on balconies or within ten (10) feet from building structures. **Propane tanks may NOT be stored inside resident units, garages, on "B" unit balcony's or in "A" unit storage closets.** Store extra stand alone propane tank ten (10) feet from building structure.



Standing Water-

In order to limit the mosquito population, standing still water must be avoided in areas of limited common elements. See page 5 for more information on limited common areas.



Satellite Dishes -

Satellite dishes are not permitted in common areas. Satellite dishes may not be attached to any building or fence. Satellite dishes must be free standing within the unit homeowner's fenced-in rear or side patio. Exterior cables or wires are prohibited to be attached to or hung from buildings.



Fireplace Chimney - Inspection

Wood burning fireplace chimneys that are in use should be inspected and serviced by a qualified provider a minimum of once every two years **OR** once every year after a cord of wood is burned to ensure they are in safe and proper working condition.

Fireplace Chimney - Wood Storage

No more than a cord of firewood should be kept in a wood holder, which is not in direct contact with the ground, fencing, or next to any building in order to prevent any insect or rodent damage from occurring. At no time will wood be placed on any common area lawn, planting bed, front entrance to "A" units or any area outside of the fenced-in rear or side patio.

See **www.rosehollow.org/Community/Responsibility List** for detailed homeowner responsibilities

Use of Property....*continued*



Signs -

A single real estate sign may be placed in the window of a unit, advertising the sale or lease of that unit.

At no time are any other signs, including political signs, permitted to be displayed on the exterior or interior (windows), exterior entry doors, storage doors, garage door, fence, or balcony of the property.

Allowed exception is a single non-illuminated name or unit number sign at the front door entrance. Two (2) home security yard signs per unit allowed to be mounted in the ground within eight (8) feet of that unit's entry or rear door no other location is permitted.

Window decals of any kind are prohibited.



Flags, Banners, Decorative items -

All decorative flags, statues, wind chimes, garden gnomes and planters must be displayed within fenced in patio areas. Planters may not be placed in common ground garden beds or on sidewalks.

Nails, screws, hooks or push pins must not penetrate building siding.
Only American flags may be publicly displayed.

A flagpole bracket used to display the American flag may be attached to the wood trim of homeowner's garage or (non-shared) homeowner fence. Flags may not be attached to balcony trim or railing.
In ground flag poles are prohibited.



Dryer Vent Inspection -

All dryer vents must be cleaned and inspected every two (2) years by a certified service provider and a valid copy of receipt must be provided to the Association upon request as proof of service.



Clubhouse Rental -

The rental of the Rose Hollow Clubhouse includes the clubhouse ONLY. The pool area and its facilities are not available for rent, and may not be utilized during a clubhouse rental. The clubhouse is not available for rent during pool season. The clubhouse may only be rented to residents of the Rose Hollow Condominium Association. No functions by outside groups are permitted. No smoking allowed inside Clubhouse building. The renter assumes all responsibility of host liquor laws. Any police involvement or reports to the police will be an immediate loss of security deposit.
Contact Property Manager for further information, complete rules and rental agreement.

See **www.rosehollow.org/Community/Responsibility List** for detailed homeowner responsibilities

General Resident Restrictions

1. Private yard/garage sales are prohibited in Rose Hollow. The Association will sponsor no more than two community **yard/garage sales each year, one on the last Saturday in April and one on the last Saturday in September. Rain dates will be the next day, Sunday, after each scheduled sale.** Advertising for the community garage sale is the responsibility of the Property Manager.

2. Each unit shall be occupied by no more persons (including children) than the maximum permitted by law for such dwellings. No lease may permit more than two (2) persons, per bedroom, to occupy the unit. Use of the garage can only be included as part of the lease of the entire unit.

3. No unit owner or their guests, children, pets or occupant of any unit shall carry on or permit to be carried on any practice that unreasonably interferes with the quiet enjoyment, peaceful possession and proper use of another unit or the common elements by the owner or occupant of any other unit, which creates or results in a hazard or nuisance on the property.

4. Each unit shall be maintained by its owner/occupant in a safe, clean and sanitary manner, in good order and repair, and in accordance with all applicable restrictions, conditions, ordinances, codes, and any rules or regulations as may be applicable hereunder or under law.

5. Each unit shall be used for residential purposes only. Home occupations may be carried on in the units if such is incidental to the unit's primary residential use, shall not have employees, and shall be approved by municipal authorities having jurisdiction over such use.

6. Residents are not permitted to make any alteration to any portion of the common elements. Owners may make changes to their individual common elements, such as patio areas, fences, entry walkways, driveways, lighting, balcony areas, exterior doors, storm doors, garage doors and windows including wood trim replacement and capping with **prior** written approval from the Board of Directors. See pages 12 through 19 for details.

No exterior changes or replacement may be completed without first receiving written approval from the Board of Directors.

Leasing Procedures and Requirements

These leasing procedures and requirements are intended to protect the right to privacy and quiet enjoyment of the property, to which all residents are entitled, while helping to protect the investment that homeowners have made in their property.

1. A unit may be leased subject to review by the Board of Directors to ensure compliance with lease requirements. For this purpose a copy of the lease, together with a review fee, must be submitted by the unit homeowner to the Management Company, within ten (10) days of it's execution. Contact the Management Company for cost of lease review fee. If the lease and addendum forms are correct, the Board of Directors or it's authorized agent shall approve. If a unit is rented without a lease, a fine may be imposed. Any denial shall be submitted by the Board of Directors or its authorized agent in writing citing the reason(s).

2. All leases must be in writing for a term no less than one (1) year. Subleasing is prohibited. No transient tenants may be accommodated in any unit.

3. The unit homeowner must attest to the fact that the tenant has signed Understanding Rules and Regulations agreeing to abide by the rules and regulations of the Association. Failure to provide attestation will cause the lease to be considered a non-approved lease, subject to fines specified in enforcement procedures located on page 19. The failure of any unit homeowner or lessee to follow these procedures shall be considered a violation of the Rose Hollow Declaration of Condominium by the unit homeowner. The Board of Directors or its authorized agent shall take whatever actions are provided in the Condominium Documents in the event of a violation. These documents include the Declaration of Condominium, By-Laws, Rules and Regulations and any amendments.

4. The unit homeowner will be held responsible for any breach of Rules and Regulations, and the unit homeowner will be held responsible for payment of any fines or assessments incurred as a result of such breach.

5. The unit homeowner shall notify the Association Management Company of his or her current address within ten (10) days of the execution of the signed lease.

6. No lease may permit more than two (2) persons, per bedroom, to occupy the unit. Use of the garage can only be included as part of the lease of the entire unit.

7. This lease and addendum may be modified, amended, or surrendered only by an instrument in writing duly executed by the unit homeowner and Lessee and approved by a duly authorized officer of the Condominium Association or member of duly authorized agent of the Board of Directors or its authorized agent in writing.

8. If any provisions of this lease addendum shall be declared invalid by judicial determination or legislative action, only such provision so declared invalid shall be affected, and all other provisions shall remain in full force and effect.

9. Unit homeowner and Lessee hereby have read and agree to the stipulations and regulations listed in the addendum adopted in March, 1984 by the Rose Hollow Condominium Board of Directors.

Architectural Guidelines



Window Coverings and Replacement - Only white or off-white window coverings or linings shall be used on all windows within a unit including garage window and "B" unit balcony porch. No prints, plaids, stripes, etc. are permitted unless lined with white or off-white colored material which faces out. White or off-white interior shutters are permitted. The Board of Directors require written approval, before the replacement or installation of any window. **Window replacement guidelines page 16.**



All Doors (Including Garage) - Entry door, storage door, sliding door, balcony door and garage door must be replaced with the same style and color as originally installed. All storm doors must be of white aluminium or vinyl. No decoration on the doors are permitted. Clear glass only. Homeowners are responsible for the maintenance, repair and replacement of their entry door, storm door, storage door, sliding door, balcony door and garage door, including wood trim replacement and capping. Prior approval from the Board of Directors is required before the replacement or installation of any door. Rear sliding doors may have white grid design to match windows. **Storm doors must be one of three styles as indicated on page 17**.



Fences/Decks - Homeowners are responsible for the repair, maintenance, painting and replacement of their individual fences and decks. Fences must be solid white color. The replacement of any existing fence must be made with composite vinyl material. Stockade fences must be 5 or 6 foot high, consisting of 6" composite boards that butt together vertically. Fence sections must be installed on either 4" X 4" or 5" X 5" posts made of composite vinyl. Posts must be capped with either Gothic or Pyramid post caps. **Picket fences must consist of 3" wide point style pickets. No dog ear pickets.** Picket gates; see page 14 for photos and approved gate styles. Stockade gates must consist of 6" vertical boards that correspond with stockade fence. Stockade gates may be 5 or 6 feet high. All gates are to be 3 feet wide. If a homeowner wishes to change, replace or extend their fence, the Board of Directors requires prior written approval.
Decks - Original-to-the community decks (installed due to terrain preclusion of patios) may be kept natural wood color. That includes any attached railings. **However, stockade fences that are behind or around a deck must be white per fence guidelines.** Homeowners are responsible for the repair, maintenance, painting and replacement of their decks, railing and fencing. **Fence replacement guidelines on page 14**.



Second Story Screened/Clear Glass Porch Enclosure (B units) - Prior written approval from the Board of Directors is required before adding an enclosure to the second floor balcony/porch area. Screened and or clear glass enclosed balcony/porch must consist of a total of five (5) vertical panels. 2- panels at rear and 3-panels overlooking patio of either painted white wood, white vinyl or white aluminium. Screen and or clear glass panels must consist of a master frame with approximately a seven (7) inch high kick panel. Each panel is to have a chair rail support bar located the same height as the top of the existing wood railing. If a balcony/ porch is enclosed, the exterior railing must be made accessible for painting purposes. **Once enclosed the entire balcony/ porch area becomes the homeowner's responsibility. See Rose Hollow Responsibility List.** Balcony/porch blinds or curtains may be added to the inside of the enclosure and must show white to the outside. **Balcony enclosure guidelines on page 15.**



Light Fixtures - Existing entry, rear and balcony door light fixtures may be replaced, but are limited to a style in keeping with the architectural design of the building. Prior approval from the Board of Directors is required. **Lamp fixture color must be either black, bronze, silver, gold or white. Flood lights are strictly prohibited.** No other lights, including solar, may be affixed to any building, trim, balcony railing or garage door. Solar light(s) must not be placed as to interfere with lawn mowing or landscape maintenance. **Light fixture guidelines on page 17.**

***Paint Colors -**

Front Door	Fired Brick Exterior Gloss (6335) by Sherwin Williams
"A" Unit exterior shed door/siding	Ellie Gray Exterior Flat (7650) by Sherwin Williams
Wood Trim	Extra White Exterior Gloss (7006) by Sherwin Williams
Wood Fence	Any pure white exterior latex
Garage Door (wood doors only)	Extra White Exterior (7006) by Sherwin Williams

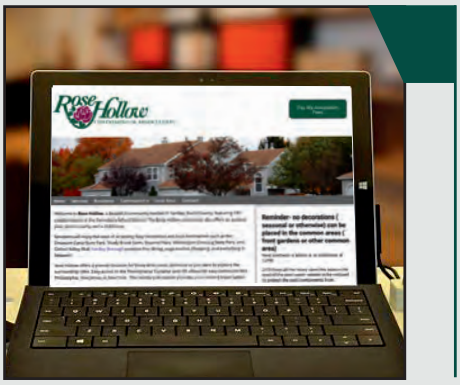
***Match original colors - confirm color number by matching color chip with manufacturer prior to purchase**

Architectural Request....*Application process*

Any request for an exterior change or replacement must be submitted in writing to the Association's Management Company. Exterior changes or replacement require the completed Rose Hollow Architectural Request Form. **Changes or replacement items include: All windows, entry door, storm door, "A" unit storage door, "B" unit balcony door, "A" unit sliding door, garage doors, fences, entry sidewalks, patios, decks, driveway, doorbell and lighting.** "B" units may enclose their second story balcony/porch with Board of Directors approval. The Board has full authority to render a decision. Rose Hollow Handbook, Architectural Request Form and Condominium Responsibility List are located under the **community tab at www.rosehollow.org**.

No exterior changes or replacement may be completed without first receiving written approval from the Board of Directors.

The 2-Step Process...of an Architectural Request Form



The **Rose Hollow Architectural Request Form** is included with this handbook. You may also print one out at **www.rosehollow.org** listed under the community tab. Use this handbook to determine the necessary information for submitting a request to the Rose Hollow Board of Directors. Planning is a key component when requesting an exterior change or replacement. Providing details is important.

Missing information on an Architectural Request will delay your approval.

See Rose Hollow architectural guidelines beginning on page 14 and continuing through page 19 of this handbook for more information on required materials, styles, sizes and colors.

The **Rose Hollow Architectural Request Form** must contain sufficient information for the Board of Directors to properly review and approve the request.

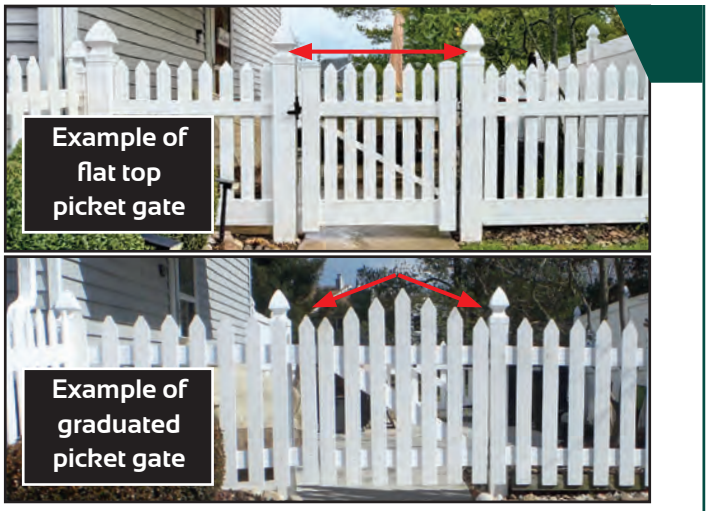
Architectural Request Information must include:

1. The completed **Rose Hollow Architectural Request Form**.
2. Detailed dimensions, style, color and size of materials. Pictures, brochures, and diagrams should be submitted as part of the application process. Copies of your contractor estimate with product brochures, dimensions, materials used, style and color information is required. Use this handbook as your guide for required materials, size, styles and colors. **Contact Property Manager with questions.**

Providing detailed product information is vital for a timely response from the Board. **Please allow 7-14 days for a reply or approval from the Management Company.**

See **www.rosehollow.org** or back cover for current Management Company's contact name and address.
This Rose Hollow Handbook, Architectural Request Form and Responsibilty List are located under the **community tab at www.rosehollow.org.**

Architectural Guidelines....*Product Information*



Picket gates must be either a 3 feet high (flat top) gate which must align with attached 3 foot high picket fence **OR** 4 feet high in the center graduating down to 3 feet high each side (convex), which must align with attached 3 foot high picket fence. Gate must be constructed of **3" wide, point style pickets** spaced approximately 2" apart. **No dog ear pickets.** All gates are to be 3 feet wide. Gates must be solid white color with replacement material made of composite vinyl. Gate hardware must be black.

See post cap sample photos below.



Stockade fences must have flat top, either 5 or 6 feet high and consist of 6" wide boards. 4" X 4" or 5" X 5" posts must be capped with either Gothic or Pyramid style post caps.

See post cap sample photos above.

Fences must be solid white color with replacement material made of composite vinyl.
Gate hardware must be black.

Prior approval from the Board of Directors is required for all fence and gate replacements.



Picket fences must be 3 feet high with flap top. Fence must be constructed of **3" wide, point style pickets** spaced approximately 2" apart, and must align with picket gate. **No dog ear pickets.** 4" X 4" or 5" X 5" posts must be capped with either Gothic or Pyramid post caps. **See post cap sample photo on left.** Fences must be solid white color with replacement material made of composite vinyl. Gate hardware must be black.



Stockade gates must be of corresponding design and material as stockade fence. Stockade gates may be 5 or 6 feet high. Stockade gates must have flat top.

See post cap sample photos on left.

All gates must be solid white color with replacement material made of composite vinyl.
Gate hardware must be black.

***Manufacturer model and color numbers may change. Refer to this handbook for style and color guidelines. Confirm model number and match original color with manufacturer prior to purchase.**

Architectural Guidelines....*continued*



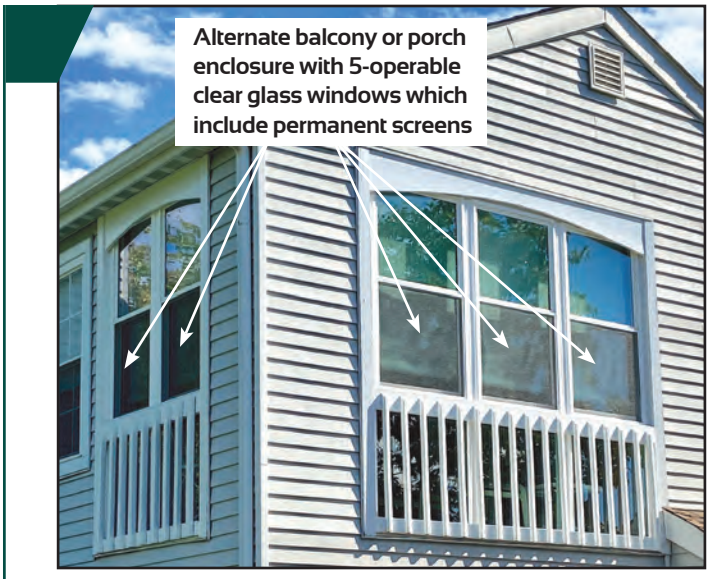
Second Story Screened or Glassed in Balcony or Porch enclosure must consist of a total of five (5) vertical panels. 2- panels at rear and 3-panels overlooking patio of either painted white wood, white aluminium or white vinyl. Screen and or clear glass panels must consist of a master frame with approximately a seven (7) inch high kick panel. Each panel is to have a chair rail support bar located the same height as the top of the existing wood railing. If a balcony/porch is enclosed, the exterior railing must be made accessible for painting purposes.

Once enclosed the entire balcony/ porch area becomes the homeowner's responsibility. Balcony/porch blinds or curtains may be added to the inside of the enclosure and must show white to the outside.

See **www.rosehollow.org/Community/Responsibility List** for detailed homeowner responsibilities.



Example of a second story screened in balcony or porch enclosure must consist of a total of five (5) vertical panels. 2- panels at rear and 3-panels overlooking patio of either painted white wood, white aluminium or white vinyl.

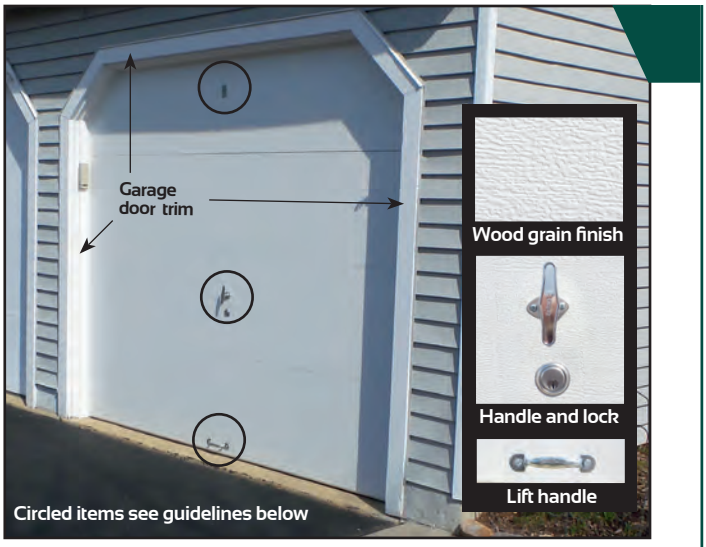


Example of alternate style second story balcony or porch enclosure is shown above. This enclosure must consist of a total of five (5) vertical panels. 2- panels at rear and 3-panels overlooking patio of either white aluminium or white vinyl. 5-operable clear glass windows with included screens is the significant difference in this updated design. If a balcony/porch is enclosed, the exterior railing must be made accessible for painting purposes.



Maintenance of all driveways is the responsibility of unit homeowner(s) who share or access that driveway. Non-shared driveways are individual unit owner responsibility. Maintenance includes snow and ice removal, black top coating, crack repair and asphalt replacement. No architectural request is needed to repair cracks or to seal coat driveways. **A Board approved Architectural Request is required when replacing a driveway."A" and "B" unit homeowners are expected to equally share the cost of maintaining or replacing shared driveways. Replacement must be asphalt.**

Architectural Guidelines....*Product Information*



Garage doors must be white and made with four (4) horizontal plank wood grain panels. Each door must include silver color metal handle and lock set centered on panel three (3) and silver color metal lift handle on bottom of panel four (4). Door release lock set (optional) to enable access to garage during a power outage for doors equipped with an automatic power opener must be located on top panel one (1). No windows are permitted in garage door. **Homeowner is responsible for garage door wood trim replacement and maintenance. Trim should be capped.** See **www.rosehollow.org/Community/Responsibility List** for detailed homeowner responsibilities.

**Manufacturer suggestion:
*Clopay® Modern Steel Collection™ Modern Flush Panel Woodgrain - Color White - Model No. 4051 (Insulated)





Window replacements must match existing style and color of original window design. Please note that all window styles are a white colonial grille pattern of 6 over 6. The exception to this is the "B" unit stairwell window which has a grille pattern of 6 over 9. "B" units may replace the elliptical top stairwell window with a standard 5-spoke sunburst window. When installing windows, it is mandatory to replace any rotted exterior wood trim, then cap wood with an exterior maintenance free product.



Example of a 6 over 9 grille style on all "B" unit stairwell windows. 5 - spoke standard sunburst elliptical window above.

Each unit owner is responsible for repair and replacement of entry sidewalk. Typically, units have 6 to 9 concrete squares depending on the size, placement and sidewalk length. To determine your replacement number, stand in the center of the sidewalk facing the "B" unit stairwell window and count the squares leading back to your unit front door. All units are responsible for the concrete pad just outside their front and back doors. Sidewalks must be replaced with same concrete color and material as original.
Entry sidewalk, entry pad all patio's: Snow and ice removal maintained by individual unit owner.

***Manufacturer model and color numbers may change. Refer to this handbook for style and color guidelines. Confirm model number and match original color with manufacturer prior to purchase.**

Architectural Guidelines....*continued*

Entry, rear and balcony door light fixtures may be replaced, but are limited to a style in keeping with the architectural design of the building. Prior approval from the Board of Directors is required.

Lamp fixture color must be either black, bronze, silver, gold or white. Flood lights are strictly prohibited at both front, side and rear of buildings, including "B" unit balcony or porch light.

It's recommended to purchase a Dutch Lap Siding Mounting Kit. This will allow the wall mounted fixture to sit flush with siding, ensuring a water tight fit. Lamp styles below are color, not style suggestions.







"A" unit rear slider patio door alternate clear glass style with white grid design to match unit windows.

"A" unit rear slider patio door may be replace with a clear glass slider door or alternate clear glass slider door with white grid design to match windows. Wood trim replacement and capping is homeowner responsibility. Approval from the Board of Directors is required.

Entry door replacement must match style and color of original door.
**Manufacturer suggestion:
*Smoothstar® Fibreglass, Model S296 2-Lite 4-Panel Exterior Door (clear glass) (Prefinished color must match original)


2-clear glass windows

Storm doors must be made of white aluminium or vinyl. No decoration on the storm door is permitted. Clear glass only. Entry, storm door and balcony door handle lockset, style and color are at the homeowner's discretion. Below are approved storm door styles. Prior approval from the Board of Directors is required.


Full View | Full View | Mid View | High View

These three storm door styles available with retractable screens


"A" Unit Rear Storage Door


"B" Unit Balcony Door

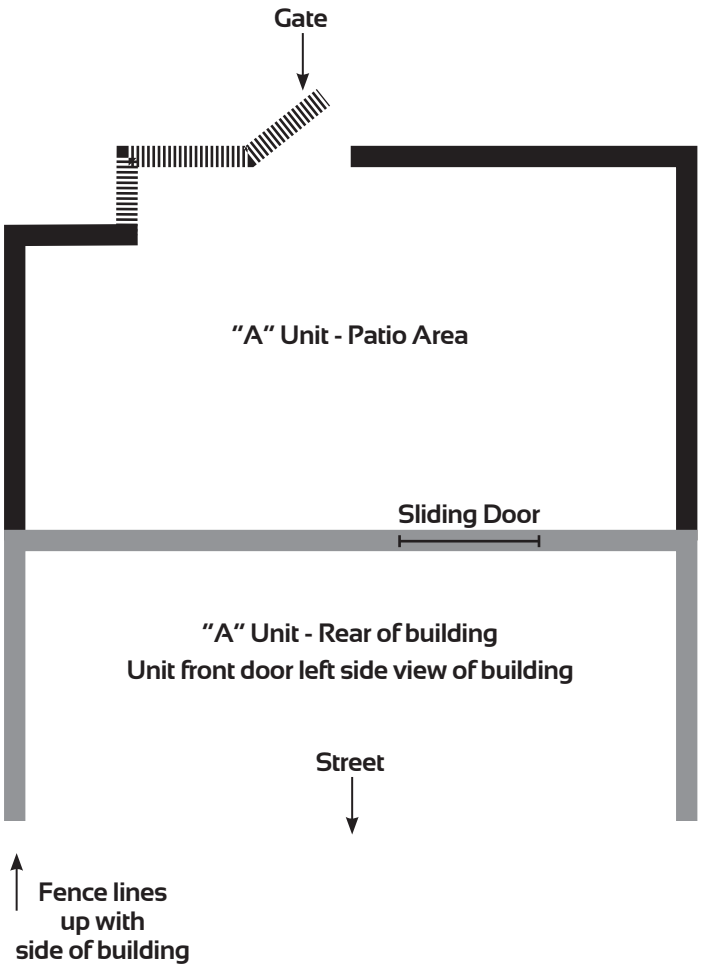
"A" unit rear storage door (above left) must be replaced with same color, (Ellie Gray Exterior Flat (7650) by Sherwin Williams) style and handle as original door.
"B" unit balcony doors (above right) must be replaced with same color and style as original door. Balcony door handle lockset, style and color are at the homeowner's discretion. Optional balcony storm door must match the above storm door style, color and description. Wood trim replacement and capping is homeowner responsibility. Prior approval from the Board of Directors is required.

**Manufacturer suggestions, it is not mandatory that homeowners use this particular product, represented as product guide only.

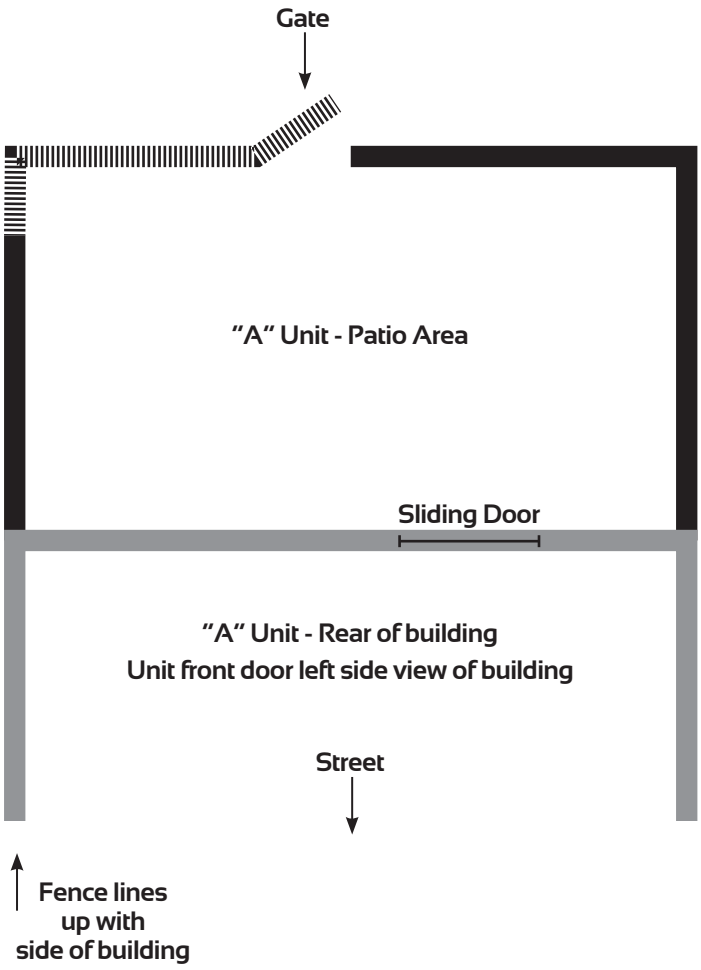
Fence Expansion Diagrams

If a unit homeowner wishes to change, replace or extend their fence, the Board of Directors requires prior written approval. Unit homeowners must submit an Architectural Request for fence expansions or replacement as outlined in the diagrams on pages 18 and 19.

"A" Unit Option #1



"A" Unit Option #2



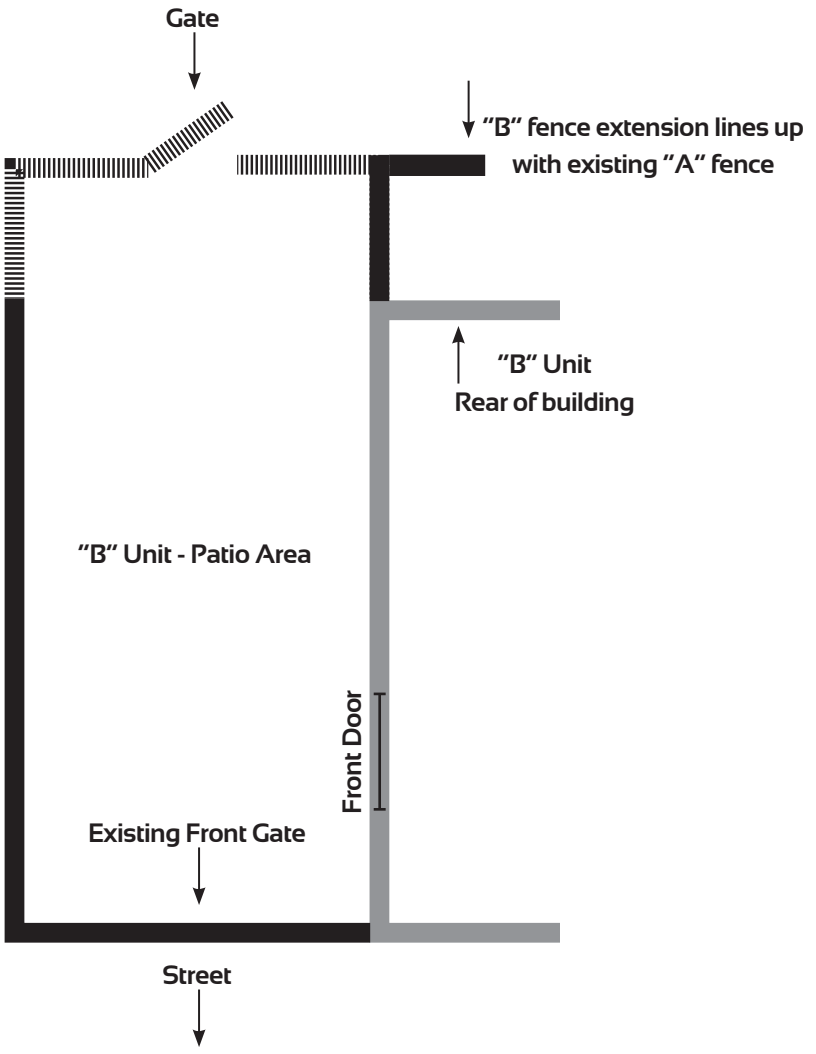
Plan Legend

- Building
- Original (existing) Fence
- New Fence Extension

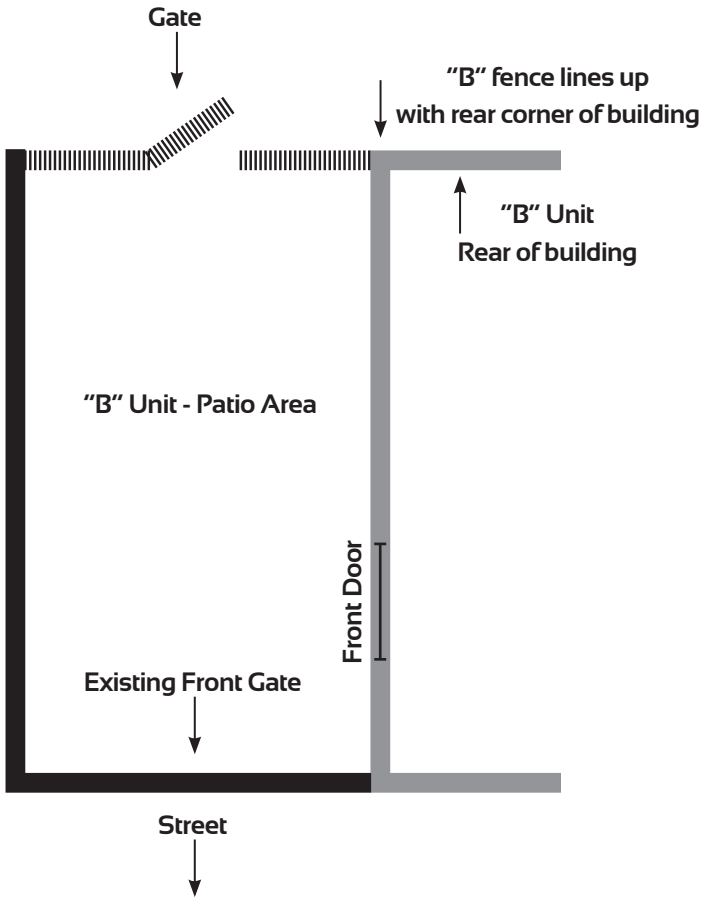
It is recommended for first floor (A) units to have a gate to exit from the building/patio area in the event of fire. Gate location is for illustration purposes only - gate location may differ between units

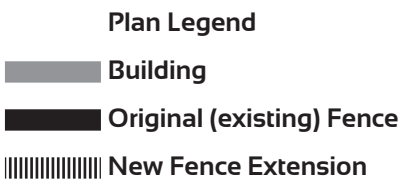
Fence Expansion Diagrams....*continued*

"B" Unit Option #1



"B" Unit Option #2





Gate location is for illustration purposes only - gate location may differ between units

Pool and Tennis/Pickleball Court





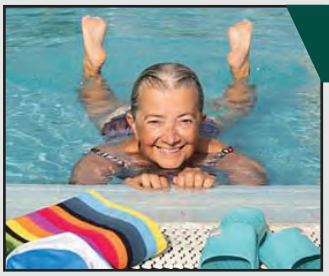


Pool Rules -

Current pool hours and guest policies for admission to the pool are posted at www.rosehollow.org, during the pool season. Pool is under 24 hour video surveillance.

1. **No lifeguard on duty - No swimming alone. No diving.**
2. Use of the pool is restricted to Rose Hollow residents and their guests only. **No fob - No Entry.**
3. An adult must accompany children under the age of 16 at all times. An adult will be classified as an individual 21 years or older, who is responsible for the actions of the children in their care.
4. Persons with infections or diseases that may be transmitted by pool water are prohibited.
5. Patrons must shower before entering the pool area.
6. Do not swim during severe weather conditions such as an electrical storm.
7. Foul language, Roughhousing, boisterous play, and dangerous objects will not be permitted.
8. All swimming attire must be with finished hems for the protection of the filter system. Cutoff shorts are not permitted.
9. Toddlers and children not toilet trained must wear clean diapers with rubber pants in the pool.
10. Bikes, skateboards, roller blades, etc. are not permitted in the pool area.
11. Pets are not permitted in the pool area and cannot be tied to the pool fence.
12. No glass of any form is permitted in the pool area.

Pool....*Continued*



Pool Rules -

Current pool hours and guest policies for admission to the pool are posted at www.rosehollow.org, during the pool season. Pool is under 24 hour video surveillance.

13. Use of swim face masks, goggles, snorkels, or anything with glass that covers the nose or mouth is prohibited.

14. No one may reserve a lounge chair or table and chairs at any time.

15. All trash must be placed in trash or recycle receptacles provided.

16. Radios must be played at a tolerable noise level or earphones must be worn.

17. Alcoholic beverages, smoking, e-cigarettes or vaping are not permitted in the pool area or clubhouse grounds/building.

18. All residents are responsible for the actions of their children and guests. **Any member who does not abide by the above pool rules may be subject to the loss of their pool privileges by the Board of Directors.**

19. Hours of Operation are listed online at www.rosehollow.org, during the pool season. Usage is prohibited at all other times. Pool hours/rules subject to change.

20. Call 911 for emergencies. Call Property Management Company or Property Manager to report any urgent issues.

Tennis/Pickleball Court






Tennis/Pickleball Court Rules -

1. The tennis/pickleball courts are for the exclusive use of Rose Hollow residents and his or her guests only. A combination lock code is necessary to enter the courts and can be obtained through the Management Company. Contact Management Company for tennis/pickleball court application to obtain combination code. For security reasons the combination code may be changed without notice.

2. Residents may extend the use of the courts to no more than three guests per unit who must always be attended by a resident of Rose Hollow.

3. No children under the age of 16 may use the courts unless accompanied by an adult.

4. Residents using the courts while others are waiting are limited to one hour, including warm-up time for both single and double matches.

5. Players must always wear proper attire. Sneakers are the only acceptable footwear permitted.

6. Courts are available from dawn until dusk.

7. Residents waiting to play are requested to remain outside the courts until a court has been relinquished to them.

8. Pets are **not** permitted inside the court area and cannot be tied to the court fence or bench.

9. All members are required to clean up any trash or debris upon leaving the courts.

10. **The courts are to be used exclusively for the playing of tennis/pickleball. No other objects are permitted on the courts, such as bikes, scooters, baseballs, basketballs, street hockey sticks, roller blades, skateboards, etc. Any such violation is subject to an immediate fine of $100.**

11. No glass of any form is permitted in the court enclosure.

12. Fence climbing is prohibited.

13. Violations of these tennis/pickleball court regulations should be reported to the Management Company. Violation of these rules by any resident or guest will result in action by the Rose Hollow Board of Directors, and such action could include suspension of membership.

Why do I need an Architectural Request if I am replacing original design with the same style and color?

Condominium Association documentation and community uniformity. The Management Company keeps records of replacement items such as entry door, screen door, "A" unit storage door, sliding door, garage door, "B" unit balcony door, all windows, fences, sidewalks, patios and driveways for each unit. This catalogue of important information is useful when a unit is sold. An Architectural Request is required to assure that both the homeowner and the Board clearly understand each other when changes or replacements are made.

Who is responsible for maintaining the driveway? Do I need an Architectural request to seal coat the driveway?

Maintenance of the driveway is the responsibility of **unit homeowner(s) who share or access that driveway.** Maintenance includes snow removal, black top coating, crack repair and asphalt replacement. No Architectural Request is needed to repair cracks or to seal coat driveways.

A Board approved Architectural Request is required when replacing a driveway.

"A" and "B" unit homeowners are expected to equally share the cost of maintaining or replacing shared driveways.

I want to replace my concrete entry sidewalk, where do the "A" and "B" unit concrete squares begin and end?

Each unit is responsible for approximately 6 to 9 concrete squares depending on the size, placement and sidewalk length. To determine your replacement number, stand in the center of the sidewalk facing the "B" unit stairwell window and count the squares leading back to your unit. See photo page 16. All units are responsible for the concrete pad just outside their front and back doors. Sidewalks must be replaced with same concrete material as original. A Board approved Architectural Request is required when replacing sidewalks.

Frequently Asked Questions

Please take the time to familiarize yourself with the rules and regulations of our community. Thank you.

Enforcement Procedures -

Any complaints regarding violations of the Association's Rules and Regulations must be submitted in writing to the Association's management company, and be signed by the individual issuing the complaint. **All complaints will be kept anonymous.** The Management Company and/or property committee and/or Board of Directors will take the steps necessary to investigate the reported violation. The Board of Directors has the authority to impose fines for violations of the Association's governing documents. All violations will be met with an initial first written warning. After a written warning is given, the Board of Directors has the option of imposing fines on a per-occurrence or daily basis. Once a violation letter has been sent, the Association member receiving such has the ability to request a hearing in front of the Board of Directors. Any requests for hearing must be submitted in writing within ten days of receiving the original violation letter. The Board of Directors will then schedule a meeting with the individual in violation to discuss such violation, remedies for the violation, and the imposing of fines for the violation. The Board of Directors also reserves the right to remove pool privileges or tennis court privileges for violators of the rules for those areas.



Rose Hollow Community Roof Replacement - 2025

Rose Hollow Condominium Association

Contact info:
Continental Property Management, Inc.,
975 Easton Road, Suite 102, Warrington PA, 18976

Phone: (215) 343-1550
Fax: (215) 343-4409

See **www.rosehollow.org / community tab** - for digital files of this Rose Hollow Handbook, Architectural Request Form and Homeowner Responsibility list

Contact our Property Management Company to receive the **Rose Hollow email blast** for community information delivered directly to your email inbox

All correspondence regarding the Association should be sent directly to the Management Company. Phone calls and correspondence sent to the Association clubhouse, Board Members, or Committee Members will not be accepted. Management Company contact information located on back cover.

If these guidelines inadvertently differ from the original Rose Hollow Condominium Association By-Laws the original By-Laws prevail. Rules subject to change.