NORTHGLEN COURT OWNERS ASSOCIATION, INC.

C/O Community Management Group, Inc.
P.O. Box 2055, Warrendale, PA 15086
724.625.8095 Phone
724.625.8043 Fax

To: Northglen Court Residents

From: Robert F. Pasko

Date: June 11, 2010

Subject: **First Amendment to the Rules and Regulation**

In an effort by your elected Board of Directors to provide the best possible management of the Northglen Court common property, as well as providing the residents of Northglen Court with a better understanding of the Association's governing documents, the following policy has been revised and adopted.

1. Rules Enforcement Resolution #1.0

This amendment was effective June 1, 2010.

I would suggest that you file this policy with your other important Northglen Court documents for future reference and retain them indefinitely.

If you have any questions or need any additional information, please do not hesitate to contact me at 724-625-8095.

FIRST AMENDMENT TO THE RULES AND REGULATIONS FOR NORTHGLEN COURT OWNERS ASSOCIATION

THIS AMENDMENT is made this 1st day of June, 2010.

W I T N E S S E T H

WHEREAS, on September 29, 2008, the Northglen Court Owners Association ("Association") adopted the Rules and Regulations for the residential community; and

WHEREAS, pursuant to Article V, Section 2(b) and (g) of the By-Laws, the Board of Directors ("Board") may unilaterally amend the Rules and Regulations for any purpose and as determined appropriate by the Board;

WHEREAS, the Association desires to amend Section 7 of the Rules and Regulations;

NOW THEREFORE, Section 7 of the Rules and Regulations is amended, as follows:

1. By deleting Section 7, paragraph 4 in its entirety and substituting in its place the following:

   If the accused unit owner does not request a hearing and the violation continues beyond the deadline for requesting a hearing described above, the offending party will be assessed as follows for each day that the violation remains outstanding:

1. Day 1:	$100.00
2. Day 2 - Day 30:	$10.00 per day
3. Day 31 - Day 60:	$20.00 per day
4. Day 61 - Day 90:	$30.00 per day
5. Day 91 - Day 120:	$40.00 per day
6. Day 121 plus	$50.00 per day

2. By deleting Section 7, paragraph 6 in its entirety and substituting in its place the following:

   If the alleged violator is found by the Board, after a hearing, to have violated any duty, including those imposed under the Declaration of Covenants, By-Laws, or rules and regulations, the One Hundred Dollar ($100.00) fine as set forth in the notice of violation shall be levied along with attorney fees and costs to repair damaged areas incurred by the Association. Additionally, the offending party shall be assessed a fine based on the above schedule that the violation remains outstanding after the date of the decision of the Board.

3. Except as provided for herein, the Rules and Regulations continues in full force and effect.

IN WITNESS WHEREOF, the Board of Directors of Northglen Court Owners Association have caused this Amendment to the Rules and Regulations to be adopted this 1st day of June, 2010.

BOARD OF DIRECTORS:

Linda Strub

Linda Strub

Jennifer Few

Jennifer Few

NORTHGLEN COURT OWNERS ASSOCIATION RESOLUTION #1.0

RULES ENFORCEMENT POLICY AND PROCEDURE

WHEREAS, Section 3302(A)(11) of the Pennsylvania Uniform Condominium Act (68 Pa. C.S.A. 3302(a)(11) provides that the Association may "...after notice and an opportunity to be heard, levy reasonable fines for violations of the Declaration, By-Laws, and Rules and Regulations of the Association"; and

WHEREAS, Article XIX, Section 2 of the Declaration provides that the Association "shall have the right to enforce, by any proceeding at law or in equity, all restrictions, conditions, covenants, easements, reservations, liens, and charges set forth herein or in the Association's Rules and Regulations"; and

WHEREAS, Article V, Sections 2(d) and (g) of the By-Laws provides that the Board shall have the power to "promulgate such rules and regulations concerning the operation and use of the Property or the Common Areas or the Common Elements as may be consistent with the Declaration", and "to do any and all things provided for in the Uniform Condominium Act"; and

WHEREAS, the Board has adopted Rules and Regulations to govern the use of the Common Areas and Common Elements, and the personal conduct of the Unit owners, Occupants, and their guests thereon; and

WHEREAS, the Board has adopted Rules and regulations to establish standards applicable to the erections and modification of any Unit or other structure, of whatsoever kind of nature, whether temporary or permanent, upon the Condominium property; and

WHEREAS, to provide guidance and for the benefit and protection of the Association and the individual Unit owners and Occupants, the Board deems it desirable to establish and operate by a set procedure to assure due process in cases where there is question of compliance, by and owner or occupant, or such person's family, guest, invitee, contractor or tenant, with the provisions of the Declaration, By-Laws, or any Rule and Regulation (hereinafter the "Property Documents"), thereby attempting to minimize the necessity of seeking action in or through a court of law; and

WHEREAS, it is the intent of the Board to establish procedures for when it must take action relative to questions of compliance by an individual or entity, with provisions of the Property Documents.

NOW, THEREFORE, BE IT RESOLVED THAT this Resolution shall be adopted as the Rules Enforcement Policy and Procedure:

To be acted upon by the Board, all alleged violations of the Property Documents must be documented in writing and signed by the person reporting the violation. The reported violation must be corroborated by either two separate Owners, Occupants, Officers or Members also by filing or signing a report on the same occurrence, or the violation must be easily visible to the inspection of the Board or its representative. The two separate Owner, Occupant, Officer or Member filing requirement may be waived by the Board upon the written request of a single Owner or Occupant with a unique situation. The written report of a violation shall be a letter, note, or the approved rule violation form (if any) from any Owner or Occupant or a report from the Management Representative. The letter or report must include and state the following:

1. The nature of the violation.
2. The date and approximate time of the violation.
3. The approximate location of the violation.
4. The name and/or Unit address of the offending party.
5. The name and Unit address (or staff position) of the person reporting the violation.
6. A statement that the reporting person actually observed the violation.
7. The reporting person's signature.
8. Any other information that may aid the Board in resolving the violation.

The sequence of events in enforcing the Property Documents will be as follows:

If, in the opinion of the Board or it's authorized representative, the reported violation does not immediately endanger other residents or common areas and can best be cured by a warning, the Board or it's representative shall send a letter to the offending party describing the alleged violation and demand (1) that any such violation cease, (2) (if appropriate) any areas damaged by the violation be restored, and (3) (where appropriate, in the case of a Parking or Prohibited Vehicle violation), a deadline in which the violation must be remedied.

If the violating party does not comply with the above-described warning letter within ten (10) days, or, if in the opinion of the Board or it's authorized representative, the violation could immediately endanger other residents or the Common Areas/Common Elements, or, in any case, that a warning letter would prove ineffective, or if there is a repeated violation, then the Board or it's authorized representative shall send to the offending party, a written notice of the violation and pending penalty and/or fine containing essentially the following information:

1. A description of the nature and place of the violation.

2. A demand that the violation immediately cease and that any damage to the Common Areas/Common Elements be restored.

3. A statement that a fine in the amount of Fifty Dollars ($50.00) shall be imposed upon the offending party.

4. A statement that any written request for a hearing before the Board shall stay the imposition of any fine until the Board disposes of the case.

5. A statement that if the accused person wishes to have a hearing prior to the levying of such fine, he or she must contact the Board or it's authorized representative in writing, to be received no later than Five (5) days before the next Board meeting after the date of the written notice of violation, requesting a hearing.

6. A warning that if no hearing is requested and if the violation continues past the deadline for a requesting a hearing, an additional Five Dollar ($5.00) fine will be imposed per day thereafter, until the violation has been cured.

7. A warning that damage or corrective expense caused by any violation will be assessed against the offending party, and that attorney's fees will be assessed if the Association attorney is necessary to stop the violation.

The accused person is entitled to a hearing before the Board for any alleged violation that is contested by the accused party. This may be accomplished by a written statement delivered to the Board or it's authorized representative no later than Five (5) days before the next Board meeting following the date of the written notice of the violation, denying the rule violation and requesting a hearing to present his or her position.

If the accused person ceases the violation, pays the fine, and repairs or restores any areas damaged by the violation, the matter will be considered closed. If the accused person ceases the violation, does not request a hearing, but does pay the fine by the next Board meeting following the date of the written notice of the violation, an additional One Hundred Dollars ($100.00) fine shall be imposed.

If the accused person does not request a hearing and the violation continues beyond the deadline for requesting a hearing as described above, the offending party will be assessed an additional fine of Five Dollars ($5.00) per day for each day that the violation remains outstanding.

If the alleged rule violator requests a hearing, the Board will request the Association attorney to be present at the hearing. If the alleged rule violator does not attend the hearing or the Board renders a decision against the alleged rule violator at the hearing, then the attorney's fees charged to the Association will be assessed against the alleged rule violator as damages caused to the Association due to the violation.

If the alleged rule violator is found by the Board, after a hearing, to have violated any Property Document, the Fifty Dollar ($50.00) fine as set forth in the notice of violation shall be levied along with attorney fees and costs to repair the damaged areas incurred by the Association. Additionally, the offending party shall be assessed a fine of Five Dollars ($5.00) per day for each day that the violation remains outstanding after the date of the decision of the Board.

At such time when the accumulated fines levied against an offender reaches Three Hundred Dollars ($300.00), legal action will be initiated before a District Justice to collect all outstanding fines and/or the Association's attorney will be instructed to take the necessary legal action to enforce the rule, all court costs, attorney's fees, management charges and any miscellaneous costs of enforcement or collection shall be charged to the offending party.

If a person violates the same rule provision of the Property Documents for a second or subsequent time, the same procedure as outlined above shall be followed except that the fines to be levied shall be doubled.

This resolution is effective immediately.

Adopted this 29th day of September, 2008.

ATTEST:

Ralph G Mazza

Northglen Court Owners Association – Board President

Linda Strub

Northglen Court Owners Association – Board Vice President & Acting Secretary

Jennifer Kim

Northglen Court Owners Association – Board Treasurer

NORTHGLEN COURT OWNERS ASSOCIATION RESOLUTION #2.0

PARKING AND VEHICLE POLICY AND PROCEDURE

WHEREAS, Article III, Section 2(F) of the Association Declaration of Condominium provides that the Board may "promulgate rules and regulations restricting or prohibiting the parking of automobiles, inoperable vehicles, trucks, boats and recreational vehicles on the Common Areas"; and

WHEREAS, Article III, Section 2(P) of the Association Declaration of Condominium provides that the "Board may, from time to time, adopt and enforce such further reasonable rules and regulations concerning the use of the Condominium Property, or any part thereof, as it deems necessary or desirable to promote harmony, to serve the best interests of the Unit Owners, as a whole, and to protect and preserve the nature of the Condominium"; and

WHEREAS, Article V, Section 2(d) of the Association By-Laws provides that the Board shall have the power to "promulgate such rules and regulations concerning the operation and use of the Property or the Common Areas or the Common Elements as may be consistent with the Declaration"; and

WHEREAS, the Board is desirous of enacting rules and regulations regarding the parking of all vehicles on the streets and driveways located on the Condominium Property, and to provide for safe and easy access for fire truck and other emergency vehicles.

NOW, THEREFORE, BE IT RESOLVED THAT in order to assure equitable parking, emergency access, and a safe and attractive community, the Board establishes the following Policy:

I. Parking in Streets. No vehicle of any type, including but not limited to automobiles, pickup trucks, mini vans, sport utility vehicles, motorcycles, and Commercial Vehicles and Recreational Vehicles, as herein defined, shall be parked in or upon any street located on Condominium Property, between the hours of 2:00 a.m. and 6:00 a.m.

II. Commercial Vehicles and Recreational Vehicles. Commercial Vehicles and Recreational Vehicles, as herein defined, shall not be parked or stored in or upon any street or driveway located on Condominium Property, except that Commercial Vehicles making deliveries and/or being used in connection with permitted construction activities can be parked on streets and driveways during daylight hours only for such period of time that is reasonably necessary.

"Commercial Vehicles" shall include, but not be limited to any vehicle having a Registered Gross Vehicle Weight in excess of 7,000 pounds, or having more than four wheels in contact with the road surface, or having a dump mechanism attached to or part of said vehicle, or a vehicle containing open or closed boxes or chests for carrying tools or equipment and/or racks or other means for carrying ladders, pipes, tools, or other equipment.

"Recreational Vehicles" shall include, but not be limited to boats, snowmobiles, jet skis, off-road motorcycles, quad runners, trailers, campers and motor homes.

III. Designated Parking Areas. Unit owners and their family members are not permitted to use the street, or the upper level side court parking areas, the street areas along the woodland lot on the lower level, and the street ends, for permanent parking or repeated short-term parking (more than one time per week).

Vehicles, other than Commercial Vehicles and Recreational Vehicles, may be parked between the hours of 2:00 a.m. and 6:00 a.m. by guests of Unit Owners in garages, driveways directly serving Units, or the following designated parking areas in the upper level side court areas across from Building's 100 and 500, the side court parking area at the street end next to Building 500, and on the lower level on the street along the woodland lot.

IV. Enforcement Procedures. This resolution shall be enforced pursuant to the current Rules Enforcement Policy and Procedure adopted by the Board. In addition to the remedies set forth in the Rules Enforcement Policy, if the offending Vehicle remains after the deadline indicated in the written notice, **the vehicle is subject to tow without further notice at the expense of the vehicle owner.** Cost of the towing shall be collected as reimbursable charges against the Unit owner and/or assessed against the Unit.

This resolution is effective immediately.

Adopted this 29th day of September, 2008.

ATTEST:

Ralph G Mazza

Northglen Court Owners Association – Board President

Linda Strub

Northglen Court Owners Association – Board Vice President & Acting Secretary

Jennifer Kim

Northglen Court Owners Association – Board Treasurer

NORTHGLEN COURT OWNERS ASSOCIATION RESOLUTION #3.0

ANIMAL AND PET POLICY AND PROCEDURE

WHEREAS, Article III, Section (L) of the Association Declaration of Condominium provides that the Board may from time to time, promulgate rules and regulations regarding Animals; (i) in any Unit and on the Common Areas, (ii) permitting of animals, and the levying of enforcement charges against rule violators, (iii) rights of the Board and the occupant regarding animals; and

WHEREAS, Article III, Section 2(P) of the Association Declaration of Condominium provides that the "Board may, from time to time, adopt and enforce such further reasonable rules and regulations concerning the use of the Condominium Property, or any part thereof, as it deems necessary or desirable to promote harmony, to serve the best interests of the Unit Owners, as a whole, and to protect and preserve the nature of the Condominium"; and

WHEREAS, Article V, Section 2(d) of the Association By-Laws provides that the Board shall have the power to "promulgate such rules and regulations concerning the operation and use of the Property or the Common Areas or the Common Elements as may be consistent with the Declaration..."; and

WHEREAS, the Board is desirous of enacting rules and regulations regarding Animals and Pets, with the goal of providing for the comfort, living conditions, and the general safety and welfare of the Unit owners and their families and invitees.

WHEREAS, the Board is desirous of controlling costs relative to the maintenance and upkeep of the Common Areas by enacting Rules and Regulations that will preserve the beauty and attractiveness of the Common Areas and the Condominium property in general.

NOW, THEREFORE, BE IT RESOLVED THAT in order to carry out the desires of the Board and in following with the Declaration of Condominium, and community By-Laws, the Board establishes the following Policy:

I. Animals. Except as herein provided, no animals, livestock and poultry of any kind shall be raised, bred, or kept in any Unit or on the Common Areas. Notwithstanding the foregoing, household domestic pets, not bred or maintained for commercial purposes, may be maintained in the Unit, provided that:

(i) no animals shall be permitted in any portion of the Common Areas except on a leash (not longer than Six [6] feet in length) maintained by a responsible person; and

(ii) the permitting of such animals shall be subject to such Rules and Regulations as the Board may from time to time promulgate, including, without limitation, the right to place limitations on size, number and type of such pets, and the right to levy damage and enforcement charges against persons who do not clean up after their pets; and

(iii) the right of the Occupant to maintain an animal in a Unit shall be subject to termination of the Board, if in it's full and complete discretion, determines that maintenance of the animal constitutes or creates a nuisance or creates a detrimental effect on the Condominium, the Common Areas, the Units or the Occupants.

(iv) local State and Local Township laws must be observed regarding a) required annual licensing & displaying of said licensing on the pet, and b) required & verifiable periodic Rabies vaccinations of all animals and pets.

II. Animal and Pet Relief and Clean-Up. It is mandatory that ALL pet and animal owners clean up after their pets relieve in the Common Areas. The following specific rules regarding pet relief and cleanup are as follows:

1. All pets must be on a leash at all times, not longer than Six (6) feet in length, and under the control of a responsible person, be it the Unit owner or his or her designate.

2. It is the responsibility of each Unit owner who owns a pet and/or the Unit owners designated responsible person who has control of the animal on the Common areas, to clean up immediately after the animal has relieved itself. This includes the picking up and total removal of any and all solid waste that the animal has left.

3. Unit owner's pets may relieve themselves in the perimeter of the Common areas on the grass only, excluding the landscaped areas and beds, tree bases, shrubbery bases, the Limited Common grassy and landscaped areas directly in front of and behind the Units, and any area that contains a walkway, or shrubbery, flowers, and/or other landscaping vegetation.

III. Animals Causing Noise Disturbance. Except as herein provided and contained, the following Rules and Regulations shall apply to all Unit owners who own animals and pets:

No animal shall be permitted to make any noise continuously and/or incessantly for a period of 10 minutes, or makes such noise intermittently for a period of 30 consecutive minutes or more, to the disturbance of any person of reasonable sensibilities, and at any time period during the day or night. Said noise shall be considered a nuisance and a disturbance to the community, regardless of whether the animal is physically situated in or upon the property, providing that, at the time the animal is making such noise, no person is trespassing or threatening to trespass upon the Unit owners property in or upon which the animal is situated, or is there any other legitimate cause which justifiably provoked the animal.

IV. Enforcement Procedures. Except as herein provided and contained, the following procedure shall apply to all Unit owners who are in violation of the Noise Disturbance policy above:

This Animal and Pet Policy and Procedure resolution shall be enforced pursuant to the current Rules Enforcement Policy and Procedure adopted by the Board.

Any Unit owner grieved and/or affected by any rule violation in this Policy and Procedure, is to follow the procedure outlined in the Rules Enforcement Policy and Procedure, and to formally notify the Board.

In addition to the remedies set forth in the Rules Enforcement Policy, if the Board agrees that the offending party violation and/or situation is severe enough and requires more timely remedy to save from damage and/or loss, and the quality of life and living conditions in the community, the Board may pursue more immediate action a) as contained in the Rules and Regulations as adopted by the Board, and b) as allowed for by local law enforcement and provided by the Township.

This resolution is effective immediately.

Adopted this 29th day of September, 2008.

ATTEST:

Ralph G Mazza

Northglen Court Owners Association – Board President

Linda Strub

Northglen Court Owners Association – Board Vice President & Acting Secretary

Jennifer Kim

Northglen Court Owners Association – Board Treasurer

NORTHGLEN COURT OWNERS ASSOCIATION RESOLUTION #4.0

CONDOMINIUM LEASING OF UNITS - POLICY AND PROCEDURE

WHEREAS, Article XII (Use Restrictions), Section 28 (Leasing of Units) of the "Declaration of Covenants, Conditions, and Restrictions for Treesdale "; and

WHEREAS, Article III, Section 2(G) (Renting and Leasing) of the "Northglen Court Owners Association, Inc. Declaration of Condominium "; and

WHEREAS, Article V, Section 2(d) of the "By-Laws Governing the Northglen Court Owners Association, Inc", which provides for the Board "To promulgate such rules and regulations concerning the operations and use of the Property....."; and

WHEREAS, the Board is desirous of enacting rules and regulations regarding the Renting and Leasing of Condominium properties within Northglen Court, to establish a uniformity & compliance with the Treesdale Master policies, adopting new requirements for NCOA, and communicating said requirements to the community.

NOW, THEREFORE, BE IT RESOLVED THAT this resolution shall be adopted as a Condominium Leasing Procedure, and the Board establishes the following Policy:

I. Leasing Definition. "Leasing", for the purposes of this Policy, is defined as a regular, exclusive occupancy of a Unit by any person other than the Owner, for which the Owner receives any consideration or benefit, including, but not limited to, a fee, service, gratuity, or emolument.

II. Leasing in Entirety. Units may be leased only in their entirety; no room or other portion which is less than the whole unit may be leased. Refer to the Declaration of Condominium, Article III, Section 2, Paragraph G for exact details regarding Leasing-arrangement regulations. There will be no short-term (as defined as 30 days or less), transient or hotel-purpose use as included in the above document.

III. Lease Documents and Submission. Any Lease Agreement must be in writing, and shall provide that the Lease Agreement be subject in all respects to the provisions hereof, and any Rules and regulations promulgated by the Board from time to time, and shall provide that the failure by the Tenant to comply with the Terms of the Declaration of Condominium and the NCOA By-Laws, including all resolutions, shall be treated as a default under the Lease. Prior to the commencement of the term of a Lease, a) the Unit Owner shall in writing notify the Board, the name or names of the Tenant or Tenants and the time during which the Lease term shall be in effect, and b) submit a full and complete copy of the Lease Agreement, or where applicable, a Lease Renewal, and a completed and signed original of the Acknowledgement of Documents, to the NCOA Executive Board.

IV. Duties and Obligations. The Leasing of said Units do not release or discharge the Unit Owners from any duties and obligations as a Unit Owner. The Leasing of said Units also do not release or discharge any and all Tenants of any of the duties and obligations regarding the NCOA Declaration of Condominium, NCOA By-Laws, and any and all Policies and Procedure Resolutions in effect during the term of the Lease. All Unit Owners must flow-down all of these documents to the Tenants, insure that the Tenants read these documents, so that the Tennant is duly informed of the duties and obligations.

V. Change in tenants and/or Lease Agreements. The Unit Owners must notify the NCOA Board no later than 30 days after any change in occupants of the Unit, and provide the Board with:

a. The names and phone numbers(s) of any new Tenant or Tenants and occupants of the Unit; and

b. A true and correct copy of any new and acceptable Lease Agreement, including any applicable Riders; and

c. A signed and dated original of the Acknowledgement of Documents form (see attachment).

The Lessor shall notify the Board if there is any intent to change from one Tenant to another. There shall be no change in Tenant without compliance with the Rules and Regulations set forth herein.

VI. Enforcement Procedures. Failure to comply with these Leasing rules and procedures shall result in a fine of Fifty ($50.00) Dollars for each month of violation. Fines will be imposed on the date of violation (ie: beginning of the Lease term, not the date of the notice of the violation). Additionally, any Lease Agreement not consistant or in compliance with the Treesdale policies may be subject to review for conformance by the Treesdale Master. Any Unit Owner shall be permitted to cure violations within thirty (30) days from the date of the violation notice and avoid the imposition of any fine.

This resolution is effective immediately.

Adopted this 25th day of March, 2009.

ATTEST:

Ralph G Mazza

Northglen Court Owners Association – Board President

Linda Strub

Northglen Court Owners Association – Board Vice President & Acting Secretary

Jennifer Few

Northglen Court Owners Association – Board Treasurer