



# **THE ENCLAVE AT BELLE-AIRE CONDOMINIUM ASSOCIATION**

Rules & Regulations Handbook  
June 2019

[www.enclavebelleaire.com](http://www.enclavebelleaire.com)



# RULES & REGULATIONS

## INTRODUCTION

These Rules & Regulations are for the protection, benefit, and well being of the Enclave at Belle-Aire Community. They apply to all Unit owners, lessees of Units, and to the families and guests of such owners and lessees. In essence, the Rules & Regulations can be summarized by four principles: Be Safe, Be Clean, Be Kind, and Be Courteous.

**NOTE:** This Rules & Regulations summary does not supersede or amend any provisions of the Declaration or By-laws. The Rules & Regulations of the Enclave at Belle-Aire Condominium Association have been provided to Unit owners as a courtesy for a quick and easy reference guide. Readers of this summary should always refer to the Declaration, By-Laws, Rules & Regulations, and the Pennsylvania Uniform Condominium Act. Every resident of the Enclave at Belle-Aire Condominium Association is responsible for compliance with and enforcement of these Rules & Regulations. Violations should be reported to the management office.

Flagrant and/or repeated violations will result in fines against the violator and will be levied against the Unit owner and/or the Unit itself.

Except in emergencies, all communication with the Enclave Condominium Executive Board and/or Committees should be in written form either by letter or email and sent to the Enclave at Belle-Aire Condominium Association, c/o Realty Management & Maintenance, 456 Germantown Pike, Suite 2, Lafayette Hill, PA 19444 or [manager@rmmcondos.com](mailto:manager@rmmcondos.com).

***Should an emergency arise (such as a fire, flood or loss of life) please call the emergency service at 484-531-8443.***

## DEFINITIONS

***Condominium*** – refers to a form of property ownership. Property, which is owned as a condominium, contains two distinct types of properties – *Units* and *Common Elements*. *Units* are the portions of the condominium that are set aside for individual ownership and occupancy. They must be maintained by and at the expense of the owner of the Unit. *Common Elements*, on the other hand, are all portions of the condominium that are not included in the Units. Each Unit owner owns an undivided interest in the *Common Elements*. Certain *Common Elements* are designated *Limited Common Elements*. A Limited Common Element is a portion of the *Common Elements* allocated to a particular Unit or Units, and the owners of those Units have the exclusive right to use those *Limited Common Elements*.

***Common Elements*** – means all portions of the property other than the Units.

***Limited Common Elements*** – means a portion of the *Common Elements* allocated to the exclusive use of one or more but fewer than all of the Units which includes sidewalks, driveways, patios or decks and privacy fences.

## RULES & REGULATIONS

### A. MAINTENANCE-REMEDIATION- IMPROVEMENTS

1. Unit owners must maintain their Unit to ensure structural support, cleanliness, habitability, soundness, and weather-tightness of the adjoining Unit, and to maintain or repair their Unit so as not to materially impair the value of any other Unit. Maintenance shall include, but not be limited to, the exterior of the Unit, including, but not limited to, the roof, stucco, fascia, windows, foundation, and *Limited Common Elements* such as patios/decks, privacy fences, walkways, driveways, and address plaques.

Prior to maintenance, remediation, or alteration of any part of the exterior of the Unit, an Architectural Request Form must be completed as defined above. Failure to complete the necessary maintenance or submit proof of a contractor engagement letter prior to the commencement of work the Unit owner shall be assessed a \$100.00 fine for each infraction. A \$25.00 per day fine will be assessed until Architectural approval has been given.

Homeowners are responsible for snow removal of their entrance way and driveway. Common area sidewalks are excluded.

2. No window air conditioners or fans are permitted on the buildings or within the *Limited Common Elements*.

## B. QUIET ENJOYMENT

1. No use or practice may be permitted in any Unit or on Association property which causes annoyance or interferes with peaceful possession and proper use of the property by others, or that will materially increase the rate of insurance on the property.
2. No unlawful use may be made of any part of the property, and all valid laws, zoning ordinances, and regulations of all governmental bodies must be observed.

## C. HOUSING ONLY

1. No part of the property may be used for anything other than housing and related purposes. However, a Unit owner's personal or professional library, personal business or professional records or accounts may be kept or maintained by the Unit owner. In addition, the Unit owner's personal, business, or professional telephone calls or meetings with business or professional associates, clients, or customers in the owner's Unit are allowed.
2. No business-related signage is permitted.

### Leasing of Units

3. If you lease your property, you must furnish a copy of the lease to the management company. The Declaration state that no transient tenants may be accommodated in any Unit, and no lease shall be for less than a whole Unit or for an initial term of less than

one (1) year. The lease shall contain the following clause:

*“Lessee hereby agrees to be bound by all terms and conditions contained in the Declaration of Condominium, By-Laws, and Rules & Regulations of the Association as the same shall apply to the Unit leased hereunder, and agrees to assume all duties and responsibilities and be jointly and severally liable with the Unit owner for all of the liabilities and for the performance of all of the obligations applicable to the Unit owners under the Act, the Condominium documents, or otherwise during the term of the lease. Lessee further agrees that he shall not sublet or assign this lease except with the approval and consent of the Lessor.”*

4. Unit owners are responsible to give their tenants the Rules & Regulations Handbook. The homeowner will be responsible for any violation of the Rules & Regulations that is caused by the tenant.
5. If all conditions of the Declaration are not met or if a lease is not received within ten (10) days, a \$1,000.00 fine will be imposed. If, for whatever reason, there is a turnover of lessees within the initial year, the owner will be fined in the amount of \$2,000.00. The owner shall pay the fine within thirty (30) days of notification. Failure to submit a lease and/or pay the fine, will result in an additional fine of \$250.00 for each thirty (30)-day period the fine is not paid. It is the owner’s responsibility to notify the Board of his/her current address. Notices of violations will be served at the last registered address, and service of notice of violation will be deemed valid in the event that the notices are returned and or not accepted.

#### D. SALE OF UNITS

1. Sale of any Unit is subject to the Pennsylvania Uniform Condominium Act, as well as the Declaration, By-Laws, and Rules & Regulations of The Enclave at Belle-Aire Condominium Association.
2. At least thirty (30) days prior to any transfer, the transferring Unit owner shall notify the Enclave at Belle-Aire Condominium Association Executive Board in writing of the name and address of the proposed transferee and projected settlement date.
3. A one-time capital contribution fee is required at settlement from the new homeowner(s).
4. Signage – See section “G” (“Signage”).

#### E. VEHICLES AND PARKING REGULATIONS

1. All parking regulations, speed limits, and other traffic regulations posted by the Association shall be strictly obeyed. The speed limit in the community is 19.5 MPH.

No blowing of any horn, screeching of tires, or sharp revving of an engine is permitted in any driveway, parking area or roadway including, but not limited to, cars, vans, trucks and motorcycles.

2. No inoperable or vehicles without current registration plates and inspection stickers are permitted on the property.



3. Vehicles may not be mechanically serviced or attended on the property except for changing a flat tire or a battery.
4. Parking around an island, in front of a driveway, or blocking the egress of another vehicle will receive a warning upon the first offense. A second offense will result in the towing of the vehicle. All charges associated with the towing will be the responsibility of the vehicle owner. Vehicles may not park in such a manner as to block access to mailboxes.
5. Unit owners may not park, store, or keep anywhere on the property any large commercial-type vehicle or recreational vehicle, including boats and trailers.
6. During a winter weather event, parking around an island or blocking the egress of the snow-plow truck will result in a \$150.00 fine without warning.

#### F. GROUND AND WALKS

1. Each Unit owner is strongly encouraged to plant and maintain shrubs and flowers in the *Limited Common Elements*, not to exceed 15' from the front, side, or back of the Unit. Vegetables gardens are strictly prohibited. Homeowners may not plant their own trees. All trees will be planted and maintained by the Association. A landscape design must be submitted and reviewed and approved by the Board of Directors.
2. No excessive lawn or house ornamentation is permitted. Ornaments should be limited to three on the deck and three in the front foundation beds. No ornament shall be in excess of three feet in height. Solar lights must be clear in color, may not exceed two feet and must be confined to the *foundation bed only*. Flowerpots or any ornamental object may not be kept around any Association tree. Upon notification of a violation from

the management company, the homeowner has ten (10) days in which to comply before a \$25.00 fine is levied.

3. The land or plantings in the *Common Elements* and *Limited Common Elements* beyond 15' may not be filled, planted, cultivated, rolled, cut, trimmed, edged, fertilized, or otherwise treated. However, during periods of drought, residents are encouraged to “adopt a tree(s)” and provide water to nearby trees and surrounding grass.
4. Each resident shall use care to prevent littering.
5. Walkways and curbs shall not be painted, written on, used to mount a sign, removed, marked, or otherwise defaced.
6. Lampposts, fences (except privacy fences with prior approval from the Enclave at Belle-Aire Condominium Association Executive Board), or other improvements or adornments are prohibited on *Common Elements* and/or *Limited Common Elements*.
7. Personal articles including, but not limited to toys, games, chairs, ornamental objects, flowerpots, lawn chairs and outdoor tables cannot be left on *Common Elements*. All such items must be placed on decks or patios. Inflatable structures are not permitted on the *Common* or *Limited Common Elements*. Any existing in-ground flagpole shall be grandfathered until such time that the flagpole needs to be replaced. Small garden flags are permissible.
8. No outbuilding, shack, shed, above ground swimming pool, hot tub, or other structure is permitted on decks, patios, or *Common* or *Limited Common* areas.

9. Firewood must be stacked and stored in the rear of the property in a neat and orderly fashion. The Enclave at Belle-Aire Condominium Association Executive Board has the right to regulate the location of the firewood.
10. Holiday decorations need to be removed within thirty (30) days after the holiday.
11. Bird feeders/houses are permitted in the *Limited Common Elements* providing they do not interfere with grass cuttings and there is no objection voiced by the immediate neighbors. The feeders and the ground around them must be kept clean and positioned as far away as possible from the neighbors' decks. Normally, bird feeders/houses do not cause problems if properly maintained. In the rare instance a problem should arise, it is suggested it be resolved between the parties involved.
12. Individuals shall not be permitted to loiter upon the walks or in the parking lots or drives.
13. Growing of any permanent vines or vegetation on the exterior of the home is prohibited. Seasonal vines (May through October) are acceptable.
14. Homeowners will be responsible for the installation of downspout extensions and/or drains to direct water away from house foundations and prevent excessive water accumulation and soil erosion.

#### G. SIGNAGE

1. No "For Sale" advertising or other display signs are permitted on any part of the property, except temporary "Open House" signs, which may be posted the evening before the Open House and must be

removed immediately following the Open House. “Open House” signs may be placed at the front entrance on “The Enclave” side and on the front lawn of the Seller’s property. “For Sale” signs may be displayed on the interior of the Seller’s window.

2. Signs of contractors or other advertisements are not permitted on any part of the property except notifications of application of chemicals by our landscaper.
3. Small, non-illuminated name signs and alarm signs are permitted.

#### H. TRASH REMOVAL

1. Each Unit owner shall maintain waste containers inside their garage sufficient to store all trash accumulated between collections.
2. Waste shall be stored only in watertight, enclosed containers or trash containers provided by a waste company. The containers shall have a capacity not to exceed 96 gallons, shall not exceed 150 lbs. in weight when full, and shall have handles and closely fitted covers which shall be closed at all times except when filling or emptying the container. The containers must be maintained in good condition and repair to prevent injury to handlers.
3. Trash and recycling containers shall be placed for collection immediately adjacent to the curb. Containers may not be put out for collection before 2:00 P.M. on the day before pickup, and empty receptacles must be returned to the Unit before 8:00 P.M. on the day of collection. Containers must be kept inside between collection days.

4. All refuse must be drained of liquid before being deposited for collection.
5. Contact the trash company to schedule bulk pick-ups. One bulk item per month, per home is removed at no charge.
6. Cartons, boxes, barrels, and crates must be collapsed and securely tied in bundles not to exceed 40 lbs.
7. Recycling items are as follows:
  - Aluminum; bi-metal and tin cans; clear, brown, and green glass; and plastic marked on the bottom with the recycling symbol numbers 1-3.
  - Articles that should be placed in paper bags are newspapers, junk mail, magazines, periodicals, telephone books, office paper, empty cereal and cracker boxes, etc.
  - Do not mix recycling with your regular trash.
  - Packing peanuts can be recycled by taking them to any retail outlet or packing/shipping facility.
8. No refuse shall be carried through, over, or across any *Common Elements* or *Limited Common Elements* except in a watertight bag or container adequate to keep the refuse from offending the other residents and from soiling any part of the community.
9. Paint cans filled with wet paint cannot be put out with routine waste. The Upper Dublin Township has drop-off locations and dates that can be viewed on its Website at [www.upperdublin.org](http://www.upperdublin.org).

10. Waste of any kind is not permitted to be released in any culvert or storm drain.
11. Homeowners that do not abide by the Association Rules & Regulations or the Township's ordinances for trash/recycling will be assessed costs for cleanup, disposal, and/or any damage to the roadways, sidewalks, or other common areas.

#### I. PROHIBITED HAZARDS

The use or storage of flammable or combustible materials or any explosives, fireworks, or hazardous articles are strictly prohibited in the Enclave at Belle-Aire Community. Gasoline for use in snow blowers, etc. must be stored in approved containers only. The Upper Dublin Township Ordinance for propane storage prohibits storing of propane tanks in the garage or within five (5) feet of any opening, such as a window or door, of the exterior of the home.

#### J. ELECTRICAL DEVICES AND APPLIANCES

All radio, television, phonographic, audio, or other electrical equipment of any kind, and all appliances of every kind, however powered, installed, or used in any Unit must comply with all safety rules, requirements, regulations, and recommendations of all public authorities and Board of fire underwriters.

#### K. ASSOCIATION EMPLOYEES OR CONTRACTORS

Unit owners may not attempt to direct, supervise, or in any manner attempt to assert any control over employees or contractors of the Association or the management company.

## L. COMPLAINT PROCEDURE

1. Any complaint regarding the maintenance and condition of the Units, the *Common Elements*, the *Limited Common Elements*, or the actions of the Board, its officers, agents, or independent contractors, or any Unit owner, member of his family, guests, employees, or contractors, must be submitted in writing to the Enclave at Belle-Aire Condominium Association Executive Board which shall be submitted (except in emergencies) in a reasonable time to the management company to therefore study and act upon the complaint.
2. Problems of a minor nature should be directed to the management company.
3. All complaints must be signed.

## M. DECKS

1. Approval is required via an Architectural Request Form. Decks may not exceed an area of 400 square feet nor extend more than 15 feet from the rear of the home. The decks may be constructed of pressure-treated, cedar wood or no-maintenance decking. Wood decks must be stained or sealed (consistent with these rules) along with the routine maintenance to keep decks in good condition. Stain colors must be in the brown family. **Deck color must be a brown tone; no red, or redwood, gray, ivory, white or cream decks are permitted. Product name and color must accompany request.**

No-maintenance decking specifications are as follows:

### 2. Railings

- Fairway Railing System (standard railing)

- Colors: Khaki or Brown (no white, tan, almond, gray or any other color except the approved colors may be used).

### 3. Flooring

- Trex Flooring  
Colors: Saddle or Brown tone  
OR
- Timbertech Flooring  
Colors: Cedar or natural OR comparable to the above.

4. Deck Lighting – Strip and step lighting is permitted. Solar post caps are permitted and must be plain in design, black in color, and cannot exceed a height of 6.” Light fixtures or torches above the railings that are free standing or attached to the home are prohibited.

### 5. Miscellaneous

- a. Articles which might prove potentially hazardous may not be placed upon windowsills or railings. Securely mounted flower boxes on deck railings are acceptable.
- b. Lattice-type enclosures or deck-material enclosures around base of decks are permissible and are to be stained the same color as the deck.
- c. Using the area under decks for storage purposes is strictly prohibited.
- d. Grills (propane and charcoal) and propane heaters are permitted.
- e. Fire pits are prohibited.



f. Portable Generators operated by gasoline are strictly prohibited. Fixed-whole house generators connected directly to the natural gas line in your home are acceptable within the community upon Architectural approval.

## N. PAVER SPECIFICATIONS FOR WALKWAYS

1. The following is a list of the styles of EP Henry pavers that are acceptable in “Harvest Blend” or “Autumn Blend”:

- Coventry Stone I, II, III, & IV
- Coventry Brick Stone & Coventry Curbstone
- Old Towne Cobble
- Brick Stone
- Symetry
- Colonial Stone
- Octa Grande
- Village Square
- Bullnose Pavers

2. The following is a list of the styles of EP Henry pavers that are acceptable in “Dakota Blend”:

- Coventry Stone I, II, III, and IV
- Coventry Brick Stone & Coventry Curbstone
- Old Towne Cobble
- Brick Stone

## O. ROOF/FRONT DOOR OVERHANG SHINGLE TYPE AND COLOR

GAF Sovereign Weathered Gray shingle must be used with prior approval from The Enclave Association Executive Board. In addition to GAF shingle, you may

also use Certaineed Landmark, Tamko Heritage and GAF Timberline in Weathered Wood, as an alternative roofing material.

#### P. GARAGE DOOR SPECIFICATIONS

- Manufacturer: Wayne Dalton (or similar)
- Model: 9100 (or similar)
- Size: 8' x 7'
- Material: Steel (insulated optional)
- Color: White
- Panels: 4 Panels
- No windows permitted

#### Q. LIGHT FIXTURES

1. Front Door Light Fixture
  - brass or black
  - not to exceed 14" x 7"
2. Garage Door Light Fixture
  - brass or black
  - not to exceed 14" x 7"
  - motion sensor is recommended
  - Soffit lighting is permitted at garage
3. Back Door Light Fixture
  - brass or black
  - not to exceed 14" x 7"
4. Floodlights
  - no new floodlights
  - current floodlights are grandfathered; however, the Association recommends installing motion sensors.

#### R. DOORS

1. All exterior doors must be white in color.

2. Storm doors must be full view with a white frame.
3. Replacement doors must be consistent with original specifications.

#### S. STORM WINDOWS

1. Storm windows must match the exterior trim on the Unit.
2. Replacement windows must be consistent with original specifications.

#### T. SATELLITE DISHES

The Federal Communications Commission made a ruling on October 4, 1996. The purpose was to create a “public policy goal of making communications services available to all Americans, while simultaneously fighting to preserve the rights of homeowner associations to control location, mean and method of antenna installations.” The rule was “designed to promote competition among video programming service providers, enhance consumer choice, and assure wide access to communications.”

To install a satellite dish at the Enclave at Belle-Aire, owners must submit an Enclave Condominium Association Architectural Request Form for each installation for approval prior to installation. This form should include the following information:

- The type and size of dish to be installed.
- The site of installation.
- A description of the method and manner of installation, including all exterior cable routing.
- A statement regarding whether any architectural restrictions would be violated by installation. If so, why the antenna must be sited in this area/manner.

The following restrictions apply:

- Satellite Dish must be installed in a reasonably inconspicuous position in the rear of the property after first receiving architectural committee approval.
  - Location and appearance of antenna.
  - Where possible, if reception of an acceptable quality signal can be received, the antenna should be placed where it is not visible from the street.
  - Antennas may not be installed on common areas or limited common areas.
  - For safety reasons antennas must be installed away from overhanging trees and must be properly grounded.
  - Unit owners wishing to install an antenna must comply with all Upper Dublin Township ordinances.
1. For rejected installation requests the Unit owner may request a meeting with the Enclave at Belle-Aire Condominium Association Executive Board to discuss alternative installations which would conform to architectural controls.
  2. Unit owners will be responsible for any damages to the common area resulting from antenna installation.
  3. The Enclave at Belle-Aire Condominium Association has the right to require Unit owners to change the location of any installation in the future should advances in technology allow adequate reception in a location more acceptable to the Association. This may be done at any time and at the sole discretion of the Enclave at Belle-Aire Condominium Association Executive Board.

#### U. RETRACTABLE AWNINGS

1. Noted below are the awning specifications with which all requests must comply in order to obtain approval via an Architectural Request Form.

### Awning Specifications

- All awnings must be retractable
- All awnings must be motor driven with manual override
- Awning Frame – white or beige
- Motor Switch – interior
- Awnings to be installed over existing decks only; specific configurations to be submitted for approval
- Selection of fabric needs to be submitted with Architectural Change Form

## V. PET COMPLIANCE

1. In no event shall any animal be permitted on any portion of the *Common Elements* unless carried or on a leash, and in no event shall any animal be permitted to stand unattended in any such area. All pet owners are responsible for cleaning up after their pet immediately.
2. If any animal becomes obnoxious and/or annoying to other homeowners by barking or otherwise, the owner in whose home the animal is kept shall immediately cause the problem to be corrected. If the problem is not corrected, such owner, upon written notice from the Board will be fined per animal, per incident. Should the problem persist, owner/tenant shall no longer be permitted to keep the animal in his or her home.
3. Any Unit owner who does not comply will be subject to the fine as per the Fine Enforcement policy of the

Association. *Please refer to Township Ordinance below:*

### **Upper Dublin Township Pet Ownership**

**Q.** What are my responsibilities as a pet owner?

**A.** Your pet dog, cat or ferret over three months of age must be vaccinated against rabies. Your pet dog must be licensed. Dogs cannot run at large and must be on a leash when off the property of the owner or keeper. You must clean up after your pet. The Township "Pooper Scooper Law" requires pet owners to clean up after their pet and dispose of the animal feces in a sanitary manner. Please do not throw the waste down a storm sewer. Pets cannot create a nuisance by making continuous noise or by creating odors. For more detailed information, check out the Township Code, Chapter 64 - Animals.

**Q.** Do I need a license for my pet?

**A.** Only dogs are required to be licensed. The County of the owner's residence issues dog licenses. These can be obtained from the Montgomery County Treasurer, located across from the Court House in Norristown. Special discounts apply for disabled persons and senior citizens. You must provide proof of status to the Treasurer. For directions or other county information, click on <http://www.montcopa.org>.

### **W. FINE STRUCTURE**

#### **1. Compliance and Breach.**

Each Unit Owner and/or tenant of a Unit Owner shall be governed by and shall comply with the Declaration, Bylaws and

the Rules & Regulations and Policies of the Enclave at Belle-Aire Condominium Association (hereinafter referred to as the “Community Documents”). Upon the violation of any of the Community Documents of the Association by any Owner (hereinafter a “violation”), the Board shall have the authority to exercise any and all remedies provided for, directly or indirectly, by the Community Documents or as otherwise may be provided by law.

## 2. Fines.

In addition to such other rights and remedies available to the Association for a violation of any of the Community Documents or applicable laws, the Association may levy such fines pursuant to the following guidelines:

### a. First Violation

For the first violation by an Owner, the Board or Managing Agent shall mail/email to that Owner a notice of violation advising of the violation and providing that the violation must be corrected within thirty (30) days from the date of mailing of said notice. If, however the Board determines that the violation presents a threat to the health, safety and/or welfare of the community and/or one or more persons, the Association shall have the right to: (i) shorten the thirty (30) day cure period (provided that the notice of violation sets forth the shorter period); and/or (ii) take immediate action to remedy the violation, the costs of which shall be charged to the violating Owner. The notice is to be forwarded via regular mail to the address of the residential Unit within the Association unless the Owner has provided an alternate address for such notices in writing.

### b. Second and Continuing Violations

In the event that an Owner fails within the thirty (30) day (or other) timeframe as set forth in the notice of violation to rectify

the violations, or in the event a second or further violation occurs of the same type or nature within a sixty (60) day period of the prior violation, a fine of Twenty-Five Dollars (\$25.00) per day or per occurrence (as the Board deems appropriate based upon the violation) shall be assessed against the Owner until such time as the Owner has provided written notice to the Board that the violation has been rectified and the Board, following an inspection thereof, approves. The Association shall provide written notice in the manner set forth above to the Owner advising them of the fine and its continuing nature. The second notice may be sent simultaneously with the imposition of the fine.

### c. Appeal Procedure

If an Owner desires to contest the issuance of a notice of violation or the imposition of a fine, then the Owner shall provide written notice to the Board within twenty (20) days of the mailing by the Association of the first notice of violation and/or first notice of imposition of a related fine. Such written notice should request that the Board reconsider the same and shall provide information supporting the reconsideration for the Board's review and/or request an opportunity to be heard before the Board. Upon receipt of the Owner's written notice, the Board shall review the contents of the notice and shall provide written notice of their decision to the Owner within a reasonable period of time thereafter. The Board's decision shall be final. If the Owner fails to provide said written notice contesting the notice of violation or requesting a hearing within the twenty (20) days of either notice set forth above, then the imposition of any fines shall be final.

The fine structure will apply to any and all violations as deemed necessary by the Enclave at Belle-Aire Condominium Association Executive Board, except those specified in other sections of these rules. All notices to the Board under this Section shall be in writing, contain the name and address of the Owner, the street address of the residential Unit within the



Association, the name and telephone number of any and all tenants, if any, and shall be addressed as follows:

The Enclave at Belle-Aire Condominium Association  
c/o Realty Management & Maintenance  
456 Germantown Pike, Suite 2  
Lafayette Hill, PA 19444

d. Fines, Costs, Legal Fees

If any fines are imposed by the Association pursuant to this rule and/or any costs or legal fees are incurred by the Association with respect to the enforcement of the Community Documents and/or the implementation of this policy, then all such fines, costs and legal fees shall become a lien upon the Owner's property as if the same were assessments pursuant to the Declaration. All remedies available to the Association for enforcement of payment of assessments shall also be available to the Association for the collection of fines, correcting the violation and enforcing the Community Documents including, but not limited to, the reasonable costs and attorneys' fees for any action to enforce the same.

## NOTES