



5/15/18

On behalf of our Fairways community, the Fairways Council would like to welcome you to our condominium complex here in beautiful Oakmont. In the hope of making your transition to our community easier, we have summarized some of the key information, rules, regulations and community guidelines from our governing documents and the Oakmont Borough ordinances/regulations. This summary is being provided for informational purposes only. To the extent of any inconsistency herewith, the governing documents of the Fairways or local laws of Oakmont Borough shall prevail.

Management & Communication

The Fairways is professionally managed by Acri Realty Management, Inc. All maintenance requests, general requests, and inquiries should be directed to our property manager Ms. Cindy Clifton cindy_clifton@acrilty.com or her assistant Diana Pearce diana_pearce@acrilty.com via the Fairways web site found at www.thefairwaysofoakmont.org. Both can be reached at 412-459-0111, Cindy's extension is 105 and Diana's is 110.

Pets

The Fairways is a one pet per household community.

The Fairways is a pet friendly community. However, our governing documents allow only one dog or one cat per household. Please refer to The Fairways Declaration, Article VIII, section "M", page #8 entitled "Pets", of the Fairways governing documents found at www.thefairwaysofoakmont.org. Unit owners are required to abide by all rules and regulations pertaining to pets as found in this document and/or the governing documents of the Fairways. *Oakmont Borough Regulations concerning dog owners can be found in the Borough of Oakmont Code, Chapter 63, "Animals". Additional rules and regulations pertaining to pets can be found at Article VII, Paragraph M. of the Fairways Village Declaration of Condominium.* As indicated in the Oakmont Borough Code - Article 1, Section 63-7, Ordinance No. 013-87 you are required to clean up after your dog, and violations are punishable by fines of Oakmont Borough up to \$600 and/or imprisonment for up to 30 days.

Insurance Information

The Fairways Village Condominium Association maintains a master insurance policy. You should however be aware that there is a \$5000 deductible per loss. Should an "interior" loss occur, each unit owner is responsible to maintain the appropriate amount of coverage to cover this deductible. It is important that you maintain the proper coverage to protect you from this potential loss exposure. **Enclosed, you will find a brochure for unit owners provided by Gallina Insurance (the Fairways agent) that fully explains our current master policy and the recommended coverage you should have to protect your unit properly. Fairways Council**

strongly encourages you to review this brochure and share it with your insurance agent to arrive at the proper personal policy for your needs.

Exterior Displays & Holiday Decorations

The Fairways governing documents are very specific pertaining to Exterior Displays and Holiday Decorations. Enclosed is a copy of the summary of revisions dated November 2013 provided by Fairways Council to the community regarding Holiday Decorations and Exterior Displays. Please take the time to read and abide by this publication.

Interior Window Treatments

The side of window treatments visible to the street shall be white or solid light neutral. (light beige-(bone)). **Fairways Councils recommends white.**

Trash

The Oakmont Borough provides trash pick-up on Friday of each week, except during weeks when there is a holiday. When a holiday occurs, pick-up is delayed 1 day. The borough provides pick-up of recyclables every other week on the same day that the trash is picked up. The policy of the Borough and of Fairways Condominium is to place trash at the curb no earlier than 5:00 p.m. the evening before trash pickup days. Trash receptacles must be removed from the street or curb the same day that the trash is collected. All trash should be placed in covered plastic/rubber waste containers, to the extent possible. Food waste and food-container waste, including pizza boxes, must be placed in covered plastic/rubber waste containers. Trash bags may be placed at the curb for collection by the waste management company only if they do not fit in a trash can and if they are filled with non-food and non-food-container waste. Per borough regulations, disposable plastic bags placed at the curb must be securely tied at the top for collection, may not exceed 30 gallons, and may not weigh more than 35 pounds when filled. Larger household items and large empty boxes are also acceptable at the curb.

Landscaping Services

Any and all landscape services are currently provided via contract with a professional landscaping company, JML Landscape Service. All grass, shrubs, trees, bushes, flowers and mulch are on “common elements” or “limited common elements” under the ownership of the Association, and is the sole responsibility of the Association. Unit owners are NOT permitted to trim, prune, remove or replace shrubs, plant flowers or vegetables in the ground, or cut grass. Most importantly, unit owners are not permitted to interfere with or direct the services provided by the landscape contractor or their crew. Please direct all communications related to landscaping to the property manager rather than communicating with the landscape contractor and/or its employees and representatives directly.

Snow Removal

“Community-wide” snow removal and surface treatment only occurs when a “single” snowfall event reaches 3” or more. Snow will be removed by the Association’s contractor from the driveways, common walkways and steps. The Unit Owners shall be responsible for removal of snow and surface treatment of the private sidewalks, which are limited common elements. Please note that “sidewalk” snow removal (along Fairways Drive, Pinehurst Drive, and the private road) is mandated by Oakmont

Borough to be removed at 1" or more within 12 hours of the snowfall.

Cable Lines

Cable should enter the property no more than 4 feet directly above the underground service entry point or at the existing cable entry point. There should only be one access point from the exterior. All subsequent access points should be done through the interior of the property. No cables/wires should be affixed to the exterior other than at the entry point. The installation of cable should be in accordance with good engineering practices and be as inconspicuous as possible.

Exterior Changes and Alterations

Exterior unit changes of any kind require a "Request for Alteration Form" as well as pre-approval by Fairways Council and Acri Realty Management Co. Submission of the Request for Alteration Form, which can be found on the Fairways web site at www.thefairwaysofoakmont.org is the first step. All requests are to be submitted to Acri Commercial Realty in a timely manner in accordance with the instructions on the form. **Every project requires approval from Fairways Council "prior" to purchasing materials or scheduling contractors and proceeding with the project.** Acri and Council approval can take up to 30 days for processing. The following are examples of projects which require the submission of a Request for Alteration Form:

1. Replacement windows of any kind
2. Replacement or installation of doors of any kind including entrance doors and storm doors
3. Replacement of a garage door
4. Replacement or installation of awnings
5. Satellite dish installation
6. Exterior painting or staining of any kind including entrance doors
7. Exterior construction projects of any kind

Rentals & Leasing

Neither the Fairways Condominium Association nor Acri Realty Management is involved in the business of leasing units found in the Fairways. Unit owners wishing to lease their units must make their own arrangements privately or through a realtor. All leases must be in accordance with the terms of our governing documents, a minimum of 1 year in term, include the pet and window treatment addendum, and must be submitted Acri Realty Management for prior approval. No unit may be leased without prior approval of Council. At no time shall the total number of leases within the Condominium exceed 15 units. Leasing rules and regulations can be found at *Article VII, Paragraph Q of the Fairways Village Declaration of Condominium.*

Enforcement

In the interest of maintaining a friendly, welcoming condominium community, rule enforcement may start with a written warning. However, the Council is authorized by the Declaration of Condominium and Pennsylvania law to levy fines for disregarded warnings and/or violations of the governing documents after notice and an opportunity to be heard.