

Westbrooke Place HOA Rules and Regulations

General Rules for Contractors

- 1) **Westbrooke Place Streets**: Westbrooke Place is a quiet neighborhood of single-family residences. Its streets are privately owned, substantially narrower than county streets, have blind curves and limited turnaround capability, and are maintained by the Westbrooke Place Homeowner's Association at great expense. The Westbrooke Place HOA, acting through its Board of Directors, has the exclusive right to establish and maintain rules regarding use of the streets and those coming onto the property. Homeowners do not have the right to waive any of the following without prior, written Board authorization.
- 2) **Speed Limit**: The **maximum** vehicle speed limit on Westbrooke Place streets is **12 MPH**.
- 3) **Hours of Operation**: Contractor services may not begin before 8:00 a.m. and must be completed on or before sunset (7:00 p.m. EDT; 6:00 p.m. EST), Monday through Saturday. Except for emergency services, no construction services may be performed Sundays without prior consent of the Board.
- 4) **Noise, Nuisances, Music, Loud Vehicles**: Recognizing that Westbrooke Place is quiet residential neighborhood, Contractor shall:
 - a) minimize construction noise and nuisances whenever and to the fullest extent possible;
 - b) prohibit its employees from playing any form of on-site audio (*e.g.*, music, TV, radio, portable audio devices, etc.) that may be heard by neighbors; and
 - c) prohibit its employees from bringing onto the property any vehicle using or creating loud exhaust or engine noises.
- 5) **Parking**:
 - a) Contractor vehicles should park in residence driveways whenever possible.
 - b) If parking on Westbrooke Place streets is unavoidable, Contractor vehicles should always park on only a single side of the street (generally the side having sidewalks) marked in "green" on the attached map.
 - c) Except temporary loading and unloading, and only when essential for performance of work, no Contractor vehicles shall park around (i) either of the two Westbrooke Way islands or (ii) around Westbrooke Place Circle. Contractors shall take care in all such situations to not obstruct the normal flow of traffic in such areas, not block access or egress to driveways and mailboxes, and allow safe passage of other vehicles.
 - d) **No Contractor vehicle shall park at any time in Westbrooke Place's entrance or its "blind curve" as marked in "red" on the attached map.** The following limited exceptions apply only to contractors servicing the residences at 1102 and 1104 Westbrooke Way:
 - i) A Contractor vehicle may park on the blind curve temporarily for no more fifteen (15) minutes if and only if:
 - (1) the vehicle cannot use (or fit entirely on) the residence driveway;
 - (2) parking is essential for loading or unloading non-trivial equipment or materials for that residence;
 - (3) the vehicle is attended and moveable at all times and is moved when requested, especially to avoid obstructing emergency vehicles;
 - (4) the vehicle does not block other driveways, mailboxes or trash bins;
 - (5) the area in both directions around the vehicle is marked with orange/red traffic cones or other devices that reasonably alert oncoming traffic of its presence; and
 - (6) the residence owner or the Contractor actively monitors and controls uphill and downhill traffic to safe passage for all vehicles.
 - e) **No Contractor vehicle shall park overnight (7:30 p.m. to 7:30 a.m.)** anywhere on the Westbrooke Place streets.

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- f) Contractor assumes and retains all liability for injury to any person and damage to any property caused by Contractor's on-street parking in Westbrooke Place.
- 6) **Prohibited Vehicles:** Unless approved in advance by the WP HOA Board, no Contractor vehicle is allowed on the property if it has any of the following:
 - a) more than two axles (*i.e.*, more than two sets of wheels);
 - b) an overall length (including cab) of greater than 28 feet; or
 - c) a gross vehicle weight rating (GVWR) of greater than 20,000 pounds (*i.e.*, a GVWR of 6 or higher). Cement trucks, heavy duty dump trucks, cranes, oversize moving trucks, semi-trailer trucks, flat-bed trucks; dumpsters, and similar vehicles and devices require advance approval by the ACC Chair or the Board before coming onto the property.
- 7) **Dumpsters.** Contractor may not park dumpsters or portable lavatories at any time on Westbrooke Place streets. They may be temporarily located on the residence driveway or, with Board permission, other suitable portions of that property.
- 8) **Protection and Clean-Up.**
 - a) Contractor must promptly and thoroughly clean up trash, debris, spills, stains, nails, screws, empty cans, material wrappers, and yard debris they create or cause while working at Westbrooke Property.
 - b) Contractor shall take all steps necessary to protect and prevent damage to Westbrooke Place common property and residences. Without limiting the foregoing, contractors shall use appropriate tarps and other protective measures to protect Westbrooke Place streets, curbs, walls, hydrants, mailboxes, and landscaping from damage during performance of their services.
 - c) Contractor must promptly report any and all such damage to the owner of the property receiving the service, and to cooperate with Board instructions as to repair of the damage at Contractor's expense.
- 9) **Enforcement and Fines.** The Board may levy fines and take enforcement action with or without prior notice for violations of these rules. Fines up to \$1,000 per vehicle per incident may be imposed depending upon severity and frequency of violation, and unsafe conditions caused by the violation. Enforcement of vehicle and dumpster rules may include towing at Contractor's expense by any local towing company selected by the Board.

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