

*The “Dos & Don’ts” of Pheasant
Ridge Condominium
Association*

Updated June, 2020

Dos and Don'ts of Pheasant Ridge Condominium Association
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Dos

- **General:** Always read the Bylaws of the Association and be aware of the Rules and Regulations of Pheasant Ridge. Remember, you agreed to abide by them when purchasing here.
- **General:** Be considerate of your neighbors and the community.
- **General:** Be aware of any strangers on the premises, ask them if they live here and contact the Smithfield Police if necessary, as this is private property. As a community, we are responsible.
- **General:** When assistance is needed from the Management Committee, the contact process is to be in writing by email (management@pheasantridgeri.com) or mail in the drop box at the mailbox at 18 Pheasant Run.
- **General:** For condominium-related emergencies only (such as a tree down in the street or building, wire down in the street or on building, major damage to a building), please use the Pheasant Ridge email address. All other emergencies should be directed to the fire or police departments.
- **General:** Association vendors can be hired by unit owners to perform jobs that are the personal responsibility of the unit owner. Please do not ask vendors to do anything outside that is the responsibility of the Association.
- **Landscaping:** Only four solar lights are allowed in the front of a unit in the area between the unit window and walkway only. This is a sample of the style approved by the Management Committee.



- **Landscaping:** All unit owners are responsible for the cleanup and maintenance of their unit's side and backyards. Pheasant Ridge will provide a fall clean up for these areas, otherwise, unit owners are to maintain.

Dos and Don'ts of Pheasant Ridge Condominium Association
Updated June, 2020

Dos Continued

- **Landscaping:** A unit owner can be responsible for maintaining the area under the front window with a written request to the Landscaping committee who will then add the person's name to a "Do it Yourself List" for the Landscaper. The plantings installed by the unit owner must be maintained and kept at a level lower than the window for security reasons. If mulching, the color is to be brown to match that of the landscaping throughout the complex.
- **Landscaping:** All unit owners are responsible for any tree trimming and removal of trees in the side and backyards. Unit owners must write to the Management Committee and provide a detailed description of the work to be done and request permission. Once the Management Committee members review the request and approve, the committee will contact the unit owner regarding permission and will request a licensed and insured vendor for tree service be used and the unit owner is to obtain a copy of these documents for their records.
- **Parking:** Every unit owner has two paved parking spaces. Guests should park on paved surfaces only, not rocks, grass or dirt, or in the street not blocking any driveways. For the units without garages, there are only two spaces permitted per unit, thus if the spaces are used by the unit owners, any visitors must park in the street.
- **Decorations:** Seasonal decorations are allowed only under the front light and near the front doors of a unit. No decorations are allowed in the garden area under the window, attached to the building, and nothing placed in the entrance area (insurance requirement). This includes bird feeders, chairs, flags, garden decorations, planters, etc. (An American flag only can be displayed; however, nothing is to be attached to the buildings.)
- **Pets:** One animal is allowed per unit and written notice is to be given to the Management Committee before the adoption/purchase of said animal and said animal must follow the guidelines in the bylaws; i.e., dogs must be 40lbs or less and no more than 2ft in height.

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Updated June, 2020

Dos Continued

- **Pets:** Unit owners must always clean up after their pets by removing the waste from the grounds. Do not allow them to do any of their business on landscaped areas as it ruins the grass.
- **Trash:** Tuesday, unless there is a holiday, is trash collection day at Pheasant Ridge and all trash is to be placed curbside the day before or morning of trash pickup. The only exception would be an appointment with the town for special pickup. No trash or bins are to remain at curbside long after pickup.
- **Renovations:** Unit owners are responsible for indoor maintenance, placement, and renovations involving plumbing, electrical, and heating and require a permit from the town.
- **Windows/Doors:** Windows and doors are the unit owner's responsibility. The unit owner must request in writing to make any changes to these items and obtain the approval from the Management Committee. The written request must include the detail of what will be replaced and there is approved process for the replacement of windows and doors the unit owner must follow, which includes approved vendors to purchase the material from. All windows are to be brown or bronze. If double-hung, they cannot have panes.
- **Garages:** For those unit owners having a garage, the inside mechanics of the door, including the springs and tracks, are the responsibility of the unit owners. You can enlist the services of anyone of your choice who is licensed and insured to repair garage door mechanics. The Management Committee is responsible for the routine replacement of garage doors.
- **Grills:** Only gas grills are allowed on the premises per our insurance policy. They are to be at least 10 feet from the building. They are not to be used on the decks.
- **Fireplace:** Any unit owner burning wood in their fireplace must hire a licensed chimney sweep every year to clean it out and the unit owner must send proof of the cleaning to the Management Committee (insurance liability).

Dos and Don'ts of Pheasant Ridge Condominium Association
Updated June, 2020

Dos Continued

- **Critters:** We live in the woods and mice, spiders, bees, etc. may find their way inside. Unit owners are responsible to call a licensed and insured pest control of your choosing to handle the problem.

Dos and Don'ts of Pheasant Ridge Condominium Association
Updated June, 2020

Don'ts

- **General:** Never call a committee member directly on their home, cell, or work phones. They will not respond to this form of contact as we are a volunteer committee and Pheasant Ridge Management Committee bylaws requires communication in writing.
- **General:** Non-committee members are not to request or instruct work done from the association vendors for common areas. This is the responsibility of the Management Committee.
- **Building Maintenance:** Do not call for maintenance on a building, such as deck issues, woodpecker problem, etc. This is to be done in writing and is not considered an emergency.
- **Building Maintenance:** No unit owner is to do any maintenance to a building or deck for liability reasons.
- **Decorations:** No holiday decorating or artificial flowers are allowed, such as lighting, signs etc. in the front of units, except for those listed in Dos decorations.
- **Entryways:** Nothing except for a door mat is to be kept in the entryways to the buildings. This includes, but is not limited to: bicycles, carriages, chairs, ice melt, shovels, trash totes. (Insurance liability)
- **Landscaping:** No unit owner is to do any landscaping to common areas, including the limited common area in the front of the unit. This is the responsibility of the Management Committee.
- **Landscaping:** If mulch or wood is being delivered, it is to be dropped only in your own parking space at a unit. Arrangements should be made to be delivered in the unit owner's area. The limited common area is not to be used for personal use.
- **Firewood:** Firewood cannot be stored on or near your deck because of insect infestation and is not to be stored in the front of units.

Dos and Don'ts of Pheasant Ridge Condominium Association
Updated June, 2020

Don'ts Continued

- **Building/Landscaping:** No structure is to be added to the deck or backyard, including patios, extra deck space, etc., without the prior written approval of the Management Committee. There is the possibility not all requests will be approved.
- **Trash:** Trash totes are not to be stored in the front entryways or side of units. The only exception would be during the winter (12/1 thru 3/31) when we allow totes to be on the side of units only, not in entryways or garden area under the windows.
- **Dumping:** Drains in the street are not to be used for dumping or sweep dirt, etc. Pheasant Ridge pays to have these drains cleaned.
- **Dumping:** We own many acres of woods and they are not to be used for dumping of any materials, Christmas trees, bushes, wood, etc.
- **Parking:** No overnight parking is allowed on our streets, especially during winter months.
- **Parking:** No unit owners or guests should park their vehicle in the entrance walkway area of any multi-plex building.
- **Air Conditioning:** Window air conditioners and ductless air conditioning are not allowed in any unit. Portable room air-conditioners that vent through a window are permitted.
- **Safety:** Do not speed on our streets. It is a safety issue for the many people walking the grounds and unit owners leaving their driveways.

Note

Violations: Violations to the rules for landscaping and buildings will result in the unit owner having 10 days to remove the item(s) or otherwise come into compliance; otherwise, they will be removed by the Management Committee at the unit owners' expense.