

Guidelines for Hilltop Farms Homeowners

Hilltop Farms Homeowners Association (HF-HOA) has defined the following guidelines on landscaping and other improvements to units, adjoining common areas and open space. These guidelines are in addition to the Hilltop Farms Condominium documents that each homeowner signed as part of the real estate closing process when they moved to Hilltop Farms. In the event you have or want something that is in violation to the Hilltop Farms Condominium documents or these guidelines, you must submit a request for consideration to Continuing Care Management, 1 Lyman Street, Westborough, MA 01581.

All homeowners and Renters must adhere to these guidelines in order to maintain the Hilltop community. Failure to do so may result in fines as per HF-HOA guidelines.

Within the current guidelines there are certain items that are not allowed in the unit yard visible from the street. With the intent to allow room for individuals to add certain personal items, Hilltop Farms HOA modified the guidelines as follows:

1. Allowable items in front\side yards of the Units:

The following guidelines allow the homeowner to add personal items in the front\side yard.

- a. Residents will be allowed two (2) items in front yard (area visible from street) meeting the following conditions:
 - i. Item should be not be more than 18 inches in height
 - ii. Color must be natural – such as tan, gray, stone, or color of home siding. Multicolored items are not allowed.
 - iii. With prior approval from Hilltop Farms HOA, resident may increase number of items to more than two in the front yard, as long as the scale and color conditions are satisfied.
- b. Residents may use no more than four (4) decorative flowerpots (decorative ceramic) in the front yard for the placement of additional plants, grasses, or annual flowers. Color of pot should be single color and tie into landscaping. Neutral colors are preferred (tan, gray, stone). Plastic pots are not permitted on the ground.
- c. Any decorative items added must tie into the landscape theme and be in generally accepted good taste. Items when allowed should be part of the landscaping and as such be partially covered by flowers, plants or shrubs.
- d. Landscape lighting (solar lights) are permitted along the walkways of yard. Homeowner or resident must get the approval prior to installation.

2. Additional allowable plants:

Any additional planting of pre-approved flowers plants is the responsibility of the Homeowner to maintain and trim throughout the growing season.

3. Items not allowed in Front/Side yards of individual units:

Within the front yard - facing the street, the following items (decorative components, fountains, statues) are not permitted:

- a. Birdbaths, bird feeders, birdhouses, trellises, signage of any nature, and religious statues/objects.
- b. Stand-alone statues.
- c. Excessive use of concrete stones or brick paves.
- d. The placement of plastic/artificial flowers, plants, birds or animals. Larger items such as benches, wagons and wine barrels.
- e. Planting of trees or shrubs without prior written approvals.

4. **Flags and holiday decorations:**

- a. Only American flags up to 3 foot by 5 foot may be mounted from structure of home; pole may be a maximum 4 ft in length, and may not extend over the eave of structure. Flags are not to be mounted from exterior light poles or be free standing poles. The mount can not be attached to any vinyl surface and can only be mounted on the pine trim next to your front door or over the center of your garage.
- b. A written request to HF-HOA needed in case of special considerations. Hilltop Farms HOA board can approve or turn down the request.
- c. Holiday decorations and lights may be displayed in yards, up to 30 days prior to a holiday and up to 10 days after the holiday.

5. **Trash Bins:**

- a. Trash bins should be placed outside at 7:00 pm the night before pick up day (Thursday) and must be put back in your garage by 11:00 pm pick up day (Friday). All trash in cans must be bagged and bins must have **lids securely closed not to allow any trash to fly out**. All trash bins must be stored in your garage. No exceptions will be considered by the HF-HOA.

6. **VIOLATION WARNINGS AND FINE STRUCTURE:**

First Notification:

A warning violation letter providing notice of the violation will be sent to the unit owner requesting resolution of violation within Thirty (30) days from the date of the letter.

Second Notification:

A violation letter with a \$50.00 fine assessed to unit owners account for not complying with the 30-day grace period to resolve the violation.

Third Notification:

If, after 14 days of the date of the second letter the violation is still in effect, a \$20.00 per day fine will be assessed to the unit owner until the violation is resolved.

Fourth Notification:

If still in violation after the 5 day third warning letter, a letter will be sent to the Attorney to intervene and request immediate resolution. The \$20.00 per day fine will continue to accumulate and all attorneys' fees incurred will be charged back to the unit owner's account until violation is resolved.