

## **Bromley Village Rules**

These rules are established for cooperative living and intended to set the tone and maintain standards for our community. Regarding maintenance and exterior changes, the Architectural Panel has jurisdiction over and requires approval of, but not limited to, such issues as landscaping, trees trimming/removal, changes to any structure, exterior air conditioning units, patios, parking areas, fencing. The application for exterior changes/updates can be found on the BVA website under Community Documents. HOA residents must obtain approval from such association prior to applying to the Architectural Panel. For further information please refer to Article XII of the By Laws.

**Remember: BE SAFE! BE CONSIDERATE! PROTECT PEOPLE AND PROPERTY! AND HAVE FUN!**

### **INSIDE UNITS**

1. **Water leaking/infiltration, frozen pipes.** During the winter months, keep thermostats at a minimum of 55 degrees to prevent freeze-ups. While unoccupied, all units are encouraged turn off the water to the unit. Additionally, consider having a house check service, a thermostat with a low temperature alert or a Low Temp Alert device in a window visible from the street.
2. **Fireplaces.** Every unit is required by Vermont fire and building code to have a metal receptacle for ashes within the area of the fireplace. Cooled ashes must be disposed of outside and away from the building. Never place ashes in the garbage shed. Never leave a fire unattended or start a fire on the day you are leaving.
3. **Fire Extinguishers.** Fire Extinguishers are to be kept in conspicuous places in each unit. Notify the Bromley Village Office at (802) 824-5458 if one is not present or not operative.
4. **Pets.** Renters may not bring pets unless the homeowner has permitted it. See DOGS/PETS below for further rules and guidelines.
5. **Occupancy.** The number of overnight unit occupants is limited to the number of bedrooms and beds per bedroom. Renters may not sublease or have paying guests.
6. **Housekeeping.** Keep all common areas clean and in safe condition. Remove trash, being sure to lock trash bins. Renters shall not rearrange furniture or alter premises.
7. **Quiet.** Homeowners, guests & tenants should avoid noise that disturb or annoy other residents. No activity is permitted which will interfere with the rights, comforts or conveniences of other residents. Quiet hours are to be observed as set forth under NOISE/QUIET HOURS below.
8. **Skis, snowboards and Boots.** Do not leave skis or snowboards in the common areas. Snow boots and snow shoes should not be worn indoors. Be considerate.

**If you have any comments or suggestions to the 'Inside Units' section of the Rules and Regulations, please click on the following link:**

<https://www.surveymonkey.com/r/QSG68WD>

## **OUTSIDE UNITS/COMMON AREAS**

- 9. Camping / Tents.** Camping and tents are not permitted on BVA property.
- 10. Dogs.** Dog owners must keep dogs leashed or under a "heel" command or their direct control. Dogs are not permitted to roam. Dogs near the sledding hill or playground must always be leashed for the safety of children that use those areas. Pets are never allowed in the pool area or the tennis courts. Village dog owners are expected to be responsible, pick up, and abide by these rules voluntarily. Bromley Village is covered by the Town of Peru's ANIMAL CONTROL ORDINANCE and complaints about roaming dogs can be directed to the Animal Control Agent at (802) 824-3065. Complaints regarding dog owners who are not picking up after their dogs or otherwise violating these rules can be directed to the Bromley Village Office at (802) 824-5458.
- 11. Fire Pits** – must be extinguished by 11 PM Apr – Sept and 10 PM Oct – Mar.
- 12. Recreational Areas.** The swimming pool, tennis courts, and the Cabana are for use only during the hours specified and only by homeowners, their guests and renters. All users must abide by the rules posted. Report any inappropriate usage of the facilities to the Bromley Village Office at (802) 824-5458.
- 13. Snowplowing.** Move your cars for the snowplows. Obstructing cars will be towed at owner's expense after a telephone call is made to the homeowner and the car is not moved.
- 14. Parking.** Do not block common area doorways or driveways. Overflow parking is available at the Cabana.
- 15. Motorized Vehicles.** Only licensed drivers may operate motorized vehicles in the Village. Snowmobiles, trail bikes, karts, mopeds or other off-road vehicles are NOT allowed to be operated within Bromley Village by persons of any age.
- 16. Firearms.** Firearms are NOT allowed to be discharged within Bromley Village, nor maintained in any premises without required permit/license.
- 17. Garbage and Recycling.** Garbage must be placed by the homeowner in designated sheds. All outdoor storage must be in bear proof sheds or containers.
  - a. Garbage bags may never be left outside a building or home. Please make sure all garbage sheds are securely latched.
  - b. Per Vermont recycling laws, homeowners are required to sort all bottles, cans, glass, paper, aluminum, and hard plastics (no plastic bags) and use the designated blue recycling

container in the village. Please rinse all containers and do not put batteries, plastic bags, textiles, scrap metal, electronics or household furniture in the recycling bin.

- c. Food scraps are also recycled in Vermont and are required to be placed in a bucket or bin and dropped emptied at Cassella Waste in Manchester or the Londonderry landfill (requires permit.)

**18. Lighting – Use of Dark Sky Compliant Fixtures.** Outdoor lighting from residences can create light pollution and degrade the darkness of night sky. Associations and homeowners should select exterior lighting that is shielded or hooded so as not to create a nuisance, project downward and not project beyond the property boundaries. Fixtures should be lit only when needed and motion sensors and timers are encouraged. For additional information please see the BVA website.

**19. Noise / Quiet Hours-** Homeowners, guests and tenants should refrain from making any noise that will disturb or annoy other residents. Quiet hours, both inside and out, are to be observed from the hours of 9 pm to 7 am during the fall, winter and spring months, and from 10 pm to 7 am during the summer months. Playground hours are 9 am to dusk.

**20. Motorized Vehicles** - Snowmobiles, motorized bikes, karts or other off-road vehicles are NOT allowed to be operated within Bromley Village by persons of any age. Additionally, these vehicles are not permitted to be stored within Bromley Village or on any owner’s property.

**21. Parking** - Do not block common area doorways or driveways. Overflow parking is available at the clubhouse for overnight or short term parking only.

Parking is private and for the use of the individual BVA members and their invited guests. No one else is permitted to use the BVA or individual condominium association or homeowner parking, either as ski parking or skier drop off and pick-up spots.

**22. Patios and Balconies** - Patios and balconies shall not be used for the storage of outdoor recreation equipment.

**23. Playground** - Playground hours are 9 am to dusk. Playground structures are to be used by children of an appropriate age. Children must be supervised and are asked to refrain from screaming for the sake of our immediate neighbors. There is no climbing on the roof of the swing/slide structure and stones are to be kept on the ground.

**24. Condominium Rules.** Many HOAs have additional rules and regulations. Such rules and regulations that do not conflict with these BVA rules shall also apply. In the event of a conflict between BVA rules and condominium association rules, the BVA rules shall prevail.

**If you have any comments or suggestions to the ‘Outside Units/Common Areas’ section of the Rules and Regulations, please click on the following link:**

<https://www.surveymonkey.com/r/QX2XKTK>

## **SHARED FACILITIES/COMMON AREAS**

25. **Bromley Village Facilities.** The facilities are only available to homeowners, their guests while they are residing or renting in the Village. Homeowners are prohibited from transferring any benefits, such as the pool, gym, tennis courts and clubhouse to any individual not physically staying overnight at Bromley Village. Any violation of this policy will result in a fine.
26. The notice of fine will allow any owner 10 days to respond to the Board to request a hearing or issue a written dispute of the violation. Should the owner fail to contact the Board within the 10-day period, that party will have waived its opportunity to dispute before the Board. Fines will be collected directly by the BVA.

**If you have any comments or suggestions to the 'Shared Facilities/Common Areas' section of the Rules and Regulations, please click on the following link:**

<https://www.surveymonkey.com/r/QNR7DSR>

## **PRIVATE RENTALS (Not through Bromley Property Services)**

### **HOMEOWNER UNITS**

27. Any homeowner privately renting their unit/home either personally or through rental websites (ie. AirBNB, Picasa. etc) must register the rental with both BVA and BPS
28. Prior to the start of any rental, the homeowner must provide BVA / BPS the following information regarding each rental: the dates of the rental period, the name(s), address, and cell phone number of the renter.
29. Homeowner must also provide BVA and Bromley Property Services with a contact cell phone number of the homeowner.
30. Any Village homeowner experiencing difficulties with a private rental occupant should notify the Bromley Village Office at 802-824-5458
31. Rentals are subject to the maximum occupancy limits set forth by state and local land use and fire safety laws, regulations and approvals. The number of persons staying in any rental unit shall not exceed the number of beds in the unit (ie: no sleeping bag or blow-up bed occupants).
32. Homeowners must provide the renters with a copy of BVA Rules and Regulations, and relevant HOA rules if any. The rental agreement must acknowledge that the renter agrees to abide by these and all Bromley Property Services rules and regulations.

33. Homeowners will provide renters with specific rules for fireplaces and the disposal of ashes. Including but not limited to not leaving a fire unattended, not starting a fire on the day they leave, damper instructions and the proper disposal of ashes.
34. BVA has the authority to suspend short term rental activity (30 days or less) and privileges in the case of a pandemic or as directed by the State of Vermont.
35. In the case of multiple and ongoing violations of BVA policy, legal action will be taken by BVA to cease rental activity by the homeowner.

**If you have any comments or suggestions to the 'Private Rentals' section of the Rules and Regulations, please click on the following link:**

<https://www.surveymonkey.com/r/Q3BHTZX>

## **CLUBHOUSE**

36. Homeowners may rent the clubhouse for personal, private functions, only during the months when the pool is not open, limited to five (5) hour time blocks.
37. The homeowner must be present at all times during the function, and it is limited to 25 persons in attendance.
38. The homeowner must pay a rental fee of \$150 to cover the cost of set-up and cleaning, which rental fee is due at the time of making a reservation.
39. Reservations are to be made not less than one (1) week prior to the scheduled function, and are to be made with the office.
40. Homeowners making a reservation are obligated to sign a contract with BVA accepting responsibility for any damage to the cabana/clubhouse and its facilities and furnishings, and must provide proof of auxiliary insurance for the event, naming BVA as an insured.
41. If beer/alcohol is to be served at the function, the homeowner must also sign a liability waiver for themselves and all attendees releasing BVA from any liability, in accordance with Vermont law.
42. The homeowner is responsible for providing security, if necessary, to keep non-invitees from using the facilities during the time of the rental.

**If you have any comments or suggestions to the 'Clubhouse' section of the Rules and Regulations, please click on the following link:**

<https://www.surveymonkey.com/r/QG33LZY>

## **SMOKING/VAPING**

43. There is no smoking/vaping of any type in any unit or building with a shared common hallway or space. Smoking outside must be far enough away from any building so as not to offend any other resident. There is no smoking in the area of the clubhouse, gym, pool, tennis courts and playground.

**If you have any comments or suggestions to the 'Smoking/Vaping' section of the Rules and Regulations, please click on the following link:**

<https://www.surveymonkey.com/r/WKS9MCH>

## **ROADS, DITCHES & CULVERTS**

44. BVA is responsible for maintenance of road surfaces, ditches and culverts on Ethan Allen Trail, Sap Bucket Circle, Farm Road and Minute Man Lane. All other road surfaces and drainage structures are the responsibility of the HOA or private property owners collectively fronting on roadways or parking lots not designated above.
45. All property owners / HOAs must maintain stormwater drainage in such fashion as to limit excessive erosion of BVA roads and ditches or adjacent owner property.
46. BVA retains the right (at its expense) to clear underground brush when such removal is needed to improve vehicular traffic site lines, or will improve drainage, limit erosion or aid in landscape maintenance activities. The area affected shall not exceed 30' from the center of the road.

**If you have any comments or suggestions to the 'Road, Ditches & Culverts' section of the Rules and Regulations, please click on the following link:**

<https://www.surveymonkey.com/r/W83S5BN>

## **TREE REMOVAL/ VIEW TRIMMING**

47. Fallen dead trees on private home sites and HOA properties should be removed to minimize fire hazards, limit hazards and maintain a tidy appearance. Removal of trees under 4" in diameter, or those requested by Bromley Property Services for safety/security reasons do not require Board approval.
48. Standing dead trees may be designated by the BVA Tree committee for removal at the cost of the property owner.
49. Other tree removals and Tree Trimming requests must follow the process listed below:
  - a. All requests must be submitted to the BVA Tree Subcommittee by July 1 along with the following documents:
    - i. Approval letter from homeowner's association (Not required for private homes)

- ii. BVA Tree Removal Request Form
  - iii. BVA Site Map markup
  - iv. Pictures of proposed tree/ trees and site. NOTE: View cutting request of more than 2 trees requires a plan from a certified arborist
- b. Permission to remove or trim will be granted by the BVA Board and effective for one year from the date of certificate of approval. Proof of Certificate of Insurance from tree removal service is required.
  - c. A site visit will be scheduled with the homeowner, tree removal company and representatives from the Tree Subcommittee/ Board to tag trees involved.
  - d. All requests will be posted to the BVA Website for homeowner's comment.
50. A committee appointed by the BVA Board will review and approve/deny requests by July 30<sup>th</sup> of each year. Upon approval a Certificate of Approval will be issued.

51. DEFINITIONS for process of tree cutting:

- a. Tree Removal—cutting a tree to the ground, stump removal may be required depending on location and for esthetic purposes.
- b. Tree Trimming—the selective pruning of trees for the purpose of maintaining views, shaping, sustaining the health of the tree, removing dead wood and maintaining height maximum. TREE TOPPING IS STRICTLY PROHIBITED if it causes the tree specie death
- c. Tree Clearing/Cutting—the removal of all trees, brush and other natural growth within an area.
- d. Tree/Shrub/ Bush Planting—to return landscape to natural environment or for privacy, including a maintenance plan.

**If you have any comments or suggestions to the 'Tree Removal/ View Trimming' section of the Rules and Regulations, please click on the following link:**

<https://www.surveymonkey.com/r/WV9PCZQ>

**VIOLATIONS/FINES/PENALTIES**

52. **Dogs.** Occupants in violation of these rules regarding dogs may be subject to a penalty of \$50 for each infraction. The fine will be charged to the renter, if rented through Bromley Lodging; otherwise the fine will be accessed to the homeowner on their monthly bill.
53. **Use of Facilities.** Should a homeowner be identified of a violation a notice of the violation will be sent to the homeowner with a description of the violation, location if applicable, and a request to remedy the violation. The Board may follow the fine policy as set forth below unless otherwise specifically noted in this document

- a. Initial Notice— — — — Courtesy, no fine
- b. Second Notice— — — — \$100.00
- c. Third Notice— — — — \$200.00
- d. Fourth Notice— — — — \$300.00

**54. Private Rentals.** Failure to comply with registration of private rentals will result in a \$250 fine to the homeowner if BVA or BPS is required to provide services to unregistered renter. Any occupancy in excess of the maximum capacity limits is subject to a fine of \$ 250. Advertising for rentals which exceed occupancy limits or any violation of BVA policy (for instance advertising the use of the pool and gym) will be subject to a \$250 fine. Any violation of temporary cessation of short term rentals will result in a \$250 fine for each rental in violation of the cessation order.

**If you have any comments or suggestions to the ‘Violations/Fines/ Penalties’ section of the Rules and Regulations, please click on the following link:**

<https://www.surveymonkey.com/r/W7FQ92T>

Approved by the BVA Board of Directors \_\_/\_\_/2021  
Effective \_\_/\_\_/2021



# TREE REMOVAL & VIEW REQUEST APPLICATION

## Application Requirements:

- Complete application
- HOA Approval Letter
- One or more photos documenting the tree issue
- Site map showing tree location or a written description if not clear from photos
- View Requests involving more than 2 trees require an Arborist Report

Date:
-------

## Property Information:

Site Address:

## Owner Information:

First Name:	Last Name:
Phone:	
Email:	

## Certification:

- By signing below, I certify that the information contained in the application is true and correct to the best of my knowledge at the time of the application.
- I acknowledge that I understand and have complied with all the of the submittal requirements and procedures.

Contractor:
-------------

\*Please provide proof of insurance certificate

## Project Information:

TREE:	SPECIES:	EST DIAMETER:	REASON	FOR
-------	----------	---------------	--------	-----

			REMOVAL:
1.			
2.			
3.			
4.			
5.			

If Applicable, Plans To Plant New Trees/Shrubs/Flowers:

Applicant Signature:

---

Date: