

Pheasant Pond Homeowners Association

Procedure to Solicit Approval of the Board of Directors for Construction on Lots

In accordance with Article VII of the Declaration of Pheasant Pond Homeowners Association, Inc., no construction work of any kind may be performed on any Lot without the prior written consent of the Board of Directors. In order to solicit Board approval, the following must be submitted to our Managing Agent Morley Property Management, Inc. .

1. One (1) architectural / engineer set of the approved construction plans; and a copy the survey used in the application used for the village permit.
2. The name, address, telephone number and e-mail address of the contractor;
3. Copies of the contractor's Suffolk County Home Improvement Contractor's License and all other necessary licenses;
4. An insurance certificate from the contractor evidencing automobile liability and general liability coverages in amounts not less than \$1,000,000.00, property damage coverage in an amount not less than \$500,000.00 and statutory workman's' compensation insurance. The Certificate of Insurance must name Pheasant Pond Homeowners Association, Inc. and Morley Property Management, Inc. as additional parties insured and must provide that the insurance reflected therein will not be cancelled without 15 days prior written notice to Pheasant Pond Homeowners Association, Inc.;
5. A bank or certified check in the amount of \$10,000.00 payable to Pheasant Pond Homeowners Association, Inc. for the Deposit Agreement;
6. An executed copy of the Deposit Agreement;
7. An executed Hold Harmless and Indemnification Agreement;
8. A check in the sum of \$500.00 payable to Morley Property Management, Inc. for its services in connection with the construction.
9. A copy of the Pheasant Pond Homeowners Association, Inc. Construction Rules, signed to indicate Owner's receipt and agreement.

In accordance with Article VII of the Declaration, the Board of Directors possesses the authority to make architectural decisions with regard to the proposed construction. The Board requires that the roof be constructed of cedar, slate, copper or such other material as is specifically approved by the Board of Directors. In no event will asphalt or plastic roofing shingles be approved. Please take further notice that no landscaping may be installed prior to the submission by Owner, and the approval by the Board of Directors, of a detailed landscaping plan.

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Upon its receipt and review of the above items, the Board of Directors will advise Owner in writing as to whether or not it approves the construction. If the Board denies its consent to the construction it will state the reason for its denial. Please note that the construction may not be commenced until *both* a building permit is issued and the written approval by the Board of Directors is obtained as provided in this letter.

If you have any questions, please contact Juli Oldham-Powers at 631-204-2242.

Very truly yours,
Board of Directors
Pheasant Pond Homeowners Association, Inc.

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**PHEASANT POND HOMEOWNERS ASSOCIATION, INC.
CONSTRUCTION RULES**

These regulations balance the interests of homeowners in a peaceful environment with the interests of members who are constructing homes.

1. Work may be performed Mondays through Fridays only. There shall be no work on Sundays or national holidays.

No work is allowed on Saturday from Memorial Day to Labor Day.

This includes home construction, excavation, renovation, major alterations, improvements or repairs of any building.

2. Construction work may not begin earlier than 8:00am nor end later than 6:00pm Mondays through Thursdays, and 4:00pm on Fridays.

Construction hours will be strictly enforced.

3. Construction trailers, dumpsters and portable lavatory facilities may only be used with the prior consent of the the Board of Directors as to their location in each instance.

Violations by members -- or their contractors or subcontractors will result in fines, as follows:

- **First violation - WARNING**
- **Second violation - \$500.00 FINE**
- **Additional violations - \$1,000.00 each incident**

These fines will be levied against the Security Deposit. If violations exceed the Security Deposit, additional fines will be levied against the homeowner, with collection subject to liens, if required.

Signed by: _____

Lot#: _____

Address: _____