

The Ridge

Issue 41

Spring 2022

Project Updates

Hello Homeowners,

There are many key projects that have been the focus at Darlington Ridge.

Projects Planned for 2022:

- 2" Waterpipe Replacements throughout the community
- 1" waterline replacements
- Line Striping and Crack Filling
- Inlet repairs
- Drainage at Boxwood Court and Sycamore Lane
- Condominium Flat Roofs
- Condominium Wood Step Replacement
- Redesign of the planting beds for the Ridge Road Entrance
- Tree pruning throughout the community

Projects Completed in 2021:

- Drainage work at the Tennis Courts
- 1" Waterline replacements
- 2" Waterline replacements
- Powerwashing and Painting of the Townhome and Townplex Buildings
- Powerwashing and staining garbage corrals and recycling center
- Split Rail Replacements on Boxwood Court and Ash Drive
- Community Railing Project
- Clubhouse Entrance Gardens
- Replacement of the Fire Hydrant on the corner of Mulberry Dr. and Ash Dr.
- Redesign of 32 gardens



Homeowner Accounts Now Online

Darlington Ridge homeowners now have access to our online owner portal where they may login to manage their account, submit a service request and access community documents.

We encourage everyone to register for the portal at comwebportal.com. Once there, you will be able to securely view your current account balance, check your payment history, see records and more!

To ensure your privacy, only homeowner(s) whose email address is on file have received an email inviting them to register for the portal. If you have not already provided your email or need to update your email with the management office, please send this information to linda.courain@cp-management.com and include your name, and Darlington Ridge address.



Hop Into Spring

*Please join in the fun
Darlington Ridge*

*Annual Egg Hunt, Sunday, April 10th
From 1 -2 PM*

Refreshments and desserts

Egg hunt will start at

Eggsactly 1:15 sharp

Children's Baskets will be provided

with an 8-egg limit

More information will follow

Please RSVP by April 1st

201-327-3665

linda.courain@cp-management.com



Community News

Our Maintenance Company, S&J Maintenance, is on site 5 days a week cleaning the garbage corrals and keeping the Recycling Center in order. They also clean the common areas. Using a rotating schedule all buildings are cleaned twice a month. The service includes: Vacuuming the carpet hallways, wiping down the walls, sweeping up cobwebs, changing exterior light bulbs, and cleaning the front of the Unit entrances. If you believe your area needs more attention, please contact the office.

Maintenance Payments

Association Payments are due on the first of the month with a 15 day grace period. There is a \$35.00 late fee for all Payments received after the 15th of the month. Please allow 3-5 business days for electronic payments to be applied to your account. If mailing in payments allow ample time for the post office delivery. All checks are processed the day they are received by the bank.

Accounts that become past due by 2 months or are in arrears by \$600.00 or more are referred to Legal for Collection and Lien processing with the NJ courts.

All accounts turned over to the Association's attorney will also be charged a onetime administrative fee of \$150.00.

Note that once attorney letters are sent to past due owners, the administrative and legal fees will be assessed and are required to be paid by the Unit Owner in addition to all late fees.

Procedures for Reporting Maintenance Issues

If you are an owner in the community, please contact the onsite management office to report any maintenance concerns or issues. They will help you determine if the repair is your responsibility to correct or if it is the responsibility of the Association.

The onsite management office is not open over the weekend, during state of emergencies or during national holidays. If you have a maintenance issue when the onsite management office is closed, you may leave a message via phone or email for the community manager, and you will be contacted on the next business day.

If you have a true emergency that is a safety concern or property damage, contact Corner Property Management after hour emergency number at 844-479-2676.

If you are renting your unit in the community, please be aware that all maintenance issues should first be reported to your landlord. Your landlord will then contact the onsite management office to make arrangements for the repair.

By following these guidelines, you will greatly assist the staff in providing more efficient service.

Thank you for your cooperation in this matter.



We love the enthusiasm of DR Residents and their love of plants and blooming flowers.

The Association Policy Resolution No. 6 Outdoor Plantings and 6A Balcony Railing Hanging Planters, Hanging Planters outlines the requirements and procedures for Unit Owners and Residents. Both Resolutions are available on the Unit Owner Portal as well as the Associations website.

Please keep in mind: All Planter Boxes may be hung on the inside of the balcony or stoop railing. Hanging planters must not be permanently affixed to any soffit, trim or other exterior building surface. Flowerpots must not be larger than 12 inches diameter for condominiums and 4 inches for town home units. They cannot obstruct the entrance way.

Please do not place, bird feeders, rocks, fencing, etc. in the gardens.

When watering your plants be mindful of the units below you, all flowerpots are to have a plastic base to catch the extra water.

PARKING

Please remember to adhere to the resolution regarding parking in the Complex. Failure to do so will result in fines as described per Resolution 36B, dated February 11, 2021.



Please be mindful and fair to your fellow neighbors. Remember that unnumbered/guest spots are to be used on a first-come basis and assigned spaces are not for guest parking.

Resolution No 36B Highlights

“Unit owners/residents must park in their designated driveway or numbered spot before utilizing an unnumbered spot.”

If you have 2 vehicles within your household, please remember to first park in your assigned spot before utilizing a guest spot. It is being observed that residents are in the habit of parking in a guest spot and leaving their numbered spots open.

If you have 2 vehicles within your household, and you leave for an overnight, weekend, or longer vacation or business trip using one of your vehicles, please remember to remaining car in your numbered spot for the duration of that time. Please be mindful of your neighbors!!

All Residents must park on the street that matches their home address. For example, if your address is 1225 Mulberry Drive, you must park on Mulberry Drive.

If there is a medical reason that prohibits you from using the stairs, you can request a temporary 30-day permit to park on a different street or you can request the Unit’s parking space be moved.

All requests are to be addressed to the Board of Trustees for review and approval. You will need provide a letter from you’re your physician, to move your space you will also need to provide a copy of the ADA placard and NJ DMV ADA certificate for the file.

If approved, the cost to move a parking space is \$100.00 and the space will revert back to the

original parking space if the Resident moves and/or the Unit is sold.

“Storage of vehicles is prohibited. The Association does not offer vehicle storage of any kind. No vehicle may be parked for longer than 72 hours in an unnumbered guest parking space. Unmarked parking spaces are available at a first come basis and are not to be used for vehicle storage.”

If you have more than one vehicle in your household, please make sure that you do not leave a vehicle that is not regularly used in a guest spot. You must move the vehicle within a 72-hour timeframe. Any vehicle parked in a guest spot unused for more than 72 hours will be subjected to fines. Please contact the office if you need to be assigned a space for a vehicle not being used in one of the designated areas for overflow. Guest spots are not too be used for long-term parking for unused vehicles.

“Failure to comply with this Resolution will be in violation of the Association documents. Any violation under this Resolution shall carry with it a penalty assessment as follows:”

Warning—no fine.

First violation—\$50.00 fine

Second violation—100.00 fine

Third and subsequent violations—\$200.00

COMMERCIAL PARKING

Commercial vehicle Parking is **prohibited** throughout the community.

The Association does allow commercial vehicle overnight parking to the left of the Clubhouse only. The vehicles must be used daily. At no time is this area to be used as storage.

Clubhouse and Tot Lot

The clubhouse will remain closed until further notice, The State of New Jersey Immunity Law expired on December 31, 2021. Hopefully it will be reinstated, and the clubhouse will be able to be reopened safely.

The Tot Lot is closed for repairs. Unfortunately, supply chain issues have delayed materials.

Renting Your Unit

Owning a unit in Darlington Ridge is an excellent investment, and many unit owners take the opportunity to rent out those units.

Landlords must follow the DRCA Third Amended Administrative Resolution 26C Regarding Rental Procedures and Fees. The following documents are required to be submitted to the Management Office within 7 days of Lease signing:



- Current Lease
- Signed Lease Rider
- Township of Mahwah Fire Dept. Inspection Certificate
- Completed Census Form
- Current Renters Insurance Policy

Owners are responsible for their tenants; this includes but is not limited to any violation(s) by tenants and their guests. Unit owners are responsible in providing their tenants with a copy of the rules and regulations.

Let your tenants know who to contact in case of issues that may arise. Tenants are encouraged to call the landlord with concerns; however they may contact the Management office for emergencies.

Action Reminders

- **Policy Resolution 27 Regarding Water Heaters and Installation of Stainless-Steel Washing Machine Hoses** requires water heater replacement upon expiration of the water heater manufacturer's warranty. It also requires all washing machine to have flexible stainless steel washing machine hoses.
- If you have a light out in front of your Unit or in your building, please call the management office for replacement.



- **Bird Feeders, Bird houses and feeding the wildlife is not allowed** within the community due to the rodents that are attracted to the free food. Homeowners may also be fined for not following the bylaws.
- Please walk on the sidewalk.
- Do not leave children outside unattended
- **Do not leave garbage bags in front of your Unit or on your patio/deck at any time – it attracts rodents**
- Chimney Inspections/Cleaning will be due this Fall.
- Signs are not permitted on the property, this includes FOR SALE SIGNS.
- Storage on Common Areas is prohibited, all toys, bicycles, chairs, etc, are to be cleared from the property when not in use.

Modifications

If you are planning a home improvement project and you are not sure if you need to submit a Modification Request for approval by The Board of Trustees, please contact the Management Office.



No modification or structural alterations on the inside or outside of any Unit are permitted without prior written approval of the Board. Under no circumstances are modifications to be made without Board approval. No interior plumbing or electrical modifications can be made to any Unit without proper State, County and/or Local Township permits and inspections.

Modification Approval is required but not limited to:

- Kitchen/Bathroom Remodeling
- Replacement of furnaces and HVAC Units.
- Water heater replacement
- Plumbing and Electrical work
- Replacement windows, exterior doors, patio doors, screen doors, skylights
- Installation of wood/engineered flooring

All renovations affecting plumbing or electrical must have town approval. Please contact Mahwah Municipal Hall with additional questions.

PET PATROL



All pet(s) must be registered with the Association as per *General Resolution 2.B, Regarding Pet Curbing Rules. Contact the Management Office for an application.

All pets must also be licensed and registered with the Township of Mahwah. Contact the Township of Mahwah for registration information.

Please respect your neighbors and the grounds. Curb your pet; pick up dog waste & dispose of it properly. Please keep your pet leashed at all times when out walking.

Refrain from walking your pets along entrance ways, in front of windows and along the planting beds.

Pets are not allowed in the Tennis Court and/or Tot Lot.

By taking a few simple steps to clean up after your pet, you can contribute not only to the beautification of our community, but also toward the elimination of one of the most irritating nuisances in our community. Thank you for your cooperation!

Balconies and Patios

As a Unit Owner you have full access to your balcony and patio area. These areas are reserved for your use only and are exclusions to others. Per the Master Deed 3.04 Limited Common Elements, patios (enclosed and unenclosed), porches, decks or balconies are considered Limited Common Elements.

What this means to you as an Owner:

Maintenance and repair of the balconies and patios are the responsibility of the Unit Owner.

Cleaning, maintaining and repairing/replacing the deck boards of a patio/balcony are the responsibility of the Unit Owner.

We are asking that all residents/Unit Owners with a patio or balcony inspect their outside areas. You should be looking for any cracked, lifting or loose boards of the balcony flooring or columns, popped nails, loose railings, signs of rust, and proper connection of the ceiling lattice.

DRCA can help coordinate the work of all patio balconies needing repair during the months of June and July to achieve best prices and to assure the use of certified contractors performing the work. Homeowners would be responsible for scheduling and invoicing would be made directly to the Unit Owner with payment due directly to the contractor.

Patio and Balconies can store:

- ❖ Bicycles permitted March 1st –Dec. 1st
- ❖ Patio Furniture permitted all year
- ❖ Electric Grills are permitted all year. When in use, grills must be at least 2 feet away from the building structure.

Grills and open flames:

We would like to remind all residents that the use of gas and charcoal grills in the Condominiums and Townplex multi-family housing is strictly forbidden and regulated by the Township of Mahwah and the Association. These grills may not be used in the units, in the gardens/lawn area of the buildings, in the parking areas or on any of the porches or patios/decks under any circumstances. Please see DRCA Policy Resolutions 3A and 16 both pertaining to grills. The Resolutions can be found on the Unit Owner Portal

- ❖ Gas, propane and charcoal grills are prohibited on the patios and balconies per the Township of Mahwah. Units that do not have balconies or patios are not permitted to have a grill of any type.
- ❖ Townhomes are allowed to have propane grills. They are limited to 1 propane tank.



Improvements & Construction within your Unit

Do your homework before hiring a contractor.

It is important that all contractors are licensed within the State of NJ and have proper current insurance. Before a contractor begins work in your Unit, obtain the contractor's certificate of insurance and call their insurance company to verify that the policy is current. Also, keep in mind, contracts are required by law for any work over \$500.00.



All residents having work performed in their Units are responsible for the following:

- ✚ A Modification Approval request form must be filled out and submitted to the Board of Trustees for review. Modification Requests are required, but not limited to the following:
 - Replacement windows, installation of exterior doors, screen doors, patio doors.
 - Wood/engineered flooring
 - Any and all work that requires a permit from the Township of Mahwah:
 - Kitchen/bathroom renovation
 - Basement renovations
 - Replacement of furnaces, HVAC Units
 - Water heaters
 - Plumbing/electrical work
 - Fireplace work
- ✚ All State, Federal, and Municipal permits. If you are unsure if your work requires permits, contact the Twp. of Mahwah Building Dept. 201-529-5757.
- ✚ Construction work can be performed during the hours of 8 AM to 6 PM Monday - Saturday

- ✚ Debris removal, this includes all cleaning of the common areas. ie. hallways, sidewalks, grass areas and parking lots. We have had resident complaints of dust, wood splinters, nails/screw, etc. being left behind.
- ✚ Construction debris cannot be left in the trash corrals or on the property. This includes flooring, bathroom fixtures, cabinetry, windows, doors, etc.

You do not need a modification request when you:

- ✚ Paint
- ✚ Replace carpeting
- ✚ Replace Interior doors

At no time is construction debris to be thrown away or left in or around the corrals; this includes water heaters, carpeting, bathroom fixtures, cabinets, paneling etc. The Township will NOT pick up these items. It is your responsibility to ensure your contractor is disposing of construction debris properly.

Please note, contractors do not submit the Modification Request forms to the Management Office, Home Owners are responsible for this.

If you are unsure if your work needs a modification approval, contact the management office. Modification Request Forms can be found on the Associations website, listed above.



Trash pickup occurs Monday and Thursday mornings.

Bulk items, such as furniture or appliances, are picked up once a week. Leave inside the garbage corral Wednesday night for Thursday morning pickup. Should you have any questions on bulk pickup, please contact Roselle Disposal at 973-227-7020.

All household garbage is to be placed inside the dumpster. **Please do not leave garbage outside of the dumpsters.**

DO NOT LEAVE ANY electronics at the recycling center or in the corrals,

DO NOT LEAVE recycling items in the corrals or dumpsters.

What to do if water is leaking into your Unit

Every year multiple water leaks occur in the community, often resulting from old water heaters, burst washing machine hoses, leaking toilets, ruptured pipes, and roof leaks. Water can easily cause thousands of dollars of property damage in just minutes. Residents are required to have and maintain stainless steel washer machine hoses and are also required to replace water heaters after 10 years or at the end of the warranty.

Attempt to determine the source of the leak. If it is from inside your unit, turn off the main valve. In the condos, the main valve is usually located by the washer machine. In the townhomes the main valve is in the basement area next the washer machine. To turn the water off in your unit, turn the handle perpendicular to the pipe. To the right is a picture of a typical ball valve handle (color may vary).

If you think there is a water leak in a Unit, attempt to control the situation as best you can to minimize further damage and immediately contact the Management Office at (201)327-3665. Outside normal business hours and on holidays, call the emergency number, (973)542-8266.



If you believe the source of the leak is coming from another unit, attempt to contact that resident. During normal business hours, you can call the on-site management office at 201-327-3665 and they can attempt to contact the resident. Outside normal business hours call the

emergency maintenance number at (973)542-8266. If you are unable to contact anyone, call Mahwah Township Police Department (201)529-1000. The Police will contact Mahwah Water, who will be able to determine

what Unit the water is leaking from. Only Mahwah Water can turn off the water from the outside. **It is not necessary to break in to a unit to turn off the water!!**

The Association requires all homeowners carry home owners insurance. As per the Revised By-Laws of Darlington Ridge Condominium Association, Title 5.0 Board of Trustees, Section 5.09 Powers & Duties:

S. Unit Owner's Insurance. Unit Owners shall be required to obtain and keep in full force and effect, an "HO6" homeowner's insurance policy for his/her own benefit, with a \$500.00 deductible. Moreover, the liability of the carriers issuing insurance covering the Association shall not be affected nor diminished by reason of any such additional insurance carried by any Unit Owners. A certificate of such "HO6" policy shall be furnished to the Association upon request of the Board, which certificate by its terms shall provide that the policy shall not be terminated without at least thirty (30) days prior written notice to the Association. If the Association receives notice that such policy is to be cancelled for any reason whatsoever, the Association shall have the right to obtain an "HO6" policy on behalf of the Unit Owners and charge the cost of the annual premium therefore to the Unit Owner in question as a Remedial Assessment. The Remedial Assessment shall be a lien against the Unit and enforceable in the same manner as all other Common Expense Assessments. In the event that a Unit is occupied by a tenant, the Unit Owner shall require the tenant to provide an "HO4" tenants insurance policy in lieu of the "HO6" homeowner's insurance policy, in which case all of the provisions hereof regarding the "HO6" policy shall apply to the "HO4" policy.



Also, Residents are to follow proper protocol with regards to mold and mildew. Policy Resolution No. 24 Mold and Mildew can be found on the Darlington Ridge website.

**2022 Board of Trustees
Annual Meeting and Elections**

Darlington Ridge Condominium Association will hold its 2022 Annual Meeting on Monday, May 2, 2022 at 8:00 PM, via Zoom.

Call for candidates' letter was mailed to all Unit Owners at the beginning of March and is available on the Unit Owner Portal.

If you are interested in serving on the Board of Trustees for Darlington Ridge Condominium Association, please complete the **Candidate Nomination Form** and mail or hand deliver the form no later than 5:00 PM, Tuesday, April 5, 2022.



BOARD OF TRUSTEES

- President..... Janis Schwartz
- Vice President..... Carrie Longson
- Treasurer..... George Westcott
- Secretary..... Linda Dominick
- Trustee..... Jamie England
- Trustee..... Robin Ginsberg
- Trustee..... Elissa Kingsley

BOARD MEETING DATES

The Board of Trustees meets the first Monday of the Month.

- April 4th
- *May 2nd



- June 6th
- August 1st
- September 12th
- October 3rd
- November 7th
- December 5th

*Annual Meeting and Elections

Some meetings may be moved with respect to vacation and holiday schedules. The meetings are informative and provide a forum to meet the Board Members you elected, express your concerns or ask questions, and meet your neighbors.

MANAGEMENT

On Site Property Manager:
Linda Courain, CMCA. AMS
1225 Mulberry Drive
(201)327-3665 fax (201)327-4478
Linda.courain@cp-management.com
After Hours Emergency: (844)479-2676

PLEASE NOTE OUR NEW OFFICE HOURS FOR WALK IN QUESTIONS/CONCERNS.

ALL OTHER IN-PERSON VISITS ARE BY APPOINTMENT ONLY.

Please call or email for an appointment or visit the Management Office at the following times.

Walk in Hours:

- Monday 5:30 to 7:30 PM
- Tuesday thru Friday 10 AM to 12 PM

Management Office Business Hours:

- Monday 9:00 AM - 8:00 PM
- Tuesday & Thursday 9:00 AM - 5:00 PM
- Wednesday & Friday 9:00 AM - 2:00 PM

Professionally Managed by:



*Copies of Resolutions mentioned in this newsletter are available on the Unit Owner Portal or online at www.darlingtonridge.com