

OWLS NEST HOMEOWNERS' ASSOCIATION, INC.  
POLICIES AND PROCEDURES FOR THE USE OF RESIDENT FACILITIES



Owls Nest is a Toll Brothers Community located within The Pinehills Land Owners Association, Plymouth, MA.

COMMITTEE MEMBERS:

Wade Vandiver  
Diane White  
Tim Whelan  
Anne Maree Healey

Effective Aug 1, 2025

## **Introduction**

The Clubhouse, Pool, Mail Room, and attached Amenities Spaces are valuable assets of the Owls Nest community and are available for use by Owls Nest Owners and Residents. These Policies and Procedures have been established to allow for safe use and enjoyment of these Facilities.

Before you use any of these Facilities for the first time, and periodically thereafter, we recommend that you read these Policies and Procedures to refresh your memory. We also recommend that you provide a copy of these Policies and Procedures to your Guests before their use of the Facilities.

The Board of Directors has established the Committee Charter for the Landscape and Facilities Committee, to advise as to the operation and use of the Clubhouse, Pool, Mail Room, and Amenities Spaces.

The Policies and Procedures may be updated periodically, so be sure to check with the management company to make sure your set of Policies and Procedures is current. They are also available at the Owls Nest Owner website at:

<https://barkan.cincwebaxis.com>

**OWLS NEST FACILITIES**  
**POLICIES AND PROCEDURES**

These Policies and Procedures govern use of the Owls Nest Facilities as defined in this document. The terms defined below, and the Policies and Procedures, are applicable to all Facilities' components and activities, unless otherwise specified. They are subject to change at the discretion of the Owls Nest Board of Directors after advisory consultation with the Landscape and Facilities Committee.

**Definitions:**

1. **Facilities - the Clubhouse, Pool, Mail Room, and Amenities Spaces (including bocce ball courts, outdoor grill, fire pit, and seating areas).**
2. **Owner - the named individual(s) on the recorded deed.**
3. **Resident - all occupants of a home who are legally domiciled in Owls Nest.**
4. **Guest - A Non-Resident who is staying with an Owner.**
5. **Children - individuals under 19 years of age.**
6. **Board of Directors - the Board of Directors (BOD) consists of individuals appointed by the developer, Toll Brothers, to serve until such time as Toll Brothers turns over the community to the Owners at which time the Owners will elect a BOD.**
7. **Owls Nest Quiet Time - 6:00 p.m. to 7:00 a.m.**

## **General Rules and Policies**

The Facilities are intended for Resident use only. This means that the Facilities are NOT available for non-Residents, and only Guests staying with a Resident are welcome to make use of the Facilities.

No more than five Guests per Owner are allowed to use the Facilities at any one time, unless the Owner has in writing requested and received permission from the BOD to exceed the five-Guest maximum for a specific date, time, and number of Guests.

The Facilities have cameras accessible by the management company. If any incidents or concerns arise, please contact the management company.

The Facilities are non-smoking, and smoking, vaping, and the use of tobacco products are prohibited in all areas of the Facilities.

The parking lot may only be used for activities at the Facilities. It is not an overflow parking lot for personal use, except in the case of snow or other emergency, or in the case of driveway and street paving.

Any bicycles used for transportation to the Facilities must be parked safely and secured at the provided bike rack and must not interfere with others' access to or use of the Facilities.

To create a safe space for people of all viewpoints, no partisan political or religious activity may be conducted in, on, or around the Facilities. Nor shall any unlawful, dangerous, or disorderly activities be conducted in, on, or around the Facilities.

Commercial advertisements, private announcements, pamphlets, petitions, and solicitations shall not be posted in or on any of the Facilities.

Commercial or business activities of a communal nature (e.g., classes for yoga, dancing) may be approved by the BOD at its sole discretion and will only be considered if no Owner or Resident profits directly or indirectly from such activity.

Please use your best judgment and do not use the pool or clubhouse facilities if you are ill and may likely be at risk of spreading germs.

The Facilities are near Owls Nest homes, so noise levels should always be kept at a minimum. Noise should also not interfere with other Owners' and Residents' use and enjoyment of the Facilities. Any use of the Facilities between the hours of 6:00 p.m. and 7:00 a.m. should be in accordance with Owls Nest Quiet Time.

Residents may bring food and beverages to the Facilities; however, glass containers are not permitted in any area outside of the Clubhouse. All Residents and their Guests are required to clean up after themselves and take all trash with them when they leave the Facilities. Residents and Guests are to promptly report all broken, damaged, and inoperable equipment by notifying the management company as soon as possible.

Decorations must not be attached to surfaces or furniture at the Facilities in any manner that would cause damage when removed. All decorations must be removed at the conclusion of the event and taken with the Resident and/or Guest to be discarded outside of the Facilities.

Property or furniture belonging to the Facilities shall not be removed from the room or area in which it is placed. Under no circumstances should indoor or outdoor furniture be removed for use outside of the Facilities. In the event furniture has been specially moved and/or set up for a function or activity, that furniture should be reset to its original setting at the conclusion of the function or activity.

Firearms and other weapons of any kind are not permitted in, on, or at Facilities at any time.

Bicycles (including electric bicycles), motorcycles, mopeds, hoverboards, skates, in-line skates, and skateboards are prohibited from being used anywhere at the Facilities, including sidewalks, driveways, and parking lots. Bicycles may be used on paved surfaces only for access to the entrance to the Facilities and must be properly stored and secured utilizing the on-site bicycle rack outside of the Clubhouse.

Pets of any kind are not permitted anywhere in, on, or at the Facilities to preserve Residents' use and enjoyment of the Facilities. Any concerns should be reported immediately to the management company or the Landscape and Facilities Committee. If your dog is a certified service dog, please contact the management company for separate guidelines.

The Homeowners Association, BOD, and its committees are not responsible for loss or damage to any personal property.

Any person parking in the parking lot or utilizing the bicycle rack assumes all risk of loss. The BOD, without notice, may dispose of any property left by any person in, on, or at the Facilities and not claimed within ninety (90) days. No bailment is intended nor created by the preceding sentence.

Violations of the Policies and Procedures are to be reported to the property management company. Notice of a violation must be submitted in writing with evidence of the violation. Written notification of a violation will be sent to the appropriate Owner and/or Resident. The BOD may suspend Facilities privileges of any Owner or Resident who, or whose Guests, incur repeated violations. Should any illegal or dangerous activity be witnessed, it is your responsibility to promptly notify the local authorities.

**ALL FACILITIES AND APPURTENANCES OF THE AMENITIES SPACES ARE USED STRICTLY AT THE RISK OF RESIDENTS AND GUESTS.**

## THE CLUBHOUSE

### **Clubhouse Access:**

Each Owner has been provided with a fob that will allow access to the Clubhouse. Additionally, each Owner has also been provided with the ability to utilize the Unify App to access the Door Access Control System via smartphone. If you need either a fob or access to the Unify App, please contact the management company directly.

Lost fobs must be reported to the management company and a \$100 replacement fee per fob will be assessed for each lost fob. The fee covers the cost of de-programming lost fobs and programming new fobs to ensure the security of Facilities.

All doors are to remain closed and are not to be propped open. Please make sure that the doors are closed securely after using them.

### **Hours of Operation:**

The Clubhouse is available to Residents daily.

### **Attire:**

Proper attire, including shirts, pants/shorts, and shoes, must always be worn when in the Clubhouse.

Wet clothing is not permitted in the Clubhouse. The only exception is to access the shower and restroom area located in the back of the Clubhouse.

### **Thermostats:**

The heating and air-conditioning temperatures for the Clubhouse are preset to provide the best comfort. Residents and Guests are not permitted to make any adjustments to the thermostats without first obtaining approval from the management company or the Landscape and Facilities Committee.

### **Clean Up:**

It is the responsibility of the individual(s) or group(s) to straighten up, clean up, and return all appliances, equipment, furniture, tools, utensils, etc. that were used to their proper place.

All trash generated by Residents and Guests, and anyone they are responsible for, should not be disposed of at the Facilities, but must be removed from the Facilities by Residents and Guests to be disposed of elsewhere. Failure to do so will result in a cleaning charge billed to the responsible Owner for the cost of cleaning.

After each use, Residents and their Guests should ensure that the restrooms are always clean and neat. If you use the showers, you are responsible for ensuring that the floor outside the shower is dry before you depart.

**Fitness:**

Only Residents and their Guests may use the Fitness Room and will do so at their own risk.

Residents and their Guests are permitted to use the fitness equipment and to be mindful that if other residents are waiting to use the fitness equipment, the user needs to vacate the same equipment after a 30-minute period of use to allow for all to use and enjoy the Fitness Room.

Residents and their Guests must wipe down equipment after each use by using the sanitizing products that are made available in the Fitness Room and dispose of the wipes in the bins provided.

Proper attire is required (shirt, pants/shorts, and shoes). At no time is wet swimming attire considered proper dress for the Fitness Room. Under no circumstances should any Resident or Guest be shirtless in the Fitness Room.

Good conduct is essential in the Fitness Room. Any action constituting a reasonable danger to the safety of others is prohibited.

**Pool:**

**POOL WARNING:**

**THERE IS NO LIFEGUARD ON DUTY AT ANY TIME.**

**ALL USERS PROCEED AT YOUR OWN RISK.**

**YOU SHOULD NEVER ENTER THE POOL ALONE, WITHOUT ANOTHER RESIDENT OR GUEST BEING PRESENT.**

**Pool Access:**

Each Owner has been provided with a fob and access to an App that will allow access to the Pool.

**Flotation Devices:**

Flotation devices such as noodles and small floats are acceptable, provided there is enough room in the pool.

**Gates:**

All gates to the Pool are to remain closed and properly latched and should not be propped open. Please make sure that gates shut securely after entering or exiting the pool area.

**Children and Guests:**

A Resident must always accompany children.

**Attire:**

Proper swimwear is required for pool use. Cut-off jeans or other forms of street clothes are not permitted in the pool.

**Diving and Jumping:**

The Pool is five (5) feet deep. No diving or jumping is permitted. Throwing foreign objects or debris in the Pool is not permitted. Please use handrails and stairways to enter and exit the Pool. Handicapped assistance is available.

**Conduct and Responsibility:**

Good conduct is essential in the Pool area. Running, pushing, wrestling, rough play, cannonballing, depth charging, ball playing, abusive or profane language, and/or causing disturbances are not permitted. Any action constituting a reasonable danger to the safety of others is prohibited. Residents are responsible for their acts and the acts of their Guests. Any prohibited conduct should be reported immediately to the management company or the Landscape and Facilities Committee. Towels, swimsuits, or other items should not be hung or draped on the Pool fence.

**Weather:**

If lightning is observed in the local area, Residents and their Guests should vacate the pool and adjacent deck areas until a safe environment is restored. This means vacating the Pool and adjacent deck areas for 30 minutes and checking weather information.

**Accidents:**

All accidents involving injury to a person(s) or property damage shall be immediately reported to the management company and the local authorities to render assistance.

The Facilities are not staffed, so the appropriate authorities, i.e., police and/or fire department, should be contacted if any accidents require police or medical attention.

**THE POOL IS NOT MONITORED BY A LIFEGUARD AND ALL RESIDENTS AND GUESTS SWIM AT THEIR OWN RISK**

All accidents must be documented via an incident report form, and property damages must be documented via a maintenance item report form found on the website at:

<https://barkan.cincwebaxis.com>

The Homeowners Association, BOD, and the Landscape and Facilities Committee do not assume responsibility for any accident or injury in, on, or at the Facilities.