

**RESOLUTION OF THE ASHFORD HOMEOWNERS ASSOCIATION, INC.
(Resolution #2012-01)**

**TRASH COLLECTION POLICY
(Restated and updated)**

WHEREAS, The ASHFORD Homeowners Association, Inc., (herein referred to as "Ashford") is governed by the Declaration of Covenants, conditions, and Restrictions for the Community of Ashford in the City of Laurel (hereinafter referred to as the "Declarations"), which is recorded in the Land Records of Prince George's County, Maryland in liber 5599, folio 462, et seq., Articles of Incorporation and Bylaws; and

WHEREAS, Article IV, Section 1 of the Bylaws provides that the affairs of this Association shall be managed by a Board of Directors who need not be members in accordance with the Bylaws and the Declaration; and

WHEREAS, Article 1, Section 4 of the Declarations defines the Common Areas as all real property owned by the Association for the common use and enjoyment of the owners; and

WHEREAS, Article VII, Section 1, of the Association's Bylaws grants the Board of Directors the power to adopt and publish rules and regulations governing the use of the Common Areas including any improvements and amenities located therein, and the personal conduct of the Members and their guests thereon, and to establish penalties for the infraction thereof; and

WHEREAS, the Board of Directors wishes to adopt and promulgate among the Members amended and restated rules and regulations for the Trash Collection Policy.

NOW, THEREFORE, BE IT RESOLVED THAT in furtherance of the above, on a Board of Directors meeting held the 15th day of February, 2012, the Board of Directors of Ashford Homeowners Association resolved that the following Trash Collection Policy is hereby adopted:

**2012 TRASH COLLECTION POLICY
ASHFORD HOMEOWNERS ASSOCIATION**

Each resident and their guests can help minimize litter and rodent problems by respecting the rights of other residents. Residents are expected to adhere to the rules outlined below in order to keep the community clean. Failure to do so will result in enforcement action as described below.

I. TRASH REMOVAL SCHEDULE & PROCEDURES

1. Household Trash

- a) Household trash is collected twice a week by the City of Laurel on Tuesdays and Fridays. If a major holiday falls on a Monday, then Tuesday's trash will be collected the following day

(Wednesday). The major holidays are: New Year's Day, Martin Luther King's Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, and Christmas Day.

Thanksgiving Day Pick-up - there is no pickup on the Friday after Thanksgiving. The next pick-up will be Tuesday of the following week.

(Please note: the trash pickup schedule is determined by the City of Laurel and is subject to change by the City of Laurel).

- b) All trash must be contained in trash containers which homeowners must provide at their own expense. The trash containers should be no larger than 32 gallons and should be fitted with handles and a **tight fitting cover**. You may use multiple trash containers if needed.
- c) Trash containers should be placed out for collection after 7:30pm on the previous evening before the scheduled collection. Trash containers shall not be permitted to remain in public view except on trash collection days.
- d) **ALL trash containers must be marked with your house number.**

2. Recycling

- a) Recycling is mandatory in the City of Laurel and is collected by the City on Tuesdays only. If one of the major holidays listed above falls on a Monday, then recycling will be collected on the following day (Wednesday) of that week. (Please note: this schedule is determined by the City of Laurel and is subject to change by the City of Laurel).
- b) Please contact the City of Laurel Department of Public Works for a list of items that are accepted by the City for recycling. Their number is: (301) 725-0088.
- c) All recycling material should be separated from regular trash and placed in the green recycling bins and containers provided by the City of Laurel.
- d) All recycling bins should be placed out for collection after 7:30pm on the previous evening before the scheduled collection. Recycling bins shall not be permitted to remain in public view except on recycling collection days.
- e) **ALL green recycling bins must be marked with your house number.**

3. Bulk Trash

- a) Bulk trash is a special pick up and should not be put out with regular household trash as the City of Laurel will not pick it up. You must first call the City of Laurel Department of Public Works at (301) 725-0088 to schedule your pickup as this is not an automatic pickup.
- b) Once you have scheduled your bulk trash pickup with the City, you may place your items in front of your house after 7:30PM on the previous evening before the scheduled bulk collection day.

- c) You also have the option of taking your bulk trash items directly to Prince George's County Brown Station Road Sanitary Landfill at 11611 White House Road, Upper Marlboro. Their number is: (301) 952-7625.

4. Yard Waste & Christmas Trees

- a) Yard waste and Christmas trees are picked up by the City of Laurel's Recycling Program and should be placed out in compost bags.
- b) Like bulk trash pickup, you must first call the City of Laurel Department of Public Works at (301) 725-0088 to schedule your pickup as this is not an automatic pickup.
- c) Once you have scheduled your pickup with the City, you may place your yard waste items in front of your house after 7:30PM on the previous evening before the scheduled yard waste collection day.

II. ENFORCEMENT

1. Household Trash

- a) Any trash that is improperly placed out for pickup **prior to 7:30PM** of the previous evening before a scheduled pickup will be subject to an automatic **\$50 fine** per incident. (This includes, but is not limited to, household trash, packing material, bulk items and special pick-up items etc...)
- b) Any trash that is put out for collection on the wrong day will be subject to an automatic **\$50 fine** per incident. In addition, homeowners will be billed any cost incurred by the Association to have the trash removed on their behalf.
- c) Any trash that is placed in bags for pick up and is not properly contained in a trash container will be subject to an automatic **\$50 fine** per incident.
- d) **Trash and recycling bins may NOT be stored in front or on the side of any house.** Any trash container that is improperly stored in public view will be subject to an automatic **\$50 fine** per incident.
- e) Any trash container that is not properly marked with your house number and which is left in the common areas for more than 24 hours will be removed and discarded by the Association.

2. Recycling

- a) Any recycling bin that is improperly placed out for pickup **prior to 7:30PM** of the previous evening before a scheduled pickup will be subject to an automatic **\$50 fine** per incident.
- b) Any recycling bin that is put out for collection on the wrong day will be subject to an automatic **\$50 fine** per incident.

- c) **Trash and recycling bins may NOT be stored in front or on the side of any house.** Any recycling bin that is improperly stored in public view will be subject to an automatic **\$50 fine** per incident.
- d) Any recycling bin that is not properly marked with your house number and which is left in the common areas for more than a twenty-four (24) hour period shall be removed by the Association and returned to the City of Laurel.

3. Bulk Trash

- a) Any bulk trash/special pickup items that are improperly placed out for pickup prior to **7:30PM** of the previous evening before a scheduled pickup will be subject to an automatic **\$50 fine** per incident.
- b) Any bulk trash/special pickup items that are left in the common area or curbside for more than a twenty-four (24) hour period will be subject to a **\$50 fine** per incident. In addition, homeowners will be billed any cost incurred by the Association to have any of the items removed on their behalf.

III. TRASH COLLECTION POLICY FINE PROCEDURE

Due to the urgency of removing trash so as to control rodent problems and related health and safety issues; and due to the wish of the Association to maintain the aesthetics of the community, this trash collection policy fine procedure is intended as a separate and distinct remedy from any other maintenance fine procedure that the Association has instituted or may institute in the future. The trash collection policy fine procedure is as follows:

- a) All trash related violations are automatic fines with no written warning given. Inspections are done by the property manager, community leaders, and residents.
- b) Once the fine has been assessed, a written notification of the trash fine and charges will be sent to the homeowner by mail or email (if the homeowner has elected this method of delivery).
- c) The homeowner may appeal the levying of such charges to the Board of Directors. To do so, a written appeal must be forwarded to the Board of Directors within 15 days of the date of the fine notice. The homeowner will then be notified of the date the hearing.
- d) The Board of Directors will conduct the hearing as part of the business of the next regularly scheduled board meeting that follows the receipt of the appeal notice. The homeowner may bring any documentation or witnesses relevant to this matter. The Hearing may be conducted in the homeowner's absence.
- e) If the Board of Directors upholds the fines and charges, the homeowner must pay this fee within 7 days of the date of the hearing.

- f) Homeowners will be responsible for the actions of all their tenants and guests. Any fines or charges that are assessed due to the actions of the homeowner's tenants or guests will be applied to the owner's Ashford HOA account.

IV. INCLEMENT WEATHER EXCEPTIONS

For the purposes of the trash collection policy, inclement weather is considered to be a snow storm. Residents should make every effort to remove and store away trash that is not picked up due to inclement weather. Residents should also use reasonable care when placing trash outside for pick-up when inclement weather is predicted or expected.

As long as all other guidelines have been followed, no fines will be assessed for trash that is not picked up due to inclement weather.

ASHFORD HOMEOWNERS ASSOCIATION, INC.

Kathleen Whitlock for
PRESIDENT- Ashford Homeowners Association

21 MAR 2012
date

Nancy Greenblatt
SECRETARY- Ashford Homeowners Association

3/21/12
date

Resolution effective: May 1, 2012