

## Rock Creek Manor Community Association

5652 Hogenhill Terrace, Rockville, MD 20853

Dear New RCMCA Resident:

**Welcome** to our community!

We are happy to have you as a neighbor. If you have any questions about your new community, please, email the Board of Directors at [RCMCA\\_board@googlegroups.com](mailto:RCMCA_board@googlegroups.com). The Board will be happy to answer any questions you may have.

At or prior to closing, you should have received a package of documents from the Homeowners' Association. Please, find these included here, in case you did not receive them. You should find:

- Articles of Incorporation for Rock Creek Manor Community Association
- Declaration of Covenants, Conditions and Restrictions for Rock Creek Manor
- Bylaws of Rock Creek Manor Community Association
- Rock Creek Manor Community Association Architectural Guidelines
- A parking map

Please, review all of these documents carefully. When purchasing a home within this community, it is understood that you have agreed to abide by the afore mentioned documents.

The Association has monthly Board Meetings which are announced a week prior to the meeting. All homeowners are welcome to attend these monthly meetings. Notices of meetings are posted on the mailboxes, and are usually held at a Board Member's residence, except for the Annual Meeting, which is held at the Bauer Drive Recreation Center. **Note that mandatory RCMCA annual dues are currently \$900 per household.** These dues are used to pay for the community's regular trash pickup; common grounds maintenance and landscaping; tree maintenance on community property; taxes and insurance; capital improvements; and other miscellaneous expenditures authorized by the Board. The dues are prorated to the calendar year if a property changes hands during the year.

In this community, we have a private trash service, B&B Refuse. Garbage pickup days are Tuesdays and Fridays. You may set your trash out the night before pickup, as long as it is in a trashcan. You may set out trash bags on the morning of pickup. No bulk items are accepted by this service. You need to arrange for private service or take any bulk items to the County Dump.

Recycling and yard trim is picked up on Friday. Please, put your recycling in the blue bins provided by Montgomery County, or in paper bags. (If you use plastic bags, your recycling will not be picked up.) Montgomery County recycles newspapers, other paper, cereal boxes, and cardboard. Keep the paper separate from bottles, cans, and plastics. Clean aluminum foil can be wadded up and placed with the bottles for recycling.

Trash cans and recycling bins are to be stored in the backyard and are to be stored within 24 hours of the refuse being picked up. However, if you can stash them elsewhere (i.e.: next to stoop behind a shrub), and they are NOT IN PLAIN VIEW FROM THE STREET and sidewalk, this is acceptable.

All residents are responsible for maintaining the exteriors of their homes and their yards. The outside of your home must be in good repair and painted. Your yard must be weeded, mowed, and neatly trimmed around its edges. Bushes and flowering plants must be kept neat. If you let your grass grow six inches in height, the landscaper will mow it, and you will be billed for the service. If you don't have the time or the inclination to work on your yard, the landscaper can tend it for you at a cost. Our landscaper is Stars of the Lawn and can be reached at 301-828-0501 or 703-357-4324. Obstacles such as trash bins, tools, and toys should stay clear of sidewalks and parking spaces.

Every home has ONLY TWO assigned parking spaces. There are several visitor parking spaces in the community. The visitor parking spaces are for guests. Individual homes do not have their own private guest parking spots. If you have more than two cars per household, your other cars should be parked outside of the Community. There is plenty of street parking across Baltimore Road on Parkvale. A parking map is included in the initial documents package.

In general, we always want to promote being considerate, courteous, and conscientious neighbors. Please, remember this as you drive, walk, and enjoy the common areas and neighborhood.

Thank you!

Sincerely,  
Board of Directors  
Rock Creek Manor Community Association

Acknowledgement of receipt by new Owner:

Signature: \_\_\_\_\_ Date received: \_\_\_\_\_

Name printed clearly: \_\_\_\_\_ Contact phone #: \_\_\_\_\_

Contact email: \_\_\_\_\_

Enclosed: Architectural Guidelines, Articles of Incorporation, Bylaws, Declarations, Parking Map