

A GUIDE TO LEISURE GLEN'S GOVERNING DOCUMENTS

(distributed to Homeowners January 30, 2026)

Dear Fellow Residents,

All residents receive a copy of the Leisure Glen Restated Offering Plan on move-in, and it is available on our website (www.leisureglen.com) without having to log in. (Go to About the Glen on the home page, then Offering Plan.) Please keep in mind there are 20 Amendments which are included with and apply to the Restated Offering Plan. The House Rules are contained in your copy of the Homeowners Manual and are also posted on our website.

Attached is a table of contents for Leisure Glen's Restated Offering Plan, along with lists of the Amendments and House Rules. These three are Leisure Glen's primary governing documents. We hope this guide will help you find any section and information you may be looking for.

Some topics are covered in multiple places and/or different documents. In general, when the statement of our rules and regulations differs from one place to another, the final authority is in this order of precedence:

1. Federal and state laws and statutes
2. Amendments*
3. Declaration of Covenants, Conditions & Restrictions (CC&Rs)
4. Certificate of Incorporation
5. By-Laws
6. House Rules
7. Other policies

** Note that approved Amendments replace rules and regulations from earlier documents. An Amendment can also overrule a previous Amendment that overruled an original statement in the Declaration, CC&Rs and/or By-Laws.*

Our 2026 Homeowners Manual will be distributed during the first quarter of 2026 and will contain certain often-consulted sections of the Restated Offering Plan, plus copies of all 17 House Rules.

Sincerely,

Michael Abbate, Board President
Leisure Glen Homeowners Association

01/16/2026 Board Approved

TABLE OF CONTENTS FOR THE RESTATED OFFERING PLAN DATED MAY 13, 1994

Note that there are two numbering systems on many of the Offering Plan pages. The table of contents below uses the numbers on the *bottom* of each page of the Offering Plan.

Introduction to the Offering Plan includes an overview of:

Description of the common areas and facilities..... 28
Declaration.....33
Management and Operation.....35
Membership and Voting Rights.....37
Procedures to Purchase.....40

Declaration of Covenants, Conditions & Restrictions covers:

Article I, p 1: Definitions—Exactly what is meant by “association,” “the properties,” “home,” “owner,” “member,” “development,” “developer,” “common properties or common areas,” “party wall” and “lot.”

Article II, p 2: Restriction on Occupancy—Specifies who may and may not live in Leisure Glen.

Article III, p 3: Property Subject to This Declaration—Explains the procedure for the original developers to add more acreage to Leisure Glen during the construction phase of the community.

Article IV, p 4: Membership and Voting Rights in the Association—Describes who in each household has a vote in what situations. *(See also Amendment 19.)*

Article V, p 4: Property Rights in the Properties—Describes acceptable use of the common areas.

Article VI, p 6: Development of Leisure Glen—Parameters for the original developers.

Article VII, p 8: Covenant for Maintenance Assessments—Rules about maintenance payments.

Article VIII, p 10: Architectural Control—Association and homeowner obligations and rights in terms of maintaining the look of the homes and the community.

Article IX, p 11: Party Walls or Party Fences—What responsibility falls where.

Article X, p 12: Exterior Maintenance—Obligations of association and homeowner.

Article XI, p 13: Insurance—Areas of responsibility for the association and for the homeowner.

Article XII, p 14: Use of Property—What is allowed and what is not allowed on which parts of the Glen.

Article XIII, p 18: Security and Fire Alarm System—Who is responsible.

Article XIV, p 19: General Provisions—Expiration and automatic renewal of the Offering Plan on December 31, 2026 and every 10 years thereafter unless specified requirements are met, including 66-2/3 percent quorum. Procedure for dissolution of the Association. Proper method of sending notices to members/owners. *(See also Amendments 16, 20.)*

Schedule A, several parts, following Article XIV—Descriptions of the boundaries of Leisure Glen.

Certificate of Incorporation certifies that in compliance with New York State Law, Leisure Glen is a not-for-profit corporation and describes what that means.

By-Laws spell out the rules of the Leisure Glen community:

Article I, p 1: Name, Location and Principal Office—Identifies who and where we are.

Article II, p 1: Definitions—Defines “association,” “developer,” “declaration,” “the properties,” “lot,” “member,” “home,” “owner,” “common properties or common areas” and “development.”

Article III, p 2: Purpose—States why the community has been formed.

Article IV, p 2: Applicability—Who is subject to the By-Laws, rules and regulations of Leisure Glen.

Article V, p 2: Use of Facilities—Describes the acceptable use of the common properties.

Article VI, p 2: Membership and Voting Rights—Who may vote on association matters. *(See also Amendment 19.)*

Article VII, p 3: Quorum, Proxies and Waivers—How voting is to be conducted. *(See also Amendment 19.)*

Article VIII, p 5: Board of Directors—Job description, eligibility, powers, volunteer status, how the Board chooses its officers, presentation of the annual financial statement. *(See also Amendments 17, 19.)*

Article IX, p 9: Officers—How Board of Directors officers are chosen and what each one’s duties are. *(See also Amendment 19.)*

Article X, p 10: Notices— Proper method of sending notices to members/owners.

Article XI, p 11: Assessments and Finances—How monthly maintenance fees are determined, how and when they are paid, where they are deposited, consequences of non- or late payment.

Article XII, p 12: Amendments—Process for altering the Declaration and the By-Laws by creating Amendments, what may and what may not be changed. *(See also Amendment 20.)*

Article XIII, p 13: Selling, Leasing and Gifts of Homes—How a homeowner may transfer their home to another person. *(See also Amendment 18.)*

Article XIV, p 14: General Provisions—Definition of the fiscal year, description of the Association seal, role and composition of the Architectural Review Committee, members rights to inspect Association documents.

AMENDMENTS

Amendments must be approved according to standards set forth in the Declaration and By-Laws of the Leisure Glen Restated Offering Plan. We have previously received copies. In some cases, the Amendments are included in our copy of the Restated Offering Plan.

Amendments 1 – 15: These relate to updated unsold-lots lists and were of primary interest to the developers and builders of Leisure Glen.

Amendment 16: Amends Declaration Article XIV, Section 2, to address what happens when a resident is found in violation of any Leisure Glen rules, regulations, the Declaration or any of the By-Laws. Enacted September 18, 1986.

Amendment 17: Replaces By-Laws Article VIII, Section 1, to address who is eligible to serve on the Board of Directors. Enacted August 24, 2011.

Amendment 18: Updates By-Laws Article XIII, Section 1, on the rules for leasing homes. Enacted February 4, 2014.

Amendment 19: Amends Declaration Article IV to affirm one class of membership and review the rules of voting. Amends By-Laws Article VI to abolish cumulative voting. Amends By-Laws Article VII to establish a 40 percent quorum except where otherwise provided, and to allow either a member or the spouse of a member to vote. Amends By-Laws Article VIII to create staggered elections for Board of Directors members, to set term limits and to address the procedure for removing a Board director. Amends By-Laws Article IX to address how Board members qualify to be Board officers and which officers must be Board members. Enacted February 28, 2020.

Amendment 20: Amends Declaration Article XIV and By-Laws Article XII to establish a 51 percent quorum to approve an Amendment and to address limits on creating Amendments. Enacted February 28, 2020.

HOUSE RULES

House Rules are created by the Leisure Glen Board of Directors to clarify rules and regulations already established by our governing documents. They may not make material changes to any of those documents.

House Rules 1 – 17 will be included in the 2026 Homeowners Manual. We have previously received copies.

House Rule #1: Usage of Common Areas / Holiday Decorations / Privacy and Party Fences

House Rule #2: General Violations and Enforcements

House Rule #3: Architectural Violations

House Rule #4: Tag Sales

House Rule #5: Age Requirements for Residents—Rescinded April 4, 2025

House Rule #6: Residential Dumpsters, Portable On-Demand Storage (PODS), etc.

House Rule #7: Open House Guidelines / Access by Realtor

House Rule #8: Requirements for Board of Directors Candidates--Rescinded June 28, 2024

House Rule #9: Homeowner's Alarm System Phone Line

House Rule #10: Pet Policy – Dog Breed Restrictions--Rescinded March 14, 2025

House Rule #11: Financial Responsibility of a Homeowner for Removal of Trees on Their Property

House Rule #12: Closing of Outdoor Sports for the Season--Rescinded September 27, 2024

House Rule #13: Board of Directors Election--Rescinded June 28, 2024

House Rule #14: Portable Toilets (Porta Potties)--Rescinded April 18, 2025

House Rule #15: Truck Deliveries--Rescinded April 18, 2025

House Rule #16: Personal Professional Services

House Rule #17: Annual Board of Directors Election