

**Headwater Cove HOA
Rules & Regulations (Adopted 08/22/2022)**

GUIDING PRINCIPLES:

1. maintain a family friendly atmosphere
2. commitment to safety, especially children
3. strive to environmentally responsible and save families money
4. maintain an aesthetically appealing neighborhood without stifling individuality

RESIDENTIAL PURPOSES. All units shall be used for residential purposes only. Unit owners and their guests may use the common area for recreational purposes.

EXTERNAL MAINTENANCE OF PROPERTIES. Purchasing a home in a community association offers many advantages to the homeowner, but at the same time imposes some restrictions. These restrictions are not meant as an inconvenience or an invasion of your freedom, but rather as a means of maintaining harmony in the community as well as a way to preserve, enhance, and protect the property values of the community. It is the responsibility of each lot owner to prevent the development of unclean, unsightly, or unkept conditions of buildings or grounds, which would tend to substantially decrease the beauty of the neighborhood as a whole or a specific area. This includes keeping exteriors of homes clean and repaired. Single family homes are responsible for the maintenance of their mailboxes, including periodic painting. The management company inspects the neighborhood monthly and reports on any problems with the property. If a problem is identified, the property owner will receive a notification of the problem and is expected to address it in a timely fashion. In the event any lot owner fails to keep the premises free from unsightly growth or objects, the Association may correct the situation at the owner's expense.

NUISANCES. No noxious or offensive activity shall be carried on upon any lot, nor shall anything be done thereon which may be or may become an annoyance or nuisance to the neighborhood. This includes, but is not limited to stereos, televisions, pets, voices, children, and musical instruments. There shall not be any plants, animals, nor device, or any sort of activities that are in any way noxious, dangerous, unsightly, unpleasant, or other nature that may diminish or destroy the enjoyment of other property owners in the neighborhood

VEHICLES. No inoperable vehicle or vehicle without current registration and insurance will be permitted on the premises. Headwater Cove at Bradley Creek HOA shall have the right to have all such vehicles towed at the owner's expense without notice. No resident may repair any vehicles, boat motors, motorcycles or any type of motor on or in any common area or parking areas and roads. Bicycles must be stored within the fenced areas of, or inside, townhomes or on single family home property.

PARKING. Parking in Headwater Cove is a safety issue because of the narrow streets and need for access by safety vehicles, such as fire trucks. Therefore, due to size and layout of driveways all residents are encouraged to use their driveways and garages as much as possible and limit parking to one side of the street allowing for safety vehicles and large trucks. If this poses

problems for residents, they are asked to discuss it with the Board of Directors (BOD) to come up with a solution.

Boats, jet skis, motor homes, trailers or other nonconforming vehicles are not allowed and may be removed at owner's expense without notice. No boat, motorboat, camper, trailer, motor or mobile homes or similar type vehicle shall be permitted to remain in an owner's parking spaces for more than 24 hours. No vehicles are allowed to park on any grassed or landscaped areas or on the street in front of the town homes (NO EXCEPTIONS). This rule must be very strictly followed because the irrigation lines run next to the parking pads and the weight of the vehicles can and has in the past ruined the lines. If a resident's irrigation line is discovered to be broken or in need of repair, all fees for repair will be added to the owners account. No parking of cars behind or in front of other cars on a unit's parking space is allowed. The Association shall have the right to have vehicles in violation towed at the owner's expense.

OUTSIDE FURNITURE. No charcoal grills, cleaning or gardening equipment or tools shall be permitted in the common areas or on front porches. Only porch furniture is allowed. No clotheslines or items may be hung on the front porches.

SIGNS PROHIBITED. No "For Sale", "For Rent" or "For Lease" signs, other than a clear flyer holder, or any other signs shall be permitted on any lot, residence or fence or displayed in the common areas and facilities. However, lock boxes are permitted.

COMMUNITY TRASH/GARBAGE DUMPSTERS: Dumpster use is for townhome residents as well as single family residents who pay an additional fee for this usage through their HOA dues. All trash must be placed in the dumpsters. Large trash items, which the dumpster is not able accommodate, must not be stored next to the dumpster. These items must be removed from the Headwater Cove Community premises, and said removal is the financial responsibility of the resident. Lack of adherence to this rule can result in additional trash removal fees and fines.

COMMUNITY RECYCLING BINS: Recycling bins in the community corral are for the use of all residents. All boxes and other large items are expected to be broken down before depositing in the recycling bins.

SINGLE FAMILY CURB-SIDE TRASH CONTAINERS: Single family residents, who choose not to utilize and pay for use of the community dumpster, must elect to use curb-side trash collection, with said collection service charges to be paid directly to the resident's chosen trash collection company. Trash cans are only allowed to be visible on collection days; all other times, they must be kept out of sight. At no time are any items to be left outside the trash bins. Trash cans should be retrieved from the street as soon as possible following collection.

LANDSCAPING. For townhomes, permanent fixtures must remain consistent, but front patios may be equipped with porch furniture and/or plants at the resident's discretion. However, landscaping in the front or side yards of townhomes may not be changed. This is an HOA responsibility as these areas are considered common areas. Single family homeowners are fully responsible for their lawns and yards and may use plantings and decorative structures at their

discretion but need the Board of Director's approval for addition of permanent structures. **Townhome owners are fully responsible for any landscaping within their rear patio area and must ensure that no vegetation intrudes into neighboring townhome spaces, including tree limbs.**

FENCES. No fences shall at any time be placed or permitted to remain on any lot without approval of the Board of Directors (BOD). Changes to a fence associated with a townhome must be approved because they are the HOA responsibility. For single family homes, fences should not exceed 6 feet and should not be a privacy fence, so as not to obstruct views especially of those on the creek. Additionally, a survey done to ensure the lot lines are not encroached upon will be necessary.

TEMPORARY AND PERMANENT STRUCTURES and EXTERIOR CHANGES. The Board of Directors must first approve any change to the exterior of or modification to your townhouse, including the fence. No structure of a temporary character, trailer, basement, tent, shack, garage, barn or any other outbuilding shall be used on any lot any time as a residence either temporarily or permanently without BOD approval. Because the HOA is responsible for the exterior improvements of townhomes – paint, repair, replace, care of roofs, exterior surfaces (excluding grass), the BOD must approve all changes. In the event that an exterior improvement to a townhome is constructed and does not fall in compliance to BOD's approval then the homeowner should be solely responsible. It is also the townhome owner's responsibility to obtain all necessary city permits, in part to manage potential liability issues for future owners. For single family homes, plans for an outbuilding shall be submitted to the BOD to ensure that the color and size of sheds are in line with the home design and is city-permitted if need be.

ANIMALS. Unattended dogs (off leash) are not permitted in the common areas. This includes the common area (the field) behind the townhomes. Dogs must be on leash at all times in ALL HWC common areas. This is in accordance with New Hanover Counties "Leash Laws". You must remove any droppings from your pet as required by city rules. The city imposes a \$250 fine for not carrying poop bags and \$250 fine for not picking up after your pet. Do not allow your pet to urinate or poop in another resident's yard. You must keep your yard free of dog waste to alleviate bad odors and unsanitary conditions. No pets or livestock being maintained for commercial use will be permitted on the property.

If any pet shall be determined by the Board of Directors to be a nuisance, the Board shall have full authority to have such pet permanently expelled from the properties.

OUTSIDE ANTENNAS. No outside radio or television antennas or satellite dishes shall be erected on any lot or dwelling unit within the Property without BOD approval. This is especially the case for townhomes as the HOA would be responsible for any leaks caused by such an installation.

EXTERIOR LIGHTS. All light bulbs or other lights installed in any fixture located on the exterior of any building or any lot should be clear, white or non-frost lights or

bulbs. Solar lighting systems which may produce a somewhat different color are permissible. Holiday decorations are excluded.

SPEED LIMIT. Drivers are to drive cautiously on all roads and parking areas and obey the posted 11 mph speed signs.

WINDOW COVERINGS. All drapes, curtains or other materials hung at windows, or in any manner as to be visible from the outside, of any building shall be white or neutral background material.

FRONT and SIDE YARDS. Owners who make substantive changes to the front or side yards, as described in the Rules & Regulations, without written permission from the Board of Directors will be held accountable for damages, repair costs and associated fines.

UNIFORM STANDARDS. The Association may adopt uniform standards for mail collection, waste disposal containers, newspaper boxes and such other common features typically installed on the unit or in the common area. The owner of each lot shall comply fully with all such standards so imposed or adopted.

RENTERS. If any owner rents their property, they must notify our HOA management company within 30 days of the rental. The owner will provide contact information for their renters and the length of the lease. The owner also must provide a copy of the Rules & Regulations to their renters and are responsible for renters' compliance.

CHILDREN'S PLAY EQUIPMENT. Basketball goals are to be free standing and no closer than ten feet (10') to the street and not to be used after 11pm. Skateboard ramps are not to be left out when not in use. When not in use, skateboard ramps are to be placed inside the garage.

CAMERA RECORDINGS-COMMON AREA. Headwater Cove Community prohibits the installation and use of any cameras directed at the commons areas, as the presence of cameras has a tendency to deter from the enjoyment of the common area. Installation of cameras in any yards of any homes is not permitted. Cameras mounted to a staff or pole on one's property is not permitted. Cameras, such as a Ring doorbell camera, may be affixed directly to your home for the purpose of monitoring your own property.

SUBMISSIONS TO BOARD OF DIRECTORS FOR APPROVAL OF SUBSTANTIVE CHANGES. Any changes to a property, as indicated in the Rules & Regulations must be submitted to the Board, using a standard form. All necessary supporting information should be submitted at that time. The request will be active for 30 days. The Board will respond in a timely manner but may need to request additional information. Approval of requests will be given in writing, either by postal mail or via email. The Board may appoint a subcommittee to review a request, especially in the case where additional expertise is necessary.

Fine Schedule

1st offense: Warning Letter

2nd offense: \$50 fine

3rd & additional offenses: \$100 fine