

**Headwater Cove HOA
Rules & Regulations (UPDATED 2/25/24)**

Headwater Cove Homeowners' Association

Vision: We envision a community that offers a desirable place in which to live and enjoy the benefits of family, friends, community and nature.

Mission: Our mission is to 1) enhance and preserve the quality of life and sense of community through effective and efficient management of the Association; 2) preserve property values through enforcement of the by-laws and rules and regulations, and 3) support initiatives that benefit the greater good of the community.

Values: In all our activities to achieve our vision and mission, we value integrity, respect, fairness, common sense, cooperation and community participation.

Board of Directors' Objectives:

- Encourage collaborative and diverse participation that includes an involved membership.
- Utilize the experience of the Board members to make and implement responsible decisions and to be good stewards regarding the use of funds and assets belonging to the Association.
- Uphold the By-laws, Covenants, and Rules and Regulations by taking a fair, ethical and objective approach in representing the interest of all homeowners to ensure that all additions/changes to homes and common areas will preserve and/or enhance the value of our properties as a whole.
- Treat every issue which comes before the Board with respect. Resolutions and responses will be clearly communicated to affected parties.
- Protect and enhance the value of our community by maintaining all common areas.
- Communicate with homeowners in a timely manner through appropriate mediums, and facilitate opportunities for activities and committees promoting a close-knit neighborly community that works together for the good of all.
- Be forever mindful of and preserve the Association's Vision, Mission and Values.
- Serve in the best interests of the Association.

Member Objectives:

- Good Neighbors First. There is no better substitute for resolving community issues as good neighbors.
- Volunteerism. We highly value participation in the Association that extends beyond the normal commitment(s) of being a member/resident.
- Property Maintenance. Property owners/residents will maintain their respective properties, in accordance with our covenants, rules and regulations, which enhances the Association and does not detract from the value of our properties or common areas.
- Common Good. We will evaluate all issues on their merit of alignment to our Vision, Mission and Values.

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 one's 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. All residents and guests are expected to abide by all city and county noise ordinances. There shall not be any plants, animals, nor device, or any sort of activities that is 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. Motorized vehicles, including motorbikes, e-bikes, golf carts, or similar type vehicles are permitted only on paved streets and parking areas within the community. Motorized equipment used by contracted landscapers are permitted in non-paved areas.

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.

VEHICLE STORAGE. Boats, jet skis, motor homes, large 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. In the spirit of maintaining an aesthetically appealing neighborhood, no charcoal grills, cleaning or gardening equipment, clotheslines, or tools or any other items that would be inconsistent with this aesthetic, 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. **At no time are bags of garbage to be left on 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 all owners and residents. All trash must be placed in the dumpsters. Large trash items, which the dumpster is not able to 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 to use curb-side trash collection are responsible for making arrangements for such on their own, 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 the day prior to and 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, potted plants, American flags and other decorative garden items. Seasonal holiday decorations are also allowed. However, landscaping in the front or side yards of townhomes may not be changed. This is an HOA responsibility as these areas are con-

sidered common areas. Single family homeowners are fully responsible for their lawns and yards and may use plantings and temporary decorative structures at their discretion but need the Board's approval for the 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. Yard debris from your personal property may be disposed of in the designated area behind the dumpsters. However, if hiring someone to do any personal yard work, the removal and disposal of debris is the professional's responsibility.

HWC has a contract with a local landscaping company for regular maintenance of the common areas. Homeowners are asked to refrain from speaking to the workers about their work. Rather, please use the Maintenance Request-Report Form if you have concerns or suggestions. This form is found on the website noted at the end of this document.

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 property, including but not limited to fences, lamp posts, solar panels and out-buildings/sheds.. No structure of a temporary character, trailer mobile home, tent, shack, garage, barn or any other out-building shall be used on any lot at any time as a residence, either temporarily or permanently, without BOD approval. In the event that an exterior improvement to a home is constructed and does not fall in compliance with BOD's approval, the homeowner will be solely responsible for the required changes or removal. Because the HOA is responsible for the exterior maintenance and improvements of townhomes - paint, repair, replace, care of roofs, exterior surfaces (excluding grass) - the BOD must approve all changes.

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 County's "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. 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. Consistent with our stated vision, feed-

ing wildlife other than birds, is not allowed. According to the NC Wildlife Resources Commission, feeding wildlife increases the chance of disease transmission, creates unintended conflicts with humans, degrades the surrounding nature habitat and leads to unhealthy animals and foraging habits.

OUTSIDE ANTENNAS. No outside radio or television antennas or satellite dishes or solar panels 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. Holiday lights are excluded; however, holiday lights must be removed within three weeks post holiday. Light bulbs must be designed for residential use. No noxious overly bright lights of any kind are allowed.

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

WINDOW COVERINGS. All window treatments visible from the street shall be white or neutral.

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. Owners who lease their property must notify our HOA management company within 30 days of the rental start date. The owners will provide renter contact information for their renters and the length of the lease. The owners also must provide a copy of the Rules & Regulations to their renters and are responsible for renters' compliance.

CHILDREN'S PLAY EQUIPMENT. Free-standing basketball goals are permitted on personal property and not to be used after 11pm. Skateboard ramps are to be stored out of sight when not in use.

MOTION SENSORS, MONITORS, SURVEILLANCE CAMERAS, LISTENING AND RECORDING DEVICES. Headwater Cove Community prohibits the installation and use of any

surveillance cameras, monitors, motion sensing, listening or recording devices directed at neighboring private properties and common areas. Installation of such devices in common areas or 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.

All HWC documents (articles of incorporation, bylaws, covenants, architectural request form, rules and regulations, maintenance request forms) and board contact information can be found on the Community Solutions webpage:

<https://www.csshoamgt.com/association/county/new-hanover/name/headwater-cove>

Fine Schedule

1st offense: Phone Call, Text, Email or Warning Letter

2nd offense: \$50 fine

3rd & additional offenses: \$100 fine