

Sugar Creek Villas Rules and Regulations

Our community places people in closer proximity to neighbors than most residential sub-divisions. There is usually a smaller area between individual homes or there are several homes in one unit. There are also jointly owned common areas and recreational facilities provided for the benefit of all residents. The governing body for our neighborhood is the Board of Directors comprised of residents of the community that make decisions as to how the community is managed for the benefit of all residents. The Board must balance the needs of the entire community with the desires of individuals within the community. Because of the proximity of residents and the jointly owned land, there will be more rules and regulations than are found in a typical residential suburban community. To some, these rules are confining, but without the rules, the desires of one individual could have an impact on the living conditions of many residents and even have an adverse affect on the property values of the entire community.

We must know what is required of each of us as owners, or as tenants of property owned by others, in order to adhere to the rules that govern our condominium and patio home community. These rules are explained in complete detail in your master deed and by-laws, and should be familiar to each property owner. If your lawyer or realtor did not give you a copy of these, as required, when you purchased your unit, you may purchase one from our property manager, N & H Enterprises, Inc., for a nominal fee.

Enforcement of the Rules and Regulations

The governing documents for enforcement of the rules and regulations within Sugar Creek Villas are contained in three separate documents:

- A. Condominiums – “Declaration of Sugar Creek Villas Horizontal Property Regime” also referred to as the Master deed or Covenants. See Article XXIV.
- B. Patio Homes – “Declaration of Covenants, Conditions and Restrictions for Patio Homes at Sugar Creek Villas”.
- C. Recreation Association – “By Laws of Sugar Creek Villas Recreation Association”.

The Board of Directors are empowered to enforce the rules and also to make additional rules that may not be specifically spelled out by the foregoing but are necessary for the smooth operation of the community. Information regarding the Master Deeds, Rules, Regulations and By-Laws can be found at: <http://www.nhenterprises.com/hoa/SugardCreekVillas/photos.htm>

Cooperation, courtesy, and consideration for each other are required by all of us to make Sugar Creek Villas a great community that we are all proud to call our home.

Fines

Although reluctant to do so, the Board must levy fines and warnings when rules are not adhered to.

1st offense: A written warning is issued for all first offenses.

2nd Offense: \$25.00

3rd Offense: \$75.00

4th Offense: \$150.00

Continual offenses will incur additional \$150.00 fines until a lien is placed on the homeowner's property.

I. GENERAL

- A. **Residents**: Sugar Creek Villa residents, homeowners or tenants, are responsible for their own guests at all times and should ensure their compliance with all rules and regulations.
- B. **Absentee Owners**: Homeowners are responsible that their tenants and tenant's guests are in compliance with all rules and regulations. Absentee owners forfeit all rights and privileges for use of the pool, tennis courts, clubhouse, and other common areas.
- C. **Common Areas**: Residents are responsible for keeping their personal possessions off common areas.
- D. **Soliciting**: No soliciting for commercial purposes is allowed.
- E. **Fireworks and Firearms**: Shooting of fireworks and firearms including BB guns and pellet guns, is prohibited.
- F. **Nuisance Noise**: Boisterous conversation, loud music, radio, cars etc will not be tolerated.
- G. **Signage**: No signs of any kind are permitted at Sugar Creek Villas except for a single "For Sale" or "For Rent" sign placed in an interior window facing the street.

H. **Pets**

- 1. **Leash Law**: All animals must be on a leash and under control of its owner or handler at all times when outside. Aggressive or unsocialized animals should also be muzzled.
- 2. **Animal Waste**: All animal waste should be picked up and disposed of immediately.
- 3. **Restriction of Number or Type of Animals Allowed**: The Association has the authority to limit the number or type of animals allowed per unit, if in the judgment of the Board, a hazard to other owners is present.

I. **Vehicles**

- 1. **On Street Parking**: On street parking is not allowed. The streets are non- standard and are not wide enough to allow Emergency Vehicles to pass if cars are parked on the street. Each condominium and patio home has two parking spaces in the garage (except for two units) and two parking spaces on the driveway for their own individual use. Clubhouse and Tennis Court parking lots are not intended to be permanent parking area for residents.
- 2. **Recreational Vehicles**: Motorcycles, motor bikes, mini-bikes, and mopeds should not be driven within the development except to travel to and from the Villas.
- 3. **Parking on Grass**: No vehicle should be driven or parked on the grass, sidewalks, or any recreation area. Not only is it unsightly it damages the landscape.
- 4. **Mechanical Work**: No mechanical work or bodywork, maintenance or repair on any vehicle or boat, etc., should be performed outside of a garage.

5. Prohibited Vehicles: No boats, trailers, RV vehicles shall be parked on the property. These vehicles may be parked in the garage provided the garage door is closed and said vehicles or accessories are not visible from the street. Under certain extenuating circumstances the Property Manager may authorize vehicle to be parked in the pool parking lot for a period of 72 hours.
6. Garage Doors: Should be kept closed except when work necessitates that they be open.
7. Licensed Vehicles: No cars may be parked or maintained on the property unless they are licensed and operational.
8. Speed Limit: 17 MPH limit as posted is the maximum speed on all roads within the Villas. Our streets are narrow, there are no sidewalks and many many walkers are out and about all hours. Please drive carefully.

J. Landscaping

1. Planting: Residents may plant in the rear or side areas, entry alcoves, tree wells and between their sidewalks and garages. The resident is responsible for maintaining all of his/her plants. Plants should not interfere with landscape services.
2. Potted Plants and Hanging Baskets: Are permitted in any area except on outside garage wall and should not interfere with landscape or painting services.
3. Trash Containers: Should be kept inside the garage or in an unobtrusive area at the rear or side of the residence.

K. Notices

1. Mailboxes: All notices should be posted in the plastic sheet on the mailboxes.
2. Commercial Notices: No outside commercial or campaign notices allowed.
3. Removal: All notices should be removed at a reasonable time by the person who posted the notice.

L. Outdoor Cooking

1. Safety: Reasonable care must be exercised in the use of cooking appliances, and the appliance must be properly tended at all times.
2. Outdoor Cooking Appliances: Shall be no closer than ten (10) feet to any building or structure at the time of use.

II. CLUBHOUSE RENTAL

The clubhouse can be rented out for private, resident-sponsored parties only. Pool use is not included in the rental.

- A. Rentals: The resident-sponsor must reserve the requested date with the Chairman of the Recreation Committee.
- B. Fees: A rental fee of \$50.00 is due when the key is picked up from the Committee Chairperson. A separate deposit of \$50.00 is also due to cover cleaning costs, if necessary.
- C. Sponsor: The resident-sponsor must be in attendance for the entire party.
- D. Conduct: The resident-sponsor is responsible for the behavior of guests.
- E. Chaperones: All parties for persons 20 years of age or under must be chaperoned at all times, with at least two (2) adults, one of which is the resident-sponsor, per fifteen (15) persons. Absolutely no alcoholic beverages.
- F. Following are prohibited:

1. Pets
2. Smoking
3. Swimming
4. Sleep-overs
5. Attaching anything to clubhouse walls
- G. Curfew:** Clubhouse parties must end by 2:00 a.m. with no activity on the pool the deck past 12:00 midnight.
- H. Clean-Up:** The resident-sponsor is responsible for leaving the clubhouse, surrounding area, and parking lot clean and free from damages. The resident will be charged for any necessary cleaning or repair beyond the \$50.00 deposit.
- I. Deposit Return:** The deposit will be returned if the clubhouse and surrounding area are left clean and in undamaged condition.

III. POOL RULES

The pool key is the resident's pool pass and has the unit number stamp on it.

- A. Gate:** Due to insurance rules, the pool gate is locked at all times.
- B. Pool Key:** The key must be in possession of the resident when using the pool.
 1. The pool key may not be released to guests. Residents must accompany guests at all times.
 2. Only one (1) pool key will be allowed for each unit.
 3. A \$50.00 non-refundable fee will be assessed for any lost key.
- C. Swimming is at the individual's own risk. No lifeguards are provided.**
- D. Shower:** Bathers must shower before entering pool. This is a South Carolina Department of Health Regulation. Showers are available.
- E. Safety Rope:** The rope dividing the deep end from the rest of the pool must not be removed or used for play. State law requires that the pool be closed if the rope is damaged or missing.
- F. Diving:** No diving is allowed.
- G. Restrictions:** Due to the small size of the pool, floats and balls are not allowed.
- H. Hours of Operation:** The pool is open from daylight until 10:00 p.m.
 1. Lights: Turn on automatically at dusk and turn off at 10:00 p.m.
 2. Swimming: Prohibited if overhead & underwater lights are not on.
- I. Safety:** Parents are responsible for the safety of their children at all times.
- J. Diapers:** Children in diapers or "swimmies" cannot use the pool for sanitary reasons.
- K. Age Restrictions:** No children under 16 years of age are allowed in the pool without an adult chaperone.
- L. Number of Guests:** Residents should be courteous when deciding how many guests to bring with them to the pool.
- M. Pool Furniture:** The chairs, tables and umbrellas are for your use and enjoyment please do not abuse them. If you have opened an umbrella please close it when you exit the pool area to prevent wind damage and loss of property.
- N. Additional Pool Rules**
 1. No rollerblades, skateboards, running, horseplay, or pets are allowed in the pool enclosure.
 2. Noise levels should not disturb other bathers including radios.
 3. All Sugar Creek Villas furniture should remain in its respective area.
 4. Each resident is responsible for properly disposing of all refuse in the provided trash containers.
 5. No glass items are allowed.
 6. The Sugar Creek Villas Recreation Association Board and Pool Committee are not responsible for articles left in the pool enclosure.
 7. No animals allowed inside the fenced area.

8. Common courtesy and responsible behavior are required at all times
9. Please adhere to posted safety rules and signs within pool area.

IV. TENNIS RULES

- A. **Courts**: The tennis courts are to be used for tennis only.
- B. **Etiquette**: Rules of tennis etiquette should be followed at all times by residents and guests.
- C. **Guests**: Are not allowed to play without a resident being present.
- D. **Conduct**: A member is directly responsible for the conduct of his or her guests.
- E. **Lights**: The last player to leave the courts must turn off the lights and lock the gate. No play on the courts is allowed after 10.00 p.m.
- F. **Repairs**: Please call management if you find a problem that needs attention.
- G. **Tennis Shoes**: Tennis shoes with white soles must be worn while on the courts.

RULES APPLICABLE TO THE VILLAS

I. ARCHITECTURAL CHANGES

A. Changes to the Exterior of a Unit:

1. Any structural change to the exterior of a building including screened porch, deck or patio of a resident must be approved by the Association prior to proceeding and must be in compliance with the master deed and standards imposed by the Association. See Articles XV and IX of the Master Deed.
2. Request forms are located on the bulletin board in pool parking lot and must be properly documented before submission. If none are available call our Property Manager.
3. All work must be performed by a licensed, bonded and insured contractor
4. Homeowner accepts full responsibility for maintenance of the addition and to the satisfaction of the association.
5. Homeowner accepts full responsibility for the proper installation as depicted in plans submitted. The plan cannot be altered or deviated from without the express approval of the association.
6. Ensure that you are in compliance with articles XV(C), pages 23 & 24 and IX paragraphs 1-4 pages 12 & 13.

B. Satellite Dishes:

1. **Installation:** You must have approval from the Association prior to installing a satellite dish on your condominium. Without such approval you will be asked to remove the dish. This authority is granted by the Federal Communications Commission (FCC) to allow condominium associations to protect the vested interest of common areas we all share a part of and to the best extent possible prevent unsightly installations.
2. **An Architectural Change Form:** Must be submitted to the Property Manager giving the exact location where the dish will be installed and in writing the approval from next door neighbors on both sides. For additional information call the management office.
3. **Blank Forms:** Are posted on the bulletin board in the pool parking lot. If none are available contact the management office.
4. If authorization is granted you will be asked to sign an agreement delineating your responsibilities on maintaining and removal of dish.

II. WORK ORDER REQUESTS (Building and Landscape issues)

- A. **Blank Work Order Forms:** Are posted on the bulletin board at Pool Parking Lot. If none are available please call Property Management. Fill out completely.
- B. If the issue is an emergency or a safety concern please contact the Property Manager immediately.
- C. Normal maintenance will be scheduled on a priority basis pending funding availability.
- D. Article VIII E.1, page 12 of the Master Deed is a listing of maintenance, repairs and replacement items that are the responsibility of the residence owner.

III. LANDSCAPE AND YARD ART

- A. **Yard Edging:** Please check with the Landscape Committee before placing edging.
- B. **Flags and Wreaths:** Each unit can display a total of two flags and/or wreaths.
- C. **Window Baskets:** No window baskets are allowed (termite hazard).
- D. **Yard Art:** No more than 4 (four) pieces of yard art per are allowed in front of each unit. Yard art includes:

1. Flower pots
 2. Benches
 3. Bird baths
 4. Feeders
 5. Bird houses
 6. Statues
 7. Ground-mounted flags
 8. Flower stands
- E.** Homeowners are responsible for maintaining their flags, wreaths, and yard art.
- F.** Walkways should be kept clear and safe.
- G.** Contractors will not move any yard art to cut or trim grass, shrubs or trees. Contractors will not be responsible for any damage to these items caused while maintaining our buildings or grounds.
- H. Limbs & yard debris - Condo Owners only:** The landscape contractor picks up limbs and yard debris placed at the curb each Wednesday by 12:00 p.m. No bags or other trash will be picked up.
- I. Plants on Wood** No live plants should come in contact with any exterior wood surface. This can cause termite problems, damage to wood, and interferes with painting and normal maintenance.

IV. HOME REPAIR INFORMATION

The following information will assist Sugar Creek Villa residents in repairing or replacing exterior items on their villa units. Note the homeowner is responsible for this type repairs

A. Main Entry Doors

The main entry door is a standard size: 3'-0" x 6'-8". The exterior is painted in the approved Villa door color. Replacement doors must be approved by the Architectural Committee. The form is available at <http://www.nhenterprises.com/hoa/SugarCreekVillas/photos.htm>

B. Exterior Doors

Other exterior doors must be a flush metal clad door, or flush solid core wood door. Door exteriors must be painted in the approved Villa color.

Doors that enter directly from the garage into a dwelling may be metal or wood and must, by Building Code requirements, be fire rated for one hour.

C. Exterior Garage Car Doors

Garage car doors should be replaced with flush metal or flush wood panel doors. A flush metal door with light embossing that mimic's wood grain to match a flush wood door is acceptable. Heavy embossing, paneling, or window panel units are not acceptable. The exterior of both metal and wood doors must be painted in the approved Villa color.

D. Exterior Windows

The exterior windows used in Sugar Creek Villas are casement units. The majority of them were made by Victor Built. Windows, Inc. at 2333 North Pleasantburg Drive, 233-8931 can supply replacement units that match what exists.

Other brands are acceptable provided they match the approximate size, appearance, and function of the existing casement units.

Installation is the responsibility of the homeowner. Any modification or rework must match what exists and be finished in the approved Villa colors.

The exterior of the windows must be a paintable surface and finished in the approved Villa color.

E. Exterior Villa Paint Colors

The exterior of all villas are finished in a family of brown colors. The paint supplier is Duron Paint and Wall Coverings, 1258 Woodruff Rd., 224-7321. Property Manager has color codes on file. **Note:**

May 09, 2009

New color scheme for Tanager beginning April 2009 is “Resort Tan” and cul-de-sac condos colors are “Summerhouse Beige”. New colors are from Sherwin Williams.

F. Exterior Light Fixtures

To replace an existing light fixture, submit an Architectural Change Request to the Architectural Committee. The form is available at <http://www.nhenterprises.com/hoa/SugarCreekVillas/photos.htm>

G. Gutters

Homeowners are responsible for additional gutters. All new gutters must be metal, include a leaf guard, and match the color of the unit. Greer Awning & Siding (877-7722) knows what we use.

RULES APPLICABLE TO THE PATIO HOMES

While recognizing that this is a planned and restricted neighborhood, a procedure has been established to make it possible for Patio Home owners to make changes to the visible parts of their home in a way reasonably consistent with the rest of the community. The owners have choices on how their homes will look like and the Architectural Review Committee (ARC) has the authority and responsibility to ensure some reasonable conformity within the community. This applies to structural alterations as well as general appearance of the home like adding additions, painting, roofing, gutters, windows, entrance and garage doors, lighting, fencing, shrubs, trees, walk-ways, ornamental edging, and/or front yard. No permission is required to maintain current colors, styles, etc, unless a change is contemplated. No permission is needed to install a satellite dish on the back of your home as long as it is not visible from the road, otherwise written permission is required. If the contemplated architectural change is not visible from the front of the home and or road, no change is required.

The ARC has decided that Change Requests will need to be submitted in writing a minimum of 10 days before alterations start. It is strongly recommended to request approval before the actual purchase of materials is made, to avoid additional costs if approval is denied. If a change is made without prior approval, the ARC has reluctantly decided that the change will be denied and the property will have to be returned to its original state.

Work request (Request for Change Form) should be addressed to the ARC, attention: Huub Bakx and mailed to 158 Tanager Circle.