

THE GABLES OF CHESTNUT OAKS TOWNHOMES

RULES AND REGULATIONS

Because townhome living may be a new experience for many, this document has been adopted to enhance the enjoyment of the townhome way of life for all owners.

Guests shall be made aware of all applicable rules and regulations. Owners will be responsible for their guests' compliance with such rules.

These Rules and Regulations will remain in full force and in effect unless amended or revoked by the Board of Directors, hereafter referred to as the Board, of the Association. They will be reviewed by the Board periodically and appropriate amendments will be made as deemed necessary.

In addition, the Association may, in accordance with the by-laws, alter, amend, revoke or add to these Rules and Regulations for the preservation of safety and order of The Gables of Chestnut Oaks community for its care and cleanliness or for the protection of the reputation thereof. When given to any resident it shall have the same force and effect as if originally made a part of the governing documents.

The Board of Directors has given the Management Company certain authority for the enforcement of these Rules and Regulations.

BOARD OF DIRECTORS

The Board of Directors (Board) has responsibilities as outlined in the DCC&R's and By-Laws. The Management Company has responsibility for the day-to-day operation of The Gables at Chestnut Oaks with the direction of the Board. In addition, the Board supervises committees, approves all projects in the development, and periodically reviews the external units and grounds to insure compliance with the governing documents. Owners will be advised if a unit needs attention.

BOARD MEETINGS

Board meetings will be held once a month. Homeowners who wish to bring any issue before the Board should request to be included on the agenda. The procedure is as follows:

1. Make a written request to the President of the Board, with a copy to the Management Company. The request must be made at least 10 days prior to the next Board meeting.
2. The written request must include:

- (a) A description of the item of business.
- (b) Requested action from the Board.
- (c) Your name, address and telephone number.

All suggestions you have for the Board regarding improvements are welcome and should be submitted in writing for their action. Persons placed on the agenda will be notified in advance to confirm the date, time and location of the meeting.

RECORD OF OWNERSHIP

Homeowners should inform the Management Company of the pending sale of a unit prior to the closing date. In this way, the financial status of all units can be kept up-to-date.

In accordance with the By-Laws and the DCC&R's, the Management agent will maintain a list of all townhome owners.

Units that are rented, leased or occupied by other than a member of the owner's immediate family must be registered with the Homeowner's Association. In no case, are more than four (4) tenants permitted to live in a unit, nor are they allowed to park more than two (2) vehicles on the property. Rental agreements or leases must be submitted to the Management Company and they must be for one (1) year except by permission of the Board.

A completed copy of The Gables of Chestnut Oaks Tenant Registration Form and a copy of the rental agreement or lease must be forwarded to the Management Company within 10 days after being signed.

TENANTS

It is the responsibility of the unit owner to provide his/her tenants with the Rules and Regulations and all governing documents of the Association.

Tenants are to abide by the same rules and regulations as the homeowners. Owners are responsible for any damages caused by their tenants

COMMON AREAS

The sidewalks should not be obstructed by the townhome owner or used by them for any purpose other than entering and exiting.

No fences, enclosures, personal play equipment or structures of any kind will be erected or placed upon the common area.

No shrubbery or trees will be permitted to be planted or destroyed without first submitting a request to the Board. No alterations of any kind to the grounds of the common areas, or behind a unit is allowed without a request and written approval by the Board.

INTERIOR

Should any adjacent unit incur damage or cleanup expenses as a result of negligence by a unit owner, his tenant or invitee, then that unit owner will be held responsible for the cost of all repairs to the damaged unit.

Working smoke detectors are required in all units. Their installation and maintenance are the unit owner's responsibility.

Each unit owner is encouraged to install a carbon monoxide detector on each floor of their unit at owner's expense.

GENERAL EXTERIOR

No unit owner, his employees, agents or guests will mark, paint or deface any walkway, driveway, wall, shrubbery, grounds or any exterior surface in any way.

No repairman, owner, guest or any other person will be allowed on the roof of any building without permission. The owner of the unit will be held liable for any damage to the roof systems resulting thereof.

No unit owner shall cause any object to be fixed to the common property. No fences, edging or trees will be added or altered without a written request and written approval of the Board.

The Homeowner's Association assumes no liability for any loss or damage to articles left in the common area.

No window air conditioners or window fans of any type or size are permitted.
No materials may be stored outside the unit.

No temporary clothesline or other apparatus shall be visible from the outside courtyard area.

The entrances, driveways, front and back areas will be kept free from rubbish, bicycles, baby stroller/carriages or any other articles which will obstruct maintenance of the grounds or distract from the appearance.

All outdoor grilling and cooking must be contained in the back area of each home and may not be conducted near or under a roofline area.

EXTERIOR

Clarification of Terms

Regarding front yards, side areas, common areas, and rear yards (property outside of the courtyard) are subject to the guidelines and approval process of the Board. Although the area within platted survey dimensions, in most cases, belongs to the homeowner the area is in clear view of the Common Area and is therefore subject to the following restrictions:

Seasonal plants may be added at the owner's discretion.

Shrubs and trees must be approved by Board as they must be maintained by the association and not by individual homeowners.

Clinging vines are not allowed.

All mulch/ground cover is the responsibility of the Association and must not be changed to an alternate material.

Porch areas must be maintained in an orderly and clean manner. Furniture must be designed for outside use only.

Ornamentation and planters must be kept clean and neat and it will be at the discretion of the Board if a unit has become untidy or too cluttered.

No plaques or doorway signs are allowed on the front porch or stoop.

No signs are allowed on the property, except for one small security company sign in the front and the back of the property.

No flags except the American flag may be flown on a regular basis. The flag holder must be approved and location designed by the Board.

All systems for telephone or cable must be underground.

No exterior alterations or additions may be made to the townhome unit.

If an owner (or tenant) is unable to care for the individual area surrounding their property (i.e. watering front planting area), the owner should hire appropriate help and will be responsible for its condition. Depending on owner's negligence, the Board may hire a service to water or maintain at the owner's expense.

Pet doors are not allowed at the home or garage areas of the unit.

No antennas or satellite dishes are allowed without written permission of the Board.

No outdoor lighting or ornamentation lighting that requires a battery or electricity may be displayed on a regular basis. This includes landscape lighting. No frosted or colored bulbs are permitted in fixed outdoor fixtures.

Garden hoses should not be left uncoiled in the rear or front yard areas for extended periods of time, and must be removed during the winter months to prevent freezing pipes.

Owner may install a front storm door provided the following guidelines are met and ACC approval is received prior to installation.

1. Doors must be white trim with knob or lever in brass.
2. Doors must be full glass with no etching and screen material should be fiberglass black.

COURTYARD AND GARAGE AREA

Anything on the ground level within a courtyard or between the garage and the unit is considered interior property of the owner. Any holes or fixtures placed on the owner's building is the responsibility of the owner (i.e., if it causes leaking to the property, loss of resale value, etc.). Foliage and decorations within the courtyards are allowed to the extent that they do not become obtrusive to the common area or neighboring properties.

Clinging vines are not allowed. Owner accepts responsibility for any material damage incurred to neighboring properties, as well as owner's property.

The following restrictions apply to the courtyards:

Furniture may not be placed outside of the courtyard area (i.e. in the rear of the home). All porch furniture must be outdoor living furniture (wicker, wood or a composite made for outdoor living).

Edging is allowed within the private courtyard area.

Motion detector lights and/or low voltage decorative lighting is permitted within the private courtyard area, provided they do not interfere with a neighbor's privacy.

ADMINISTRATION AND ENFORCEMENT

Steps to petition for approval:

- 1) Requestor fills out a request form and sends to the Management Company.
- 2) The Board approves/rejects the request in writing and notifies Requestor of the decision through the Management Company.

If a request is approved: The owner may progress with the requested changes.

If a request is rejected: The owner may not make requested changes. If owner is requesting approval for a change that the owner has already made and the request

is rejected, the owner must undo the changes within 30 days or request an extension from the Board. If the changes are not undone within the specified time-frame, the owner is subject to the Enforcement Process. The owner can appeal the decision to the Board and appear in person at a Board meeting.

For those owners and properties that are not currently in compliance with these guidelines, a grace period of 30 days from the date of a formal letter from the Board will be in effect. If more time is needed for compliance, please request an extension from the Board.

- 1st Warning: A letter will be sent asking Owner to comply within 14 days.
- 2nd Warning: A letter will be sent and a fine of up to \$150 per day will be imposed. If not paid by the owner, the Board has the authority to place a lien on the Townhome in question.
- 3rd Warning: The necessary changes will be made by the Board at Owner's expense.

INSURANCE COVERAGE

INTERIOR:

Each resident is responsible for obtaining a homeowner's policy (type HO-6) for his furnishings and other personal property. Homeowners should check their individual policy to make sure it covers all their belongings not covered by the master policy and if water damage from another unit is included. This is to make sure you are properly protected.

EXTERIOR:

The common areas, including the outside walls and roofs of the homes are covered by insurance through the Association. Contact the Management Company for referral to the insurance agency.

MAINTENANCE

Maintenance of the common elements and repair work is handled on a job-to-job basis under the direction of the Board.

If you know of repair work or maintenance that should be done on the common property, please contact the Management Company. The Board establishes priorities for repair jobs with the recommendation of the Management Company.

The Association's responsibilities and your individual responsibilities are outlined in the DCC&R's. The following is a brief outline of responsibilities of the individual owners and the Association:

The exterior of units including brickwork, roofs, painting, post lights and grounds maintenance is the responsibility of the ASSOCIATION.

The doors and windows of the unit including frames, glass, locks and screens are the responsibility of the OWNER.

ACTION REQUESTS

Direct all action requests to the Management Company. Requests can be forwarded in writing, by e-mail or by use of the HOA website.

NOISE AND NUISANCE

No townhome owner/tenant(s) shall make or permit any disturbing noises in the unit by the occupants, servant employees, agents, pets, visitors and licensees, or permit anything by such persons that will interfere with the rights, comfort or convenience of other units. **LOUD ELECTRONIC EQUIPMENT IS CONSIDERED A NOISE NUISANCE.**

Obnoxious or illegal activities will not be permitted on common areas or within any townhome nor will anything be done thereon which may be an annoyance or nuisance to other residents.

No solicitation signs, ads, or door-to-door solicitations are permitted in or about The Gables of Chestnut Oaks complex without prior consent of the Board.

The discharge of firearms including BB guns, pellet guns and air rifles or any noise making or explosive device is prohibited at all times.

PARKING AND VEHICLE REGULATIONS

The Board has given the Management Company authority to tow, at the owner's expense, cars and other vehicles improperly parked. It is preferred that all guests use the back of the townhomes to park, if at all possible.

All vehicles parked outside of the individual garage areas must be properly licensed.

No inoperable or wrecked vehicles of any type may be allowed on the property.

No repairs are allowed to be made to a vehicle unless it is a minor repair. No vehicle may be left on blocks, jacks, etc. outside of individual garage area.

ALL OF THE ABOVE VIOLATIONS MAY RESULT IN THE VEHICLE BEING TOWED AND STORED AT THE OWNER'S EXPENSE.

Vehicles are not to be driven across or parked on the lawns or sidewalks. The cost of repairing any damage resulting from this will be charged to the owner.

Vehicles parked in the driveway areas should not block the sidewalks.

Residents are permitted to wash their own vehicles on their premises as long as it is done in a manner not to inconvenience or offend your neighbors. The area should be cleaned up immediately after washing. Washing non-resident vehicles is not permitted.

Vehicles that are leaking engine fluids must be repaired to prevent damage to the pavement and driveways. Repairs of damage and/or cleanup are the responsibility of the homeowner.

Noisy vehicles should make sure their speed is very low in order not to create a nuisance

PETS

All dogs must be on a leash in accordance with the County leash law.

Only domesticated animals are allowed as pets.

Any damage to property or injury to anyone will be the direct responsibility of the owner of the animal.

ALL PET OWNERS ARE RESPONSIBLE TO CLEAN UP AFTER THEIR PETS IN ALL COMMON AREAS AND IN THEIR PERSONAL BACK AND FRONT YARDS.

Habitual barking is a nuisance that threatens the quiet enjoyment of our community. Owners will be held responsible for any annoyance their pet creates. Residents are within their legal rights to call Animal Control.

Please exercise common courtesy to your neighbors.

TRASH AND GARBAGE

Garbage is collected each Tuesday, except on holidays. One (1) roll-out can and one (1) recyclable bin will be provided by Action Garbage (704)821-7578. Roll-out cans and recyclable bins must be placed at curbside by 7:00 a.m. and returned to your garages by not later than 8:00 p.m. that day. In the case of a unit not having space in their garage for the garbage roll-out can and recyclable bin, they must be concealed by a fence or lattice work. This must be approved by the ACC prior to installation.

There will be an additional charge for any special pick-ups or large items. This can be arranged by calling the garbage pick-up company.

All residents are responsible for cleaning up any spilled garbage or trash. Please weigh down or bag all recyclables to prevent being blown around the community.

If you are going to be away, we suggest you arrange with a neighbor to place your containers at the curb and return them to your garage after pick-up.

CONTAINERS MUST BE KEPT IN THE GARAGE OR CONCEALED EXCEPT WHEN PUT OUT FOR PICK-UP.

