

**Rules and Regulations of
The Woodlands at Crow Creek Homeowner's Association, Inc.**
AMENDED APRIL 2024

The Woodlands at Crow Creek, a condominium association, is a community of private living spaces with joint ownership of common areas and amenities. Rules and regulations reflect the accumulated wisdom of other similar communities, relevant Federal and State laws, and the particular needs identified within the community of Crow Creek by its owners and Directors.

As joint owners of the common areas of our community, we share an interest in maintaining our property to the best of our ability, which means committing ourselves to be good citizens and neighbors, and communicating those expectations to everyone that we welcome to the community (family members, guests, tenants).

These Rules and Regulations may be modified or amended by the Executive Board from time to time, in its discretion, and any modifications or amendments shall be effective from the time of posting at a location on the Common Elements or notice thereof to owners. The Rules and Regulations are intended to promote the general common good of all property owners to (1) preserve the appearance and integrity of our property, (2) insure safety, comfort, and enjoyment of our facilities, and (3) minimize our joint exposure to liability. In choosing to live in a condominium community, we all agree to abide by its rules and regulations as communicated in all of its governing documents.

A copy of these rules and regulations must be part of a tenant's lease and posted in each rented unit. Emergency contact numbers for local police and fire is 911. To report water leaks and other urgent matters that can result in serious property damage, contact the Executive Board's maintenance contractor at 717-476-7071.

PARKING AREAS

1. All vehicles must be parked in designated parking spaces. Passenger vehicles, vans and trucks considered Class 1 and Class 2 that do not exceed 10,000 lb. GVWR are allowed; as are motorcycles and motor scooters designated for street use and equipped with mufflers that comply with local regulations. Golf carts are not allowed in parking areas.
2. Handicap parking spaces are limited and are for legal handicap vehicles, which must have either a current and valid handicap mirror tag or a current and valid handicap license plate. Owners leaving for longer than two weeks are requested to park their cars in parking spaces furthest away from the front of their buildings as a courtesy to others.
3. No boat, watercraft, trailer, bus, camper, motor home or recreational vehicle shall be parked within the boundaries of the condominiums for more than twenty-four (24) hours without prior approval by the Woodlands Executive Board.
4. Except for deliveries, authorized construction and service vehicles, no vehicle parked within the boundaries of the condominiums is allowed to have exposed tools or construction equipment other than ladders attached to vehicle roof racks where the ladders do not extend beyond the footprint of the vehicle they are attached to.

5. Vehicles will not park in such a way as to block sidewalks.

6. No inoperative or unlicensed vehicle or vehicle with an expired registration or inspection sticker shall be parked within the boundaries of the condominiums. Vehicles will initially receive a violation warning. After that, if the vehicle is not removed, the vehicle will be towed.

7. No maintenance (car washing, changing fluids) or repair work to any type of motor vehicle shall be conducted within the boundaries of the condominiums.

COMMON AREAS (such as hallways, stairs, walkways, grass)

8. No skateboarding, rollerblading, or scooters are permitted in the Common Areas.

9. The sidewalks, entrances, passages and stairways must not be obstructed or used for any purpose other than ingress and egress to and from the premises; nor shall equipment, strollers, motorbikes, mopeds, wagons, shopping carts, chairs, benches, tables, household garbage, boxes, or any other object of similar type and nature be stored thereon or therein. Hallway doors are permitted to have hung decorations, and one exterior mat in front of the doorway is permitted.

EXTERIORS / BALCONIES AND PORCHES (limited common elements)

10. No condominium porch or patio shall be enclosed with screening and/or three-season windows without first being approved by the HOA Executive Board. Plans with specifications and drawings must be submitted via an ARC (Architectural Review Committee) request on the CAMS portal. Clear vinyl is the only material that will be approved for three-season window enclosures. **Any screening or three-season window enclosures installed without Board review and approval after the May 2022 rule and regulation revision will be required to be removed by and at the expense of the owner.** Once the outside has been modified with approved three-season window enclosures or screening, the owner is responsible to maintain these elements.

11. No owner or occupant of a unit on the second or third floor shall allow anything whatsoever to fall from a window or balcony; or sweep, throw, or power wash any dirt or other substance from a unit.

12. No cans, supplies, or other articles shall be placed in any portion of the Limited Common Elements, nor shall any rugs, mops, laundry, ornamental flags, or other articles be shaken or hung on or from any deck, balcony or terrace, or from any of the windows or doors on any part of the Limited Common Elements. The Limited Common Elements shall be kept free and clear of trash, debris, and other unsightly material. The Association shall have the right to inspect and remove any unauthorized material from the Limited Common Elements without notice to any owner.

13. No grills, hotplates or fire pits of any type; and no outdoor cooking shall be permitted on any deck, porch, terrace or balcony on the Limited Common Elements. Outdoor cooking is only permitted in the designated grills located behind each condo building. Likewise, nothing with an open flame or exposed electrical coil can be used in/on any limited common element.

14. No owner shall cause any improvements, alterations, repairs, or changes to be made to the exterior of the condominium (including painting, or other decoration, the installation of electrical television, or radio or satellite dishes), or any other objects or devices which may protrude through the walls or in any manner alter the appearance of the exterior portion of any building without proper written approval of the Association, as provided in the Declaration of Condominium Article XVII. The Board is applying new

detail to assist in compliance – all interior blinds/shutters/pull up blinds must be a neutral color on the exterior view of the building. Exterior door replacement must be in like kind and approved in writing by the Board prior to ordering. The hanging of exterior curtains/curtain rods/roll-up blinds on any Common Element must be approved in writing by the Board prior to ordering.

15. No owner shall cause any object to be affixed to the Common Elements or Limited Common Elements (including fences, trees, shrubs, or other vegetation) or in any manner change the appearance of the Shared Common Elements without prior written approval of the Association, as provided in the Declaration of Condominium Article XVII. No owner may affix wind chimes, ornamental flags, bird feeders, ornaments or hanging flower baskets to any Common Element. Owners may not alter the landscaping of the Common Elements by installing plantings, bird feeders, or gravel/decorative stone to serve as pathways. Individual stepping stones are permitted but need to remain within the planting bed limit so as not to interfere with grass cutting.

KEYS

16. Owners must provide the Executive Board with the unit key or lock-code* for necessary repairs or emergency access to the Shared Common Elements and Limited Commons. (*Keys are preferable.)

NOISE

17. No owner or occupant of a unit shall make or permit any excessive noises, or do or permit anything to be done that interferes with the rights, comfort, or convenience of other owners and occupants of units in the condominiums. Hours permitted for construction or improvements are 7am-7pm (variable times may occur.) Brunswick County has a quality of life ordinance, posted on the Sheriff's office website, addressing excessive noise. Quiet hours are 11 pm to 7 am.

PETS

18. No animals, other than common household pets, shall be kept or maintained in any unit. Common household pets shall not be kept, bred, or maintained for commercial purposes. Pets shall be permitted on the Common Elements only if on a leash and in compliance with all applicable laws and ordinances. All pet waste shall be picked up and disposed of properly.

RENTERS / LEASING

19. Per the Declaration of Condominium for The Woodlands of Crow Creek – Article XI – Residential usage restricted to units – the Executive Board shall be furnished with an electronic or paper copy of any lease. Therefore, the HOA Board has instituted a rental management program to monitor long-term leases (30 days or longer), and provide amenity access cards accordingly. All signed long-term leases must be submitted to the HOA Board prior to occupancy. Copies may be submitted electronically to the Woodlands Board of Directors at hoaboardatcc@yahoo.com, or a copy may be placed in the HOA drop-box at the Woodlands Amenity Center. A copy of the Rules and Regulations must be prominently posted in all rental units. Owners are responsible for their tenant's behavior at all times.

SIGNS

20. No advertisements or signs of any kind, including political, shall be posted or displayed in or on the Common Elements or Limited Common Elements, except as maintained by the Association for directional, informational and safety purposes. One "For Sale" sign per unit shall be allowed to be posted in the unit's window.

AMENITY CENTERS

21. The use of both the Woodlands Amenity Center and the Wellness Center is restricted to adults over the age of 18. Any person under the age of 18 must be supervised by an adult (18 or older) while using these facilities. Owners, long-term renters (over 30 days), and owner guests are allowed access to all amenities. Access doors are to remain closed and locked, and not propped open. Do not allow people into the Wellness Center fitness areas, or Woodlands Amenity Center that do not have amenity access cards. Lights are **not** on automatic timers: Turn off all lights when leaving the amenity centers. Pets and smoking/vaping are not allowed inside the Woodlands Amenity Center or the Wellness Center.

AMENITY CARDS

22. Prior to receiving amenity cards, new owners must submit 1) a Rental Questionnaire 2) an Amenity card request form and 3) a copy of their unit's key. Owners may receive two owner access cards or FOBS at no charge. Rental cards are available at \$25 each, with a limit of 4 total cards allowed per unit. All rental cards will be given short-term renter access to outdoor pools only, unless a signed copy of a long term lease (30 days or more) is received. All expiring long-term leases on file will have their amenity access changed to short-term renter access (outdoor pools only) until such time as a new long-term lease is on file with the HOA Board of Directors. Owners should never allow renters to use owner amenity cards.

23. Owners that are delinquent by \$1000 or more after 30 days will have all amenity cards associated with their unit temporarily deactivated until their HOA accounts are brought up-to-date.

POOLS

24. Use of the pools for organized classes is limited to Crow Creek residents only. Class participants may not exclude others from sharing use of the pool during a class. A deposit of \$150 and a liability insurance certificate must be on file with the management company/HOA board for class instructors. Failure to adhere to the rules for the amenity center/Wellness Center will result in forfeiture of the instructor deposit.

25. Water spigots are located at each pool entrance to allow residents to connect a hose for rinsing items such as cars or beach chairs. Spigots are available for RINSING ONLY—detergent/cleaning solutions may never be used.

TRASH

26. ONLY household trash and bagged garbage shall be deposited in designated receptacles throughout the Woodlands Condominiums. Items that are NOT allowed and must be taken to a Brunswick County Recycling/Waste Facility include: Electronics and recyclable items, mattresses, furniture, carpet, construction material, televisions, electronic items, hazardous waste, and flammable items. Cardboard boxes must be broken down (flattened) before placing them in dumpsters. NOTHING may be left alongside the dumpsters, as the waste hauler will not take loose items. Please use pet waste stations for your pet-waste, located throughout the Woodlands complex.

STORAGE UNITS

27. The personal property of any owner shall be stored within the owner's unit and within any storage space that is appurtenant to such owner's unit. Storage of equipment, recreational equipment, or boats on the Limited Common Elements is not permitted.

28. No flammable, combustible or explosive fluid, chemical or substance shall be kept or used in any unit or on the Limited Common Elements (patios, garages, balconies), except for normal household use and in accordance with all applicable laws and label provisions or North Carolina Fire Code Laws. Fireworks are not to be stored anywhere in the community nor ignited on any community grounds. Generators are likewise not permitted.

WILDLIFE

29. No one shall feed or harass alligators and other wildlife on the property. Not only is it dangerous to do so, but may violate NC State Wildlife statutes. Fishing on any Crow Creek pond is strictly prohibited.

RULE VIOLATIONS

30. Residents and guests of the Woodlands at Crow Creek are not responsible for direct intervention in response to perceived rules violations. Instead, rule violations should be reported to the Management Company, a Board member, or security (when in place), to enforce these rules.

Any questions regarding the rules and regulations may be directed to the Property Management Company, CAMS office (843) 249-1779 or the Executive Board (contacts found on building message boards). The Association has authority to assess fines against an owner for violations of the Declaration of Condominiums or any rule or regulation of the Association, by the owner or the owner's family, guest, invitee or lessee, in addition to all other remedies available to the Association. In the event of a second violation of Rule (1) or (2), the Association has the authority to request removal of the vehicle from the condominium property. The cost of removal and any storage fees shall be the responsibility of the owner of the vehicle and the owner of the unit, in the event that the vehicle is owned by an owner or an owner's family member, guest, invitee, or lessee. Fines, costs and fees due by an owner shall be assessments as provided in the Declaration of Condominium and, if not paid within thirty (30) days after notice to the owner, the Association may pursue any of the remedies set forth in the Declaration of Condominium or by law for the enforcement and collection of delinquent assessments.

RULES FOR THE WOODLANDS AMENITY CENTER and WELLNESS CENTER

AMENDED APRIL 2024

1. Property owners, renters and guests are required to follow all rules posted on signs on entry doors and elsewhere throughout the facilities.
2. The Amenity and Wellness Centers are open from 5 am-11 pm daily. Indoor pool hours are 5 am-9 pm.
3. The Outdoor pools and hot-tub will be available from sunrise to sunset on a seasonal basis, unless circumstances dictate that a pool(s) and/or hot tub/jacuzzi are closed due to health concerns. Children under 14 must be supervised at all times. Children under age 10 are not allowed in jacuzzis/hot tubs due to serious health risks. The outdoor hot tub/jacuzzi's are expected to be open 7 am-7 pm during the pool off season.
4. The Amenity and Wellness Centers, including the outdoor pool/hot tub, are NON SMOKING/, NON-VAPING facilities.
5. Wet bathing suits or other bathing attire are not allowed inside the Woodlands Amenity Center and the cardio/fitness rooms of the Wellness Center.
6. Please use cleaning materials provided in the exercise rooms to wipe down all equipment after each use.
7. Access to the Amenity Center is restricted to Woodlands property owners, their guests, and long-term renters (over 30 days). Access will be granted via an amenity access card/key fob. Keep in mind that property owners will be held responsible for the actions of persons using the access card associated with their unit. Do not provide an access card to someone for whom you do not wish to be responsible. Short term renters will have access to outdoor pool areas and bathrooms only.
8. Glass containers, pets, loud music, weapons, fireworks or illegal activities are prohibited at all pool and amenity areas.
9. Kitchen facilities may be used for storage of food/drinks for the day only. Please remove all food and drinks and clean the area used prior to leaving. Any items left behind will be removed. If you have perishable/food waste items in the trash, please remove the trash to the outside bins.
10. The Woodlands Amenity Center may be reserved for a registered private event or a community-wide activity. Event notices are posted on the doors and on the CAMS Calendar. Private rental events prohibit amenity center access to anyone not invited. Reservation forms are located in the lobby of the Woodlands Amenity Center or on the CAMS portal.

Requests to reserve the Woodlands Amenity Center for a private event must be made at least one week in advance of the event by emailing hoaboardatcc@yahoo.com. **Private, non-community events must submit a \$50 non-refundable fee for use of the center and a refundable \$150 deposit.** The deposit is fully refundable after a satisfactory inspection following the event. Any damages/cleaning that is required after use of the facility will result in forfeiture of the deposit plus any additional charges as required to restore the facility to its original state. A vacuum will be made available in the Amenity Center for your use after the event.

Approved by the Woodlands at Crow Creek Homeowners Executive Board of Directors, April, 2024