

**HANNOVER PLACE HOMEOWNERS ASSOCIATION, INC.
RULES AND REGULATIONS**

Hannover Place is home to many who live in close proximity to one another, who share space and facilities and who have agreed to cooperate in the maintenance of a harmonious co-existence. Such cooperation will insure the safety and peaceful enjoyment of their homes to which all are entitled. Some of the Rules & regulations below are copied directly or interpreted from the covenants and by-laws and are supplemental to those documents. They are intended to protect the personal rights of all residents by pointing out some of the standards of conduct necessary to insure pleasant and harmonious community living. They are intended to serve as protection of every owner's investment, particularly in view of the fact that property value is largely determined by the character and appearance of the community as a whole.

ADDITIONS OR ATTACHMENTS TO BUILDING EXTERIOR: (1) No addition or alternation of any kind, including by not limited to, the addition or replacement of windows, doors, door or other hardware, attic roof fans, equipment, devices, applicanes, lighting or wiring of any kind shall be allowed without first obtaining prior written approval from the Board of Directors. (2) In the vent a request for the addition of a lighting fixture is approved, it must be installed and directed in such manner as to not cause annoyance to any resident. (3) Decks, patios, or front entry areas may not be screened or enclosed in any way. Penalties apply.

ASSESSMENTS: Regular monthly assessments are due and payable on or before the 1st day of each month. A Late Charge of \$10.00 will be assessed against owners on all owner accounts who have a balance over zero after the 10th day of each month. Either a Late Charge of \$10.00 or any interest rate of eight percent (8%) will apply (whichever is greater) to all past due amounts. In the event there is an Association Special Assessment, Late Charges and/or interest will apply as prescribed by the Board of Directors at the time of levy.

ASSESSMENT - WORKING CAPITAL: At such time as title is conveyed to an owner, each owner shall contribute to the Association as a working capital reserve, an amount equal to two (2) months of the current assessment. Such funds shall be used solely for operating and capital expenses of the Association, such as insurance, supplies, common area, and facilities. Amounts paid into the working capital fund are not to be considered as advance of regular assessments.

CONDUCT - GENERAL: (1) No owner or resident may engage in or permit any conduct or activity on the property or inside the unit that may disturb, annoy, or interfere with any other resident. This includes but is not limited to loud musical, radio, TV, phonograph or party related noise. (2) No owner, resident, guest or invitee shall carry or permit to be carried any firearm or other weapon on the property except duly sworn public servants that are authorized to do so. (3) No inflammable, combustible, or explosive substance, including but not limited to gasoline, may be kept in any unit. No such material may be stored on the property. (4) No Owner, resident, guest or invitee shall do, or permit to be done, any act that threatens the safety or any person, unit or common property. Penalties apply.

ENFORCEMENT: (1) These Rules and Regulations are promulgated by the Board of Directors of the Hannover Place Owners Association under the authority of applicable provisions of the Declaration of Covenants and By-Laws of the Corporation. Accordingly, they impose judicially enforceable legal obligations on all unit owners. Owners are responsible for ensuring compliance by their families, visitors, guests, invitees, and agents. In addition, non-resident owners are chargeable with any breach of these rules by their lessees. (2) As a means to ensure that all lessees (tenants) are familiar with the provision of these Rules and Regulations, each Lease Rental Contract should have them made a part of the contract. Owners who have an agent representing them should make these Rules and Regulations available for them for inclusion with any Lease Rental Contract that may occur. (3) The Board of Directors may assess a monetary penalty against the unit owner for each violations of these Rules and Regulations or Declaration as outlined below. Such penalty may be imposed as a lien against the unit and in the event the recording of a lien is necessary, the legal costs for such action will be at the unit owner's expense. Written notification will be made with a required compliance date specified.

Non-compliance after receipt of written notification (or 7 days)	_____	\$25.00/Day
Major or continued non-compliance after 2nd written notice	_____	\$50.00/Occurrence Day
Major or continued non-compliance after 3rd written notice	_____	\$100.00/Occurrence Day

In addition to the administrative remedies set forth herein, the Association may pursue judicial remedies for chronic violations or non-compliance of the Rules and Regulations.

ENFORCEMENT APPEAL: An owner that is in violation may request in writing, within 15 days of the violation notice, a hearing before the Board of Directors which would be heard at their next regularly scheduled meeting. The request for hearing should contain explanation as to how and why the violation occurred. Disagreement with the rule, method of enforcement, or request for hearing

**HANNOVER PLACE HOMEOWNERS ASSOCIATION, INC.
RULES AND REGULATIONS**

relating to the violation of that rule does not relieve the obligation to comply with it. The written appeal is to be delivered to the Association Management by US Mail or other means.

GROUNDS - PLANTINGS - STORAGE - ACTIVITIES: (1) Owners are encouraged to improve the area around their units providing that prior approval of their plans have been received in writing from the Board of Directors. (2) Any plantings placed on Common Area become the property of the Association and may not be removed without prior written permission of the Board of Directors. (3) Owners, at their discretion, are permitted to install flower boxes or hanging plants on their steps, patios, decks, provided they are properly maintained, not a hazard, dead plants are removed and the installation does not cause a nuisance or building damage. (4) No resident may remove, alter, replace or plant any tree or shrub without first obtaining prior written permission of the Board of Directors. (5) No personal property of any Owner or Resident may be stored on the Common Area. (6) The playing of ball or other recreational activity is not permitted in roadways or parking areas. Penalties apply.

LIMITED COMMON AREA: (1) Firewood may not be stacked or stored on decks or patios due to pest control problems. (2) No personal property may be stored in front of units. (3) Lawn furniture, grills, and other property may be stored on rear patios unless it is determined by the Board of Directors that such storage is a hazard or detracts from the appearance of the neighborhood. (4) Bicycles may not be left or stored outside the unit. They must be stored indoors. Penalties apply.

MAINTENANCE: (1) Unit owners shall periodically inspect unit plumbing and appliances as a means to determine if maintenance or replacement is needed; although not all inclusive, hot water heaters, washing machines and its hoses, dishwashers and its plumbing, ice maker and its plumbing, HVAC units and its drain lines and plumbing enclosed in cabinets. It is recommended these inspections occur a minimum of twice per year. Unit owners who fail to perform the required maintenance and/or replacement are responsible for the damage incurred to the unit and any insurance claims for these damages will be against the owner's personal insurance policy. (2) Owners shall immediately report to the Association any maintenance requirements on the exterior of the building or property that may be cause for personal injury or property damage.

PAINTING - EXTERIOR: No portion of the building exterior may be painted except front doors and applicable trim (existing color shall not be changed) without prior written approval from the Board of Directors. (If applicable, care is to be taken that stained items are not painted or painted items are not stained.) Penalties apply.

PETS: (1) No pet may be kept if it causes annoyance (or danger) to other Owners or Residents. (2) Pets must be confined to their owner's unit unless being walked on a leash. Owners, residents, guests, and invitees are prohibited from leaving any pet unattended while tethered outside the unit. (3) Pets must be curbed. (4) Owner MUST have a plastic or paper container that can be used to clean up and contain dog waste until it can be disposed of in an appropriate container. This container must be on your person at all times, and must be produced and shown, upon request, to anyone authorized to enforce the HOA Rules & Regulations. (5) The owner of any pet must immediately remove any excrement left by the pet on any portion of the property including lawns, shrubs, grassed areas, sidewalks and parking lots. *(Pet owners are reminded that they are responsible for any damage done to personal property or common property.) (Pet owners are subject to ordinances and rules as established by the New Hanover County Animal Control Department.) Penalties Apply.*

SIGNS - DECORATIONS - DECALS - BANNERS - HANGING ITEMS: (1) No signs, decals, banners or any other ornament may be displayed from or on any unit or Limited Common Element. However, "Tot Finder" and "Security Decals" may be displayed. (2) Seasonal holiday decorations may be hung for reasonable period of time. This reasonable time for Christmas decorations is from December 1 through January 15 and other normal seasonal holiday decorations may not exceed one week prior to or after that holiday. (3) No clothing, laundry, rugs or bedding may be hung outside of any unit. Penalties apply.

TRASH - GARBAGE: (1) Trash must be properly bagged, tied, and placed inside the receptacle provided. Large objects must be cut up or broken down so as to fit inside the receptacle and use a minimum of space. (2) Trash may not be placed beside or on top of the receptacle or allowed to extend over the container's sides. If the entire trash container is full, trash must be taken to another receptacle. (3) No trash or debris, even if bagged or wrapped, may be left on the unit exterior or other portion of the property. (4) Owners or Residents are responsible for the discarding of large items such as appliances, carpeting, mattresses, etc. and these type items are not to be placed in or around the trash containers. (5) There will be mandatory fines assessed for violations along with the cost of removal for such items.

**HANNOVER PLACE HOMEOWNERS ASSOCIATION, INC.
RULES AND REGULATIONS**

VEHICLES - PARKING - WASHING - SPEED LIMIT: (1) Each lot (unit) is entitled to only two (2) designated parking spaces. (2) Residents wishing to exchange numbered spaces may do so. Spots may not be renumbered and if either Lot (unit) is sold, the agreement must be re-negotiated between the affected parties. (3) No Owner or resident shall or permit to be used any parking space that has been designated for the exclusive use of a unit other than his own. (4) Owners and Residents are required to monitor the parking of family members, visitors, guests, invitees, and agents. (5) All vehicles must have current license, registration, inspection, and be maintained in proper operating condition so as not to be a hazard or nuisance, including but not limited to appearance, noise, or exhaust emission. (6) No boat, motor boat, camper, trailer, motor or mobile home, or similar type vehicle shall be permitted to remain on any Common Area, lot, street, or parking area in the property at any time without prior written consent of the Board of Directors or its designee. (7) Motor vehicle repairs or maintenance may not be performed on the property. (8) Vehicle parking is to be used solely for motorcycles, motor bikes, automobiles, passenger vans or trucks of less than 3/4 ton capacity. No motorcycles nor motor bikes shall be parked anywhere on the property except in the designated parking areas. *Exception: Vehicles involved in Association or Owner related maintenance or repairs. (9) Vehicles belonging to persons other than a resident may not be washed on the property. (10) Speed limit for vehicles is 10 MPH. Pedestrians use the streets/parking lots and they have the right of way over vehicles. (11) Vehicles in violation of these Rules are subject to towing at the vehicle owner's expense.

WINDOW TREATMENTS: (1) All drapes, curtains, or other similar materials hung at windows or in manner as to be visible from the building exterior shall be of a white or neutral background material. Treatments must be of normal products used for this purpose. Treatments such as cardboard, quilts, blankets, and other like materials are not allowed. (2) Owners or residents may not place any article(s) upon window ledges if it is visible from the building exterior.

These revised Rules and Regulations adopted this 24th day of April, 2013.

I have received a copy of these Rules and Regulations as shown by my signature below:

TENANT SIGNATURE: _____

DATE: _____

TENANT SIGNATURE: _____

DATE: _____