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## **RULES AND REGULATIONS**

Approved by the Board of Directors in March 2025

### **1.0 INTRODUCTION**

Condominium ownership means living within a community and governance through an owners association. The Owners elect a Board of Directors to provide leadership and the Board engages an Association Manager to implement Board decisions. Owners (and their Guests/Tenants), Board Directors, and the Manager are required to abide by the Association's governing documents: Declaration, Bylaws, and Rules. Condominium ownership means placing the community interest above self-interest.

At Cedar Point Villas there are 93 condos and 39 boat slips which represents a large number of owners, their families, guests or tenants using the limited size of amenities. The rules hopefully have been designed to give everyone an opportunity to enjoy Cedar Point Villas.

### **2.0 GENERAL**

- These Rules cover the Cedar Point Villas Condominium Association (CPV) and the Cedar Point Villas Boataminium Owners Association (CPB).
- These Rules supersede any other rules on the property, for example any conflicts with CPV and CPB concerning the use of CPV amenities.
- During the summer season, the Association reserves the right to hire security to enforce these Rules.
- **Each Unit Owner is responsible for the proper conduct of their Unit's Occupants. Unit Owners are financially responsible for common areas damage caused by their Unit's Occupants and guests.**
- **Owners who rent give up their use of the amenities (i.e., clubhouse, pool, marina, parking, etc.) to their tenant during the lease period.**
- Only the Association Manager may provide direction to contractors.
- **Violations of these Rules or suspicious activity should be reported to the Association Manager, Crystal Coast Management Consultants, at 252-354-6333.**
- **Violations of law should be reported to the Police, phone 911.**
- A quiet time will be observed between 11:00 pm and 8:00 am.

#### **Definitions and Rights**

**Owners: Person(s) or Entity on deed for the unit. Owners have full rights to use the amenities unless they lease out their unit as stated above. Owners are allowed pets, guests and visitors. They also have the right to extend use of the amenities to their guests in residence.**



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**Owners Family:** Persons identified as members of the Owners' family such as children, grandchildren, parents, siblings, nieces and nephews. They have limited use of the amenities without the presence of the Owner. As family they are authorized to bring their pets. However, they do not have the right to extend privileges beyond accompanying their day visitors.

**Guests In Residence:** Guests' of the Owner who may be on the property overnight without the Owner. They are allowed limited use of the amenities like a tenant. They are not allowed pets, nor are they allowed anchorage overnight in the common mooring area or to store boats or trailers on the property overnight. They do not have right to extend privileges beyond accompanying their visitors. **Guests In Residence are not Tenants, and are not a way around the rental period restriction. Normally they are owner's friends and extended family that would not pay rent.**

**Visitors:** Day visitors of an Owner, their family, their guest in residence or a tenant. Visitors are only allowed on the property and limited use of the amenities when accompanied by an owner, owner's family member, a guest in residence or a tenant.

**Tenant:** Persons leasing a condo or a boat slip.

See Table 1 at the end of this document for a break down of privileges by type of person.

### **3.0 VIOLATIONS**

Unit Owners are responsible for all violations related to their Unit, Family, Guests, Visitors, and Tenants.

#### **3.1 Parking Violations**

- Parking violations will be handled in a two step procedure: (1) notice of violation placed on vehicle, boat, jet ski, trailer and warning of towing within 24 hours, and (2) towing at owner's expense. See last page for an example of a Violation Notice.

#### **3.2 Other Violations**

For other violations, the procedure is as follows:

- The Association Manager will send written notice of a violation to the Unit Owner via certified mail
- Continued violation for ten days (except parking violations) may result in a fine
- Written notice of fine/privileges suspension to the Unit Owner via certified mail with right to a board hearing after ten days
- Unit Owner contacts Association Manager to exercise hearing right
- Unit Owner hearing before board



- Board decision final and binding
- Fine/privileges suspension rescinded or imposed after six days (maximum \$100 per day per violation) by letter to Unit Owner via certified mail

#### **4.0 TENANTS**

**- The minimum rental period for a condo is SIX MONTHS.**

- Unit Owners are responsible for ensuring their Tenants understand and observe all the Rules and Regulations for Tenants. Violations will result in a fine imposed on the Unit Owner.
- **Tenants do NOT enjoy the same privileges as Unit Owners and their family (eg, boats/trailers use, trailer parking, golf cart use, boat mooring, pets, etc.).** Please read the Rules carefully for these distinctions.

#### **5.0 ACCESS CARDS, PASSES, AND PERMITS**

##### **5.1 Access Card**

- Gate Access: An access card is required for entrance onto the property. The Association Manager will issue, at no charge, each CPV Owner two cards per unit and each CPB Owner two cards per slip. Cards are permanently assigned. **Tenants are not issued cards and must use the Owner's card.**

Additional cards (one maximum per condo, one maximum per slip) may be purchased at \$100 per card. Damaged/stolen/lost cards will be replaced at an administrative fee of \$15 per card. The damaged or lost **card number** (located on the right bottom of the card) must be identified and supplied to the Association Manager prior to replacement. The damaged or lost gate card number will then become invalid to the gate card system.

When a unit is sold the access cards associated with the unit are to be turned over to the new Owner at closing. Any cards not turned over to the new Owner will be deactivated and removed from the system. It is recommended that new owners check in with the Association Manager to verify their access cards.

- Clubhouse and Pool Access: The same access card is required for entry into the Clubhouse and Pool. Failure to pay dues and fees can cause access cards to be turned off for access to the Clubhouse and Pool.

##### **5.2 Marina Pass** (see last page for example of pass)

- Each boat/jet ski, being launched or moored at the marina, must display a Marina Pass decal issued by the Association Manager or temporary tag as explained under 5.4. Passes for Owners' are issued free of charge based on presenting the boat registration in the Owner's



name. The name on the boat and trailer registration must match a unit or slip Owner. Owners should ensure passes are readable and if necessary, a replacement obtained.

- The Marina Pass decal will be issued for a period defined by the Board.
- The Marina Pass decal must be displayed on a visible location on the boat's starboard side. Failure to display a valid Marina Pass will result in a fine imposed on the Unit Owner.

### **5.3 Trailer Permit** (see last page for example of pass)

- Each boat/jet ski/utility, etc. trailer must display a Trailer Permit issued by the Association Manager. Passes for Owners are issued free of charge based on presenting the trailer registration in the Owner's name. The name on the boat and trailer registration must match a unit or slip Owner.
- The Trailer Permit will be issued for a period defined by the Board.
- The Trailer Permit must be affixed to the starboard trailer tongue. Failure to display a valid Trailer Permit will result in towing at the Owner's expense with 24-hour notice.
- Trailer Permits are no charge.

### **5.4 Temporary Boat/Trailer Tags**

- To allow temporary use of an unregistered boat by a condo Owner, family member, guest in residence, or tenant, each owner can request 1 set of hanging tags for a watercraft and a trailer. These are to be hung in a visible location on the console/windshield area of the watercraft and tongue of the trailer while in use. **Beginning January 2025 the temporary passes are on a yearly basis and a fee of \$100.** Lost temporary tags will be replaced by the management company at a fee of \$25.
- Temporary tagged boats are not allowed to be moored at the common mooring area overnight.
- Due to anticipated extremely busy periods temporary tagged vehicles are not allowed during holiday periods to be specifically defined annually and posted on the Cedar Point Villas website but generally, Memorial Day weekend, weeks surrounding July 4<sup>th</sup>, and Labor Day weekend.

### **5.5 Golf Cart Permit and Charging Stations** (see last page for example of pass)

The Board has set a limit of 30 golf carts that can be stored on the property. Golf carts belonging to boat slip owners who store their carts elsewhere should be registered but are not subject to or impact the 30 golf cart limit. A waitlist will then be generated.

- ONLY licensed drivers may operate golf carts on the property.**
- Each golf cart must display a Golf Cart Permit issued by the Association Manager. **Only Owner of record can register a golf cart.** Passes for Owners are issued based on presenting the golf cart registration and insurance. **Proof of insurance will be required annually.**
- Charging of golf carts will ONLY be allowed at the designated charging areas on the premises**



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**-NO CHARGING OF ELECTRIC AUTOMOBILES** in golf cart charging areas or on the premises. (Automobile owners may seek charging stations specifically designed for their vehicles at local vehicle charging sites.) Trolling motors may be charged at these sites.

d. Tenants are not allowed to have or use golf carts on the premises

e. Failure to display a valid Golf Cart Permit will result in cart removal at the Owner's expense with 24-hour notice. - Golf Cart Permits are issued for a one-time fee of \$25 each.

*[Rationale: our receptacles are not wired to handle electrical vehicles. The charging stations are for light batteries only. Owners of electric vehicles are responsible for the cost of charging their vehicles at approved sites.]*

## **6.0 PARKING**

a. Parking on the street is prohibited.

b. Boats/trailers must remain attached to the towing vehicle, however, the following exception is provided for Owners with registered boat/trailers or Owners using temporary tags only: Several areas have been identified for Limited Parking and are marked with a "B" for registered boats/trailers & Owners using temporary tags. **Detached trailers may use these areas while you are on the property and in use of the facilities for a period not to exceed 14 days during any given month. No boat trailer is allowed to remain detached on the property or boat moored at the marina bulkhead (Owners with registered boats ONLY) in the absence of the Owner from the premises.** These "B" designated areas are for the convenience of the Owner's and their families only.

c. Disabled, inoperable, unlicensed vehicles, or vehicle parts are not allowed in parking lots. - Maintenance or repair of vehicles is prohibited on the premises.

**- Golf carts, scooters, bicycling, skateboarding and rollerblading is prohibited on all boardwalks, walkways and sidewalks.**

-d. Maximum speed is 13 mph on street and 8 mph in parking lots. - Do not block dumpster entrance ways.

e. Do not block the boat ramp.

f. Motor coaches, RVs, motor homes, and campers, herein referred to as "RV," are not permitted on premises for no more than 24 hrs.

g. Marina parking shall be on a first-come, first-serve basis.

h. **Trailers must stay attached to towing vehicle while parked in marina area.**

i. Skateboard ramps and half-pipes are not permitted on the premises.

j. **No parking of boats, trucks, or trailers on ANY grass.**

**-All vehicles shall be operational and must be parked on asphalt within designated spaces. Exception: golf carts may park on the grass at designated sites (marina zones and I-building charging station).**

*[6.0 Parking, Rationale: 1. CPV properties are not storage sites for vehicles or RVs. Any vehicle on the premise must be drivable; we live in a community with high storm and flood risk— emergency evacuation of vehicles must occur immediately in these situations. We do not have storage capabilities. Large vehicles impede other owners' use of property and are unsightly. 2.*



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*Drainage at coastal regions and our property is problematic. Parking on the grass compacts the natural surfaces and renders them impervious, causing further drainage problems. Further,*

*many people have parked trucks, boats, and trailers on adjacent PRIVATE PROPERTY that impacts our drainage and creates an unsightly appearance.]*

## **7.0 CLUBHOUSE**

- a. Reservations for the Clubhouse must be made through the Association Manager and are restricted to CPV-CPB Owners. Clubhouse use during holidays is restricted to Association functions only.
- b. A refundable deposit of \$50 is required at the time of reservation.
- c. No tape, tacks or staples are to be attached to the walls or ceiling.
- d. Clean the Clubhouse after each use and carry all trash to a dumpster. **INCLUDES sweeping and mopping the floor with approved cleaner. (No bleach products or abrasive cleaners including Clorox.)**
- e. All Clubhouse stock items used must be replaced.
- f. The Clubhouse must be inspected prior to a deposit return.
- g. Deposits will be retained, and fines will be assessed for abuse or damage.
- h. **NO STORAGE OF DOCK BOXES, KAYAKS, PADDLE BOARDS, or OTHER PERSONAL PROPERTY ITEMS (hoses, tackle, crab pots, umbrellas, lawn chairs, etc.) shall be stored INSIDE or UNDER CLUBHOUSE AT ANY TIME. During periods of threatening weather warnings, hurricane watches/warnings, possible flooding, high winds, etc., it is the owner's responsibility to ensure all their property is secured, stored, or removed from the premises for safekeeping. Items not secured or not properly stored during such weather conditions may become airborne and cause extensive property damage.**

*[Rationale: The Clubhouse is for all owners and was NOT built as a storage site; it is for the community of owners to enjoy/entertain. CPV homeowners spent significant funds renovating it in 2021 and as such, dragging or sliding dock boxes on new flooring would only lead to future repairs. Further, storage of such items often leads to extended storage, limiting the use of the clubhouse.]*

## **8.0 MARINA**

- **Persons using the marina facilities do so at their own risk.**
- **ONLY OWNERS WITH REGISTERED BOATS are allowed to moor a boat overnight.** If an Owner has more than one registered boat only one is allowed to be moored overnight at any given time.
- **Owners with registered boats with access to a boat slip either through ownership or lease are requested not to use the common mooring area to moor overnight during summer weekends and designated holiday periods.**
- Visitors must be accompanied while at the Marina.



- Overnight sleeping on boats is not allowed.
- Diving and swimming are not allowed in marina area.
- Children must be attended by an adult and are not allowed to play/run on docks/piers.
- No vehicles/trailers are allowed on grassed areas, however golf carts are allowed.
- All personal items shall be removed from piers as soon as possible after docking.
- Parties are not allowed on piers.
- Dispose of perishable and non-perishable waste in waste containers.
- Group games (volleyball, horseshoes, badminton, etc.) shall be allowed only on beach area to the south and east of the marina area.
- The north and east bulkhead and ends of the piers shall not be used for mooring.
- South and west bulkheads are the only "common marina areas" available for mooring and is for CPB/CPV Owners with registered watercraft on a first-come, first-served basis.
- The use of the boat ramp is for CPB/CPV Owners, their families, their guests in residence and their authorized Tenants, and is on a first-come, first-served basis.
- The north and east bulkheads and marina piers are the property of the Cedar Point Boataminium Association (CPB), a separate Association.
- No crab pots in the Marina common mooring area. All crab pots located in other areas must adhere to the NC Division of Marine Fisheries Rules and Regulations (i.e. crab pots must be checked every 24 hours and tagged with the owner's name and unit number). Any unattended crab pot will be disposed of without notice. The Association has the right to suspend crab pot activity from community pier.
- No mooring or docking allowed at the community pier.

## **9.0 POOL**

### **- Persons using the pool do so at their own risk**

- The pool is open from 9:00am to 10:00pm.
- Children under 12 years of age must be accompanied by an adult.
- Please abide by the rules posted at the pool
- A pool access card will be required to gain entrance to the pool.
- Visitors will not be allowed to use the pool unless accompanied by an Owner, their family, Guest in Residence or a Tenant physically occupying a unit.
- Pool furniture may not be reserved. Do not leave towels, clothing, etc. on chairs or lounges to reserve such. All pool furniture is available on a first come, first serve basis.
- Appropriate attire will conform to conventional swimsuits.
- The playing of radios around the pool is discouraged. If you insist on listening to a radio, the volume must be kept as low as possible.
- If using suntan oil, please cover pool furniture with a towel.
- No Glass Containers are allowed in the Pool Area.



## **10.0 STORM DOORS**

The Board of Directors has approved a specific make, style, and color of storm door that may be installed and may be obtained from Lowe's Home Improvement (**Door style and model number: Larson, Item #101514 36" Tradewinds Clear Fullview Glass White-Brushed Nickel hardware**). No other door is acceptable.

- Unit occupants must make sure the Storm Door is closed and latched before leaving the property.
- Anything hanging on the main door should not prevent the Storm Door from closing completely.
- Sprung Storm Door hinges must be repaired or replaced promptly to prevent further damage to condo property from winds. If not replaced within 30 days, it may be done by CCMC at Owner's expense.

## **11.0 BUILDING BALCONIES AND WALKWAYS**

### **- NO GRILLING OR OPEN FLAMES ON THE WALKWAYS OR BALCONIES**

- Articles of clothing, linens, towel, etc., shall not be hung from the balcony/walkway railings or windowsills.
- Major appliances, couches, mattresses, etc., will not be stored/used on balconies or porches.
- Do not throw cigars, cigarettes or any other objects from the balconies/walkways.
- The hallways, stairwells and entrance areas shall not be obstructed or used for any purposes other than ingress or egress from the dwelling units. Bicycles, scooters, carriages or similar vehicles or toys or other personal articles are not allowed to stand in any of these areas.

## **12.0 COMMON AREA BOARDWALKS AND SIDEWALKS**

- Golf carts, scooters, bicycling, skate boarding and rollerblading is prohibited on all boardwalks, walkways and sidewalks.
- Garbage shall be placed only inside the dumpsters.
- Large household items such as appliances, mattresses and furniture are not to be disposed in the dumpster area.

## **13.0 BUILDING WINDOWS**

- Ensure windows/doors to the outside are closed and locked when leaving your unit.
- **Hurricane Preparation:** Hurricane damage affects us all. Any items left on the balcony can cause damage, thus when leaving, balconies are to be cleared of any items not attached to the structure. It is also suggested that during times of an impending hurricane, that all windows and sliding glass doors be completely covered for protection by (1) an approved storm shutter system or (2) plywood boarding after clearing the balconies. **Leased units are the responsibility of the Unit Owner.**



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**-Hurricane shutters are approved at Cedar Point Villas. It is recommended that if an owner closes the shutters and departs the property, the balconies should be cleared of all personal property.**

- After the hurricane, all plywood boarding will be removed within two weeks. **Plywood not removed within two weeks will be removed at the owner's expense.**

#### **14.0 ENTRY TO UNITS**

- The agents of the Association and any contractors or workmen authorized by the Association may enter any dwelling unit, at any reasonable hour of the day, for any purpose permitted under the terms of the Master Deed By-Laws of the Association, or Management Agreement. Except in cases of emergency, entry will be made by pre-arrangement with the owner.

- **Owners are required to provide the Association with keys to the storm doors, doors and dead bolt locks.**

#### **15.0 BUILDINGS GENERAL**

a. Per the Declaration/Bylaws, no sign, notice or advertisement shall be inscribed or exposed in any window, On any exterior portion of the property nor shall anything be projected out of any window in the units.

b. CPV may not be used for business or commercial use.

c. No flammable or hazardous materials are allowed on the CPV premises.

d. Water and Hot Water heater must be turned off in your unit if away for more than 72 hours to prevent potential water damage to your unit, your neighbor's unit, and the common areas. Owners may be responsible for any damage incurred in the Building if the Owner failed to comply.

e. **The discharge of fireworks, pyrotechnics, or firearms is strictly prohibited on the property.**

f. To ensure a safe environment, no electrical drop cords, electrical extension cords, or electrical wiring of any kind shall be run from a unit to an outdoor vehicle, RV, or other property requiring electrical support.

*[Rationale: Fireworks have an unpredictable component to their discharge. They have always been prohibited at Cedar Point Villas. If such were to impact one of the buildings, significant property damage would be devastating to ALL owners. We all absorb insurance premiums and property loss. Drop cords/extension cords from condos to parking lots have electrical hazards as well as physical (tripping) hazards. This also impacts ALL owners for the same reasons noted within this paragraph.]*

#### **16.0 PETS**

- **Only Owners and their family members are allowed up to THREE (3) pets.**

- **No animal will be permitted in the common areas unless carried or on a leash.**

- Aggressive/nuisance animals may be required to be removed from the premises.



- Unit Owners are responsible for ensuring the designated Pet Walks are used.
- Unit Owners and their family members are responsible for cleaning up after their pet everywhere on the property, in a timely manner.
- Pets are not allowed in the pool area per state law.
- **Tenants and Guests in Residence are not permitted to have any pet on the premises**

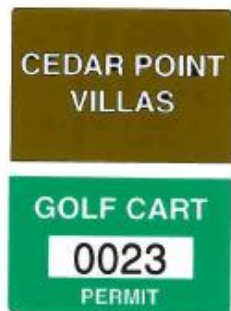
### 17.0 BIKES AND PADDLE CRAFTS

- Bikes that are stored at Cedar Point Villas for more than seven (7) days need to be registered at CCMC. An identification sticker will be issued at the time of registration; the sticker must be placed in a visible location on the bike. Please contact the management company for registration form and complete details. ***Bike registration is open to owners, guests and renters.***

- Paddle Crafts must be registered annually at CCMC to be stored in the kayak racks located on the east side of the marina. At the time of registration, a fee of \$20 will be collected and an identification sticker will be issued; the sticker must be placed in a visible location on the paddle craft. Please contact the management company for the registration form and complete details.

Tenants may obtain identification stickers for their bikes and Paddle Craft by bringing a copy of their lease showing their unit number to CCMC. The tenant will receive a copy of the full Rules and Regulations at that time and sign that they have received them.


### PERMITS



**No Overnight Mooring or Holiday Use**



**VIOLATION NOTICE**

**WARNING** 

**THIS VEHICLE WILL BE TOWED OR BOOTED AT YOUR EXPENSE ON**

Day \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

**YOUR LICENSE NUMBER WAS RECORDED**

You are illegally parked for the following reason:

<input type="checkbox"/> Parked in a HANDICAPPED space	<input type="checkbox"/> No valid PARKING PERMIT
<input type="checkbox"/> Parked in a NO PARKING zone	<input type="checkbox"/> Parked in a FIRE LANE
<input type="checkbox"/> Unauthorized parking in a RESERVED space/area	<input type="checkbox"/> Blocking access to building, driveway, or dumpster
<input type="checkbox"/> Improperly parked	<input type="checkbox"/> Vehicle not in acceptable condition
<input type="checkbox"/>	

Date Issued _____	Date Towed _____
Time Issued _____	Time Towed _____
Issued By _____	Towed By _____