

The Beacon Townes at Carolina Shores
Condominium Association

Architectural Design Guidelines
Architectural Change Request Guidelines
General Rules and Regulations

These Guidelines were approved and adopted
by the Board of Directors on January 4, 2022
and shall replace any previous version

Beacon Townes at Carolina Shores Condominium Association

Architectural Design Guidelines

1 Introduction

These Architectural Design Guidelines have been created for the purposes of ensuring:

- a. Compatibility of design among the housing units.
- b. Preservation of the original architectural appearance.
- c. Harmonious design throughout the community.
- d. The protection and promotion of property values.

This document provides Owners with general guidelines, design standards, the application process, and enforcement procedures.

These Guidelines are not intended to be punitive but are to protect the rights of each Owner in the community. They protect your rights, as well as those of your neighbors and help avoid legal complications that may arise from neighbor disputes. However, failure to follow these standards may subject the Owner to the enforcement provisions of this document, and other governing documents.

2 Per Section 7 of the Declaration of Condominium

Approval Is Required for Unit Changes and Interior Features

To preserve the original architectural appearance of the Condominium Property, the structural integrity thereof and the Unit designs, including architectural and engineering aspects therein, no construction, reconstruction or Unit modification of any nature whatsoever, except as specified in the Condominium Documents, will be commenced or maintained upon or within, the Building, including without limitation within a Unit and a Limited Common Element, nor will there be any change, modification or alteration of any nature whatsoever of the design and appearance of any surfaces or facades, nor will any Owner paint any gate, fence or roof, nor will any Owner change the design or color of the exterior lights, nor will any Owner install, erect or attach to any part of the exterior any addition or change until after the plans and specifications showing the nature, kind, shape, height, materials, color change and location of same will have been submitted to and approved in writing as to harmony of design, color and location in relation to the surrounding features by the Board of Directors and pursuant to original plans and specifications or Design Guidelines adopted therefore by the Declarant during the Development Period and thereafter by the Board of Directors. Furthermore, such required approval by the Board of Directors shall extend to any interior features or aesthetic elements that are proposed to be changed. The failure of an Owner to secure the required approval of the Board of Directors as aforesaid, or to take such action, remedial or otherwise, as the Board of Directors shall at any time determine to be required hereunder shall be subject

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to the authority and enforcement powers of the Board of Directors as set forth Section 17.6(a) of the Declaration. The Board of Directors may delegate the architectural review functions to a committee, but enforcement of all violations shall remain with the Board of Directors. Following approval of the Board of Directors, or of such committee delegated responsibility therefore, if such approval is granted, review and approval shall next be sought and secured pursuant to the Master Declaration, as may be applicable. (Beacon Townes Declaration of Condominium Section 7.1)

3 ARC Application Process

Owners must submit applications for changes to the ARC committee for consideration using the Beacon Townes Architectural Committee Submittal Form. Forms may be obtained from the Management Company. A separate form is required for each change being requested. Applications listing multiple changes/projects on a single form will be denied.

All information required on the submission form must be completed in order to be considered for approval. Any required supporting documentation (plat and drawings) must accompany the application as applicable for the proposed change. An application submitted without all required supporting documentation shall be considered incomplete and will be denied.

Applications will be reviewed, and either approved or disapproved by the ARC. Owners will then be notified by the Managing Agent regarding the status of their application. The ARC pledges to make every effort to process Owner requests in a timely fashion; normally within 45 days of submission. However, Owners should understand that this process could take longer depending on the completeness of the application. The ARC's review period will not commence until all required submissions have been provided.

Approved requests must commence within six (6) months from final approval, or a new application must be submitted to the ARC.

Approval by the ARC shall not be deemed a warranty or representation as to the quality of construction, installation, addition, alteration, repair, change or other work, or that work confirms to any applicable building codes or other Federal, State or local law, statute, ordinance, rule or regulation. It is the owner's responsibility to comply with all applicable City and State laws and obtain all necessary permits.

4 General Architectural Design Guidelines

These Design Guidelines have been established for The Beacon Townes Condominiums. References to "ARC" shall indicate the Board of Directors, or the Architectural Review Committee, if established by the Board of Directors.

In addition to ARC approval, certain architectural changes (such as fences) may require permits or approval from the Town of Carolina Shores and/or other Government agencies. It is recommended that these organizations be contacted to determine whether such permits or approval are necessary. ARC approval will be based on the assumption that the Owner has obtained all required permits as applicable. However, these approvals will not place the ARC under any constraints or pressure to approve conditions that countermand any conditions stated in these guidelines.

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The ARC shall have the responsibility to prepare and promulgate the Design Guidelines and application and review procedures, and shall have jurisdiction over all construction, modifications, additions and alterations.

The ARC, in its sole and absolute discretion, has the right to approve/refuse plans, location, or specifications based upon aesthetic considerations. Owners may appeal a decision of refusal by the ARC in writing to the Board of Directors within 15 days of refusal. The Board of Directors' decision on the appeal is final and binding.

These guidelines are not all-inclusive. They are intended to provide guidance to Owners regarding the most common improvements and decorative changes. Since there may be requests for changes other than those covered in these guidelines, Owners are advised to fill out an ARC Change Request before undertaking any change which represents a difference in the appearance of one's Unit.

Owners are responsible for contacting all local utility companies, as required, before starting any approved ARC project to verify the location of underground utilities, etc. The owner will be responsible for the cost of all repairs to underground utilities due to their ARC project.

4.1 Architectural Design Standards

Owners may not alter any common element, easement, or right of way:

- a. By any kind of planting
- b. Placing of benches or seating
- c. Building of any structure
- d. Allowing the accumulation of debris of any kind
- e. Establishment of gardens
- f. Adding, removing, or modifying trees, shrubs, and other plantings.

4.2 Awnings

Retractable or permanent awnings are not permitted.

4.3 Driveways, Sidewalks and Patios

- a. Driveway, sidewalk and patio surfaces which are not screened may not be coated with paint, "stamped" or have any other decorative surface applied. They are to remain "cement" gray.
- b. Rectangular cement driveway extensions will be 18" wide **along one side only** of the driveway.

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- c. Brid Jit (or similar) one piece, black, rubber curb ramps are allowed. All other styles, including home-made devices are not authorized.

4.4 Exhaust Fans, Skylights, Solar Tubes, etc.

These and similar items are not permitted. Nothing may be installed so that it penetrates any part of the roof or other exterior building component.

4.5 Exterior Lighting

- a. If exterior light fixtures are replaced, they must be of the same color and similar size. Installing new (additional) light fixtures is not allowed.
- b. Exterior lamps and bug zappers may only be used in the rear of the building.
- c. Motion Sensor lighting must be pointed in a downward position and not create a light nuisance.
- d. Decorative/accent exterior lighting fixtures are permitted within planting beds only and must be placed to not interfere with access for maintenance, pest control or landscaping. Accent lights must use a self-contained power source (batteries or solar powered) so as not to require wiring. They must be black or dark gray, may not exceed 16 inches in height, and sufficiently dimmed/reflected downward as not to create a nuisance. See 4.8 for number of lights permitted.

4.6 Fences/Privacy Screens *ARC Approval Required*

- a. No fences or privacy screens of any kind may be constructed without the prior written consent of the ARC/Board of Directors.
- b. Privacy screen between units on patios may not exceed a maximum height of six feet (6').
- c. Fencing may not exceed three feet (3') in height and is only allowed within the Limited Common Element of the unit and the lawn within that area shall be maintained by Owner in accordance with regular community landscaping maintenance.
- d. All fences and privacy screens shall be of a solid white vinyl material unless otherwise approved.
- e. Owners are responsible for contacting all local utility companies to verify the location of underground utilities, etc., before proceeding with installation. If fences are installed over any underground utilities, the Owner must understand that the utility company has the right to remove a fence to effect repairs. The utility company is not responsible for damages or repair to fences resulting from these efforts.
- f. Once a fence or privacy screen is installed, the Owner assumes all responsibility for maintaining the fence.
- g. Fences and privacy screens are allowed only within the Owner's Limited Common Element.

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- h. No fence or privacy screen may be attached directly to a building.
- i. Drawings, with dimensions to scale and indication on plat must be submitted to show location of fence in relation to the building/patio/porch.
- j. No fence shall block or impede any existing drainage pattern, especially storm water flow. Should this occur, Owner will be responsible for all costs incurred in correcting the problem.
- k. Owner is responsible for obtaining any and all necessary permits and governmental approvals.
- l. Invisible fencing is not permitted.

4.7 Garages

- a. No permanent alterations, additions, or improvements shall be made to any garage that would defeat the purpose for which it was intended (a shelter for automobiles). Garage spaces may not be permanently converted into a living area (e.g., family room or bedroom).
- b. Garage doors shall remain shut during the day when the garage is not in use.
- c. Garages are not to be used for sheltering unattended pets.
- d. Garage screens are not allowed.

4.8 Garden Flags/Reflecting Balls/Statuary/Potted Plants/Signs/Benches/Accent Exterior Lighting

Reflecting balls/accent exterior lighting and statuary items are permitted in the planting beds in the front, on the sides (end units) and in the rear of buildings provided the following criteria is met. The total number of objects/statuaries to include potted plants does not exceed five (5) in the front, five (5) on the sides (end units), and no more than five (5) at the rear of the property.

One decorative garden flag is allowed in front of the units but will be restricted in size to no larger than 12" x 18". This also applies to flags within the Limited Common Element at the rear of the building.

The ARC will evaluate all proposed or installed exterior decorative objects solely in terms of design, execution, and general appropriateness, in order to prevent such objects from having a significant negative impact on adjoining units, the neighborhood setting, and the Beacon Townes community at large.

Potted Plants may be placed in the front of the unit on the landing so long as they do not impact egress and ingress from the unit.

Artificial flowers or plants are not permitted unless within enclosed porch.

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4.9 Ground Covers (Mulch and Pine Straw)

Ground covers must stay within the planting beds and be at a minimum depth of two (2) inches. Mulch may be substituted for pine straw at owner's expense. Any substitute ground cover must be refreshed in accordance with the semiannual replenishment schedule of pine straw in the community.

ARC approval is granted for mulch substances which are both natural and man-made, such as: dyed pine bark (black or brown), hardwood chips, shredded hardwood, whole bark nuggets, and rubber mulch manufactured from recycled materials (black or brown). Any other material needs to have ARC approval before installation.

4.10 Hot Tubs and Spas

Any unit with a system of underwater jets of water to massage the body is not permitted.

4.11 Hurricane Storm Protection Systems for Doors and Windows **ARC Approval Required**

Installed system shall be a complete pre-engineered and manufactured system that meets and conforms to all governing codes for hurricane/wind loads. All the permanent components (attached to door and window frames) shall have a refinished factory applied, white weather resistant finish that includes a manufacturer's warranty.

An ARC application with a materials list, and all pertinent documents along with the method of installation are required. Owners will be liable for any damage done to the structure upon installation or any damage done from repetitive use. Shutters may be put up 48 hours before event and must be taken down 48 hours after the event. If a storm has caused damage were the 48 hours to take down is not possible. The board will extend the take down time until the cause is cleared.

4.12 HVAC Units

Heating, ventilation, and air conditioning (HVAC) Units are not to be relocated.

4.13 Painting/Repair of Doors, Windows, Screens, and Shutters

Maintenance and repair of all exterior doors (including the supporting jamb, threshold, trim and hardware), windows, and screens are the responsibility of the Owner. If any door, trim or jamb requires paint, it must be repainted in the original color. If doors require replacement, they must be of the same design and specification as the one originally installed by the builder. Shutters will be refurbished periodically on a schedule determined by the HOA.

4.14 Patio Expansions/Porch Enclosures **ARC Approval Required**

Drawings, with dimensions to scale, and location on plat must be submitted to show proposed patio expansion with relation to the adjoining units. Patios are to be made of concrete, and expansions are subject to the requirements of Section 3.4(l) of the Declaration, as follows:

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“As part of the original construction of a building, the Declarant shall construct at the rear of each Unit a patio, which an Owner may enclose as a porch. There shall exist at the rear of each Unit a Limited Common Element adjacent to the enclosed porch originally constructed by the Declarant or added by the Owner, or from the originally constructed patio if not to be enclosed as a porch and running perpendicular to the side of the existing porch or converted patio and parallel with the rear of the unit, and shown on the as-built survey that is a part of the Plans. An Owner may, upon review and approval of plans therefore pursuant to Section 7.1 add within the Limited Common Element a concrete patio no larger than the size indicated in the Declaration, Exhibit “C” under the column labeled “Max Patio Exp (d’ x w’) which shows the maximum patio depth and width size. Furthermore, an Owner may provide his or her own landscaping, approved pursuant to Section 7.1, to the Limited Common Element, and upon doing so, the Owner shall, pursuant to Section 8.2, be responsible for maintenance and repair of the Limited Common Element adjacent to the Unit and within which the Owner has expanded his or her Unit’s patio or enclosed porch and/or provided landscaping. If an Owner does not expand his or her patio or enclosed porch or provide his or her own landscaping within the Limited Common Element, as evidenced by the architectural and landscaping review records maintained by the Board under Section 7.1, such unimproved Limited Common Element shall be maintained by the Association in the same manner as all other landscaped Common Elements at the rear of the Building.”

4.15 Pavers *ARC Approval Required*

- a. One row of pavers not to exceed eighteen inches (18”) in width may be placed in the common element along one side only of the driveway. Pavers are also permitted to extend the patio within the Limited Common Element located at the rear of the buildings. Drawings must be submitted showing proposed color (earth tones) and location of pavers. Design and layout must be harmonious with the surrounding elements.
- b. Steppingstones are permitted in planting beds only.

4.16 Planting Beds *ARC Approval Required for Palms*

- a. The Owner may add flowers, both annuals and perennials and shrubs to the planting beds in front, on the side (end units), and in the rear of each home as originally laid out by the Builder. The addition of dwarf palms are permitted, however, an *ARC approval* is required. The number to be planted, the size, location and species must be included with the ARC request. Maintenance and care of these new plantings are the responsibility of the Owner. All plantings must be trimmed/pruned to maintain a cared for look and a height of no more than 4 feet.
- b. No trees of any size or species are permitted to be planted in any planting bed.
- c. When adding or replacing plantings in the beds, the Owner is responsible to ensure the irrigation system in the bed is not disturbed. The Owner will also be responsible for any structural issues over the years that may arise due to the plantings.

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- d. If an Owner replaces a shrub originally planted by the Builder, the HOA is not obligated to replace it at a later date.
- e. No planting bed is permitted to be expanded in size by the Owner.
- f. If a shrub, originally planted by the Builder dies, contact the HOA for a replacement. Due to the age and growth of original plantings, the replacement will be smaller.
- g. Trees in the front of each unit are not to be removed or replaced by a Owner.
- h. Only natural colored concrete, brick and stone products that are designed for landscape edging can be used to edge planting beds and trees. Black or brown metal or poly/vinyl edging may also be used. The total height can not exceed 4 inches.

4.17 Pools

Inflatable pools or slides are not permitted.

4.18 Porch Screen Shades

Must be unobtrusive using natural solid colors.

4.19 Satellite Dishes and Antennas *ARC Approval Required*

Satellite dishes are allowed with prior written approval from the ARC/Board; however, the following stipulations must be followed:

- a. Satellite dishes may not be larger than 24" in diameter.
- b. No dish shall be mounted to the roof or any exterior surface of the building.
- c. No dish shall be installed in any portion of any common element nor in the front yard.
- d. The only allowable location for dishes is within the rear Limited Common Element (which includes the patio, screened porch, or grassy area that encompasses the building envelope of the requesting owner).
- e. Certain installations may require that the dish be mounted on a pole or tripod outside of the intended protection of a screened porch. Note that should a high wind rip the dish from its mounting, Owner will be responsible for any resulting damage to the structure.
- f. Owners are responsible for contacting all local utility companies to verify the location of underground utilities, etc., before proceeding with installation. If dishes are installed over any underground utilities, the Owner must understand that the utility company has the right to remove a dish to effect repairs. The utility company is not responsible for damages to, or reinstallation of, dishes resulting from these efforts.
- g. Care should be exercised so as not to damage surrounding landscaping during installation.

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- h. No television antenna, radio receiver or other similar device will be attached or installed on any portion of a building.
- i. If it is determined that a roof installation is required, the homeowner must submit to the ARC a "Roof Installation Plan" provided by the Satellite Dish Provider which includes location, installation options and reception readings.
- j. Owner accepts full responsibility for any and all damages that may occur to their unit or a neighbor's unit or personal property.
- k. The owner is also acknowledging their responsibility to have dish professionally removed and area repaired if service is discontinued, or unit is sold.

4.20 Solar Panels

Not permitted.

4.21 Storage Buildings/Outbuildings/Sheds

Not permitted.

4.22 Storm Doors ARC Approval Required

Storm doors must be full view glass and frame shall be white or match the color of front door. Screens are acceptable if they are full view or where the top half of the glass lowers to reveal the screen.

4.23 Temporary Structures

Screen rooms, sun shades, tents, dog houses, aviaries, etc. are not permitted in the common element, limited common element, or in front of the Units.

4.24 Window Air Conditioners/Fans/Supplemental Heating or cooling

Window air conditioners or fans along with any type of heating or cooling device which breaches an exterior wall when installed are not permitted.

4.25 Window Coverings

Must be white or off-white.

4.26 Window Tinting

Applying window tint requires an ARC application which must be accompanied by a sample of the material showing the exact tint density.

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5 General Community Rules and Regulations

5.1 Clotheslines

Clotheslines are not permitted in the common element, limited common element, or in garages.

5.2 Dumpsters *Boarded Approval Required*

- a. Dumpsters are only permitted to be placed on driveways for a maximum of 3 days. Any damage to the driveway or surrounding common area is the responsibility of the owner.

5.3 Damage Caused by Owner/Tenant/Guest Vehicles

- a. Repair of damage to common element including grass, driveways and other common element caused by owners, tenants or guests is the responsibility of the unit owner. This includes oil on the driveway or tire marks on any area of the grass.
- b. Repair to the turf and/or sprinkler heads at corners of driveway must be completed/scheduled for repair within 10 days after receipt of violation notice.

5.4 Seasonal/Celebrative Lights and Decorations

- a. Decorations and lighting shall only be in place for 2 weeks prior and should be removed within 2 weeks after the occasion for which they were placed.
- b. Christmas lights and decorations may be placed the weekend after Thanksgiving and must be removed by January 15th.
- c. Lights and decorations may be hung on the unit's front porch, which may include appropriate words of holiday greetings; however, they must be hung without any alterations to the unit (e.g., drilling into the siding or brick).
- d. Decorations may not create a nuisance to the neighboring property.

5.5 Feeding of Wild Animals

- a. Feeding wildlife is prohibited including but not limited to geese, ducks, raccoons, squirrels, fox, coyotes, or any other wildlife.
- b. Bird feeders are permitted in the rear of the units. Owners/tenants are responsible for ensuring the cleanliness of areas where bird feeders are placed and that reasonable efforts are made to prevent them from being used by other wildlife.

5.6 Fireworks

- a. The discharge of fireworks and/or any other type of noise-making or explosive device is strictly prohibited at all times.

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- b. Any offensive use of fireworks can result in a nuisance violation.

5.7 Garage Sales

- a. No items are to be placed in the driveway until 6am the morning of the sale.
- b. Garage sale hours are 8am to 3pm.
- c. No merchandise can be placed in the street or on the lawn.
- d. No blocking driveways
- e. All merchandise must be removed by 5pm.

5.8 Grills

Grills will only be used in the rear of all units on the concrete/paver patio or grass if unit does not have a patio. Grilling in front of units, in garages, or in enclosed porches is prohibited. The use of individual grills (charcoal, gas, or electric) is a fire hazard and is strictly prohibited within five (5) feet of the rear of the building. Gas grills with LP tanks shall not be stored in the garage because of the fire hazard.

5.9 Moving Vans/Trucks/Trailers/Pods *Boarded Approval Required*

- a. Are not permitted to park overnight on the Community Roads.
- b. Pods may only be placed on the driveway for a maximum of 3 days and use of overflow parking must be approved by the Board.
- c. Must not block ingress or egress of any vehicle and/or block the primary road while loading and unloading.
- d. Any damage to community common area or driveway will be the responsibility of the owner.

5.10 Outdoor Furniture

Outdoor furniture is permitted only in the rear of the building, must be in the limited common element and can't be an obstruction to routine maintenance. No outdoor furniture will be allowed to be left out or stored in the front of the unit overnight. It must be stored in the garage or behind the unit in the limited common element.

5.11 Parking (Motor Homes, Trailers, etc)

There will be no storage or parking of mobile homes, trailers, motor homes, tractor, trucks (other than pick-up trucks), commercial vehicles of any type, camper, motorized camper or trailer, boat or other watercraft, boat trailer, motorized bicycle, motorized go-cart, or any other related forms of transportation devices. Motorcycles will be permitted but must be garaged when not being driven.

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5.12 Parking

- a. Residents and their guests must utilize parking spaces in driveways before parking in overflow spaces in the common element. When parking on the street during the day (prohibited from 12 midnight until 7 am per TOCS Ordinance), please be considerate and do not block another resident's ability to pull in or out of their driveway. Handicapped parking spaces are available for use by any vehicle displaying a current handicapped parking permit. Parking on lawns is prohibited and any damage to the turf or irrigation system will be repaired at Unit Owner's expense.
- b. Vehicles without current State registration are not permitted to park in the community.

5.13 Pets

Per the Declaration of Condominium Section 10.1 Animals and Pets.

No animals, livestock or poultry of any kind will be raised, bred or kept on any part of the Project, except that dogs, cats or other normal household pets may be kept by the respective Owners inside their respective Units provided that: (a) the following types of dogs (Except certified service dogs)(whether pure bred or mix breed) are prohibited from being kept upon the Property: those known as Pit Bulls (American Staffordshire Terriers, American Pit Bull Terriers or Staffordshire Bull Terriers), Rottweilers, Doberman Pinschers, Chows, Presa Canarias, German Shepherds, wolf hybrids and any dog trained to attack persons, property or other animals or dogs trained to guard persons or property, and are deemed not to be normal household pets;

Dogs must be kept on a leash and controlled by their Owner at all times. Dogs are not allowed to roam free or left unattended in the common element or limited common element behind Units. Owners must clean up after their dog and dispose of their waste properly. Any damage to the turf in the common element and limited common element of a Unit caused by a dog will be repaired at the owner's expense.

5.14 Play Equipment

Basketball hoops, swing sets, trampolines, etc. are not permitted.

5.15 Propane Tanks for Gas Fireplace

Propane gas tanks must be buried underground. Owner is required to carry liability insurance and name The Beacon Townes Condominium Association, Inc. as additional insured. For complete detail, see Section 4.4(f) of the Declaration of Condominium for The Beacon Townes Condominiums Association.

5.16 Religious Ceremonies and Public Gatherings *Board approval Required*

Use of any common element including the pool, parking lots, mailboxes, grassy areas and so forth for religious ceremonies or other public gatherings is prohibited without prior Board approval

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5.17 Rental

An Owner of a unit will have the right to rent or lease his unit, providing that all rental and lease contracts will be for a duration of 30 days or more and will be in writing and will require the renter or lessee abide by all conditions and restrictions placed on the use and occupancy of the unit and the Common Element by the Community Documents.

5.18 Sandbags

Sandbags used during preparation for windstorms and flooding must be removed and/or stored in the garage within 30 days after the event.

5.19 Security Systems

These systems are to be used as they were intended and are not to invade the privacy of other residents. Any other disturbing use of these systems will not be tolerated.

5.20 Screened / Enclosed Porches / Patios

- a. Shall not be used for storage (for example freezers, totes, kayaks, bicycles, household furniture, tools, toys, etc.)
- b. In addition, hot tubs, children's pools or similar items are not permitted.

5.21 Signs

No signs (of any kind) may be placed in the common elements or on the buildings, or otherwise be visible from any Unit window or door, or displayed on or from any vehicle. A small "house is monitored by security alarm" sign is allowed. In the event an owner wishes to sell their property, their agent must contact Management Company for sign specifications.

5.22 Swimming Pool

- a. Maximum six guests are permitted per household.
- b. At least one member of the Owner's/Tenant's household must accompany their guests.
- c. Owners are responsible for the conduct of their family, guests and/or tenants.
- d. Owners/Guests/Tenants are cautioned that use of the pool is at their own risk; there are no lifeguards on duty.
- e. Private pool parties are not allowed, as the pool is for community enjoyment.
- f. No diving into the pool. Diving includes classic (head-first) dives, "cannon-balls", flips, "belly-flops", shoulder-diving, etc.

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- g. No running or rough play in the pool area.
- h. No loud or profane music in the pool area.
- i. No food or drink in the pool, food & drink is allowed at the tables only.
- j. No profanity in the pool area.
- k. No smoking in the pool area.
- l. No glass allowed in the pool, on the pool deck, or in any other pool area.
- m. No pets allowed in the pool or pool area.
- n. Diapers are prohibited in the pool. Children MUST be potty trained or be wearing swim diapers.
- o. Children under 18 are not allowed to use the pool without appropriate adult supervision.
- p. No person under the influence of drugs or alcohol may use the pool
- q. No person with skin, eye, ear or nasal infection may use the pool
- r. Proper swimming attire is required to use the pool.
- s. No one may enter the pool area when the pool is closed.
- t. Any attempt to bypass the pool security system by Owners/Tenants or their guests may be subject to fines and/or suspension of pool privileges.
- u. Owners/Tenants using their pool passes to allow access to others may be subject to fines and/or suspension of pool privileges.
- v. Owners/Tenants found to be in violation of any of the pool rules may be subject to fines and/or suspension of pool privileges.

5.23 Tiki Torches/Fire Pits/Chimineas

No propane, wood, permanent or portable fire pits are permitted. Tiki torches are allowed for temporary use only and must be removed after event.

5.24 Trash Containers

Trash Containers must be stored in garages. Containers must be kept out of view at all times, except when placed at curbside no earlier than sunset the day before the regularly scheduled pick up. Containers must be placed back in the garage the day of the regular scheduled pick up. Trash containers may not be stored on patios or porches.

Approved and Adopted by The Beacon Townes Condominium Association, Inc. Board of Directors – January 2022

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5.25 Wall Art

No decorative pieces or flags, except for the flag of the USA (mounted on trim only) may be affixed to the exterior of any part of the building. Such décor may only be placed using special hangers made specifically for use with vinyl siding. No holes may be placed in the siding at any time for any reason. Owners will be responsible for any damage caused to the siding due to improper placement of such décor.

6 Enforcement Process

The primary objectives for enforcing compliance with our Architectural Guidelines and General Rules and Regulations is to maintain the quality, appearance and value of our neighborhood.

An exterior change made without approval of the ARC constitutes a violation of the Declaration. A violation may require removal or modification of the work at the expense of the Unit Owner or payment of damages incurred by the Association in having the work removed or modified.

The ARC may inspect authorized modifications in progress, as well as the community in general, to identify apparent and flagrant violations. Additionally, all Owners have the right to notify the ARC, the Board of Directors or the Managing Agent of apparent violations of any provisions of these Architectural Guidelines.

The ARC will investigate each reported violation and, if valid, will issue a Notice of Violation as noted below. Failure of the Owner to comply with the required corrections could lead to the Association levying fines or filing legal action against the Owner.

ARC Rules and General Rules and Regulations help homeowners live harmoniously in the community as a whole. Violations can affect the value of the community and the quality of life within the community. Reported violations will be investigated and, if valid, a Notice of Violation will be issued.

6.1 Reporting Violations

Architectural standards help ensure that Beacon Townes property values are maintained. It is not possible to inspect the properties every day nor is it likely that every completed but unauthorized modification will be noticed during an inspection. Therefore, we must rely on each other to maintain the standards of our community. A word to your neighbor who may not realize an approval is needed would be appreciated. Failing that, a call to the Managing Agent to report modifications in progress that may not have ARC approval is the responsibility of each member of the community. Additionally, Owners have the right to notify the ARC or Board of Directors of apparent violations of provisions of the Architectural Guidelines.

Just as with Architectural standards, it is not possible to check for and inspect the community on a daily basis to identify violations of ARC Rules and General Rules and Guidelines. Owners have the right to notify the Managing Agent or Board of apparent violations.

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NOTICE OF VIOLATION

Violation Notices are issued by the Managing Agent or persons authorized by the Board of Directors to do so. The Notice of Violation shall be sent by U.S. Postal Service mail to the Unit Owner of record. The notice will include the specifics of the alleged violation along with the amount of fine to be imposed by default unless the violation is corrected, or a hearing is requested within fifteen (15) days of the date of the Notice of Violation.

6.2 Penalties/Fines - Failure to submit ARC application or request Board Approval in advance.

- a. Notice of Violation will be mailed to the unit owner with specifics of the violation and a stop work order will be issued . Owner will have 15 days from the date of the letter to submit an ARC application or request Board approval.
- b. After an additional 15 days, if no ARC application or Board request has been submitted, another Notice of Violation will be mailed. Owner will be fined \$100 and given 15 days from the date of the letter to submit an ARC application or Board request approval.
- c. After an additional 15 days, if violation has not been corrected, A Notification of Violation will be mailed. Owner will be fined \$100 per day until ARC application or request for Board approval is received.
- d. Proceeding with modification prior to a final ARC or Board approval: Notification of Violation will be mailed and a \$100 fine will be imposed per occurrence.
- e. Proceeding with modification after denial by ARC or the Board: A Notification of Violation will be mailed and a fine of \$100.00 per day until modification is removed or brought into compliance with approval of the ARC or Board. Continued noncompliance after 30 days may result in legal action against the Unit Owner.

6.3 Penalties/Fines - ARC Rules and General Rules and Regulations. (when ARC or Board approval is not required)

- a. Notice of Violation will be mailed to Unit Owner with specifics of the violation. Owner has 15 days from date of letter to correct violation.
- b. After an additional 15 days, if violation has not been corrected, a Notice of Violation will be mailed to owner. Owner will be fined an initial \$100 and given 15 days to correct the violation.
- c. After 15 additional days, if violation is still not corrected, another Notice of Violation will be sent to the owner. Owner will then be fined \$100 per day until violation is corrected.

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6.4 Costs

In the event of any violation of the ARC Guidelines, General Rules and Regulations or Declaration, the Board of Directors reserves the right to pursue any and all legal remedies to compel enforcement, legal and equitable. **Any restoration costs incurred by the Association to bring property into compliance will be charged to the offending Unit Owner. Any and all fines, costs and attorney's fees shall be charged to the account of the offending Unit Owner at the time they are incurred and shall be collected in the same manner as the monthly assessment, as outlined in the Declaration.**

6.5 Hearings

Provided the Owner in violation has properly requested a hearing, that Owner will be given a maximum of one (1) written notice informing him or her of a time and place where the Board of Directors or its duly authorized committee will conduct a hearing to review the case. At that time, the Owner in violation will have an opportunity to defend him or herself. All hearings will proceed with or without the presence of the Owner in violation. The decision of the Board or its duly authorized committee shall be sent to the Owner in writing within five (5) days after the hearing and such decision shall be binding upon all parties.