

*Pinewinds  
Homeowner Association*

*Rules & Regulations*

*Revised October, 2010*

The following rules and regulations are designed to make living at Pinewinds pleasant and comfortable for each member of the association. The restrictions that the board imposes upon the members are for the mutual benefit of all. The cooperation and consideration of each member is vital.

1. **Dues:** Homeowner dues are due and payable on the first of every month and considered late after the 30<sup>th</sup> of every month. A late fee of \$20.00 will be applied to all delinquent homeowner accounts monthly.
2. **Alterations:** Prior to any exterior alteration or additions to the buildings, a Architectural Request must be submitted in writing to the board of directors of Pinewinds and approved in writing. The board may or may not approve any changes. The board has thirty days to inform the owner of their decision. If no decision was made within the thirty days, the request is deemed to be approved.
3. **Parking:** Each townhouse is entitled to two (2) parking spaces, one as close and convenient to the unit as possible. Please ask VISITORS to park in a designated parking space. Parking is not allowed on the grass, in medians or along throughways. Recreation vehicles (all towed vehicles or equipment, vehicles with more than two axles, any vehicle or more than 18 feet, including all campers and boats) are not allowed at Pinewinds. All vehicles parked on the property must be in operating condition both legally and mechanically, i.e., current license plates and inspection sticker, no flat tires, etc. Any vehicle not in operating condition will be towed at the owner's expense.
4. **Automobile Repairs:** Minor vehicle repairs (tire changing) are allowed; however, major repairs are not allowed. Any damage, including oil spills, to the parking lot or any common area will be the sole responsibility of the homeowner. Vehicles are not allowed to be left on jacks or blocks.
5. **Speed Limit:** For safety reasons, the speed limit on any street within Pinewinds shall be ten (10) miles per hour. Special attention should be exercised when driving within the community to ensure the safety of all residents.
6. **Damage:** Any damage to the exterior of any building, fence or common property shall be charged to the responsible party. Breakage and maintenance of exterior glass, doors, door casings, screens, door locks, outside hose faucets, HVAC units, decks and deck enclosures, outside wiring, wiring connections (electrical, telephone, cable, etc.) will be the responsibility of the homeowner.
7. **Noise:** Being thoughtful of one's neighbors is especially important in a community such as Pinewinds. Loud noises from television, stereo equipment, car stereos, musical instruments, annoying pets and other disturbances should be avoided at all times, especially between the hours of 11:00 PM and 8:00 AM. If a homeowner should be disturbed by a loud noise, he/she should first attempt to notify the disturbing party. If the disturbing party is uncooperative and the problem is severe, the local law enforcement agency should be contacted. The management office should be contacted the next business day.

8. **Renters:** All renters must comply with the rules, regulations, covenants and by-laws of the association and should be properly informed of these responsibilities by the owner of the unit. Any damage done by renters shall be charged to the respective unit owner.
9. **Signs:** Only one "For Sale" or "For Rent" sign may be displayed in the window of said unit. No signs may be placed or displayed in any common area of the community. Signs may not be larger than 18"x24" in size.
10. **Toys:** Bicycles, skateboards, etc. should be stored on the rear deck of said unit and under no circumstances left in the common areas or in the way of grounds maintenance. Remember that skateboards are not allowed on the sidewalks or parking lots of Pinewinds.
11. **Pets:** Dogs, cats and other domestic pets are allowed, provided that they do not disturb or annoy residents or guests. Any inconvenience, damage, excrement or unpleasantness caused by any pet shall be the sole responsibility of its owner. All dogs and cats shall be kept under the direct control of their owners at all times and shall not be allowed to run free or otherwise interfere with the comfort and convenience of any resident or guest. These requirements are in accord with the Garner leash ordinance. No animals, livestock or poultry of any kind shall be raised, bred or kept for commercial purposes. Exterior housing for pets and pet runs are not allowed. Pets are not permitted to be restrained in the common areas. *All pet owners must clean up immediately after their pets.*
12. **Dwellings:** Each home shall be used for residential purposes only.
13. **Mailboxes:** Federal law prohibits unauthorized entry of mailboxes. Any person in violation will be reported to the federal postal authorities.
14. **Hazards:** The discharge of firearms, fireworks or other noise-making device is not permitted at any time within the boundaries of Pinewinds.
15. **Common area:** Every homeowner should protect his interest in the common areas. Please do not abuse these areas by littering or in any way restricting the enjoyment of the area.
16. **Plantings:** **With board approval**, small plants may be placed in the existing plant beds in the front of each home. The rear area should be kept neat and clean at all times. Planting in the common area is not permitted without written approval from the board of directors. A request for planting must be submitted in writing. Homeowners are responsible for removing any plant that may interfere with the exterior maintenance of the buildings or cause damage, including decks.
17. **Clothes Lines:** Outside clothes lines are not allowed.
18. **Exterior Antennas:** No outside antennas, satellite dishes are allowed without submitting prior request to the board of directors and receiving written approval from the board of directors.

19. **Window Air Conditioners and Window Coverings:** Window air conditioners of any type are not permitted. Window coverings (blinds & drapes) should be white backed or neutral in color for appearance and continuity.
20. **Trash:** All unit owners must supply their own trash container with lid, unless provided by the city. Trash and recycling containers must be promptly returned behind owners unit after trash collection. Each owner is responsible for their own trash collection service.
21. **Fines and Penalties:** Homeowners violating the Rules & Regulations and /or the Declaration of Covenants will be issued a letter requesting them to correct or discontinue the violation. Should the first letter be ignored and the homeowner remain in violation, a second letter stating a deadline will be issued. Should the second letter be ignored, the Board of Directors will hold a hearing with that owner to show cause as to why they are in violation. The Board can charge the owner a fine up to \$100 daily for continuing with the violation or possibly turning the matter over to an attorney for resolution. All legal expenses that arise from a homeowner being in violation will become the sole responsibility of the homeowner in violation.

THESE RULES & REGULATIONS MAY BE CHANGED FROM TIME TO TIME UPON THE APPROVAL OF THE BOARD OF DIRECTORS.

SHOULD THERE BE A CONFLICT BETWEEN THE RULES & REGULATIONS AND THE DECLARATION OF COVENANTS; THE DECLARATION OF COVENANTS SHALL SUPERCEED.