

Wyndemere HPR Rules & Regulations

PRIOR TO TAKING RESIDENCE (Property owners and Tenants) – All residents must have a permit to park in Wyndemere parking lots. Our security officers check for decals and guest parking passes nightly. To avoid being ticketed or towed, all new residents must apply for parking decals prior to taking up residence. Please see the **RESIDENCE PARKING DECAL** page located on Wyndemere’s web site (www.wyndemerehhi.com) for instructions on how to obtain a decal.

Long term lessees must print and complete the **Tenant Application and Certification** form found on the **TENANT APP/CERT** page on Wyndemere’s website. Wyndemere requires that this Tenant Application form be completed by all adults applying for residency and submitted prior to residency. Please review, complete and submit the application prior to signing a lease. Before any lease of a Villa becomes binding upon the Owner, and before the Association is obligated to permit Tenant access to the Common Elements of Wyndemere Villas, the application must be approved by the Wyndemere Board of Directors. The mailing address is provided on the **TENANT APP/CERT** page on Wyndemere’s website.

Upon Board approval, tenants must provide a non-refundable Administrative Fee of \$500. This fee covers various items, including review of the Tenant Application and Certification, verification of necessary documents for parking decals, registering tenant(s) with security and the Association’s bookkeeper, wear and tear to common areas associated with move in/out, and other miscellaneous items. A Behavioral Fee of \$500 must also be provided prior to move in and parking decal assignment. The Behavioral Fee is used to cover payment of any fines assessed to tenant during residency at Wyndemere. If the initial \$500 fee is depleted during tenant’s residency at Wyndemere, the tenant and the owner of the unit will be notified and another \$500 must be provided within 30 days (by either tenant or property owner) or all parking privileges will be revoked, including guest parking. Any Behavioral Fee positive balance at the end of the tenant’s residency at Wyndemere will be refunded upon request within 30 days of departure from Wyndemere. Parking decals for tenants are \$50 for the first year and \$30 for each subsequent year, new vehicle purchase, windshield purchase, or disappearance of decal.

Owners will be fined \$1000 per month for leasing/renting their unit(s) without Board approval.

PARKING and VEHICLES – To obtain a parking decal, all residents must present a South Carolina driver’s license, South Carolina vehicle registration, vehicle insurance, owner’s HO-6 policy (even if the unit is rented), plus a current lease and proof of a renter’s insurance policy (if renting). If the villa can be documented as a second (or temporary) home for the owner (resident), driver’s license and vehicle registration with the owner’s (resident’s) primary address is acceptable. All vehicles of residents parked in Wyndemere must have a permanently affixed decal on the outside of the windshield either above the rearview mirror or at the top of the windshield on the driver’s side (out of the path of the windshield wipers). Visitors must display a current guest parking pass on the driver’s side dashboard with the entire pass in clear view. Sharing, reselling, copying or other abuse of decals or temporary parking passes is not allowed.

Wyndemere HPR Rules & Regulations

If found, such decals or parking passes will be voided and the offenders will be fined \$150. (Please refer to either the **VISITOR PARKING PASS** page or **RESIDENT PARKING DECAL** page on the website for additional information.) **ALL** requests for Visitor (or Temporary) parking passes **must** be submitted using the form on the **VISITOR PARKING PASS** page.

All vehicles tailgate/lift backs must be up at all times while on Wyndemere property. Vehicles that extend beyond the white parking lines, or have tires parked on the pine straw/ground, will be assessed a fine and may be removed without warning. Recreational vehicles and construction trailers are not permitted without prior authorization by the Board. Trucks with extended cabs and contractor vehicles are prohibited after 6 pm.

All vehicles must have a valid Wyndemere parking decal or Visitor (Temporary) Parking Pass to park on Wyndemere property. Numbered spaces are reserved for owners / residents; visitors should park in unnumbered spaces unless instructed otherwise by the unit's resident. Owners/residents should not park in numbered spaces assigned to other owners/residents; if such parking creates problems, offenders may be subject to a fine of \$150 for each occurrence.

Vehicles that are not operational or have expired, or otherwise invalid, license plates will be towed without advanced notice. Vehicles with inoperative windows, leaky fluids, or obvious, extended exterior damage/malfunction are not permitted in Wyndemere parking lots.

No commercial or recreational vehicles larger than a standard pick-up truck or van are allowed. Vehicles may not have visible commercial signage (e.g., detachable signs, dashboard signs, painted logos, etc.) or work-related equipment on the exterior of the vehicle when parked overnight.

Motorcycles and motorized scooters are not permitted on Wyndemere property. Bikes (including electric bikes) must be stored out of sight or at the bike racks located on Wyndemere property. Bicycles in the bike racks with rusted chains, flat tires, or that otherwise appear to be abandoned will be removed by Wyndemere HPR.

Vehicles may be ticketed or towed without warning for not complying with Wyndemere HPR's parking rules. Once a vehicle has been ticketed, the ticket remains in the security company's data base for 12 months; if the vehicle is found in violation of Wyndemere HPR's parking rules and regulations again during that time period, it may be towed. Towing and storage fees are determined by the towing company and are the responsibility of the vehicle owner.

The Board reserves the right to void parking decals and parking passes as it deems necessary for any reason.

Parking areas are under surveillance, and our cameras may be reviewed by the Wyndemere Board, private security services, and the Beaufort County Sheriff's office. We take vandalism, parking security, and suspicious activity seriously. If a concern arises, please contact us through

Wyndemere HPR Rules & Regulations

the website (using the form on the **CONTACT** page of our website) and a Board member will follow up.

HOME REMODELING – For the safety of all residents and their properties, Wyndemere requires all renovation, including, but not limited to, plumbing and electrical, to be completed by a licensed and bonded contractor. Load bearing walls may not be removed. If reconfiguration of the living space is considered, plans must be engineer designed and approved by the Wyndemere Board. Permits are required as per the Town of Hilton Head prior to commencing work. Wyndemere Board must be notified in writing of the beginning date for all remodel projects. Property owners are responsible for damage to any and all neighboring and common properties if such damage occurs during renovation. Wyndemere is not liable for damage resulting from property owner renovations. No exterior modifications to rear porches and decks are permitted without written prior approval by the board. This includes, but is not limited to, screening and carpeting. Encroachment of common areas, including attic spaces, is not permitted. Please use the form on the **CONTACT** page to message the Board regarding remodeling.

Remodeling trash must be removed from the common areas daily. We do not permit dumpsters in the parking lot. Trucks and trailers must be removed from the lots at the end of the work day.

NOISE & DISRESPECTFUL OR THREATENING BEHAVIOR – Excessive noisy behavior or activity is not permitted. Activities that are disrespectful of the rights of others or physically threatening in nature are not permitted (including loud music and loud offensive language) at any time. Wyndemere observes quiet hours from 10:00 PM to 7:00 AM. Consideration of your neighbors, including use of televisions and music, opening/closing doors, using stairwells and other common areas, and outdoor boisterous activities, etc., will result in their mutual consideration of you. If loud noise or threatening behavior persists, or if you feel unsafe, call the Beaufort County Sheriff's Office.

DECKS, BALCONIES & RAILINGS – The decks in front of the units are common areas. Storage on/under the balconies, decks or under the stairwell is not permitted. Plants and chairs are permitted on front decks as long as they do not cause damage to the decks or impede movement on the deck. All live plants must have catch basins to prevent wood rot from overwatering. Nothing is permitted to hang from the railings of the front decks or the rear decks or balconies. Riding bicycles, scooters, and skateboards on decks is not permitted. Due to moisture damage, carpet, tile, and rugs are not permitted on front decks or rear decks that are not covered or subjected to rain or snow. Fines for carpeting on uncovered decks or balconies will be assessed monthly until such coverings are removed and owners are responsible for any damage to their unit or common property caused by such coverings. Hydra Seal should be used on rear decks. We are considered a commercial building and operate as such.

Deck furniture (e.g., outdoor furniture such as tables and chairs) and live seasonal plants are permitted on rear balconies and decks. All other items must be placed in the storage closets located off the decks or inside the villa, including interior furniture, boxes, construction

Wyndemere HPR Rules & Regulations

materials, etc. Nothing may be stored under rear balconies or decks, including areas under first floor unit decks which are covered with lattice.

GRILLS – NO GRILLING PERMITTED (charcoal or gas) anywhere in and around Wyndemere. Please refer to the Town of Hilton Head Island, Fire Marshall's letter (see the link on the **RULES & REGS** page) that restricts grilling within 15 feet of combustible construction. Electric grills are permitted.

TRASH and DUMPSTER – Wyndemere's dumpster is located at the end of Yacht Cove Drive near Building #200. This dumpster serves all 54 villas and is contained within a wooden fence enclosure. It is emptied twice per week. If the dumpster is full, do not place trash on the ground or on top of the dumpster; either keep the trash and wait until the dumpster is emptied or take it to the Hilton Head Island Convenience Center located off of Dillon Road. (Visit the Beaufort County website to apply for a resident decal necessary to take trash and all recyclables to any Beaufort County Convenience Center.)

This area is under video surveillance with signage posted at the dumpster enclosure. To discourage rodents, all trash must be in a tied plastic or biodegradable bag, and disposed of inside the dumpster (not on the ground). The door to the dumpster unit must be closed. Close and latch the gate to the dumpster enclosure. Boxes cannot be left outside the dumpster and **must** be broken down flat before putting them in the dumpster. Trash or clutter is not permitted anywhere outside of your home. Once trash is removed from your home it must be immediately delivered to the dumpster. Disposing of food and trash in the common areas for any reason is prohibited.

Furniture, small/large appliances, household fixtures, plants or paint cans or other construction materials must be taken to the Hilton Head Island Convenience Center.

Wyndemere residents are encouraged to provide the Wyndemere Board with a picture of the vehicle and license plate of any individual using the Wyndemere dumpster without a valid Wyndemere parking decal on the front windshield. Wyndemere does prosecute for theft of services.

PETS – In accordance with the Beaufort County Animal Control Ordinance and Town of Hilton Head Ordinance, and to keep the grounds clean, beautiful and sanitary, pets are to be leashed at all times when outside of the unit and must be picked up after. All solid waste must be placed in a proper waste container and disposed of properly. (There are several dog waste stations located in Yacht Cove.) Noise from pets may not disturb other residents, whether it be during daytime hours or quiet hours. Animals may not be a nuisance to other residents.

As of August 1, 2016, Wyndemere no longer permits property owners to rent to tenants with pets. Also, visitors of tenants are not permitted to bring animals on Wyndemere property. Any resident or management agent observing an infraction of this rule shall notify a Board member, at which time the property owner will be reminded by email or letter. It will be the responsibility of the property owner to correct the situation within 7 days. If the tenant does not make

Wyndemere HPR Rules & Regulations

provisions to house the animal elsewhere, the Board of Directors will assess the tenant or property owner \$250.00 a month, **and** the parking decal of the tenant will be reported as “invalid” to Wyndemere’s security company. This action will result in revoked parking privileges in all Wyndemere parking lots.

SERVICE/SUPPORT ANIMALS – Service/emotional support animals are permitted if ALL of the following requirements are met:

- a) Documentation from a licensed doctor/therapist confirming the medical need of the resident to have a service/support animal (Submit a request for Wyndemere’s form using the CONTACT form on the website – form is to be completed by a licensed professional);
- b) Proof of current vaccinations (Submit a request for Wyndemere’s form using the CONTACT form on the website – form is to be completed by a licensed veterinarian);
and
- c) Proof of additional liability insurance for the animal.

The **owner of the villa** must provide all of the above documentation to the Board of Directors if a request is being made by their tenant.

Board of Directors’ approval must be obtained prior to animals taking occupancy. Request for permission to have a service animal will be presented to the Board of Directors for consideration.

GROUNDS – We appreciate your cooperation in keeping the community free of litter. Discarding cigarette butts, ashes, empty water/soft drink bottles food wrappers, etc., on the common areas and lagoon surrounding Wyndemere is not permitted.

LAGOON AND WILDLIFE – Please refer to the **WILDLIFE** page on our website for detailed information. Note that violations of Wyndemere’s wildlife policies may result in fines of up to \$500 per occurrence.

SATELLITE DISHES – Satellite dishes and other devices designed to capture radio and digital signals are not permitted to be connected to any part of Wyndemere’s buildings and will result in immediate removal. Any cost to return the roof or building to its pre-installation condition (e.g., repairing damage caused by unauthorized installation) will be billed to the owner and/or resident.

SPEEDING – The roadways within Yacht Cove and Wyndemere are private, but both Yacht Cove and Wyndemere have granted permission to Beaufort County Sheriff’s Office to enforce traffic laws on our roadways (SC Code 23-1-15).

TOYS – Unattended toys, including pool toys and rafts, are to be kept inside residential unit.

AUTOMOTIVE MAINTENANCE – Not permitted on property.

Wyndemere HPR Rules & Regulations

VANDALISM – Persons damaging Wyndemere property will be charged the actual replacement cost plus expenses assessed by management to repair. Wyndemere has security cameras throughout the grounds for surveillance abilities.

Ignoring any of the above rules will result in fines assessed either against the tenant's Behavioral Deposit or to the Property Owner's Account. Residents are responsible for behavior of their guests who are expected to abide by all rules set forth for residents. Failure to pay fines will result in legal action. Should legal costs be incurred, the property owner or management company will be responsible for payment.

The designated recreational areas for the neighborhood of Yacht Cove (including Jib Sail, Wyndemere, and all the stand-alone homes) are the corner lot of Cobblestone and Mulberry, the swimming pool and the tennis court (located in Jib Sail Court). No skateboards, motorized scooters, mini-bikes, ATV's or go-carts permitted to be driven on the property or landscaping. For safety reasons, the parking lot is not a playground. Wyndemere reserves the right to take action against any individual for other behaviors deemed detrimental to common and personal property not listed above. Actions included may result in refusal to permit property access or legal action. **REMINDER – Wyndemere is a private property, maintained by Wyndemere individual property owners.**

EMERGENCIES – Beaufort County Sheriff's Office or 911.

Any concerns, questions, suggestions, etc., may be submitted through the Wyndemere HPR website; see the **CONTACT** and **MAINT FORM** pages on the website. A Board member will respond as soon as possible.

NOTE: Wyndemere residents are also bound to follow Yacht Cove rules. See www.yachtcovehhi.com Pages "Rules and Regulations" and "Additional Information and Downloads."