

COBBLESTONE HOMEOWNERS ASSOCIATION, INC.
Rules and Regulations
2010

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A. PREFACE

Condominium and multi-family living is a new experience for many of us. Enjoying its many benefits requires an understanding of certain principles of operation that differ substantially from those governing individual dwellings. Successful condominium living demands of all residents some sacrifice of personal freedom in the interests of the community; common courtesy, thoughtfulness, and a spirit of cooperation are the most effective means for resolving differences that may arise between residents from time to time.

In order to protect your investment and to create a congenial and dignified residential atmosphere, your Board of Directors has adopted these ***Rules and Regulations***, consistent with authority granted by the Master Deed. The rules must be observed by all unit owners, tenants, their families, and their invited guests; it is felt that if everyone abides uniformly by the rules, no one's privileges will be infringed upon or denied. It is especially important that, ***prior to signing of a lease***, all prospective tenants receive a copy of the ***Rules and Regulations*** and that an explanation of the most significant portions of them be provided, either by the **Unit owner or his rental agent**.

In general, these ***Rules and Regulations*** are common to most homeowner associations, with some modifications to fit the uniqueness of Cobblestone. There can be no doubt that Unit owners are fully dedicated to the preservation of the character of our community, and that they support the adoption of the ***Rules and Regulations*** as the surest means to that end.

The direct liaison between the association's unit owners and the professional management company is the Property Manager, and all questions, suggestions, and complaints should be forwarded to him or her, preferably in writing. If the management company is unable to deal satisfactorily with a matter brought to its attention, it will be referred to the Board of Directors. We ask that all non-owner residents report directly to unit owner, rental agent and/or rental representative.

Despite the need for some regulation of individual behavior in a communal setting, we feel that the advantages of this living arrangement are readily apparent to most people. We solicit your cooperation in maintaining the value and the reputation of Cobblestone as one of the finest residential developments in the area.

Board of Directors

Cobblestone

Homeowners Association

B. GENERAL MAINTENANCE AND USE

Pursuant to authority granted by the Master Deed and By-laws, the following ***Rules and Regulations*** are promulgated for the guidance of the residents of Cobblestone. A "resident" shall be defined as any Unit owner of a condominium dwelling, any tenant, any invited guest, or any member of their families. All other persons, unless specifically excluded, may be deemed trespassers with respect to the common areas and limited common areas as defined in the Master Deed.

Security against trespassing and other violations of privacy is partly the responsibility of each and every resident. Depending upon the nature and gravity of the situation, residents should notify either the Property Manager or the Horry County police if they observe persons lingering on the property, damaging equipment, or engaging in any other improper activity.

Each resident shall maintain and use their dwelling in such a manner as to not create a fire hazard or other physical danger to others and so as to preserve the exterior appearance of the dwelling.

Each Unit owner is obligated to familiarize family members, tenants, and invited guests with the ***Rules and Regulations*** and to guarantee their observance of them. In the event of violations, **the Unit owner shall be considered responsible**.

Residents are often in a position, during their normal daily activities, to observe infractions on the part of other residents, which, if left uncorrected, diminish the quality of life for everyone. Those who make such observations are encouraged to report them promptly to the Property Manage so that appropriate action can be taken.

C. ENFORCEMENT

The Master Deed gives the Board of Directors the power to enforce the ***Rules and Regulations*** of the Association, including the collection of fines in the case of continued violation following verbal and/or written warnings and the allowance of reasonable time for compliance. Failure of a resident-owner to adhere to the ***Rules and Regulations***, or failure of an absentee-owner to act in person or through a rental agency to force compliance on the part of a tenant, may result, after appropriate warnings and “due process”, in fines of a minimum of \$50.00 up to \$150.00 per incident. Continued violations thereafter may result in further fines and/or legal action. Fines are treated like other assessments for purposes of collection. In the interests of fairness and consistency, the Association affords each accused party an opportunity for a hearing by the Board of Directors. Any resident accused of violations and assessed a fine may ask to be heard by the Board of Directors. The Board shall hear the accused violator and those making the accusation, and if the Board or has reason to believe that the violations did occur, the violator’s assessment shall not be abated; otherwise, the fine shall abate.

Unit owners are directly responsible for their tenants’ actions and shall be held liable for any violation of the *Rules and Regulations*. The Association expects unit owners to oversee closely their rental units.

D. THE CONDOMINIUM FACILITIES: USES AND LIMITATIONS

1. UNITS

a. Appearance:

Draperies or drapery linings, blinds, shutters, or other types of window treatment are to be of a white, off-white, beige or ecru color only, **when viewed from the outside.**

b. Entry Rights:

The Board of Directors, through the management company, has the right of access to all resident units to deal with emergencies and to oversee the legitimate work of contractors and workmen appointed by the Board. Pursuant to that right, it is the **Unit owner’s** responsibility to ensure that the management company has a key to each unit. If, for any reason a resident lock is changed, the owner must continue to provide access by making available a new key. Upon written notice from the management company, Unit owners will be given thirty (30) days to provide the management company with a working key. Failure to provide a key will result in a fine of \$150.00 and in addition, the management company will have the lock re-keyed at the owner’s expense. In addition, owner will be responsible for any costs or repairs to gain access to their unit in the event of an emergency. It is also essential, and in the best interests of all residents, that certain routine tasks, (e.g. pest control inspections and treatments) be conducted without interference, even when a resident is not at home. The regular scheduling of such inspections serves as sufficient notice. ***Pest Treatment is 2nd Thursday of each month.***

c. Guests:

No child under the age of 18 shall be considered a resident of a unit unless a parent or the owner is in residence at the same time. Requests for exceptions to this rule must be made in writing to the Board of Directors. All guests should be supplied with copies of the ***Rules and Regulations***, and owners shall be responsible for compliance.

d. Hazards:

Residents shall exercise extreme caution in the use of flammable substances such as paint, paint thinner, turpentine, and volatile cleaning fluids. No materials that might constitute a danger to life and property should be left either in a dwelling or a storage facility.

The discharge of fireworks is expressly forbidden on the condominium property. Electrical extension cords and added electrical wiring are not to be attached to interior outlets to furnish power to appliances or other devices on the outside of a building. Extension cords of the proper size and capacity, however, may be attached to exterior outlets to service holiday lighting displays. All holiday lighting displays must be removed ***no later than January 31***.

Cooking or Grilling on decks, porches, or hallways ***is strictly prohibited***. This is a Horry County Fire Regulation By-Law and violators will be prosecuted.

No objects are to be placed on Balcony rails, due to hazard of object falling and injuring property or person and/or damaging effect on railing itself. All hanging flower pots are to be suspended from the roof support beams or contained entirely within deck area.

e. Leasing Provisions:

A unit owner may lease a dwelling provided that such lease extends for a period ***not less than 365 days*** (Association Master Deed amended to read thus) and is not based upon a sublease arrangement. ***It is the responsibility of the Unit owner or the owner's rental agency to furnish the management company with a copy of any lease within thirty (30) days.*** Owners are ultimately responsible for their tenant's compliance with the ***Rules and Regulations*** of the Association.

f. Maintenance:

All water damage to an owner's unit or any affected unit caused by fixtures, (including A/C units) and/or plumbing inside a unit shall be the responsibility of the owner where the leak originated. Leaks in the walls and floors and the damages caused by those leaks, will be the responsibility of the Association.

Each resident shall maintain and use his/her dwelling so as not to produce danger or damage to others nor to disturb the uniform exterior appearance of the buildings. It is the resident's responsibility to keep the front and rear areas of the unit in a good state of cleanliness and to allow no accumulation of household trash or other refuse. **Residents are not allowed to store trash outside the unit prior to disposal.**

g. Pets:

Resident-owners are permitted to keep cats, dogs, and other normal household pets in or about the property, provided the Association is informed of all pets, i.e., registering the animal with the management company in regards to its description, vaccinations, etc. Under certain circumstances, however, the Board of Directors reserves the right to impose special conditions upon the maintenance of a particular pet on the property. Excessive barking or other annoyances to residents, for example, may constitute sufficient cause for an order from the Board of Directors to have the offending pet

removed. *Under no circumstances* shall pets be permitted in any of the common areas unless they are not being carried or walked on a leash, *nor shall they be chained or otherwise confined to any building exterior, tree or shrub.* While walking their leashed pets, *residents must retrieve all droppings and dispose of them in the proper manner.* *TENANTS AND/OR GUESTS ARE NOT ALLOWED TO KEEP OR HARBOR ANY PETS UNDER ANY CIRCUMSTANCES.* Tenants and/or Guests found to be harboring pets in their unit will have **5 days** to make other arrangements for their pets. Of course, service animals for the physically challenged are allowed in any area of the complex.

h. Residential Use:

All units shall be restricted *exclusively to residential use*. No business or commercial enterprises are to be conducted from a dwelling. Requests for variances from this policy must be addressed to the Board of Directors in writing.

i. Respect for Others:

No Unit owner or occupant of a unit shall make any noise that disturbs or annoys the occupants of other units, nor shall do, or permit to be done, anything that interferes with the rights, comfort, or convenience of others. The sounds produced by television, stereo equipment, musical instruments, and conversation should be kept at a reasonable level at all times. "Community quiet time" extends between the hours of **10:00 PM and 8:00 AM** and during that period loud noise from any source is unacceptable.

2. COMMON AREAS

a. Alterations:

No alteration or addition of any of the common elements or limited common elements shall be permitted without the prior written approval of the Board of Directors. Procedures for obtaining approval are outlined in the Master Deed of the Association. Disapproval would be recommended in the case of any decorative material deemed to be excessive in the amount, in bad taste or out of harmony with the uniform exterior appearance of the building.

b. Cleanliness:

Common areas should not be obstructed, littered or misused in any way whatsoever. No personal property, including, but not limited to, bicycles, skates, toys, clothing, patio furniture, buckets and pails shall be left on the common hallways, grounds or in the parking areas, *either temporarily or overnight*. The walkways in front of the buildings *shall not be obstructed or used for any purpose other than foot traffic* of residents entering or leaving their units. Such items as bicycles, tricycles, scooters or motorcycles are not to be ridden or left standing on the walkways or on the entryways.

All forms of litter including cigarette butts are unacceptable and should be disposed of responsibly.

All residents are expected to share in the responsibility for maintaining clean grounds throughout the common areas. All trash and garbage shall be placed in heavy duty plastic bags and *carefully* disposed of in the dumpsters provided for that purpose. No large items such as furniture, mattresses, etc., are to be placed by the dumpsters as these items will not be picked up by the refuse company and will attract stray animals and insects to the area. It is strongly advised that small children not be allowed to place trash in the

dumpsters. Since many of them cannot reach the dumpster opening, they either scatter the trash or leave the bag on the ground. Full trash bags should be kept inside the unit until they are to be disposed of. **No garbage, of any kind, is to be left in the hallways.**

Designation of Dumpsters for each section by buildings:

- Building A-D: Use dumpster located at “D” Building
- Building E-G: Use dumpster located at “G” Building
- Building H-J: Use dumpster located read of driveway at “J” Building
- Building K-M: Use dumpster located at “K” Building near the pool

c. Conduct of Children:

Parents are responsible for the general conduct of their children at all times. For safety and insurance purposes the Common Areas are not playgrounds due to the proximity of the parking lots. Children should be taken to a designated City or County playground for ball playing and other activities. Neither the Management Company nor the Association shall be held liable for accidents or injuries involving children on the complex.

Children five (5) years old and younger playing on the common grounds must be supervised at all times. Neither the Management Company nor the Association shall be held responsible for accidents or injuries involving unsupervised children.

For safety and insurance purposes, children are not allowed to climb trees or surrounding walls (brick walls). The Association and Management Company shall not be held responsible or liable if accidents or injuries occur to children that do not adhere to these rules.

Parents shall also be responsible for damage caused to automobiles or to other residents’ personal property by toys or other objects left or used improperly by their children in the common areas. The Association assumes no liability for loss of, or damage to, articles left in the common areas.

It is the parents’ responsibility to ensure that their children are aware of the ***Rules and Regulations*** of Cobblestone.

d. Parking

Vehicles shall be parked only in the paved, lined-off spaces provided and are never permitted on sidewalks, grassed areas, or behind other vehicles.

- There is (1) **one identified** parking space per unit, designated by the Board for the minimal convenience of each resident. **Only** a vehicle belonging to the identified unit may park there.
- Unidentified spaces are open to ***all*** residents in each designated area as identified, and no one resident shall lay special claim to them under any circumstances. Residents with more than one vehicle, or those with guests or local service personnel present, should, if necessary, work out with their neighbors the joint use of unidentified spaces. In all such cases, the exercise of everyday rules of common courtesy and mutual cooperation is expected.
- Unlicensed, unused, or inoperative vehicles shall not be stored in parking spaces or in any other location on the property. These vehicles will be towed at the owner’s expense.

- Resident's commercial vehicles are allowed overnight parking provided they fit within the limits of a standard parking space and comply with all other parking rules.
- Motorcycles may be parked in regular vehicle spaces, but **only** if the user uses a kick stand plate. Motorcycles are never allowed in unit or hall or entry ways. If you have an automobile and a motorcycle it is permissible to tandem park both vehicles in the same space with the motorcycle parked crossways in front of the automobile.
- Motor homes, campers, boats, boat trailers, and utility trailers are prohibited from parking on any portion of the condominium property. Vehicles which extend over the sidewalks or past the white lines into the driveway area may be parked only while being loaded or unloaded.
- Owners of vehicles that damage the asphalt of the parking area through the leakage of gasoline, motor oil, anti-freeze, engine coolant, or any other corrosive fluid, shall be liable for the cost of repairs.
- Vehicles in violation of any of the above regulations are subject to being towed at the owner's expense. In addition, fines may be levied at the Board's discretion.
- No washing vehicles on Association property.
- No car repairs unless in an emergency situation, such as, dead battery, etc.
- Motorist shall at all times drive carefully in conformity with conditions and circumstances, but in no event exceed the ten (10) miles per hour speed limit. This Rule will be strictly enforced by the Association.
- Residents shall be liable for all damages to the buildings and/or common grounds caused by receiving deliveries of, moving, or removing furniture or other articles to or from the building.

e. Hallways and Entrance Ways:

Hallways and entrance ways are part of the common elements. There shall be no decorating or painting on hallways or entrance ways, to insure uniformity through-out the buildings.

The walkways to the dwelling units shall not be obstructed or used for any purposes other than ingress or egress from the dwelling units. No items may be stored or left in any of the passageways, railings, access areas, or routes or stairs.

f. Safety

Those operating motor vehicles on the property shall at all times drive in a manner consistent with the conditions and circumstances, but **never** in excess of 10 miles per hour.

Out of concern for everyone's safety, some restrictions apply to the use of certain types of transportation, including, but not limited to, the following:

- Motorcycles, motor bikes, mopeds, and motor scooters are allowed on the property, but are to be used **only** as transportation to and from the user's residence. **Under no circumstances** are they to be used recreationally on the interior roadways, parking lots, sidewalks, and grassed areas.
- No in-line skating or skateboards are allowed anywhere within the complex.

g. Sales:

No yard sales, tag sales, rummage sales, or similar kinds of activity are permitted anywhere on the condominium property.

h. Signs:

No sign, advertisement, or notice of any kind, including, but not limited to, “FOR RENT” or “FOR SALE” signs, shall be displayed anywhere in the common area, on the exterior of any building, or in such a way as to be visible from outside a dwelling. “OPEN HOUSE” signs must be posted **only** on the day of the Open House. For two-day or weekend Open Houses, the sign must be removed on the evening of the first day and displayed again the next morning. Any further questions about the displaying of signs should be referred to the Property Manager.

i. Balconies:

Clothing, linens, towels, etc. **may not** be hung or draped on the balconies or railings. There shall be no decorating, painting, or decorative flags to ensure uniform appearance. Hanging plants are allowed on balconies, but excessive or not maintained/unsightly plantings are subject to removal by request of the property manager. No plants, shells or other items are allowed to be placed on the balcony or patio railings.

j. Grilling

There is **no grilling** on Balconies or Hallways due to direct violation of Fire Code and Hazardous to property. No grilling on grass or common areas of property. **Grilling is allowed only in the designated areas provided by the Association.** Fines will be issued if in violation.

3. SWIMMING POOL

PERSONS USING POOL FACILITY DO SO AT THEIR OWN RISK

The following ***Rules and Regulations*** are necessary for compliance with:

- The policies of the South Carolina Department of Health & Environmental Control;
- The Association’s liability insurance requirements;
- The general dictates of common courtesy and common sense.
 1. No solo swimming.
 2. No running or boisterous play.
 3. No swimmer under the influence of alcohol or drugs
 4. No alcohol or drugs in the pool area.
 5. No spitting or blowing of nose.
 6. No swimmer with a communicable disease.
 7. No swimmer with a skin, eye, ear or nasal infection.

8. No animals or pets. DHEC will close the pool, drain, sanitize and refill the pool. If animals are found in the pool area it will be the pet owner's responsibility for all costs incurred.
9. Children 3 years old or younger, who may be in diapers, may use the pool **only** if the diapers are equipped with a suitable plastic cover or appropriate swimming diapers.
10. Only furniture (chairs, tables, etc.) provided by the Association allowed in pool area.
11. No glass objects or containers in the pool or on the deck.
12. No children without supervision (Children under the age of 13 must be accompanied by a "responsible adult", defined for our purposes as a person **18 years of age or older**).
13. No swimming without showering first.
14. This pool is open from **9:00 AM to 10:00 PM, seven days a week** during pool season.
15. The maximum number of swimmers allowed in the pool at one time is 15.
16. A first-aid kit is located in the storage cabinet next to pump house.
17. An emergency telephone is located **in the pool area**. No personal calls are allowed.
18. Residents of Cobblestone and their families must always have first call upon the recreational facilities. Therefore, residents are asked to limit guests to no more than two or three, especially during holidays and on weekends. Overcrowding spoils everyone's enjoyment.
19. Rafts, floats or other pool toys of reasonable size are permitted in the pool and pool area, but their use and number must be controlled by the number of swimmers present at any one time.
20. No food materials ***of any kind*** are permitted inside the pool enclosure. Removal of foreign objects from the filtration system requires that the pool be closed – an inconvenience for everyone.
21. Radios and other types of audio equipment may be used on the pool deck so long as the volume is kept extremely low and does not disturb others. Earphones are recommended for use of audio equipment at the pool.
22. Receptacles for refuse are located throughout the pool area. Please use them to help keep our property clean and attractive. **Do not leave cigarette butts in the pool area.** Please remove all your trash from the pool area.
23. All residents, their families, and their guests are cautioned that they use the pool, its equipment, and its facilities **at their own risk**. Neither the Association nor the management company assumes liability for personal injury and shall not be held responsible for the loss of or damage to, personal property. **"Pool Parties"** are forbidden at all times.
24. Security against the use of the pool by unauthorized persons is largely the responsibility of all residents and depends upon their willingness to challenge anyone whom they suspect of trespassing. Similarly, offenses against these ***Rules and Regulations*** are everybody's business. No

- resident, either owner or tenant should stand idly by and allow behavior that interferes with the rights of others to enjoy the pool.
25. Pool Furniture is not to be removed from the pool area.

E. MANAGEMENT COMPANY STAFF

Only the Property Manager is empowered to give instructions to the maintenance staff. If you know of something that needs attention, contact the Property Manager.

F. CONCLUDING STATEMENT

A standing policy is that the *Rules and Regulations* are subject to amendment by the Board of Directors from time to time. The 2010 Edition has undergone considerable review in the hope that the resulting publication will be clearer and easier to follow. In some cases, topics that were merely informational and had little or no bearing on the *Rules and Regulations* have been omitted.

All residents of Cobblestone are earnestly requested to cooperate in maintaining our excellent living environment by adhering closely to the *Rules and Regulations*. They have not been established in an arbitrary manner, nor were they created to work a hardship on anyone. Their purpose is to provide for the safety, comfort and happiness of all residents, their families and their guests, as well as to enhance the quality of life and the value of our property. With everyone’s assistance and support, we can reach that goal.

G. EMERGENCY INFORMATION

- Emergency Services (Police, Fire, Ambulance).....911**
- Grand Strand Regional Medical Center.....(843) 449-4411**
- County Police (Complains & Information Only).....(843) 448-4260**
- PROPERTY MANAGEMENT:(843) 655-8395**
- OR**
- Palmetto Properties of MB..... (843) 293-1099**

1. Security

Security is the responsibility of each and every one of us. Depending upon the nature of the situation, owners or tenants are requested to notify either the Police or Property Manager of any suspicious people, trespassing and/or unusual activities in the Cobblestone area.

2. Fire Procedures

If you discover a fire in your unit, please do the following:

- a. Leave the hazardous area, leaving the door closed, but unlocked. Use closest stairway to leave your floor. Alert other occupants on your floor if possible.
- b. Immediately call the Fire Department (911) and tell dispatcher the floor and unit number, Building number, name and address. (Stand clear of danger and wait for help.)
- c. Fire Extinguishers are located on the first floor of each building underneath stairwells.