



Rules & Regulations:

Revised: July 20, 2017

Your Board of Directors welcomes the assistance of all unit owners/residents in the enforcement of these Rules & Regulations. Violations should be reported **in writing** to the Management Agent of the condominiums, and not to the Board of Directors of the association. The managing agent will give notice of violation to the violating unit owner/resident and any appropriate committee. Unit owners are responsible for the compliance of their guests, invitees, and residents.

Management Agent:

Boxwell Real Estate	Office: 910-764-1622
4310 Cumberland RD.	Fax: 910-764-1633
Fayetteville, NC 28306	Email: boxwellrealestate@gmail.com

General Rules:

1. The sidewalks, entrances, roadways and similar areas of the Common Areas shall not be obstructed nor used for any purpose other than for ingress and egress and to and from the Condominium; nor shall any carts, bicycles, carriages, chairs, tables, BBQ grills, toys, playground equipment, or any other object stored thereon, any of these violations will be subject to a \$100 fine.
2. The personal property of unit owners/residents must be stored in their respective units.
3. Toilets and other plumbing shall not be used for any other purpose other than those for which they were constructed. No sweeping, rubbish, rags, or other foreign substances shall be thrown in them. The cost of any damage resulting in misuse shall be borne by the unit owner/resident responsible for the damage.
4. No flammable, combustible, or explosive fluids, chemicals or substances shall be kept in any or on the common areas or storage.
5. To maintain a uniform and pleasing appearance of the exterior of the buildings, no awnings, canopies, or shutters. No glass enclosures or projections shall be attached to the outside walls, doors, windows, roofs or other portion of the buildings or on the common areas, unless approved by the Board of Directors. Window screens if broken must be repaired or removed.

6. No unit shall have any aluminum foil placed in any window or glass door, or any reflective substance placed on any glass, except as approved by the board of Directors for energy conservation purposes.
7. Where curtains are other than white or off-white, they must be lined or "under draped" or "blacked out" draped in which liners are approved by the Board of Directors. Replacement blinds should be like the ones currently hanging.
8. No radio, television, or other electronic installation may be permitted in any unit which interferes with the television or radio reception of another unit.
9. No exterior antennae shall be mounted on the building or common areas without written approval by the Board of Directors. (Direct TV is the only approved provider of satellite services for our complex. All others will be removed at the owner's expense.)
10. No noxious or unusual odors shall be generated in such quantities that they permeate to other units or the common areas. Normal cooking odors, normally and reasonably generated, shall not be deemed violations of this regulation.
11. Per North Carolina Fire Code, Section 308, No charcoal burners or other open flame cooking device is permitted within 10 feet of a combustible balcony. Electric grills are permitted with sufficient distance from walls so as not to damage property.
12. There shall be no solicitation by any person or organization anywhere in the condominium complex for any cause, activity, charity or purpose whatsoever, unless specifically authorized by the Board of Directors.
13. Unit owners/residents shall be liable for all damages to the buildings caused by receiving deliveries, moving or removing furniture or other items to and from the building.
14. Children will be the direct responsibility of their parents or legal guardians who must supervise them while they are within the condominium complex. Full compliance with the Rules & Regulations and all other rules & regulations of the association shall be required of such children. Children are not to color, chalk, or put any type of graphite on any area of the common areas to include; the sidewalks, buildings, and parking lot. A fine of no less than \$100 may be imposed by the Board of Directors to unit owners/residents that are not supervising children and guest(s).
15. Unit owners/residents are not permitted on the roofs for any purpose, except as permitted by the Board of Directors.
16. Unit owners/residents, their families, and guest(s), shall not appear in, nor use the common areas except in appropriate attire.
17. A 15 MPH speed limit within Harbour Pointe Condominiums shall be adhered to by residents and guests. This is to protect children and residents.
18. No commercial activity shall be undertaken that would impinge with the rights, comforts, or convenience of others.
19. No objects may be draped or hung from any balcony or rear patio to include; clothes, towels, sheets, diapers, etc. Items such as windchimes are permitted.

20. No signs of any kind shall be visible in windows except, For Sale/For Rent signs unless approved by the Board of Directors.

21. No trash of any kind is to be left in front doors, stoops, or porches.

22. **Refuse, waste, and garbage** shall be securely contained in plastic bags and immediately disposed of in the trash dumpster across from the mailboxes. Boxes, chemicals, and trash items too large to fit into the compactor should be placed to left of the compactor inside the double gates. If the compactor is jammed **DO NOT** leave trash on the steps of the compactor. Contact the management immediately so repairs can be made.

23. **NOTE: Effective October 1, 2009** the following items must be taken directly to the appropriate recycling location: **used oil, refrigerators/freezers, antifreeze, tires, lead acid batteries, computer equipment and televisions.** Please go to the following website for more information and handling instructions. http://www.co.cumberland.nc.us/solid_waste_mgmt/banned_landfill_items.aspx

24. **Recyclables (All paper, cardboard, glass, metals, plastics)** shall be disposed in the provided recycling dumpster provided. Follow the recycling bin instructions below:

Recycling Bin Instructions

Please put only the following listed materials into the recycling collection container

ALL PAPER	CARDBOARD	GLASS	METALS	PLASTICS
Magazines Junk Mail Envelopes Newspaper Flyers Brochures Writing, Typing and Computer Paper Books Cancelled Checks	Corrugated Boxes Paper Tubes Wrapping Paper Cereal Boxes File Folders Poster Board	Juice, Pop & Soda Water Bottles Beer & Wine Bottles Food Jars	Tin Food Cans Aluminum Beverage Cans Aluminum Foil Metal Utensils Wire Copper and Brass	Plastic Bottles used for Milk, Juice, Soap and Soft Drinks
<i>Preparation:</i> • Just put clean, dry paper into the bin.	<i>Preparation:</i> • Flatten Boxes • Remove plastic or waxed paper liners and all styrofoam packing material.	<i>Preparation:</i> • Remove lids. • Rinse to remove residue. • Do not break glass	<i>Preparation:</i> • Empty and rinse cans to remove all food residue. • Remove labels from tin cans.	<i>Preparation:</i> • Rinse containers to remove residue.
<i>Items Not Accepted:</i> • Wet, waxed or soiled paper. • Used paper towels and plates. • Carbon paper.	<i>Items Not Accepted:</i> • Wet, soiled or waxed cardboard. • Wax coated beverage containers.	<i>Items Not Accepted:</i> • Light bulbs. • Window glass, drinking glasses or mirrors.	<i>Items Not Accepted:</i> • Cans used for chemicals or paints. • Aerosol spray cans. • Appliances, power tools or batteries.	<i>Items Not Accepted:</i> • Containers used for chemicals or automotive products (oil, antifreeze, etc.) • Rubber products. • Styrofoam cups and packing material. • Photographic film • Plastic bags. • Polyvinyl sheeting • Heat shrink wrapping.

DO NOT put the following materials into the recycling collection bins:
 Liquids • Food • Waste • Waxed Paper Products • Fabrics • Wood • Styrofoam

25. Every unit owner/resident and occupant shall comply with the Rules & Regulations and set forth herein, or amended. Failure of a unit owner/resident or occupant to so comply shall be grounds for action, which may include, without limitation or action to recover sums due for damages, injunctive relief, or any combination thereof.

26. The Board of Directors at its discretion can change, add or delete Rules & Regulations as determined by circumstances.

Pool Rules:

1. The pool is open from May 30th through September 30th with pool hours from 8 AM until dusk. The Board of Directors must authorize use of the pool area outside these dates and times. **Pool passes are required for admittance.** Pool passes must be obtained from the management office. Proof of residence is required, i.e. deed, lease, or utility bill.

2. **Unit owner/resident failing to follow the pool rules will receive a warning letter from the management agent for the 1st infraction and each additional infraction will lead to a \$100 fine. Unit owners/residents observed in the pool area with glass of any type will be fined \$2000 for every infraction.**

3. **NO GLASS OF ANY TYPE is permitted in the pool-fenced area!**

4. **All unit owner/residents and guest(s) shall enter and exit the pool area with a key and assigned pool pass. Lost/stolen keys or pool passes can be replaced for a \$50 fee.**

5. The unit owner/resident is responsible for the behavior of all guest(s) and for cleanup, as well as enforcement of pool and association rules.

6. No children under the age of 13 shall be at the pool without adult supervision. Adult supervision is someone 18 years of age or older.

7. **NO LIFEGUARD ON DUTY**-unit owner/resident and their guest(s) swim at their own risk.

8. Read and abide by all pool rules posted around the pool area.

9. No more than 4 guests allowed per unit owner/resident without approval. Approval must be obtained by submitting a pool party request to the board at least (1) week in advance. A \$100 deposit is required, the deposit will be refunded if all pool party requirements are met.

10. No guest(s) can be in the pool area without the unit owner/resident present.

11. Jumping/climbing the fence to enter/exit the pool area will not be allowed.

12. No diving, no running, and no horseplay in/around the pool area.

13. No pets are allowed in the pool fenced area.

14. Use provided trash receptacles to dispose of waste, cigarette butts, and recyclables.

15. Upon leaving the pool area please ensure the restroom doors are closed and the pool house lights and fans are off.
16. All pool parties must be approved by the Board of Directors.
17. Owners that are more than one month behind in their HOA dues will have the pool, pool grills, dock and boat area common ground access revoked. This includes the tenant(s) of that owner.
18. Unit owner/resident that continues not to follow the posted pool Rules & Regulations will lose their pool privileges for the season.

NOTE: All fines will be directed to the unit owner/renter.

Noise Policy:

No unit owner/resident, nor their family, guest, or tenant shall make or permit any disturbing noises in the building or upon the common areas, nor permit any conduct by such persons that interfere with the rights, comforts, or conveniences of other unit owners/residents as outlined below:

1. Minimum volumes of all sounds and sound producing equipment shall be enforced between the hours of 10:30 PM until 8:00 AM.
2. No unit owners/residents shall play or will be permitted to play any musical instrument, nor operate or permit to operate a phonograph, television, radio, sound amplifier, or other sound equipment in their unit in such a manner as to disturb or annoy other unit owners/residents.
3. No unit owners/residents or guest(s) shall conduct, nor be permitted to be conducted, vocal or instrumental instruction or practice any time that disturbs other unit owners/residents.
4. Please be aware that the jacuzzi tubs transmit noise through walls and floors, and could become an annoyance with the residents around you.
5. All tenants and their guest(s) shall conduct themselves with respect for others. Speech and music that contains language considered by some individuals as obscene, demeaning, and/or offensive shall not be tolerated in and around the common areas.
6. No domestic disturbances that will disturb unit owners/residents shall be tolerated.
7. All disturbances of any nature will be referred to the police for action.
8. Fines will be given to those who do not comply with these rules.
9. Unit owners/residents failing to follow said rules will receive a warning letter from the management company for the 1st infraction and each additional infraction will lead to a \$100 fine.
10. After the 3rd infraction the management agent will schedule a meeting to work out a resolution with the unit owners/residents or owner representative.

NOTE: All fines will be directed to the unit owner/renters.

Pet Policy:

The maintenance, keeping, boarding/raising of animals, livestock, poultry or reptiles of any kind regardless of number, shall be prohibited within any unit or upon the common areas except as outlined below. The policy is a set of rules governing size, breeds, registration, and expected pet owner behaviors.

1. Each condo will be allowed to maintain (3) orderly, domestic pets, no more than (2) of which may be dogs or cats. It is expected that all pets are to be inoculated as required per law.
2. The following breeds shall be restricted from residence at Harbour Pointe Condominiums: Pitbull, Pitbull mixes, Rottweiler and Wolf breeds. All breeds residing with residents on or before implementation of said policy will be exempted.
3. All pets shall be registered with the Harbour Pointe Homeowner's Association. Unit owners/residents shall obtain pet permits by completing a registration form and submitting the form to the management company. Dog owners will be given a blue ID tag which shall be attached to the collar. Registration of pets will ensure that grandfathering in of breeds mentioned in (2) are known to the Homeowners Association and management. Failure to register pets may lead to recommendation that a pet in violation of breed specificity be removed from the property. The registration form is located at the management office.
4. Pet owners will have 15 days to register their pets.
5. Pet owners must keep their animals in control always. Dogs are to be leashed always and must have a visible ID tag any place in the common areas.
6. Animals deemed dangerous and/or recurring nuisances will be recommended for removal from the property.
7. Pet owners are responsible for picking up pet waste and disposing in the trash.
8. Fines will be given to those who do not comply with these rules.
9. Pet owners failing to follow said rules will receive a warning letter from the management company for the 1st infraction and each additional infraction will lead to a \$100 fine.
10. After the 3rd infraction the management company will schedule a meeting to work out a resolution with the unit owner/resident or owner representative.
11. The pet may be recommended for removal if compliance these rules are not met.
12. The Board of Directors has final approval for any unexpected issues, concerns, or special circumstances which may arise.

NOTE: All fines will be directed to the unit owners/renters.

Parking Policy:

To promote resident safety, enhance area security, and to assure equitable parking accommodations, the following rules have been written for the residents of Harbour Pointe Condominiums.

Parking Rights:

1. Unit owners/residents of Harbour Pointe Condominiums are entitled to use available common element parking spaces for approved vehicles. An approved vehicle shall include and conventional passenger vehicle, motorcycle, van, and truck.
2. Vehicles must be parked so as not to prevent access to the sidewalks.

Parking Permits:

1. All vehicles are required to be registered and display a Harbour Pointe parking permit.
2. Unit owners/residents shall obtain parking permits by completing a registration form and submitting the form to the management company.
3. Registration forms are located at the management office.
4. Permits are constructed of a self-cling material and are to be prominently displayed on the passenger side rear window. Motorcycle owners should place the permits in an appropriate location.
5. Unit owners/residents will have fifteen (15) days to obtain parking permits.

Visitors:

1. Unit owners/residents of units who are issued parking permits will receive two (2) visitor parking hang tags to be hung from the visitor rearview mirrors.
2. These tags are to be given to visitors whose vehicles will be onsite overnight or longer.
3. Unit owner/residents are responsible for retrieving the tags when visitors leave.

Restrictions:

1. No storage of trailer, boats, or recreational vehicles (RV) may be parked in any common area parking (a trailer is defined as a vehicle which cannot be self-propelled).
2. No moving pod container shall be in the common area for more than 30 days without approval by the Board of Directors.
3. No vehicle shall obstruct reasonable flow of traffic or park to block entering or exiting of any other vehicle.
4. All vehicles must be current with their state registration. The Board of Directors shall be notified by the unit owner/resident who are being deployed or on a long absence.
5. All vehicles must be in operating condition. Disabled vehicles will be towed at the owner's expense.

6. Parked vehicles may not be covered (i.e. tarpaulin) in any way.
7. Driving or parking motorized vehicles of any kind on the common areas not designated for vehicle use (i.e. grass, sidewalks, or breezeways) is strictly prohibited.
8. Vehicles/motorcycles not used on a regular basis, multiple vehicles, belonging to residents, or on a long absence, must be parked in the middle lot. Violators will be towed at the owner's expense.

Vehicle Maintenance:

1. Vehicles may be washed only at the designated area. This area is located adjacent to the trash compactor where a hose is provided for unit owner/residents to use.
2. Simple vehicle maintenance such as waxing, detailing, vacuuming, replacing some light bulbs, checking tire pressure, changing wiper blades, changing batteries, and performing normal safety checks are permitted. These activities may only be performed in the open common area to the right of the entrance.
3. To protect our environment, maintenance activities where dropping of fluids may occur, such as oil and transmission fluids, or removing multiple parts where as to render a vehicle inoperable, are prohibited.
4. Unit owners/residents should contact the Board of Directors before performing vehicle maintenance if they have a question.

Association Not Responsible:

Nothing in this policy shall be constructed to hold the Board of Directors or management company responsible for damage to vehicles or loss of property from vehicles parked in the common areas.

Damages:

Any damages to Harbour Pointe Condominiums common areas by use of any vehicle, including hired and leased moving vans, shall be the responsibility of the unit owners/residents.

Enforcement of the Regulations:

In addition to the towing provisions above, breaches of the above regulations are subject to appropriate action by management. Authorization and supervision will be done by management company and/or the Board of Directors only.

Resident parking privileges may be suspended in the event the condo unit owner/resident is:

1. Delinquent in association dues, assessments, or any other charges due to the association.
2. The owner or resident is in violation of the governing documents, including the Rules & Regulations or Policies and Procedures.

During the suspension period, any vehicle displaying a permit issued to the affected condo unit and parked in any Harbour Pointe parking area may be towed at the owner's expense without prior notice.

Permits are to be reused in the event of sale or other conveyance of the vehicle, or when the unit is sold or the tenant moves from Harbour Pointe. It is the responsibility of the unit owner/residents to retrieve the permit.

Fines:

Unit owner/resident failing to follow said rules will receive a warning letter from the management company for the 1st infraction and each additional infraction will lead to a \$100 fine. After the 3rd infraction the management company will schedule a meeting to work out a resolution with the unit owner/resident or owner representative which could include revocation of parking privileges.

NOTE: All fines will be directed to the unit owner/residents.

Special Issues:

Please contact any Board Member for special issues or concerns regarding implementations of this policy.