

RULES AND REGULATIONS OF THE WILLOUGHBY PARK CONDOMINIUM ASSOCIATION

Rules Enforcement

To preserve the property values of all homeowners and to protect the rights of homeowners and occupants, the Board of the Willoughby Park Homeowners Association sets forth the rules below. The Board is empowered by the Association Bylaws to suspend voting rights and to impose financial penalties when these rules are violated after a request for compliance has been made. Homeowners are responsible for the actions of their dependents, guests and lessees.

Renters

Renters are as responsible to abide by the rules as the resident owners. The Rules and Regulations should be included in the lease documents and the owner or his agent must inform buyers and renters of the rules and regulations.

Pets

All pets must be registered with Willoughby Park Homeowners Association.

Willoughby Park has very limited green areas; no area for a dog walk is available. Droppings are a big problem, spoiling the limited outdoor spaces. Being courteous to your neighbors is a must. Please remember we all have to live here together. Do not walk dogs anywhere around the buildings and landscaped areas. Owners must register their pets with Russell Property Management.

The City of Greenville has a pet leash ordinance and an ordinance pertaining to removing dog feces from the lawn or property of any but the owner (Ord. No. 2199, § 1, 6-14-90; Ord. No. 2229, § 1, 2, 8-9-90). All dogs must be on a leash and accompanied by their owner at all times. In addition, residents are required to remove all feces produced by their pets outside of their units. All unit owners share ownership in the common grounds as tenants in common. Therefore, according to the city ordinance, residents must receive permission from every owner in Willoughby Park before leaving dog feces on the common grounds. All residents of Willoughby Park need to take pride in where they live. Keeping the common areas clean and free of dog feces must be a top priority. Written and signed complaints submitted to the management agency involving dog owners who refuse to clean after their dogs will be sent a hearing notice to appear before the board. If additional infractions to the rules and regulations persist, the individual will be required to pay a \$150.00 fine for each incident incurred.

Greenville City Code allows for a total of 3 pets per residence, not to exceed 2 dogs, 2 cats, or any other household pets. Willoughby Park enforces this as well.

Pets cannot be tied or left unattended with the Limited Common or Common Areas.

Patios and Decks

No indoor/outdoor carpet is to be glued to patio/decks.

All patios must be accessible at all times for maintenance and inspection.

DO NOT place large or heavy objects on the decks. Please limit the number of objects on the decks and be sensible as to their weight and size.

Nothing shall be stored on outside patios/decks, front entrance to the building, sidewalk, stairs, under stairwells, beside buildings, or in the limited common areas. This includes personal items, trash, garbage, ladders, garden tools, hoses, furniture, wheelbarrows, etc. The items are unsightly and hinder maintenance and will be removed at owner's expense.

The North Carolina Fire Prevention Code Volume V states that charcoal and gas grills are prohibited within 10 feet of combustible material at all occupancies, no exceptions.

Vehicles

Only vehicle passenger cars and trucks of one-half ton capacity or less will be permitted in the parking spaces. Boats, trailers, recreational vehicles, and large trucks are prohibited. After one warning, vehicles in violation will be towed at owner's expense. An additional violation will result in a fine of \$150.00 assessed to the owner.

Vehicles parked in an assigned space that belongs to another unit will be towed immediately at the owner's expense. Please have all guests park in the additional spaces located along the sides (ends) of buildings where available rather than in your neighbor's spaces in front of the units.

No repairs or maintenance to any vehicle is allowed in the parking or common areas at any time.

Motorcycles will be parked with the stand on a slab of wood or other protection for the paving.

No parking is allowed in front of dumpsters, in turn-around areas, or on the landscaped areas of Willoughby Park at any time.

Vehicles parked within the Association for extended periods of time, abandoned, without a valid license plate, and/or not in operable condition, will be tagged by Russell Property Management and towed after five (5) days at the owner's expense if not removed. If the vehicle returns and is still in violation of these rules, it will be towed within first site each and every time thereafter.

Vehicles parked within the common grounds (on the grass or sidewalk areas) will be towed 24 hours a notice is placed on the vehicle by the management agency.

Visitor parking is temporary parking and vehicles in these areas may be subject to fines up to \$10.00 per occurrence if in visitor parking for extended periods of time. Residents should use assigned parking first.

Noise

Being respectful and thoughtful towards neighbors is especially important in a high-density area like Willoughby Park. Please take care that radios, televisions, stereos, are never louder than normal conversation. Loud noises should be avoided at all times but especially between 11:00 PM and 8:00 AM. Vehicles and residents yelling for their pets are a prime source of irritation.

Please drive slowly and quietly, especially in the evening, and use a leash when outside with your pet. Motorcyclists are asked not to run their engines in the neighborhood, especially at night. If infractions become too much, call the police non-emergency number (252-329-4315).

Screens

Screens are the financial responsibility of the owner; the Association will not pay for screens. Exterior screens must be on vinyl windows at all times and in good condition. Missing screens or those in disrepair must be repaired or replaced within 10 days of notification to the resident. After 10 days the repair will be made and billed to the owner.

Dumpsters

Non-Willoughby park residents are not allowed to use our dumpsters, including friends and relative of residents. Do not discard furniture, household items, etc., in the dumpsters. Items too large to fit inside may be placed next to the dumpster with the provision that the City of Greenville Public Works Department (329-4527) has already been contacted to pick these items up immediately. This service is provided by the city and is free of charge. Offenders will be reported to the City of Greenville or to the police as warranted.

Residents

Residents will be responsible for any common property damaged or destroyed by their guests.

Residents may use the common grounds for playing as long as grass or plantings are not destroyed, and the noise is not loud enough to be a nuisance to neighbors. Playground equipment is prohibited from being erected on common grounds by residents.

Yard Sales

Yard sales are prohibited in the association with the exception of those organized by the Willoughby Park Social Committee.

Committees

Architectural, Landscaping, Social, and Pool Committees will establish and publish rules to those above.

Revised 9/2019

ARCHITECTURAL RULES OF WILLOUGHBY PARK CONDOMINIUM ASSOCIATION

No part of the building exterior shall be changed without approval of the Association Homeowners Board of Directors.

Window blinds, and shades must be white. Damaged blinds must be replaced or repaired. Covering windows with blankets or sheets will not be permitted.

No “For Sale” or “For Rent” signs or other window displays, or advertising shall be maintained or permitted by any unit owner or occupant on any part of the condominium, common elements, or limited common elements, including the entrance to Willoughby Park without the prior written consent of the Board. See Exhibit A Declaration of Condominium Article V-5.3 B. With written consent, signs not exceeding 18 inches by 24 inches will be permitted inside windows.

No unit owner or occupant shall alter or construct anything in the Common or Limited Common Elements, nor paint, decorate, landscape, or attach items as flagpoles or birdhouses.

Window flower boxes are prohibited. Landscape rocks have become a lawnmower hazard and need to be contained in and edging to protect windows from being broken. Flowerbeds are absolutely prohibited unless plants remain in pots. Flowers, plants, or other vegetation are not to be planted in the ground anywhere adjacent to the buildings. This could create a serious moisture problem. The unit owner and the rental resident are responsible and will be assessed the costs to make repairs.

Decks and patios are to be used for outdoor recreation and not for storage. Moveable potted plants and contained gardens are permitted. No such items are permitted around the perimeter of the patio.

Roll-up bamboo or plastic shades in white or gray to match building colors may be hung to screen the patio/deck. When not in use, such shades will be kept in the rolled up position. Lattice will not be permitted.

Owners of units without an exterior concrete patio, who want one constructed, may submit a written request to the WPHOA Board to be discussed and approved at the next monthly board meeting. You will be notified in writing about the procedures (size may not exceed 6’8”). No rugs or carpeting may be affixed to the patio.

Window screens, which are removed for fall or blown off, are the responsibility of the owner and must be reinstalled within 10 days or the owner will be charged for reinstallation.

AC Window units are prohibited unless a unit owner has been granted written approval by the WPBOD.

HOSES are not to be left attached to outside faucets, hung from any part of the building, or left on walks or common ground. Such hoses will be discarded. Please put hose on a hose reel and keep on your patio.

Additional Cable TV wiring or satellite Dishes may not be attached to the exterior of the buildings, patios, or decks. This is unsightly and can damage the wood. The removal of outside wiring, the replacement of siding or other repairs will be charged to the owner. On written approval from the Board of Directors, a satellite dish can be placed on your deck or patio if it is fixed to a stand or object within the deck or patio. Before installation, the owner is required to submit a letter to the Board of Directors stating the dish size and the unit number.

Revised 8/2018.

WILLOUGHBY PARK POOL RULES

Remember this is your pool. Please be responsible and help the Association care for the pool to ensure that everyone will be able to enjoy it every Summer.

Hours of Operation: 7:00 AM to 8:00 PM

- ▶ All NC ABC Laws must be observed at all times. No bottles or glass containers are permitted in the pool area.
- ▶ Intoxicated or disorderly persons will be turned in to Greenville Police. All bathers are to refrain from using abusive language.
- ▶ No parties will be allowed.
- ▶ Grills of any kind are not permitted in the pool area. Smoking, eating, and drinking should be conducted with a view towards respecting the rights of others.
- ▶ No running, pushing, or rowdy behavior will be allowed. Portable radios are allowed only if they are kept on a low volume.
- ▶ Bathers are requested not to block walking access around the pool area by placing furniture close to the pool edge.
- ▶ Any person with an infection, open wound, cold, or infection should not enter the pool. Baby diapers are prohibited in pool area and in the pool.
- ▶ No ragged pants, cut-offs, or foreign objects (hairpins, gums, coins, etc., will be allowed in the pool due to possible obstruction within the filtering system.
- ▶ Animals will not be permitted in the pool area and in the pool.
- ▶ All residents must be accompanied by a responsible adult.
- ▶ Everyone is responsible for picking up their own litter. All smokers must use ashtrays.
- ▶ This is a family pool, therefore, no T-bars, T-backs, or G-strings will be allowed in the pool area. Please refrain from using frisbees in the pool area.
- ▶ Flotation devices are limited to those used by small residents up to the age of 12 years old. **LARGE FLOATS PROHIBITED.**

NOTE: THERE IS NO LIFEGUARD ON DUTY – SWIM AT YOUR OWN RISK!