

STERLING POINTE HOA RULES & REGULATIONS

Updated & Approved by the Board of Directors of Sterling Pointe Homeowners Association April 2019

All residents (owners and tenants) are required to abide by the guidelines set forth in this document, in addition to the recorded Restrictive Covenants and Bylaws for Sterling Pointe Homeowners Association.

Renters are considered equal with resident owners. The City of Greenville prohibits residential occupancy in any structure or dwelling unit of more than 3 unrelated individuals (City Ordinance Sec. 9-4-22).

Owners are responsible for the conduct of their children, guests, tenants, and pets. Payment for any damage to common areas caused by residents, guests, or pets, or any fine imposed upon a tenant for rule violations, will be the responsibility of the homeowner.

GENERAL REGULATIONS:

1. All personal property is to be stored within the patio areas ONLY. Items are not allowed anywhere outside the patio fences, or along the sides of unit, nor are they permitted at the entrance ways to the units, including the front yards.
2. No furniture is permitted in front of units.
3. Garden hoses may be stored in the front flower beds within proper housing. They may NOT be laid out on the ground or on top of bushes.
4. All decorations must be confined to the unit's shrubbery/flowerbeds and the area around the front door. Holiday decorations may be displayed four weeks prior to the holiday and must be removed no later than two weeks after the holiday.
5. Rear patio areas must be well maintained, including but not limited to appearance of storage sheds, controlled vegetation, and storage of items visible above fence height. Trees/vegetation within the patio should be maintained so they do not damage the fence, exterior building materials or foundation of the building. Vines and other plants are not permitted to grow on fence or building. The homeowner will be held responsible for any repairs as a result of overgrown trees/vegetation.
6. All For Sale/For Rent signs should be placed in the flowerbed of the unit. Any additional signage must first receive Board approval. Signage of any nature is prohibited on the common areas/entrance and will be removed without notice. Only one sign per unit is allowed.
7. No items are to be installed on fences, columns, or vinyl siding without prior written approval from the Board of Directors.
8. Skateboards, rollerblades, scooters, bikes, hover-boards, and the like are not allowed on the sidewalks nor front walkways.
9. Sports equipment (basketball goals, soccer goals, etc.) are NOT to be placed on the common areas. These items are not allowed on the property at any time. If items such as these are seen on the property they will be removed by management without notice at the expense of the owner.
10. Use of sidewalk chalk is not allowed on common areas.
11. It is illegal to discharge any weapon, including air rifles and BB guns on the property. Use of fireworks and laser devices are also prohibited. Any offense of this nature should be reported to law enforcement.
12. Any propane tank installed at Sterling Pointe to provide gas service for home appliances must receive Board approval prior to installation. Gas grills may be used inside patios. All outside cooking grills should be kept a safe distance from the building exterior and fences. Damage to these areas as a result of heat and/or fire will be the responsibility of the homeowner.
13. No obnoxious or offensive activity that may become an annoyance or nuisance in the neighborhood is allowed. Music, TV, pets, chatter, etc should not be heard louder than normal conversation level at all times. The City of Greenville Noise Control Ordinance (Sec 12-5-1 through 12-5-14) restricts sound levels between 11:00 pm and 7:00 am.

Excessive noise complaints during this time frame should be reported to the Greenville Police Department (252-329-4317). Case numbers may be provided to management for follow up. Noise complaints outside of this time frame may be reported to management in writing/email with a specific date, time and residence; these will be addressed on a case by case basis. Photos/videos are highly suggested to be included with the complaint. The HOA has limited authority outside of the Ordinance restrictions for enforcement.

14. **Any concerns of suspicious or illegal activities MUST be reported to Law Enforcement** as the HOA has no authority over these issues. Loitering/play in common areas (including around dumpsters, electrical boxes, in the parking lot, etc.) is prohibited. The grass common areas may be used for playing so long as it does not destroy grass, plantings, or other structures, and is not too loud so as to be an annoyance or nuisance to surrounding neighbors.
15. There will be no dumping of any foreign materials on Sterling Pointe property. This includes but is not limited to moto-oil, furniture, cigarette butts, food scraps, etc. This includes discarding such materials behind a unit's patio.
16. Profit-making events are not allowed in Sterling Pointe, to include but not limited to garage sales, yard sales, bake sales, etc. UNLESS they are sponsored by the Sterling Pointe Homeowners Association.

ARCHITECTURAL CONTROL

1. Window treatments are mandatory to maintain the uniformity and integrity of the property. White horizontal blinds must cover all windows and must be well-maintained.
2. It is required that exterior window screens remain on and in good condition at all times. Window screens are the responsibility of the homeowner/resident.
3. All glass surfaces (windows, doors, skylight, etc) are the homeowner's responsibility to maintain. Any damages to these items must be repaired immediately.
4. Storm doors must be white with a full-view glass door. Storm doors must remain on and in good condition at all times. Any changes to front doors, windows, the exterior of the building, or any additions (ex. new shed) must have approval of the Board of Directors prior to installation/construction.
5. Satellite dishes may be installed within a unit's patio or may also be attached to the patio fence (owners will be responsible for any damages to the fence caused by the satellite dish or installation). Satellite dishes MAY NOT be mounted/installed on the building/roof or in the common areas.
6. Residents are NOT permitted to landscape any part of the common grounds. Residents who wish to install plants in their front flower bed or in the patio are required to maintain these plantings so they are not a nuisance or allowed to grow out of control. Any resident installed plants shall not be allowed to grow at a height higher than the bottom windowsill, unless permission is granted in writing from the Board of Directors Flower bed covering shall be brown mulch and will be replaced property wide as funds are available. Homeowners/residents who wish to replace the bed covering on a more frequent basis are permitted to do so at their own expense but must maintain uniformity.
7. A/C window units are prohibited at all times
8. Termite damage repair, both exterior and interior, is the responsibility of the homeowner. Exterior annual termite inspections will be scheduled through the management company. Although it is not required, homeowners/residents are highly encouraged to have the inside of their units inspected at least every other year. This is a service covered under the Association's pest control contract.
9. Residents are responsible for removing snow/ice from the entrance and sidewalk in front of their unit. This Association does not provide this service.

DUMPSTER/RECYCLE AREAS:

1. All trash/garbage items are to be placed inside the proper receptacle (dumpster or recycle bin). Littering the grounds is prohibited.
2. **Any bulk items must be placed next to (NOT INSIDE) the dumpster and shall be reported to City of Greenville – Sanitation Department via City Compass app, or through their website <http://www.greenvillenc.gov> or by calling 252-329-4522.** DO NOT place bulk items beside the dumpster until items are reported to the City. The City will not pick up construction debris (including appliances, carpet, etc); these items need to be removed from the property by the installer/resident.
3. No paint cans are to be placed within the dumpsters.
4. Parking in front of dumpsters is prohibited and vehicles are subject to towing WITHOUT NOTICE at the owner's expense.

PARKING:

Only **two** vehicles are permitted per unit. The following violations will cause your vehicle to be towed. Notice will be placed on the vehicle in violation, providing the owner a limited time to correct the issue/s or contact management. If you are double-parked, parked in an undesignated area, in front of dumpsters, or on the grass/common area, the vehicle will be towed at the vehicle owner's expense immediately with **NO NOTICE GIVEN.**

1. If a vehicle is parked in your designated space without your permission you may have the vehicle towed at the owner's expense.
2. All vehicles, no matter where they are parked, MUST maintain current DMV registration and current State inspection, as well as remain in drivable condition (including keeping tires inflated).
3. Vehicle repair or maintenance is not permitted within the Sterling Pointe development.
4. The homeowner is responsible for costs of cleaning and/or repairing damage to parking lot caused by his/her vehicle(s), tenant's vehicle(s) or guest's vehicle(s) including, but not limited to, leaking oil, antifreeze, or other corrosive substances.
5. No vehicles are allowed to be stored within Sterling Pointe. Stored vehicles are defined as vehicles that have been parked in the same spot for fourteen consecutive days.
6. Parking in handicapped spaces without proper documentation represented is prohibited. Anyone parked in handicapped parking without a handicap plate or placard on rear-view mirror can and will be towed on sight.
7. Double-parking is NOT allowed.
8. Visitor spaces are to be used on a first come, first serve basis. As visitor spaces are limited, residents are requested to not routinely park in visitor spaces. Reports of frequent visitor space usage can be sent to the management company for follow up – in order for action to be taken, resident MUST supply the make/model of the vehicle, license plate, and location, as well as vehicle owner's unit/address (if known).
9. Boats, trailers, recreational vehicles, etc are permitted to be parked at Sterling Pointe, but they MUST NOT go over the parameter of the parking space and must be parked within one of the designated spaces for the unit (NOT in a visitor space). If they go over the line or extend into the parking area and/or sidewalk area, they are subject to be towed on sight at the owner's expense.

PETS:

No animals, livestock, or poultry of any kind shall be kept or maintained on any lot or in any dwelling except dogs, cats or other household pets. No animal may be kept or maintained for commercial purposes and must not disturb or annoy other residents. Unleashed or uncontrolled pets may be reported to the City of Greenville Animal Protective Services.

Any pet violations must be submitted in writing/email with as much detail as possible. Minimum information needed to issue a violation is as follows: unit the pet/owner reside in, date/time of occurrence, and description. Photos and/or videos are suggested to be included with the complaint. Without the proper information Sterling Pointe HOA cannot and will not respond to pet complaints.

1. No dog(s) may be staked on common area(s). This includes, but is not limited to, front columns of the unit, patio fences, and gates. Lead lines are prohibited in these areas as well.
2. All dogs should be leashed, as stated in City of Greenville Animal Control Ordinance Sec. 12-2-40. Cat owners are requested to not allow cats to roam free.
3. Pet owners shall pick up and dispose of pet waste properly. Pet waste (including cat litter) must be disposed of in sealed plastic bags and placed in the dumpsters. It is not permitted to be disposed of in the common areas.
4. Residents who allow pets to defecate inside patios are required to keep feces cleaned up to avoid flies and odor.
5. Do not allow dogs to urinate on shrubs. Shrubs are killed by dogs' urine.
6. Should any damage be caused by pets in the common areas or to patio fences, the owner of the unit where the pet resides will be responsible for cost of repairs.
7. Any excessive animal noise should be reported to the Greenville Police Department or Animal Control Office at (252) 329-4300 for immediate attention. Complaints may also be made to Russell Property Management in writing/email with specific information.
8. Feeding stray animals not allowed within Sterling Pointe and is a fineable offense through Greenville Animal Protective Services.

Any unit with violations noted during routine inspections will receive an initial warning letter mailed to the address on file with the management company or noted property manager's address. A second violation of the same nature or an ongoing issue that remains unresolved will result in a notice of hearing, and can result in a fine of up to \$100 per day or occurrence.

**All information related to violations must be
submitted in writing/email
to Russell Property Management
106 Regency Blvd, Greenville
Chelsey@russellpm.com or HOAdmin@russellpm.com**