

**Williamsbrook East Homeowners Association**  
**Rules and Regulations**  
Revised: March 28th 2018

**The following Rules and Regulations have been put in place by the Board of Directors of Williamsbrook East Homeowners Association. These rules are a summary of the governing documents for the community and shall not serve as a substitution but a supplement. Along with the Rules, all City Ordinances and other pertinent laws shall be obeyed. All owners will be held accountable for the actions of their tenants, guests, family members, pets, etc.**

**Residential Only:**

Each home is for residential purposes only. No business or commercial enterprise may be carried out upon any lot. No barber shops, beauty parlors, or shops, commercial or business shall be permitted.

**Pets:**

- No more than two pets allowed per lot.
- No pets other than dogs, cats, or other household pets may be kept provided they are not for commercial purposes.
- Pets cannot constitute a danger or nuisance including, but not by way of limitation, excessive barking or causing property damage.
- All pets must be controlled by a leash when outside and under the supervision of the owner.
- All homeowners must pick up after their pet.
- Feeding of any pet must occur inside your home. The goal of this rule is to prevent stray animals.

**Parking:**

The City has marked the streets as a no parking zone except in certain areas. This is to allow emergency vehicles to pass. City officials regularly patrol the area and ticket/tow vehicles parked on the streets. If a vehicle is parked on the street that vehicle should be reported to City Code (252.329.4110) or, if after hours, to the Non-Emergency Police line (252.329.4315).

**Vehicles:**

- No wrecked, non driveable, or junked motor vehicles.
- No vehicles without current license plates.
- No vehicle maintenance shall be allowed on the street or lot. Excluding reasonable rare short term emergencies (such as changing a tire).
- No boat, trailer, mobile home, camper, recreational vehicles, or truck rated over (1) ton shall be permitted to remain for any period of time on the street or lot.
- All vehicles must be parked on the driveway. Parking on the grass is against the covenants as well as city code. This destroys the grass in the area.

**Trash:**

All trash must be kept inside their respective sanitary containers at all times. The City of Greenville will not pick up any cardboard or trash that is outside its container.

Trash containers must remain lined up along the side of the house unless pulled out for trash day. Containers are allowed to be out the night prior to trash pick up and must be put back by the afternoon of the following day.

**Bulky Pick up**

The City of Greenville offers a Bulky Pick up service by appointment only. If you have a larger item for the City of Greenville to remove such as a mattress, sofa, table, or other large household item please leave this item outside on the street only on your scheduled day. To schedule an appointment please call 252-329-4522.

Please note, the city does not pick up construction debris, demolition, or building debris. This includes wood, carpet, and paint. These items must be taken directly to the city dump.

**Landscaping:**

The Homeowners Association has chosen to hire a landscaper to take care of the basic landscaping for all homeowners in the community, excluding vacant lots and inside fences. The landscaper will mow the grass on a regular basis, and trim the bushes and trees twice a year.

All landscaping in front of homes must be uniform in appearance. Small evergreen bushes are used for this effect. If a bush is missing or dead it shall be replaced with a similar if not identical bush to keep up appearances.

Vacant lots shall be maintained by the lot owners. Homeowners are responsible for keeping the area inside their fence well maintained so that no vines or plants are permitted to grow so they can be seen outside the fenced area. If your neighbors backyard has grown over several inches in height please call city code enforcement agents for fastest response (252.329.4110).

Any change to the landscaping visible from the street must be approved by the board of directors prior to installation.

**Home Maintenance:**

Maintenance of the house and the land is the sole responsibility of the homeowner. All lots, whether occupied or unoccupied shall be maintained by the owner with no rubbish or debris permitted. Homeowners are required to keep their home in uniform appearance with the rest of the community.

Each home is required to have all shutters and doors on their property in good working order and painted with Sherwin Williams Outer Space.

Each home is required to have a white, non frosted light in the front of the unit.

Each home is required to have a number posted between the doors in a fashion identical to the other homes in the area.

**Personal Items:**

Personal items (i.e. bikes, coolers, grills, chairs, tires, cleaning supplies, toys, etc) shall not be kept in an area outside a homeowners fenced in backyard or outside of their individual dwelling unit.

Homes may have one or two small decorative items in front of their unit (i.e. flower pot, garden flag). Too many items will get in the way of landscapers and detract from the uniform appearance of the community. Decorative items must be kept out of the way of the landscapers and shall not be permitted in the grass or near front bushes.

No temporary or permanent structures may be erected or placed upon any lot such as bicycle, skateboard or other entertainment ramps.

No Basketball goals of any kind shall be permitted at any time upon any street or lot.

**Windows:**

All homes are required to have screens in all windows and white horizontal blinds in good working order. Homes shall not have decorative items in the windows, excluding holiday decorations placed in a reasonable time frame. Curtains facing the street shall be white in order to maintain uniformity. Blankets are not window treatments and are not permitted to be placed in the windows.

No home is permitted to have a window ac unit.

**Storm Doors:**

A homeowner may choose to add a storm door to his or her unit. Storm doors must be kept in good working order at all times.

Storm doors may be placed without approval if they meet the following requirements:

- Professionally installed and of “new” or “like new” quality
- White in color
- Full-View Glass Door

If you wish to install a different style of door on the front of your home an architectural request must be submitted to the board and approved prior to installation.

**Fencing:**

No fence shall be constructed without prior written consent from the Board. All fences must be constructed of pressure treated lumber and no more than 6 feet high in a shape and style similar to what exists in the community.

**Satellite Dishes:**

Each home is allowed one satellite dish no larger than 18 inches. Each dish must be professionally installed in the side or back of home. No dish will be permitted to remain in an area closer to the street than the front of the house nor in an area that will hinder the landscapers. No dish should be installed on the top of the house nor the fence. If you have any questions regarding this please ask the board of directors prior to installation.

**Architectural Control:**

Any change to the exterior of the building or land must be approved by the Board of Directors prior to the start of work. Any architectural request expires one year after the date the board approved the request unless the work has been completed.

No storage buildings or any like structure shall be erected or placed on any portion of the lot for temporary or permanent use.

**Signs:**

One professional for sale sign is allowed on each property.

One For rent sign is allowed and shall be permitted in the window of a duplex only.

**Utility Boxes:**

Please remember to ask all members of your household to stay away from utility boxes. These boxes are extremely dangerous. If you notice that your box or any other container is damaged on your property please report it to the correct entity.

**Violation Enforcement:**

Violations will be handled using the procedure below. The board has the authority to escalate the process for any issue at any time.

1st Letter	Courtesy Warning
2nd Letter	Fine Warning
3rd Letter	Fine Hearing

Please note, North Carolina law allows for fines up to \$100 per day that the violation exists.

**§ 47F-3-107.1. Procedures for fines and suspension of planned community privileges or services.**

Unless a specific procedure for the imposition of fines or suspension of planned community privileges or services is provided for in the declaration, a hearing shall be held before the executive board or an adjudicatory panel appointed by the executive board to determine if any lot owner should be fined or if planned community privileges or services should be suspended pursuant to the powers granted to the association in G.S. 47F-3-102(11) and (12). Any adjudicatory panel appointed by the executive board shall be composed of members of the association who are not officers of the association or members of the executive board. The lot owner charged shall be given notice of the charge, opportunity to be heard and to present evidence, and notice of the decision. If it is decided that a fine should be imposed, a fine not to exceed one hundred dollars (\$100.00) may be imposed for the violation and without further hearing, for each day more than five days after the decision that the violation occurs. Such fines shall be assessments secured by liens under G.S. 47F-3-116. If it is decided that a suspension of

planned community privileges or services should be imposed, the suspension may be continued without further hearing until the violation or delinquency is cured. The lot owner may appeal the decision of an adjudicatory panel to the full executive board by delivering written notice of appeal to the executive board within 15 days after the date of the decision. The executive board may affirm, vacate, or modify the prior decision of the adjudicatory body. (1997-456, s. 27; 1998-199, s. 1; 2005-422, s. 4.)