

# Community Rules & Regulations

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*Revised: November 1, 2024*

**Notice:** It is the responsibility of property owners to provide these rules to all tenants, residents, and guests, and to ensure compliance. The fine schedules will not reset due to tenant changes; they will reset only upon a change of ownership or when the property has been violation-free for 12 consecutive months.

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These Rules and Regulations do not encompass all restrictions applicable to Ashton Place. Please consult the community's declaration, additional policies, or design guidelines for further information.

Violations not observed by the Community Manager shall be provided in writing to CEPCO by a property owner.

## Exterior Maintenance and Appearance

- Any exterior component (i.e., siding, gutters, roof shingles, windows, shutters and doors) which are missing, broken, faded, or otherwise in a state of disrepair, must be repaired.
- Pressure washing shall be periodically performed as reasonable required; no mold and mildew should accumulate on homes or driveways.
- Paint colors should not be changed without the consent of the ARC, and all paint colors shall be harmonious in relation to the surrounding homes.
- House numbers must be clearly visible from the road to assist emergency services and deliveries.
- Porches, railings, and fences visible from the road must be kept in good repair.

## Garbage / Recycling Containers

Containers should be kept in a location not visible from the street or adjacent property owners. Containers should be kept neat and in an orderly fashion. If stored on the side of a house one of the following requirements must be followed.

- Bins must be blocked from view by an approved barrier (i.e. fence/enclosure).
- Bins must be located at least 5-feet from the front corner of the house and placed flush against the side of the home.
- Garbage pickup day is **Friday**. Garbage and recycling containers bins should be placed curbside **no earlier than 5pm** the day prior to the scheduled pick-up day. They must be moved out of sight no later than the end of pick-up day.

- If you are unable to comply while on vacation, please contact a neighbor or board member for assistance.

## Yard / Lawn Maintenance

All privately maintained landscape and slope areas shall be kept in an acceptable condition.

- All lots were installed with Bermuda sod, a warm-season grass.
- Weeds are defined as non-approved grasses, invasive plants and the typical broadleaf weeds such as Nutsedge, Thistle, Bindweed, Quick grass, Buckhorn Plantain, Purslane, Crabgrass, Chickweed, Pigweed, and Dandelions.,
- Significant changes to the existing landscape scheme such as retaining walls, new beds, trees and fences require ARC approval.

## Bermuda Lawn Care

- **Height:** Lawns must be mowed regularly to maintain a height of no more than 3 inches.
- **Edging:** Grass and runners should not extend over the edge of walkways, driveways, sidewalks, and curbs.
- **Weeding:** Lawns and flower beds must be kept free of weeds and invasive plants.
- **Bare Areas:** Any bare areas must be promptly seeded or sodded to ensure a uniform lawn appearance.
- **Clippings:** Yard clippings must be cleared from public walkways and streets.

## Shrub and Hedge Maintenance

- **Height:** Shrubs and hedges must be trimmed to maintain a uniform appearance and **should not exceed 5-feet**. Hedges in front of the house should not be more than or cover more than half the window.
- **Encroachment:** Shrubs and hedges must not encroach on neighboring properties, public walkways, or common areas.
- **Pruning:** Regular pruning is required to remove dead or overgrown branches.

## Tree Maintenance

- **Height:** Trees must be maintained to ensure that the bottom branches are at least 8-feet above the undisturbed ground.
- **Health:** Trees must be regularly inspected and maintained to ensure they are healthy and free of disease.
- **Pruning:** Dead or hazardous branches must be promptly removed to ensure safety.

## Outdoor Furniture, Storage, Porches & Patios

- Front porches and patios must always be clean and orderly.
- These areas must not be used for the storage of bicycles, garbage, or laundry.
- Only porch furniture and potted plants are allowed. Dead plants must be removed promptly.
- At no time may any of the following be stored on the exterior of the Owner's property:
  - Garden and property maintenance equipment (including lawn mowers, canoes, kayaks, or similar recreational items).
  - Unused building and/or landscaping materials.
  - Trailers of any kind.

## Motor Vehicles / Parking

### Motor Vehicles

- No person shall operate a motor vehicle more than the posted speed of 20 miles per hour within the Ashton Place Community.
- No person shall operate any motorized vehicle on roads within the community which is not equipped and registered for operations on the highways of the State of North Carolina, except construction, and maintenance equipment, or other vehicles authorized by the Association. Prohibited vehicles include unlicensed dirt bikes, dune buggies, all-terrain vehicles, go-carts, and minibikes.
- No vehicles shall be allowed on any Lot, or any Association Property, which is determined by the Association to be of a type, because of size or weight, not appropriate for overnight parking within a residential subdivision. Examples include tractor trailer trucks, or heavy construction equipment.

### Parking

- Motor vehicles shall be parked on private residential lots on the paved driveway surface. Vehicles may not be parked on grass.
- No vehicles shall be parked to inhibit the passage of emergency vehicles or utility vehicles.
- Service vehicles providing repair or other services at residential units, which services do not require ARC approval, may be parked along the roadway adjacent to the unit where the services are provided, for up to four hours.
- No boats, recreational vehicles (RV), trailers, motor homes, campers, or other similar vehicles can remain in the driveway overnight, without the Association's written consent. *Requests should be submitted to CEPCO.*
- *Vehicles may not be parked within 15 feet of a corner or curve.*
- *Vehicles may not be parked within 15-feet of a fire hydrant.*
- *Vehicles may not be parked within 5-feet of a driveway.*
- *Vehicles may not be parked blocking access to a mailbox.*

## Temporary Structures

- Temporary storage containers (PODS) are not allowed without the consent of the Association. At no time should any storage unit be placed on common areas, sidewalks, or public streets. *Request should be submitted to CEPCO.*

## Nuisances

- No illegal, immoral, noxious, or offensive activities are allowed on any lot or common area.
- Harassment of any kind is prohibited and should be reported to CEPCO.
- Owners shall ensure alarm systems associated with their homes and automobiles are in good working order, to avoid unwarranted disturbances to neighbors.
- No solicitation is permitted within the community.

## Animals

- No animals, except household pets (limited to dogs, cats, and fish), shall be kept or raised within Ashton Place. All pets shall be properly tagged for identification, registered, or inoculated as required by law. Pets shall not be bred or raised for commercial purposes.
- Pets are not allowed in the Common Elements unless carried or leashed by a person capable of controlling the pet.
- Pets shall not be permitted to run loose or be left unattended outside of the residence.
- Pets shall be controlled so as not to be a nuisance or unreasonable disturbance (including loud and excessive barking) on the Property and within the Units.
- Pets shall not be permitted to defecate in the Common elements or on private property, and each Owner is responsible for removing any pet defecation and disposing in a trash receptacle.
- Violation of these rules more than twice in any twelve (12) month period, the Association shall have the right to require the Owner to remove the pet permanently from the Property, in addition to any fines assessed.

## Outdoor Flags, Signs and Holiday Decorations

### Flags

- Residents are permitted to display the flag of the United States of America or the State of North Carolina.
- Flags must be no larger than four feet by six feet.
- Flags should be displayed on a pole and placed in a flagpole holder. No draping or hanging is allowed.

- Flags must be maintained in good condition and should not be torn, faded, or damaged.

#### **Signs:**

- Signs (including industry, business, trade, occupation, announcement, professional or advertisement) may not be posted anywhere in the Common areas. Signs may be removed and disposed of without notice.
- There shall be no “rent” or “for sale” signs posted within the community.
- Political signs may be displayed during the period beginning on the 30<sup>th</sup> day before the beginning date of “one-stop” early voting and ending on the 10<sup>th</sup> day after the primary or election day. Signs may not be more than 24” x 36” in size.
- One professionally lettered security sign not to exceed 100 square inches in size may be displayed within 10 feet of the front entry, and a reasonable number of security decals not larger than eight inches may be displayed within windows in a residence.

#### **Holiday Decorations:**

- Outdoor holiday decorations and lighting may be displayed starting from the first day of the month of the holiday and must be removed within one week following the holiday.
- For Christmas and Hanukkah, decorations may be displayed starting from the week of Thanksgiving and must be removed by January 7th.
- Decorative multi-colored lighting is allowed, but all outdoor holiday lighting must be turned off between the hours of 1 AM and 8 AM.
- Inflatable holiday decorations are limited to three units per property and may not exceed ten feet in height.
- Decorations must not obstruct pathways, driveways, or create any safety hazards.

### **Community Yard-Sale**

Property owners and occupants are encouraged to participate in the Community Yard Sale. This event is scheduled for the first Saturday following Memorial Day. The rain date will be the following Saturday.

### **Architectural Review Committee (ARC)**

No alterations or additions to the Lots visible from the outside (either to the homes, fences, landscaping, or any other improvements) may be made without prior written approval of the Board of Directors.

As elected Directors and Officers, the Board has a legal responsibility to apply the declarations, Bylaws and Rules, fairly.

The ARC committee makes its best effort to be responsive and reasonable in ARC Review requests. We encourage Owners to consider the community and comply with the Declarations, Bylaws and Rules. To help us with ARC request expediency, please complete the ARC request for complete with the required information.

The following Guidelines are a summary and clarification of the Declarations, Bylaws and Rules provided for your convenience. The complete documentation of Declarations and Bylaws can be found on the Owner's portal. Alternatively, contact CEPCO for guidance.

Below are the general guidelines for ARC requests:

***Examples of when ARC requests are NOT required:***

- Painting the house or trim with the **SAME** color
- Replacing a garage door with the **SAME** door style and color
- Repaving a driveway with the **SAME** paving materials
- Replacing a door/storm door with the **SAME** door style and color
- Removal or planting seasonal shrubs/flowers within existing landscaping beds
- American Flags
- Seasonal, Holiday decorative flags and yard decorations
- Signs as described in the Sign section in the Rules

***Examples of when ARC requests ARE required:***

- Any action that requires a Brunswick County permit.
- Replacement or alteration in style or color of roof, siding, trim, doors, windows (except as noted above)
  - Roofs: In general, approved colors will be "neutral earth tones" such as: tans, browns, grays, blues, greens.
  - Siding: In general, approved colors will be "neutral earth tones" such as: white, creams, tans, browns, grays, blues, greens, and pale yellow.
  - Trim: In general, approved colors will be white, cream, tan, brown, grays.
  - Doors: In general, approved colors will be "neutral earth tones" as noted for siding above or additional "earth tones", allowable in slightly more vibrant hues such as: red, teal, orange, etc.
  - Windows: In general, approved colors for windowpanes will be white, cream, or tan, to match the house. Windows must also include a style of grid pattern on all windows visible from the front of the house.
  - Overall: All requests will be handled on a case-by-case basis.
- Alteration to size, shape, or position of existing landscaping beds (to ensure proper plat of survey/property placement)
- Creation of new landscape beds
- Installation of a pool, hot tub, porch, patio, deck, pergola, awning, permanent basketball hoop, swing set (with installed footings), or shed
- Any structural modification/alteration to the existing blueprint of the house/structure

- Repaving of driveway, walkway, patio, porch, or deck with dissimilar materials than existing
- Installation of a visible, above ground fence.