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Tara Court Unit Owners Association

ATTN: Tara Court Homeowner
RE: Rules and Regulations

October 27, 2023

Dear Tara Court Homeowner,

Please read the following pages of Rules and Regulations for Tara Court Unit Owners Association. The Board of Directors for Tara Court Unit Owners Association has recently voted and approved amending the current Parking and Pet Sections of the Rules and Regulations. Please review the enclosed document and ensure that you share these changes with any residents or tenants that live within your unit.

Once you have read the enclosed information, please fill out the last page, fill in your contact information, sign, and send the last page only back to our office.

Thank you in advance for your cooperation in keeping Tara Court a desirable community to live in.

Sincerely,

Atlantic Shores Management

Tara Court Owners Association

Rules and Regulations

(Amended October 19, 2023, by the Board of Directors)

Owners, Tenants, and Residents,

It is the wish of the Association to maintain property values by keeping a nice and neat community. Please respect these efforts by doing your part. Owners will need to make certain that all tenants receive a copy of these Rules and Regulations at the beginning of each lease. The owner is responsible for their tenants' violations. Owners, residents, or property management agents must provide a copy of the Rules and Regulations to their tenants and should make those Rules and Regulations part of any lease. Rules and Regulations apply to owners, tenants, and guests. Guests are the responsibility of the owner and/or resident they are visiting. Use of the common areas (including parking) is permitted with the understanding that the owner, and/or resident assures the Rules and Regulations governing the Association are upheld by the guest(s).

Violation procedure, as outlined by NC State law, and by the governing documents of the community are listed at the bottom. Please note that it is NOT the wish of the Tara Court Owners Association to fine owners or residents, but rather to inform them of the community guidelines in order to gain compliance. Thank you in advance for your cooperation.

Maintenance Requests

All maintenance responsibilities which pertain to Tara Court will be found in the Articles of Incorporation, Declarations, By-Laws and Rules and Regulations. Please read these documents to become familiar with the items that the HOA is responsible to repair. All maintenance requests must be submitted in writing through letter or e-mail. You may also use the Owner ComWeb portal to submit a Service Request to Atlantic Shores Management. Only owners are permitted to submit a request for maintenance. Please submit email requests to:

maintenance@atlanticshoresmanagement.com

Dryer Vents

Effective January 1, 2023, each unit will be required to have their dryer vent cleaned within the first quarter of each year going forward. The first quarter of the year is from January 1st to March 31st. Proof of this service in the form of an invoice from the company of your choosing will be required and sent to Atlantic Shores Management prior to March 31st. Any homeowner neglecting to provide this proof of service to ASM will be subject to violation procedures. Owners who had their dryer vent cleaned in 2022 can provide a copy of the receipt or invoice in order to be exempt from dryer vent cleaning in the first quarter of 2023. These residents will start in 2024. The service must be from a licensed company that performs this service.

Noise

In a townhome community all residents live near one another, so please be considerate of your neighbors. Noise levels should be kept to a minimum inside, as well as outside your units. City Ordinance decrees that excessive noise is not permitted at any time, and during the week, after 11:00 pm, all noise should cease. Further, on weekends the noise curfew is 12:00 am. If you

have issues or concerns with noise, please contact the Wilmington Police Dispatch Office at 910-343-3600 to request an officer handle the disturbance. Please inform Atlantic Shores Management of your call or disturbance in writing in order for the Board of Directors to take the incident into consideration and determine the course of action according to violation procedures.

Nuisances

No noxious or offensive activity shall be allowed, nor shall anything be done which may be or become an annoyance or nuisance to the neighborhood; this includes yard sales. Parties or gatherings which can be disturbing to other residents shall be considered a nuisance.

Occupancy of a Unit

Based on the Ordinances of New Hanover County, not more than three (3) unrelated individuals may reside within a unit.

Parking

Parking in Tara Court is by permit only for owners, residents, guests, and visitors. Each unit has been assigned two (2) marked spaces. Residents are solely responsible for having any unauthorized cars which are parked in their assigned spaces removed/towed. If you have someone using your assigned space, you can reach out to Hooked Up Towing at 910-264-7164 and the vehicle will be removed. The towing company is open 24 hours a day.

No resident may repair any vehicles in an assigned parking spots or in visitor spots. Minor vehicle repairs and maintenance can be made in the overflow, gravel parking lot. No vehicles are allowed to park on any portion of the grass or in the street. Each unit will be provided two (2) Tara Court mirror tags. These tags will be distributed in a different color every year. Any vehicle parked in the gravel lot in the back of the property MUST display this tag. If a vehicle does not have a tag, it is subject to towing at the owner's expense. Towing is enforced and is always at the owner's expense. There are 6 visitor parking spots within the community. These parking spaces are for visitors only, visitors parked for more than 24 hours are subject to being towed at the owner's expense. Residents are subject to being fined. Every resident should be aware of this and report any violators to Atlantic Shores Management. Fines start at \$50 and increase to \$100 for each subsequent violation.

As per the original Declaration Creating Unit Ownership (filed August 20, 1986, in Book 1340, Page 251 of the New Hanover County Register of Deeds), no boat, boat trailers, water recreation vehicles, camper, recreation vehicles, trailers, or trucks (other than pick-up trucks) shall be permitted to remain on the property. Any inoperable, immobile, or unlicensed vehicle is not permitted anywhere on the property, this includes your assigned space. Residents will be given a 30-day notice to have the car registered or removed. After the 30 days vehicle will be towed at the owner's expense.

Road Use

The roads are to be used by vehicles or pedestrians for the purpose of transportation. The use of any roads within Tara Court Owners Association shall be subject to all applicable governmental rules, as well as any restrictions in the governing documents. At no time shall any vehicle exceed the speed limit as determined by the Association or the applicable governmental authority. All vehicles operating on Tara Court roads and properties must be "street legal"; that is, in accordance with North Carolina law. The speed limit is 15 MILES PER HOUR.

Landscaping

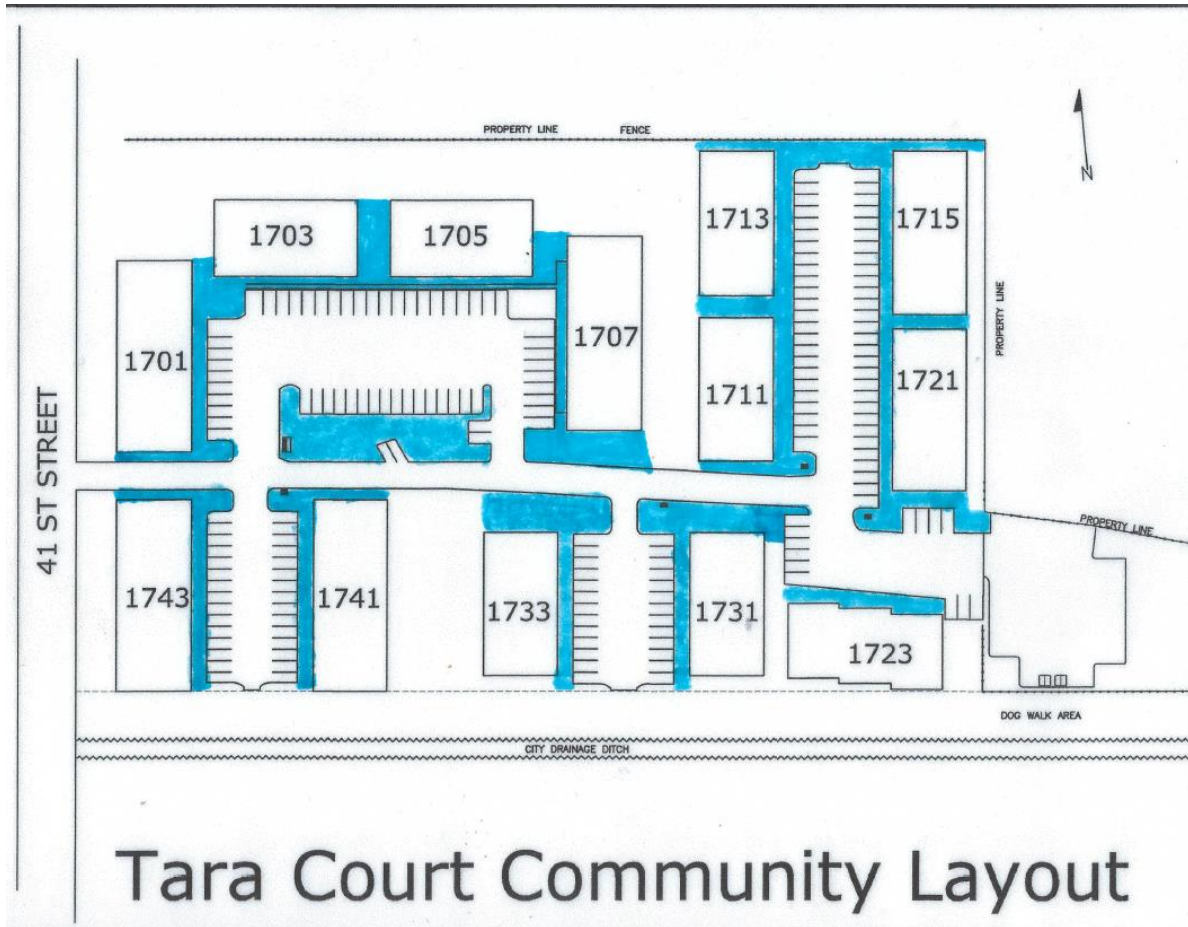
All residents are prohibited from playing in the landscaping. This includes climbing trees or walking through on, or behind bushes. Damage to landscaping will result in violation procedures, where a fine and bill for repair or replacement may be assessed to an owner's account. An owner, tenant, or guest causing any damage to the common areas, including landscaping, shall be held financially liable for the damages.

Pets

City Ordinance and Tara Court Rules require that ALL pets be always kept on a leash when outside. Rules also require that all owners clean up after their pets; feces may not be left behind. **Anyone found not in compliance with this rule will be immediately subject to violation procedures.** ALL pets not wearing current County Registration tags or running loose will be reported to New Hanover County Animal Control. The owner shall be responsible for any damage done by the pet. Established dog walk areas in Tara Ct are limited to the open areas on the North and South sides of the community. This also includes the areas behind the buildings. Areas off limits to dogs are listed below. All areas shaded in blue on the map below are off limits for pets.

- In front and sides of the buildings.
- The island by the mailbox.
- The gardens around the Pillars at the entrance.
- The gardens in front of the walls by 41st St.

Residents in violation may be fined up to \$100, according to violation procedure. Additionally, the pet owner could be subject to a fine from Animal Control.



Trash

All household trash **MUST** be placed in plastic bags, with the tops tied, and placed inside the dumpster for pickup. All boxes must be broken down and placed inside the dumpster. Trash bags are not to be placed on the front porch, in common areas, or on top of cars exceeding a time of 20 minutes. Below is a list of items prohibited from being placed in the dumpster by GFL.

- USED FURNITURE
- APPLIANCES
- RUGS
- CONSTRUCTION MATERIALS
- OTHER NON-HOUSEHOLD MATERIALS

TRASH MUST NOT BE PLACED IN, OR ON, THE GROUND ANYWHERE IN TARA COURT. Placing any type of trash on the ground or placing banned items in the dumpster will subject the owner to violation procedures which will result in a fine of \$100. Please note the backlot is under surveillance.

Littering

No trash may be thrown into the bushes or landscaping on the property. This includes cigarette butts, bottles, cans, and any type of household or non-household trash on Tara Court property. The grounds are regularly inspected by Atlantic Shores Management. Any violation of this rule will result in violation procedures and possible fines.

Grills and Tiki Torches

Grilling on any front porch or within ten (10) feet of the building is prohibited by NC State Law, as well as the Association. If an owner is grilling on a front porch, please contact the appropriate authorities immediately. Violations of this law could result in fines by the Fire Marshall. Violators of this HOA rule will be subject to violation procedures and fines. Grills are allowed to be stored on patios, in a healthy, well-kept manner. When finished using your grill, make certain that the fire has been completely put out and that the grill is stored on the rear patio area in a safe place, out of the reach of children and vandals. The HOA will not be responsible for stolen items. Damages resulting from the use of Tiki torches will be billed to the responsible owner.

Patios and Porches

Items may not be draped over, or on top, patio fences or gates. Items stored outside the railing are considered to be in common area. This is a violation of the governing documents and could be removed without warning. No junk or debris may be stored on the back patio areas. If there is junk or debris and other unapproved items, the Association has the authority to have these items cleared at the owner's expense. Clothing, rugs, towels, or other objects must not be hung or attached to any wall, railing, or landscaping. Clotheslines may not be installed. Recreational equipment, bikes, toys and garden hoses are to be stored out of sight at all times.

All patios and porches must be kept in a neat and orderly fashion.

Only approved items can be placed on front porches. Approved items included outdoor furniture, plants in decorative pots, and tasteful outdoor decorations. Items may not be placed on shared sidewalks approaching front porches.

For Sale/For Rent Signs are only allowed in the downstairs windows of units, not in the common areas, and may be no larger than 24" x 18" in size. There are to be no signs placed on front porches. Units in violation of this rule will be subject to violation procedures and possible fines.

Windows & Screens

Windows shall have white blinds, curtains, or drapes only. All blinds and screens shall be kept installed and in good condition.

Building Exteriors

According to the Tara Court governing documents, no owner shall cause any improvements or changes to be made on the exterior of the condominium (including painting or other decoration, or the installation of electrical wiring, television or radio antenna or any other objects, machines or air conditioning units which may protrude through the walls or roof of the condominium) or in any manner alter the appearance of the exterior portion of any building without the written consent of the Association being first had and obtained. The Association allows white vents for portable air conditioning units. Window fans or air conditioners are not permitted.

Exterior Lights

All light bulbs or other lights installed in any fixture located on the exterior of any unit shall be white.

Satellite Dishes

Satellite Dishes may be installed on the property, after they have been properly requested by an Architectural Form and approved by the Board. Architectural Request Forms may be requested from, and submitted to, Atlantic Shores Management. All dishes and mounting equipment **MUST BE REMOVED** at the time of sale and/or moving out of the property. Any remaining equipment will be removed at the owner's expense.

Holiday Decorations and Lighting

All holiday lighting and decorations must be in the generally accepted norm of the holiday. Out of season decorations are not allowed. The lighting and decorations can be displayed no more than thirty (30) days before the Holiday and must come down within thirty (30) days following the Holiday.

Planting

Residents are prohibited from planting anything in the common areas of the Association without permission from the Board of Directors. Anything planted without prior approval will be subject to removal.

Termite Bond

The termite bond is in place to protect the common area of all the units. If your unit is not inspected on the scheduled date, you will need to reschedule. If your unit is reported as having not been inspected, the Unit will be subject to violation proceedings which could result in fines of \$100 per week for each week your unit goes uninspected. Please be aware that owners may be financially responsible for termite damage done within your unit and/or surrounding units if the inspection does not happen as scheduled.

Bicycle/Scooters/Skateboards

Bicycles and scooters are not permitted on the road or between cars. Residents seen riding bikes or scooters on the road or between parked cars will be responsible for any damages to the parked cars. The owner of the unit violating this rule based on current state statute will

be subject to violation procedures and possible fines. Bike/Scooter riding for transportation purposes to and from the community is permitted. Skateboarding is not allowed on the property. Violation procedure will be initiated immediately for this behavior based on the current state statute.

Street Playing / Loitering

There will be no playing or loitering in the streets, parking lots, or in the parking island at the front of the community. This includes sitting in or on cars, child play, ball of any kind, or Frisbee. There are playgrounds throughout the city and county for these types of activities. Basketball Hoops are strictly prohibited on the Tara Court property. Residents violating these rules will be subject to violation procedures which may include fines.

Procedure for Violations of Rules and Regulations

Violators of any of the above rules and regulations must be reported to Atlantic Shores Management in writing, via letter, or by email. If the report is not in writing, no action will be taken. Management will notify the Board or the Community Adjudicatory Panel of the violation. Owners will be notified in writing of the violation and given time to comply without sanction. If the violation is not cured within the allotted time, or a violation is of an urgent nature, the owner will be given a hearing date with the Board or Adjudicatory Panel. At this hearing, each owner is given fifteen (15) minutes to present any evidence or to explain why they believe a violation has not occurred. A decision will be made as to whether or not a violation has occurred, and owners will be notified of the panel's findings in writing with any fines corresponding to the decision. Fines will be charged to the owner's account on the fifth day after the Hearing per NC GS 47C-3-107.1, "The Condominium Act."

The Fine Schedule as approved by the Board is listed below for violations except pet and trash dumping. Those fines are noted separately below.

1st violation: \$50.00 fine

2nd violation: \$75.00 fine

3rd violation: \$100.00 fine

All violations regarding trash dumping will be \$100 plus any separate hauling fees if required. Additionally, all pet violations will be \$100.

THESE RULES AND REGULATIONS ADOPTED BY THE BOARD OF DIRECTORS
FOR TARA COURT HOMEOWNERS ASSOCIATION ON OCTOBER 10, 2023

Atlantic Shores Management Contacts

Elizabeth (Liz) Parker, Community Manager

910-270-9975

elizabeth@atlanticshoresmanagement.com

Kathryn (Kat) Collins Woo, Community Manager

910-442-0193

kat@atlanticshoresmanagement.com

Amy White, Accounts Manager

910-386-3459

amy@atlanticshoresmanagement.com

Tara Court Board of Directors

President
Vice President
Secretary
Treasurer

Michael Tillack
Paige Gupton
Player McPhaul
Linda Sarefield

PLEASE RETURN THIS PAGE ONLY

I (we) have read the *Rules and Regulations* and agree to all the conditions above, and I (we) agree to abide by the Tara Court Unit Owners Association Rules and Regulations.

€ Owner

€ Tenant

Print Name: _____

Address: _____

Signature: _____ Date _____

Phone Number: _____ E-Mail: _____

Print Name: _____

Address: _____

Signature: _____ Date _____

Phone Number: _____ E-Mail: _____

Please mail to the address below or email amy@atlanticshoresmanagement.com

Atlantic Shores Management
C/O Tara Court Unit Owners Association
P.O. Box 964
Hampstead, NC 28443