

LAURELBROOK HOMEOWNERS ASSOCIATION

RULES AND REGULATIONS

The following Rules and Regulations are designed to make living in the Laurelbrook community pleasant and comfortable for each member of the community. The restrictions, which are imposed on each member, are for the mutual benefit and safety of all. The cooperation and consideration of each member is vital.

GENERAL

A. ASSESSMENTS

1. Assessments (monthly dues) are due on the FIRST of each month and are delinquent after the 30th of the same month.
2. A \$10.00 late fee will be added to delinquent accounts, and a late fee will also be charged for each subsequent month in which the owed assessment remains unpaid.
3. Residents should notify the management office when they have sold their home and will no longer be paying the monthly assessments.

B. SPEED LIMIT

1. For safety throughout the subdivision, please drive at a cautious rate of speed.
2. Owners are encouraged to OBSERVE THE POSTED SPEED LIMIT and to be alert to the presence of children and other pedestrians on our streets.

C. TRASH AND GARBAGE/RECYCLE PICKUP

1. All homeowners should own and use a covered garbage container, stored indoors or at the rear of their residence.
2. Garbage containers may be moved to the street on the night before scheduled pickup and must be removed following collection the same day.
3. Contact the City of Raleigh to obtain a recycling bin and schedule for collection. Storage and collection process is the same as outlined for garbage/trash.

D. ANTENNAE/SATELLITE DISH

All satellite dish requests should be submitted for Board approval, using an Architectural Request Form.

E. CLOTHESLINES

No drying or airing of any clothing or bedding shall be permitted outdoors on any Lot or in any other unenclosed area (including patios) within the Properties other than between the hours of 8 a.m. and 5 p.m. on Monday through Friday and 8 a.m. through 1 p.m. on Saturdays and clothes hanging devices such as lines, reels, poles, and frames, shall be stored out of sight other than during the times aforementioned.

F. NOISE

1. Loud noises from television, stereo equipment, musical instruments, annoying pets and other disturbances should be avoided at all times, ESPECIALLY between the hours of 11 p.m. and 7 a.m.
2. If a homeowner should be disturbed by a loud noise, attempt to notify and resolve the problem with the disturbing party first.
3. If the disturbing party is uncooperative and the problem is severe, local law enforcement should be contacted. The HRW, inc. office or Board of Directors should also be contacted the next business day.

G. SIGNS

Except as required by the City of Raleigh Code, no signs or other advertising devices shall be displayed upon any Lot so as to be visible from outside the dwelling without prior written permission of the Board of Directors. Anything herein to the contrary notwithstanding, Declarant may post temporary "For Sale" signs on the Properties until all units owned by Declarant have been sold.

H. RENTERS

1. Renters MUST be provided with copies of the Rules and Regulations and the By-laws of the Association.
2. Any violations or damage by the tenants shall be charged to the respective homeowner.

F. VANDALISM

1. Vandalism in the Laurelbrook community WILL NOT BE TOLERATED.

2. Acts of vandalism to occupied residences, common areas or any other area will result in legal action.

G. COMMON AREA

1. Private property installed or stored in common areas by any individual without expressed written consent of the Board is strictly prohibited.
2. Alterations of grades on projects undertaken on private property, which abuts common areas, shall be such that drainage patterns on common areas are not altered.
3. Residents are responsible for repairing any damage to common areas caused by their movement of materials and equipment through that area, or any damage caused by their pets.
4. Residents who destroy common areas are responsible to the Homeowners Association for the costs of restoring that area to its original condition.
5. No motor vehicles of any kind (motorcycles, minibikes, mopeds, etc. except those for lawn maintenance) are allowed on the lawn areas at any time.

SPECIFIC TO DETACHED HOMES

A. PARKING

1. Vehicles may be parked only on portions of a lot improved for that purpose (i.e. driveway, parking pad or garage).
2. The parking of boats, trailers, campers, motor homes, commercial vehicles, and other such items is not allowed.
3. Owners and guests should not park in front of other homes unless the affected owner is agreeable.

B. EXTERIOR MAINTENANCE

1. Homeowners shall maintain their respective grounds and improvements in a neat and attractive manner at all times.
2. If necessary, the Board may make repairs and improvements to restore property to a neat and attractive manner at the homeowner's expense, immediately due and payable.

C. FIREWOOD

Firewood must be stacked neatly on the side or rear of the home, away from the foundation wall, crawl space or deck to discourage termite infestation.

SPECIFIC TO ATTACHED HOMES

A. PARKING

1. The parking of boats, trailers, campers, motor homes, commercial vehicles, and other such items is not allowed.
2. Designated parking areas for townhome residents and their guests are for their use **ONLY**. Violations will be towed.

B. LANDSCAPE

1. Duplex and townhome owners must keep the front and back of residence in a neat and attractive manner.
2. Owners should not plant any vegetation or install any type of landscape additions without submitting an Architectural Request Form first, following designated procedure.

C. FIREWOOD

Firewood must be kept away from the building.

ADMINISTRATIVE PROCEDURES

A. EXTERIOR MODIFICATIONS/ADDITIONS/CHANGES

1. Each homeowner shall submit to the Board a **WRITTEN PROPOSAL** for exterior additions, changes, alterations, or improvements using the Architectural Request Form. The proposal will contain a description of the project, including height, width, length, size, shape, color and location of the proposed project. Photographs or sketches must be included.
2. The Architectural Form must be mailed or delivered to HRW, inc. at 4700 Homewood Court, Suite 380, Raleigh, NC 27609.
3. The date of the next Board meeting will be recorded on the request form upon receipt, designating the date received by the Board, and constituting the beginning of a 30 day review period.
4. Upon review, the Board will either approve or disapprove the request, and will send an appropriate letter to the applicant under signature of the Board President.

5. If a proposal is rejected, the applicant is free to request reconsideration and is encouraged to present new or additional information which might clarify the request or demonstrate its acceptability.
6. The Board will answer a request as promptly as possible. If the Board fails to reply to the applicant within 30 DAYS of the date of receipt appearing on the approval form, then the request is considered to have been approved.

B. BUILDING PERMITS

1. Approval of any project by the Board does not waive the necessity of obtaining the required town or county building permits.
2. Required city or town permits does not waive the necessity of obtaining Board approval for a project.
3. The Board will not knowingly approve a request which is in violation of applicable building codes, zoning ordinances or other regulations.