

# **Hawfields Crossing**

## **Rules and Regulations**

**January – 2014**

## **Hawfields Crossing Homeowners Association**

### **Rules and Regulations**

The Executive Board wishes to foster a community of friends who respect the rights of others. Compliance with certain rules and regulations is necessary to accomplish this in the close community in which we live. No owner, resident, or guest will be allowed to infringe on the rights of their neighbors. It is the responsibility of the Executive Board to enforce compliance with these rules in an equitable manner but not harass those that may occasionally slip.

Pursuant to Article II Section 2 of the Declaration of Covenants, Conditions and Restrictions of Hawfields Crossing Homeowners Association (HCHOA), the Executive Board, for the protection and general welfare of the community has formulated the following rules and regulations. These rules supplement the contents of the Declaration of Covenants, Conditions, and Restrictions of the Association.

The Executive Board may amend any rule. Delay or failure by the Association or any Owner to enforce any of the rules and regulations herein contained shall in no event be deemed a waiver of the right to do so thereafter. Invalidation of any one of these rules or regulations by judgment or court order shall in no way affect any of the other rules, which shall remain in force and effect.

Violations of these rules and regulations should be reported by phone to a member of the Executive Board or the Management Company and followed up in writing. Owners are responsible for reporting any damage to the outside of their home, land or adjacent common area to the Executive Board or the Management Company.

These rules and regulations shall become effective on September 10, 2005 and were last amended in January, 2014.

#### **Monthly maintenance fee:**

Our only source of operating income is from our monthly maintenance fees. It is the obligation of every Owner to pay the monthly maintenance fee on time. Fees are due on the first day of the month without notice and are considered late if not paid by the last business day of that month. Electronic fund transfer service is available. Late payments will be assessed a \$20.00 penalty each month on each payment. Monthly maintenance fees should be paid to the management company as follows:

By Mail: Allenton Management, P.O. Box 3250, Durham, NC 27715;  
In Person: Allenton Management, 3500 Westgate Drive, Suite 800, Durham, NC 27707.

## **Building Maintenance**

1. HCHOA shall provide routine exterior maintenance as per Article VI, Section 1 of the HCHOA Declaration of Covenants, Conditions, and Restrictions.
2. The Association assumes responsibility of an annual termite inspection and contract. The Owner will be responsible for arranging access to garage and storage rooms on the day of the inspection. If a second inspection is required due to the Owner's failure to arrange access, the cost of the second inspection will be the responsibility of the Owner.

## **Architectural Control – Building and Landscape Changes:**

1. Owners are not permitted to make any additions or changes to any part of the exterior of the building unless submitted to the Executive Board and approved in writing as per Article V, Section 1 of the HCHOA Declaration of Covenants, Conditions and Restrictions. Under no circumstance will a verbal request be considered.
2. All landscaping is to be left undisturbed. All requests for additions or changes to the landscaping must be submitted in writing to the Executive Board and approved in writing, prior to the start of any work. No verbal request will be considered. Also, any landscaping added by the unit Owner will be their responsibility to maintain and replace if necessary.

To illustrate this rule, planting spring bulbs or seasonal flowers in the already landscaped area in front of your unit is permissible and does not require written permission. In the alternative, if you wish to dig up a section of your lawn for gardening or landscaping, the permission of the Executive Board is required. Architectural control is necessary because of the concern that unauthorized landscaping will detract from the appearance and uniformity of this planned community. Also, the HCHOA is concerned that additionally landscaped areas render lawn maintenance more difficult, time-consuming, and costly.

3. No antennas shall be permitted. Digital satellite dishes of 39 inches or less are acceptable, provided they are affixed to the dwelling, shall be a color which blends with its surroundings and shall have a mast no higher than is reasonably necessary to receive the signal and not visible from the street. Please contact consult with the management company prior to installation.
4. **Awnings:** An awning, either manual or mechanical may be installed provided it is manufactured by Sunbrella or Sun Setter, has a minimum of a five (5) years warrantyDurham Awning (919-309-4444) is the recommended installer, based on their years of professional installation and repairs.

### **Landscape Maintenance:**

1. The Association intends to preserve and enhance the beautiful, natural and informal appearance of the grounds by providing maintenance of the grounds and assuming responsibility for all plantings (except watering) unless otherwise noted.
2. Spring bulbs and seasonal flowers may be planted in the area directly in front of or behind each unit. Flowers may also be planted in containers. Maintenance of these shall be the responsibility of the Owner.
3. No statuary, fences or other objects are to be placed in the common area or in any green space in which objects interfere with lawn mower access.
4. The Executive Board has the right to remove any unauthorized changes to the grounds that an Owner refuses to correct after being notified of such. The cost of the removal will be billed to the Owner.
5. Owners are asked to make any special or individual requests through the management company, not to the landscaping contractor. It is impossible for the contractor to know who is responsible for payment of special requests. Directing these requests to the management company should eliminate confusion.

### **Common Areas:**

1. Owners and residents should respect the common areas adjacent to their neighbor's property.
2. No sports equipment shall be displayed or erected in a permanent way in Hawfields Crossing. Toys or other personal items used in the common areas on a temporary basis shall be removed and are not to be left overnight.
3. No pet facility shall be placed on the grounds, including doghouses, pet runs, etc.
4. Personal items shall not be stored or kept in the common areas without written approval from the Executive Board.

### **Building Exteriors/Trash:**

1. No sign shall be erected on the common grounds, at the entrance, or outside of any unit, except for sale signs, signs designating the use of a home security system or a temporary sign of 72 hours or less (ex: yard sale), without the express written permission of the Executive Board. Each unit owner may erect one for sale sign directly in front of his or her unit only.

2. All residents' barbeque grills, bicycles or other personal items shall not be visible from the front of the unit. Furniture designed specifically for outdoor use may be placed on the front porch only and is exempt from this requirement.
3. Moving PODS may be placed on the owner's individual driveway for up to one week. Requests for longer periods must be submitted and approved by the management company
4. The Association leases dumpsters for disposal of household trash. **Blocking the dumpster is prohibited.** All trash should be bagged and securely tied before placing in the dumpster. If the dumpster is full, please hold your trash at home until the dumpster is emptied. As a courtesy to other residents, please slide the side doors of the dumpster closed after each use. All boxes should be flattened before being placed in the dumpster. No large items such as furniture or mattresses should be left at the dumpster. Should you find a problem with the dumpster, please report it immediately to Allenton Management at 490-9050.
5. Permanent outside clotheslines shall be prohibited.
6. Statuaries, birdhouses and exterior decorations such as seasonal or holiday decorations shall be limited, modest, and unobtrusive. Any lighted displays are particularly subject to this requirement.

#### **Vehicles and parking:**

1. **All motor vehicle laws of the State of North Carolina shall be observed on all roads in Hawfields Crossing.**
2. **Speed limit – The speed limit shall be 25 MPH throughout the development.**
3. **Owners are prohibited from parking in visitor spaces on a regular basis. Short term and/or temporary use is acceptable provided the Owner's individual driveway and garage are fully occupied by other vehicles.**
4. **No on street parking is allowed on a regular basis. The roads are considered "fire lanes" and must not be blocked. Visitor parking is permitted only in areas designated for that purpose. Exceptions would involve a resident hosting a party or a large number of guests. Should you need to use on street parking in such a case, please notify neighbors as a courtesy.**
5. **Parking rights – No boats, trailers, recreational vehicles, campers or other similar equipment or vehicles shall be parked or stored in Hawfields Crossing unless completely enclosed within a garage. The temporary parking of service vehicles is acceptable.**

- 6 **Any vehicle blocking access to a trash dumpster will be towed without notice.**
- 7 **Motorcycle owners shall provide metal plates for kickstands to prevent damage to the pavement.**
- 8 **Washing a vehicle is permitted in the homeowner's assigned space only, and should in no way interfere with others.**
- 9 **The Executive Board of Directors reserves the right to enforce towing, at the Owner or Resident's expense, for any parking violations.**

**Pets:**

Keeping typical domestic pets is permitted when the following rules are observed.

1. All animals should be vaccinated and properly licensed as required by the City of Mebane. Moreover, the animal should wear a valid license tag and rabies tag at all times (cats as well as dogs).
2. Animals are to be walked on leashes. Animals should not be allowed to urinate on decorative shrubs or bushes. Owners **MUST** clean up immediately after their pets in **ALL** areas. This clean-up rule applies regardless of where the act occurs and no animal is exempt regardless of its size. Curbing pets in neighbors' areas is strictly prohibited.
3. Animals are not to be tied/staked outside or left on patios without the Owner in attendance.
4. Any dog or cat running loose will be considered a stray and will be reported to the animal control officer of the City of Mebane. A pet is considered a stray when it is off the property of its owner and not under restraint by means of a chain, leash, or other device. Voice command is not recognized as adequate restraint. Please note this provision also applies to cats.
5. The Executive Board of Directors shall have the right to order any person whose pet is a nuisance and who does not comply with the above rules to remove such pet from the premises.

**Absentee Owners and Renters:**

Owners may delegate their rights of enjoyment of our common properties to any tenant with whom they have negotiated a written lease provided that the following conditions are met:

1. Owners must inform the Executive Board or management company in writing immediately of the name and telephone number of any new tenant, the Lease must be for a period of at least three months, the Lease must require the lessee to comply with the HCHOA rules and regulations and the Lease must provide that failure to comply constitutes default under the Lease.
2. Leasing shall not relieve Owners from their obligations of ownership.

**General:**

1. Any suspicious activity should be reported immediately by calling 911.
2. All personnel hired by the management company shall be their responsibility and concerns should be directed to the management company.
3. While the NC fire codes do not apply to town homes when regulating charcoal and gas grills, Owners are urged to keep these at least 10 feet from living areas.

The HCHOA Executive Board will notify any Owner or Resident found in violation of any of these rules and regulations in writing prior to any fine or remedy and fines will be subject to the Planned Community Act, NC General Statute 47-F.

**Management Contact Information**

**Allenton Management  
PO Box 3250  
Durham, NC 27715-3250  
Phone: (919) 490-9050  
Facsimile: (919) 493-1506**