

RULES & REGULATIONS

COTSWOLD OF PINEHURST HOMEOWNERS' ASSOCIATION

REVISED FEBRUARY, 2023

A. COMMON AREA

Cotswold is a “Common Area” Community. Individual Homeowners own only the portion of the Lot upon which their residence is built, including the foundation and crawlspace, and open or enclosed patios. Limited Common Elements (driveways and walkways), must be maintained by the owners of associated residences, and are for the exclusive use of those homeowners and their invited parties.

All other property within the community, including but not limited to planted areas around the homes, lawns, irrigation systems, shrubs, trees, bushes, recreation areas, open areas between Units, and similar spaces, are equally owned by the HOA and are designated “Common Areas.” Their use is governed by the Codes, Covenants and Regulations (“CC&Rs”), and these Rules and Regulations as established by the elected Board of Directors. The primary intent of these rules is to promote the safety and enjoyment of all residents, as well as to preserve the uniform appearance of the community.

We have contracted with Community Association Services, Inc. (“CAS”) to manage our community property. Landscaping problems, rule violations, and any complaints or suggestions regarding the Common Area are to be addressed to our CAS community manager in writing.

Note: Observing North Carolina and Moore County Safe driving practices is required to operate a vehicle of any kind within the grounds of Cotswold of Pinehurst. These include respecting the speed limit, maintaining control of your vehicle, and honoring the stop signs at intersections and conjunctions of roadways.

Residents walking along the roadways have the right-of-way.

The speed limit within Cotswold is 15 mph.

Cotswold of Pinehurst is a no-solicitation development, as marked by a sign at the front entrance. Please do not respond to vendors of any type that have not been asked, invited or requested by the HOA for approved work on your Unit. Unapproved work on the Lots of Cotswold is not allowed.

B. BOARD OF DIRECTORS

The Board of Directors shall consist of five volunteers elected by the votes of the Owners as defined in the CC&Rs, and who shall manage the business, operations, and affairs of the HOA of Cotswold. Directors serve two-year terms. The terms are staggered so that two Directors are elected one year and three the following year.

C. ARCHITECTURAL REVIEW COMMITTEE (ARC)

The ARC shall consist of no less than five volunteer residents approved by the HOA Board of Directors for annual terms, and tasked with reviewing, recommending improvements, and maintaining the standards and appearance of Homeowner Units and Common Areas within Cotswold.

The ARC is also tasked to review any disputed architectural or landscaping issues between HOA members and shall provide recommendations to the Board of Directors for final resolution. The ARC shall be chaired by a member nominated from within the Committee and approved by the Board of Directors, and shall report to the President of the Board as required. Volunteers to serve on the ARC shall make their applications in written or email form to the Cotswold Community Association Service (CAS) Community Manager. The Board may assume the responsibilities of the ARC at times when there are insufficient volunteers to constitute an independent committee.

D. LANDSCAPE COMMITTEE

The Landscape Committee shall consist of a volunteer group of no less than five residents approved by, and reporting to, the Board of Directors. They will be selected from across the community; their mission is to review, recommend, and maintain the standards and appearance of the landscaping within the community. The Landscape Committee shall coordinate operations with the commercial landscaping company which is under contract to serve the HOA.

E. MODIFICATIONS TO LANDSCAPING

Any request from Homeowners for modifications or additions to the landscaping shall be made to the Landscape Committee through the resident's submission to CAS via the forms provided for that purpose on the CAS website (<https://www.casnc.com/communities/cotswold-pinehurst/>). Members of the Landscape Committee will visit you to review the requested changes and will provide assistance to you in receiving a satisfactory result.

Our contracted landscapers have a program that has been agreed upon with the Landscape Committee. Please do not contact them directly.

Landscaped borders and retaining walls are considered changes to the Common Areas and require approval. No railroad ties, fencing materials, landscape timbers, or similar materials shall be approved as a retaining wall or border. Existing homes with landscaping timbers are exempt if they were part of the original design. The use of stone borders around planted areas must be approved by the Landscape Committee.

With the exception of dead branches or branches interfering with the operation of HVAC equipment, or branches blocking driveways or doors, shrubs and trees may not be pruned independently by the Homeowner. Residents having such conditions should request their

removal via a submission to the HOA. Cotswold contracts with a professional landscaper to perform maintenance on shrubs, trees, and lawns in the Common Areas.

F. REQUIREMENTS WITHIN COTSWOLD COMMON AREAS AND HOME EXTERIORS

Accessory Buildings: Accessory buildings on Common Areas (sheds, gazebos, greenhouses, tents, or similar structures) are prohibited unless required for special events, and approved by the ARC and the Board of Directors.

Artificial Flowers: Artificial flowers or bushes of any kind are not permitted in the Common Areas, including mulched areas around homes. Tasteful displays of such plants and ornaments are permitted in enclosed patios or other locations not visible to other residents

Awnings: Any permanent awnings, umbrellas, or other shade-producing devices on Common Areas must be approved by the Board prior to their installation.

Basketball or other Sports Goals: Permanent sports goals are not permitted. Temporary goals are permitted in the owner's driveway only when in use, after which time they must be stored in the garage. Use of goals or creation of a court on Common Areas is prohibited unless approved by the Board of Directors for special events.

Bird Houses: Bird houses or feeders of any kind shall be confined to the area behind your home, where they may not interfere with lawn maintenance.

Corner Stanchions: The HOA will provide standard roadside marker devices to prevent damage to sprinkler heads and lawns.

Damage to Common Elements: The Homeowner is responsible for repair or replacement of any feature of the Common Areas that is damaged by the homeowner, the homeowner's family, vehicles, pets, or visitors. This includes damage by commercial vehicles, delivery trucks, moving vans and any other vehicles contracted on behalf of the homeowner. These features include, but are not limited to, traffic signs, corner markers, markers identifying locations of irrigation sprinklers, irrigation systems, shrubbery, trees, lawns, curbing, lighting, walkways, or recreational facilities. Expenses for repairs will be assessed against the homeowner.

Deviation from Rules and Regulations: The Association maintains the right to assess penalties against any Homeowner who disregards or violates these rules or regulations. Such penalties shall include the expense of removing any unapproved feature and returning the property to its previous approved condition.

Equipment Adjustments: Only the HOA landscape contractor or individuals delegated by the Board are permitted to adjust any feature of the irrigation system, electrical, lighting, plumbing, recreational equipment, or any other adjustments to Common Area property.

Estate Sales: Estate Sales or Garage Sales are not permitted.

Exterior Colors: Any color or pattern changes, including renewal of painted trim, must maintain the original style and require prior written approval of the ARC. Colors of all trim, doors, gutters, roofing, etc., must remain the same or as near as is possible to the original. Requests for any variance must be approved by the Board. The approved color and roofing specifications are available from the CAS Community Manager.

Expansions: Patio expansion requests must be made to the ARC. Please obtain an approval request in advance from your CAS Community Manager.

Exterior Lighting: All exterior lighting including, but not limited to, sidewalks, driveways, spotlights, landscape lights, security lighting, porch lights, garage sconces and other types of lighting must be approved by the ARC. These types of lighting shall not be of any intensity, color, movement, flash, duration or direction that may intrude on the enjoyment of other residents' occupation of their homes. Holiday lighting may be displayed four weeks before the holiday and two weeks after.

Fences: Fences of any type, style, or size are not allowed on Community Property unless approved by the ARC and the Board of Directors.

Flags and Flagpoles: A resident may display one portable, removable United States flag in a respectful manner. The flag should be displayed in accordance with federal guidelines. No other flags or banners may be flown within the community. Individual in-ground flagpoles are not permitted. A flagpole may be attached to the home and the pole must be removed if it is not being used.

Garage Doors: Replacement or maintenance of garage doors requires the homeowner to use the same color and style to match the original appearance of the unit.

Garbage, Trash, and Recycling: Garbage, trash and materials for recycling are picked up by the Village of Pinehurst. Residents are asked to place their recycling and garbage carts out after dusk the night before collection. There is a one-day delay in trash collection for the observance of holidays. The holiday schedule can be found at <https://www.vopnc.org/our-community/living-in-pinehurst/observed-holidays>. Trash and recycling items are to be separated into the appropriate carts. Please return your garbage and recycling carts to your garage as quickly as possible after collection.

Hoses and Hose Reels: When not in use, hoses and hose reels must be kept out of sight from the front of the home.

Irrigation Adjustments: Irrigation is controlled throughout Cotswold by the use of timers scheduled to insure adequate water pressure throughout a specific area of lots. Timer

settings are shared between lots. Adjustments to these timers by a homeowner disrupt the entire irrigation schedule and are not permitted. For adjustments or problems with your irrigation timetable, please contact the CAS Community Manager.

Irrigation Changes to the System: No extensions (including additional sprinkler heads) are permitted to the irrigation system unless recommended and performed by the Landscaper contracted by the HOA. Any additional plantings requested by the Homeowner and approved by the ARC that are not covered by the current irrigation system must be watered by the Homeowner with his/her household water. Alternatively, the Homeowner may finance an addition to the irrigation system and use the community's well water. Any unapproved alterations made to the irrigation system will be removed by the Landscaper at the expense of the Homeowner.

Noxious Activity: Out of consideration for all residents, no loud, abusive, boisterous conduct or excessive noise will be allowed from any owner and/or lessee or his/her family and guests.

Parking: Street parking overnight is prohibited. Vehicles must be parked in the owner's driveway, garage, or in the public parking area adjacent to the pool. To the greatest extent possible, overnight parking in the driveway is discouraged. Parking of vehicles on Common Areas is not allowed; sprinkler heads run parallel to the streets and can be damaged by cars pulling off the paved areas. Please advise your guests of this Rule. The parking area by the pool should be used by overnight guests. No trailers, boats, mobile homes, tractors, campers, large trucks, or RVs may be parked or kept within the property or Common Areas. Exceptions may be made for short periods of urgently-required maintenance of such vehicles.

Pets: All animals must be kept under the owner's control at all times, and their behavior is the sole responsibility of their owners.

Outdoor housing for any kind of pet, or pet runs, or any other structure for restraining or housing pets are not allowed on Common Areas.

The Moore County Animal Operations Ordinance and, by reference, the Pinehurst Municipal Code Section 91.02 requires that dogs must be kept on a secure leash in responsible hands when off the property of the dog owner or custodian. To that end, leash length for dogs in the Common Areas may be no more than six feet (6'), as recommended by the American Kennel Club, to provide safety to you, your pet, and to the members of the community.

No pets are allowed in the pool area.

All pet owners are responsible for the immediate cleanup of any animal waste. This should be disposed of in the dog owner's waste receptacle.

Pets must be kept free of fleas, parasites, and diseases to avoid the contamination of units and Common Areas. A current rabies vaccination is required by the State of North Carolina.

All “visiting” pets must comply with these rules while on the premises.

Planting: No planting of annuals is permitted except in pots on the patios, porch, or the front steps of the unit. If you are unsure whether a plant is an annual, please ask the Landscape Committee.

Modest (up to three or four) clumps of plantings of bulbs (daffodils, tulips, iris, etc.) are permitted, providing the homeowner neatly ties up the greenery after flowering. This allows the plant to die back and prevents inconvenience to the landscaper.

No perennial plantings in Common Areas, in pots or not, are permitted without approval of the Landscape Committee. Any changes in perennial plantings (shrubs, trees, perennial flowers) in Common Areas also require Landscape Committee approval.

If the request includes replacement of the plants that are to be removed, the Landscape Committee shall review the requested new planting to see that they conform with HOA standards and will recommend to the Board whether the replacement is an HOA responsibility, and cost, or whether the Homeowner should accept such responsibility and cost.

The Landscaping Committee can, and where appropriate, decide to remove or otherwise manage plantings that are overgrown, diseased, dying, or causing potential risk or damage to the community. An effort will be made to advise the Homeowner in advance of such action.

Each property shall be limited to a total of eight (8) pieces of yard art. No more than three (3) shall be placed on any particular side of a property. Statues and figurines shall be three feet or less in height and not suggest lewd, offensive, or distasteful characteristics.

All water features, such as ponds and fountains, require ARC approval. They shall be limited in size and height, and kept clean and operational. When not in use they shall be drained. No standing water is permitted due to the possibility of mosquito infestation.

Pool Regulations and Usage: All persons using the pool do so at their own risk. Cotswold of Pinehurst HOA is not responsible for accidents or injuries of any kind.

No persons under the age of 16 shall be allowed into the pool or pool area unless accompanied by an adult who will be responsible for their behavior and safety.

The pool will be open for use during May to October each year. Pool hours are dawn to dusk. Swimming after dark is prohibited.

Life-saving equipment and the pool telephone are for emergency purposes only.

No soap or detergents are to be used in the pool.

All guests must be accompanied by a homeowner at all times.

Pets are not allowed in the pool area.

No drinking glasses or other breakable items are permitted in the pool area. Food and drinks are allowed poolside only in unbreakable containers. No drinks or food may be taken into the pool.

Radios or other musical devices should be tuned for individual listening to prevent disturbing other users of the pool.

Excessive noise, boisterous conduct, or running is not permitted on the pool deck or surrounding area.

No jumping, diving, or sliding from the edge or from railings of the pool is permitted, with or without the use of a flotation device.

Pool furniture shall not be removed from the pool area and should be straightened upon your departure from the pool area.

Pool users are responsible for maintaining a clean pool area. All personal items brought into the pool area should be removed upon leaving.

Please lower all umbrellas and lock the entrance gate upon your departure.

Property Appearance: To ensure uniformity of appearance throughout the Community, any materials and designs for replacement, repair, or modification of the exterior of a unit must match the original as closely as possible and will require ARC approval.

Reflective devices (driveway reflectors) are not permitted.

Trash cans, bottles, brooms, mops, clothes, towels, tarps, etc. are to be kept inside the home and out of view.

No clotheslines are allowed.

Decorative or shade-producing materials may not be hung from or across the patio railings unless approved by the ARC.

Recreational or Work Equipment: Sawhorses, work benches, play equipment, picnic tables, lawn furniture, tents, and other kinds of recreational or work equipment are not permitted in the Common Areas unless approved by the ARC and Board of Directors.

Retention Ponds: Residents are cautioned that the water retention ponds have steep slopes and soft bottoms, and should be regarded as having risks to anyone in their vicinity. Do not enter the retention ponds, and advise visitors, contractors, delivery personnel or guests of the risks involved. No parking is allowed around retention pond areas due to the siting of sprinkler heads and potential damage to the lawns.

Satellite Dishes: Satellite dishes may be installed with ARC approval as long as they are no more than 39" in diameter and not visible from the street. They must be a dull earth-tone color with no brightly-colored cords or visible letters or numbering. Any other type of exterior antenna requires ARC approval.

Screen Doors/Storm Doors: All doors, including storm doors, must conform to the style and color scheme of the community. Etched glass or decorative panels are not permitted on front doors and storm doors unless originally installed by the developer/builder or approved by the ARC.

Shutters: Exterior shutters are not permitted.

Signage: Signs are prohibited except for discreetly-displayed temporary realtor signs. Small plaques attached to a dwelling (e.g., "Welcome To Our Home") are permitted if they are discreetly displayed. Political signs on Common Areas are not permitted.

Soliciting: Solicitation of any kind is not allowed.

Vegetable Gardens: Planting of vegetable gardens is not permitted. Planting of vegetables in containers must be confined to patio areas.

Walks and Stepping Stones: Construction of concrete walks is not permitted. Stepping stones buried to allow the top of the stones to be at ground level requires ARC approval.

Window Boxes: Window boxes of any kind are not permitted.