

**THREE COLONIES HOMEOWNER’S ASSOCIATION
RULES, REGULATIONS AND GUIDELINES
Board Approval: May 13, 2025**

The following Rules and Regulations adopted by the Board of Directors have the same effect as the Covenants and/or By-Laws and will be enforced as prescribed by law. Per the Covenants, the Board of Directors is empowered and authorized to establish additional rules and regulations. These are subject to review and revision by the Board at any time. As revisions occur, residents will be notified of any official changes. This document having undergone review and analysis by legal counsel, is determined to be in compliance with the Association’s governing documents, the North Carolina Planned Community Act (Chapter 47F) and the North Carolina Nonprofit Corporation Act (Chapter 55A).

These guidelines ensure that Three Colonies remains a highly desired community. This is necessary and especially important since this type of community has many areas of concern which override individual needs. The condition of every unit and overall appearance directly reflects upon the community. Your cooperation in adhering to these rules and regulations is necessary and appreciated.

Violation Enforcement

Phase I: Homeowners in violation of any Rules and Regulations, Covenants or By-Laws will be provided a Notice of Violation(s) Letter. A hearing date for the violation where the owner has an opportunity to be heard and present evidence and/or a corrective plan will be set at least 10 days from the date of the Notice letter. The hearing will take place at the Three Colonies clubhouse at 6:00 pm before the regular monthly board meeting. Following the hearing, the Board deliberates and will make a decision as to whether a violation exists and if so, whether to impose fines and/or suspend privileges.

Phase II: The homeowner will be sent a notice of the Board’s decision including an instruction on removal or correction. The Notice of Decision Letter will be sent shortly after the violation hearing.

Note: For continuing violations, “In accordance with N.C. Gen. Stat 47F-3-107, you have five (5) days from the date officially the letter to remedy the violation. Failure to remedy the violation within five (5) days may result in a fine of \$100.00 per day for each day the violation occurs without further hearing.”

One-time violations, occurring sporadically, also require notices, hearing and potentially a one-time fine of \$100.00 of each incident after the Board’s decision.

Phase III: If, after **60 days**, the homeowner has not complied with the violation correction, then the matter will be forwarded to the Three Colonies HOA attorney. The homeowner will be responsible for all court and legal fees.

Colony I Townhouses Specifications

- Pursuant to Article VII of the Declaration, in the event the need for any maintenance, repair or replacement to a townhouse is caused through the willful or negligent act or failure to file a maintenance request in a timely manner, of an Owner or the Owner's family, guests or invitees, the Association may assess the Owner's Lot for the cost of such maintenance, replacement or repairs.
- Any exterior repair requests shall be submitted via a work order on the Three Colonies website at www.threecolonies.com. You may also submit a work order and place it in the mail slot at the clubhouse. A response will be provided back to the homeowner within five (5) days. See attached flow chart.
- Anything off of the front porch or behind the patio fence is common property and maintained by the HOA. No changes or additions shall be made by any homeowners or residents. Plants, vines, or any overgrowth to include mulch and pine straw, are not authorized on the fences or the buildings. Any repairs due to damage to the fence or building by plant life will be at the expense of the homeowner. There should be no changes outside of the townhouse, including but not limited to landscaping, tables, ornamental statues, chairs, flower pots, and other items except on the porch or patio of the townhouse unit. Doors and window changes/replacements, or items of this nature, must be submitted to the **Architectural Review Committee (ARC)** for approval. Anything not on your porch or patio is common property.
- Any items located on the common area can be removed by the Board of Directors at any time.
- No window ornaments or other items can be placed in the windows.
- Trash cans are to be kept inside of the fenced patio area, not outside of the fence on common ground.
- The crawl access door for each building must be kept unobstructed and unlocked for use by all tenants of the building.
- Three Colonies will maintain the crawl space doors but not the coverings.
- Each Colony I unit is assigned **two (2) parking spaces**. No residents can park in the visitor spaces. Visitor spaces are not for overnight parking. Overnight parking and overflow parking spaces are in front of the tennis courts. Towing may be enforced.
- Dog waste must be picked up and **not accumulated** inside the patio area due to health concerns.
- Patios should be clutter and junk free. The patio area is not a secondary storage area.
- **ALL identified violations of the property MUST BE brought into compliance prior to the unit being sold.**

Colonies II and III Houses Specifications

- Homeowners in Colonies II and III are responsible for all the maintenance of their homes.
- Yards must be kept neat and orderly and be comprised of all grass, **not** dirt. This includes cutting, trimming, edging, etc. of grass, shrubs etc.
- Any changes to the exterior must be submitted to the **Architectural Review Committee (ARC)** for approval to include exterior painting. Roof samples, paint samples, siding and door colors are displayed in the box at the side of the entrance door to the clubhouse. All front doors must be solid or may have glass panels and should be painted according to the approved colors. Vinyl siding is permitted, provided it meets the requirements as to quality, texture, color and homeowner's plan as established and approved by the ARC. Replacement of roofs must be shingles, and the color designated at the clubhouse box. Metal roofs must be approved by the ARC.
- If submitted and approved by the ARC, homeowners may enclose a portion of the side yard and/or the rear yard, subject to written plans and property survey. The Architectural Committee

- must respond to the applicant within 30 days and must provide an explanation for any denial.
- Replacement of any fence must be replaced with the same type of fence unless approved by the ARC. No fence can be attached to the Three Colonies perimeter fencing – there must be at least **3-feet** of clearance behind the homeowner’s fence to the Three Colonies fence.
- Awnings, shades, flags, or any item attached to the home must be approved by the ARC.
- Homeowners must submit all plans for enlargement for any driveway and must have approval from the Architectural Committee. No additional driveway or parking space of any kind or any material including but not limited to pine straw can be added without approval.
- The vision of motorists on any access way shall not be obstructed. The Board of Directors will give written notice for any obstruction to be removed.
- Each Colony II and III residence is allowed parking for cars that can be parked in the garage or driveway. **No parking** should be on the grass areas by a residence. Visitor and overnight parking and overflow parking spaces are in front of the tennis courts. Contact the security board member for any guest passes needed for longer than two nights.
- Steps, if painted, should match the exterior color of the home. Brick steps should be natural and not painted.
- Vinyl fencing is allowed. Submission to the ARC is required for approval.
- ALL identified violations of the property **MUST BE** brought into compliance prior to the unit being sold.

Colonies I, II and III (all homeowners) General Regulations

Clubhouse – The clubhouse is for the benefit and use of members of Three Colonies HOA. It is used primarily for meetings of the Board of Directors and for community events.

Residents of Three Colonies may rent the clubhouse for a fee of **\$250.00** which includes a \$100.00 cleaning fee. Rentals are for a 24-hour period (includes set-up, event, and removal of items). All homeowner’s dues must be current. Residents renting the clubhouse for a non-resident will take full responsibility for any damage and must be in attendance the entire time of the rental.

Anyone who rents the clubhouse for a function must provide a list of attendees at least **12 hours** before the function to the board member in charge of security/guards. You will also need to put your name and cell number on the sheet in case there is a question, or someone arrives who is not on the list. This will assist the guards in not having to log everyone in but still having the list for security purposes.

Animals - Farming and exotic pets are not allowed in Three Colonies. Owners of dogs or cats are required to carry scooping equipment and disposable bags when walking their pets and feces must immediately be removed. The bags should be disposed of in the residents’ trashcan not in trash cans at clubhouse or parks. Dogs and cats must be on a leash and/or be confined in an enclosed area. No dogs are allowed on any of the playgrounds, pool, or tennis courts. No walking your pets between houses or around townhouses is permitted.

Courts/Playgrounds – Tennis courts are for Three Colonies residents and guests only. Guests must be accompanied by the resident. The hours for the tennis courts are dawn to dusk. Your pool key unlocks the gate. Please ensure that you lock the gate back when you finish playing. Children under 12 years of age must be accompanied by a resident adult. Skateboards, bicycles, roller skates, animals and other items are not permitted on the courts.

Parking – There is to be no parking on common areas, streets, circles. Emergency vehicles must have

access to each street. No boat, motorboat, camper, trailer, motor or mobile home, or similar type vehicle shall be permitted at a residence over 48 hours. Arrangements can be made to park these vehicles in the corral in accordance with the Corral guidelines.

Any and all vehicle repairs are prohibited in the common area or any parking space of residences.

Storage Corral

- The HOA is not obligated to provide space in the corral to any resident. Property owners will pay \$150.00 per year for use. Non-property owners (renters) will pay \$200.00 per year. Fees are due on or before March 1st of each year.
- Any vehicle, trailer, motor home, etc. stored in the corral must have a current license.
- One (1) key will be issued to each user allowing that person to have access to the corral. If any user should lose their key, they will be responsible for paying Three Colonies for a new lock and cost of new keys for all users.
- Three Colonies has no liability for loss or damage to stored item(s) or personal property left within this storage area – this includes fire, theft, vandalism, water or weather-related damages, acts of God or any other cause.
- Three Colonies HOA reserves the right to terminate the Corral agreement for any reason and the HOA may do so by mailing a notice to the last known address of the owner of the stored item(s).
- Users agree to remove the stored item(s) upon termination of their usage or upon termination of their rights to use the corral as provided by the HOA.
- The HOA reserves the right to have the stored item(s) removed from the corral and the owner will be responsible for paying any costs associated with the removal and storage of item(s).
- If a user abandons an item(s) stored in the Corral, the HOA has the right to sell or dispose of said item(s) in any manner deemed appropriate. The item(s) will be deemed abandoned when it has been left in the Corral for a period longer than 30 (thirty) days after the owner has moved from Three Colonies or has failed to pay the annual fee by March 1st.
- Use of the Storage Corral will be immediately terminated if any rules set out in this document are broken.

Security - We need all residents to call the security guard at **(910) 867-5046** if you know you are going to have guests arriving. This saves the guards time by not having to call you, but they will still log in your guest. Even if you have a resident decal, you will need to slow down as you enter. It is better to come to a stop after the speed bump and acknowledge the guard.

You will be stopped each time and pulled over if you do not have a **current Three Colonies decal** on your vehicle. If you trade cars you will need to contact the security board member to update your card on file. If someone enters Three Colonies other than in a vehicle then the guard will call you to come to the guardhouse to escort your guest to your residence. They will also be logged in for safety reasons. Residents must register within 30 days of moving into the community.

We contract with a security company for the guards. All residents and visitors are expected to respect their position. Any concerns should be addressed to the board member in charge of security.

Owners and renters who leave the community are required to return their vehicle decal to security. If the property is sold the owner's decals must be returned to security.

Pool - Swim at your own risk. There are no lifeguards on duty. Pool employees are only available to clean, open, and close the pool area. The pool is monitored by surveillance cameras.

- Pool hours are **9:00am to 9:00pm** during pool season (Memorial Day through Labor Day) unless otherwise posted.
Anyone in the pool area without authorization before or after these hours is trespassing.
- Under no circumstances can a resident give their key to anyone that does not reside in Three Colonies. You must have your key to enter the pool. Residents are not allowed to let anyone in that does not have a key.
- Everyone must sign in upon entering the pool area. Your name, resident address, phone number, number of guests and pool key number must be recorded. This will be monitored daily.
- Guests: Residents are allowed five guests per household. All guests are subject to the pool rules. The resident must accompany all guests at all times.
- Resident children under 16 years of age should not be permitted to have guests unless accompanied by the resident adult.
- Resident children ages 12 – 15 are permitted without a parent provided they can swim, and the parent has signed a statement of liability with the pool board member. This signed statement of liability must be completed each season and must be on file before the child attends the pool without their parents.
- No profanity, running, or horseplay or other activities that could result in injury to others or damage to Three Colonies property is allowed. No yelling or screaming will be tolerated. Please consider others enjoying the pool.
- No bikes, scooters, skates, or skateboards are allowed in the pool area.
- No glass containers of any type are allowed in the pool area. We are subject to state regulation regarding glass and would be subject to closure if any glass is found in the pool area.
- No grilling is allowed in the pool area.
- Only authorized personnel are allowed in the pump house. No items can be stored in the pump house or pool area.
- Three Colonies is not responsible for any personal property left in the pool area.
- The telephone is for emergency use only.
- Anyone who cannot swim must use an appropriate floatation device. All incontinent persons must wear properly fitted swim diapers while in the pool. Regular diapers are not permitted in the pool water.
- Children less than 12 years old must be accompanied by a responsible adult.

Miscellaneous

- Monthly homeowner's dues must be current, or the owner/tenant will be barred from the use of all amenities.
- No sign, including political, except "For Sale" or "For Rent" or "Estate Sale" signs may be placed on the property that is for sale or rent. Colony I residents must place signs in a window, not on common property. Colony II and III residents may display one regular-sized sign advertising the unit for sale or rent in their front yard. No sign of any kind may be placed at the entrance to Three Colonies or any common property.
- No 18-wheelers or large moving trucks are allowed to enter Three Colonies. Residents should inform their delivery company of this rule so that they experience no delays in delivery. If any trucks do not adhere to guidelines and enter Three Colonies, the police will be called.
- If a moving/storage Portable on Demand Storage (PODS) is required, it may only be placed in

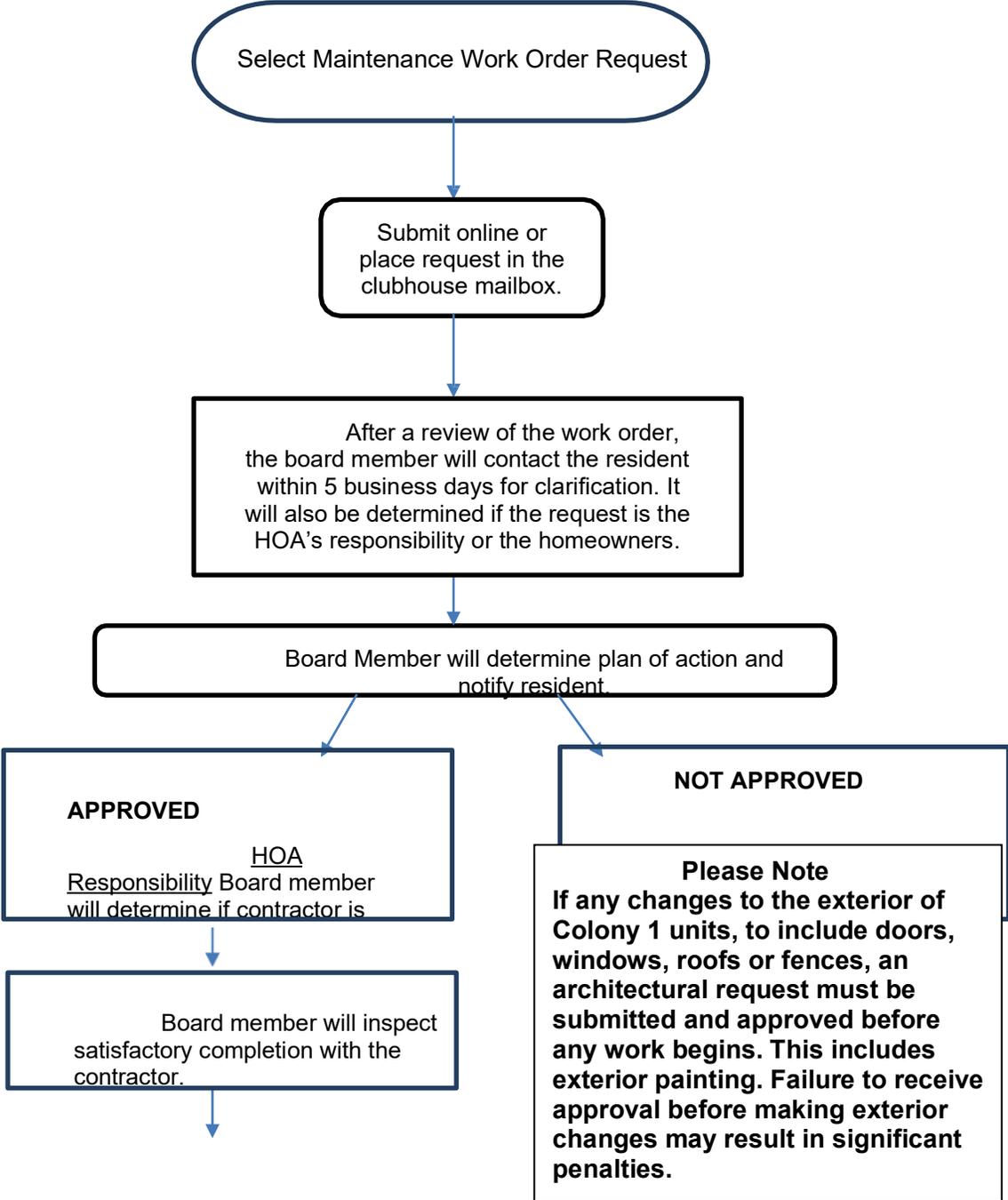
the parking space of the townhome in Colony I not to exceed thirty (30) days. If a POD is necessary in Colony II & III it must be placed in the driveway of the home, not to exceed thirty (30) days.

- **Weapons** of any type are prohibited at the pool and clubhouse.
- No business shall be operated from a residence that requires additional traffic such as pick-up and delivery, parking of vehicles of either customers or business vehicles, except that one professional business vehicle as previously mentioned may be parked at the residence if that vehicle is used for daily transportation to and from the workplace.
- Window coverings in all units, front and back, must be white or off-white and cover the window completely as viewed from the outside. All window coverings must be in good condition. No window air conditioners or window fans are to be placed in the windows. Only factory-applied tinted windows can be installed. No self-adhesive material is to be placed on the windows. All window blinds are to be maintained and replaced in a timely manner when broken.
- The speed limit within the Three Colonies Community is **15 MPH**.
- **Clear or white bulbs** must be used in all outside lights.
- No permanent or temporary tent or structure to include curtains or awnings will be erected on properties in any area without ARC approval. Permanent structures must be in approved Three Colonies colors.
- Unlicensed vehicles are **NOT permitted** on the roadway or parking areas in Three Colonies. Golf carts, electric wheelchairs, or any assistive mobility devices **are permitted**. Unlicensed vehicles are prohibited from being parked in the driveway or parking lot. Vehicles associated with any maintenance for Three Colonies are permitted on the roadway.
- No mechanically defective vehicle or currently unlicensed vehicle shall be placed or allowed to remain on any property.
- Outdoor cooking is not allowed in the common areas.
- No door-to-door solicitation will be permitted unless a resident child is selling Scouts' cookies or items for school/church fund raisers. Outside solicitation is not allowed.
- No flammable, combustible or explosive fluid, chemical or substance shall be kept in any unit assigned thereto or storage areas except those as that are required for normal household use.
- Trash cans shall be placed curbside no earlier than the day before trash pick-up day. Trash bags, boxes and loose items are to be placed in the trash containers. The city will not pick up items that are not placed in containers to include cardboard boxes or etc. Containers should be brought back in the same day as garbage pick-up which is Tuesday and yard debris on Thursday. No trash cans are to be stored in front or on the side of any property. Recycling Bins are only picked up every other week. All residents shall be responsible for arranging with the city for the removal of items that will not fit in the trash containers by calling (910) 433-1329 or submitting a request on the city website at FayFixIt. Placement of such items in the common area cannot be earlier than the day of the confirmed pickup.
- No one is allowed to climb the fence surrounding Three Colonies to either enter or exit. If this occurs, a police report will be filed. If a resident causes damage to the fence, then the resident will be responsible for the cost of the repair.
- All trash must be placed in trash containers when enjoying any of the amenities in common areas.

Legally, the Rules and Regulations are subject to review and revision by the Board at any time. As revisions occur, residents will be notified by email and/or the website of any official changes.

COLONY I
Three Colonies Maintenance Work Order Request Process

Go to Website: www.threecolonies.com



Copy of
completed work
order along with
final invoice will be
sent to the
Treasurer for
payment.