

HILTON HEAD CABANAS, HPR

RULES OF CONDUCT

Revised July 20, 2017

In accordance with the '1998 amendment to by-laws' item #2, the rules of conduct dated December 2014 are revised as below. All owners, tenants and all other persons who occupy or visit the **Hilton Head Cabana** property are required to comply with these policies. Wilful violators will not be tolerated and may be fined and denied use.

The fine schedule is: **1st violation** – is a written warning to the unit owner;
 2nd violation – fine will be 1x the monthly regime fee;
 3rd violation – fine will be 3x the monthly regime fee.

Such violation by an owner, tenant or guest of the owner, or tenant of the owner's rental agent, resulting in a fine assessment, will be the sole responsibility of the owner. If the fine is not paid within thirty (30) days after the due date, such fine will be subject to the interest rate provisions of the by-laws. Reports of misconduct or inquiries with respect to these policies should be directed to **Adam Hartzog**, your Association Manager, at **IMC Resort Services, Inc.** (843) 785-4775 ext. 132, 8:30 am to 4:30 pm weekdays, or the Board of Directors.

SECTION

1. **QUALITY of LIFE:** No **resident** (OWNER or TENANT), **guest** or **other person** shall so as to interfere unreasonably with the peace and enjoyment of other villa residents or guests while on the Hilton Head Cabana Property (COMMON AREAS and VILLAS). Such actions include, but are not limited to, playing loud radios, televisions, musical instruments or players or other unnecessary noise; boisterous, disruptive, or other inappropriate behaviours; or engaging in unsafe or potentially dangerous activities, including fireworks.
2. **USE of VILLA:** Each villa is to be used for residential purposes. Owners and renters may have up to 6 adults at any one time per villa, but no more according to the Hilton Head Town Ordinance. To exceed this would be a violation of said ordinance and may result in a citation and/or a fine by the Town of HHI. In addition to a fine by Hilton Head Cabanas.
3. **PET: A pet is not allowed in the courtyard area, including patios, at any time or for any reason.**
An owner or the tenant of the owner (provided that the owner approves) is permitted to keep his/her pet (dog or cat) in their villa provided that the pet is leashed at all times while on the common property and the pet's waste, if any, is properly disposed of at the time of occurrence. The Board of Directors may consider an owner's request to permit an exception to the single dog or cat policy, provided that the request is made in advance.
4. **MOTOR VEHICLES:**
 - 1) Only an authorized motor vehicle belonging to a resident, or guest of the resident, is permitted to park in the parking lot. No commercial vehicles of any type (owners or contractors) are allowed to park overnight.
 - 2) Likewise, commercial or service vehicles are authorized to park in conjunction with performing service or contract work on the property. Overnight parking of a commercial or service vehicle or associated equipment is not permitted unless approved by the Board of Directors in advance.
 - 3) All other vehicles are unauthorized and parking is not permitted. Unauthorized vehicles include, but are not limited to, motorbikes, motorcycles, truck cabs, truck campers, and motor homes. In addition, all boats, trailers, campers, and the like are not authorized.
 - 4) Any motor vehicles that is: (a) excessively loud due to an amplified exhaust or manifold system or for other reasons or, (b) not operational and/or does not have a current license tag (and current inspection sticker if required by State law), is not permitted to park on the premises at any time.

- 5) All authorized motor vehicles must park in the designated parking spaces. Parking on/in any landscaped areas, such as lawn areas or shrubbery beds, or any other common property, is prohibited.
- 6) Any motor vehicle that becomes temporarily disabled due to a flat tire, dead battery, or a similar condition, while on the premises, must be repaired immediately; major repair work or maintenance servicing work is not permitted on the premises. The management is solely responsible for determining whether or not an owner of such vehicle is in violation of this policy.
- 7) No vehicle is permitted to park for storage. Such vehicle will be deemed parked for storage if the vehicle has not been driven at least occasionally during a 30 consecutive day period.
 - **ASSIGNED PARKING:** Each villa owner is assigned one (1) parking space that is marked with the villa number. Only the owner's vehicle or his/her tenant's or guest's vehicle is permitted to park in the owner's assigned space provided that the owner has approved.
 - **UNASSIGNED PARKING:** All parking spaces that are not numbered are available for parking authorized vehicles, on a 'first come, first served' basis.
 - **Any vehicle that is parked in violation of these rules can be towed without providing notice to the vehicle's owner. These parking rules and the parking rules that are posted on the property are the only notices that will be given. Failure of the vehicle owner to see the rules that are posted on the property will not constitute a defence for payment of any assessment or claim for improper towing.**
5. **BICYCLES:** All bicycles belonging to a resident or the resident's guest must be parked or stored in the resident's service area or bicycle rack when not in use. Parking or laying a bicycle on the lawn area, in a shrubbery bed, attached to a tree, in the parking lot, in front of a villa or a walkway, is prohibited.
6. **SWIMMING POOL:** All swimming pool rules must be observed. Please review the rules that are posted in the pool area to use. The pool is open from 8:00 a.m. to 10:00 p.m. daily. This schedule is strictly enforced. No babies or toddlers are allowed in the pool or kiddie pool without approved disposable swim diapers.
7. **COURTYARD:** The courtyard area is common property and is available to be used by residences and guest for their enjoyment and socializing. Running, ball or Frisbee playing, as well as other like activities are not permitted. Pets are not allowed in the courtyard area at any time. Also no one is allowed to climb any trees on the property.
8. **DEFACEMENT of REGIME PROPERTY:**
 - Clothes, towels, swim suits, rugs, etc., are not permitted to be hung or laid on any fencing, shrubbery, or from windows or villa facades.
 - All window and slider door treatments, including curtains, shades and blinds, must be lined with white fabric and approved by the Board of Directors.
 - All landscaping (such as lawns, trees, shrubbery beds), exterior walls, fencing, parking lot, patios, decks, and the like, are common property. Any modification to such property, including the installation or replacement of a storm door, is prohibited unless approved by the Board of Directors in advance. In the event that a resident or guest, through their willful act(s), damages any common property, the owner will be held responsible for reimbursing the Regime for all expenditures incurred in repairing (or replacing) such a damage.
9. **VILLA SERVICE AREA:**
 - Each villa has a fenced service area adjacent to the front door. This area is common property and its use is restricted to the resident of the villa. Each resident or his/her guest is required to keep this area, as

well as the immediate area in front of their villa, including the entrance walkway, lawn and shrubbery bed, clean, neat and attractive looking as deemed by the Board of Directors.

- Trash containers and all garbage or trash must be kept in the service area. Please make sure that all garbage and trash is bagged and tied before placing in the container. Trash pickup days are Tuesdays and Fridays.
- To assist with properly maintaining the storage area, fasteners may be applied to the interior of the service fence for hanging items such as folding chairs, brooms, etc. Stored items must not exceed the height of the fence.

10. VILLA PATIO AREA: The immediate area in back of each villa, including the patio, lawn and shrubbery beds, is common property. Each resident or his/her guest is required to keep this area clean, neat and attractive looking as deemed by the Board of Directors. Only patio furnishings, including chairs, tables, and grills, that are approved by the Board of Directors are allowed. Dogs are not allowed on the patios at any time.

11. ALTERATION of VILLA: The installation of any external electrical wiring, including telephone or cable wiring, or TV antennae, machine, air conditioning unit, plumbing fixtures or similar objects, is not permitted except as authorized by the Board of Directors. 'External' means outside of the villa or which protrudes through the walls or roof of the villa.

12. MISCELLANEOUS:

- Clothes, towels, swimsuits, rugs, etc., are not permitted to be hung or laid on any fencing, shrubbery, or from windows or villa facades.
- Firearms, B-B guns, fireworks, and other similar devices that are potentially dangerous and can cause bodily harm, are not permitted on the common property.
- Please be advised that no female sanitary products, baby wipes, personal hygiene wipes, paper towels or anything other than toilet paper, are allowed to be flushed down the toilet.
- Do not place shrimp or any shellfish shells, coffee grinds, egg shells or large table scraps, bones etc. down the garbage disposal.

13. MANAGEMENT/BOARD ACCESSIBILITY:

The recommended path to follow for: questions, concerns, remarks, observations and criticisms should be conducted with the following in mind:

- a. Direct all questions of any nature to IMC Resort Services by Mail, Fax, and Phone etc. It is preferable that it be in written form.
- b. Our Association manager will access and formulate a reply based on the information received.
- c. If the issue cannot be resolved by our Association manager alone, the Board of Directors may be brought in to aid and assist in a solution, i.e. discussion may be needed, or a Board vote may be required.
- d. In rare instances will the Board of Directors resolve, or address an issue without the Association manager's oversight.
- e. Resolutions to all inquiries will be made within a 15 day period of time, unless extenuating circumstances prevail.

14. CONDUCT OF MEMBERS OF HILTON HEAD CABANAS:

Owners and other residents shall not engage in any abusive or harassing behavior, either verbal or physical, or any form of intimidation or aggression directed at other members, residents, tenants, guests, or directed at management, its agents, its employees or visiting vendors.

HILTON HEAD CABANAS, HPR BOARD OF DIRECTORS