

**WILLBROOK PLANTATION COMMUNITY  
ASSOCIATION, INC.**

**RULES AND REGULATIONS**

**(Revised July 2020)**

## INTRODUCTION

Planned residential living is a new experience for many of us and requires an understanding of its operation. With everyone's cooperation, all may enjoy the advantages of living within a planned residential community.

In order to create a congenial and dignified residential atmosphere, the Board of Directors has adopted Rules and Regulations for the guidance of all owners, their families and guests. These Rules are the result of our experience and the experience of other planned residential communities. These Rules and Regulations may not please everyone entirely, nor were they designed to satisfy individual personal desires. From our experience, they will meet the approval of a large majority of owners and this is the only means of achieving success in this residential setting.

Any questions, suggestions or complaints should be made to the Managing Agent, preferably in writing. If the Managing Agent cannot resolve a question for you, they will refer the question to the appropriate committee or to the Board of Directors. It is asked that everyone follow this procedure so that your request may be handled in an orderly manner.

Board of Directors  
Willbrook Plantation Community Association, Inc.

1. GENERAL

Each owner is responsible for the proper conduct of members of his family, his guests, and service personnel. He should be certain that they understand and observe all Rules and Regulations.

2. RENTING

Leasing terms are for a minimum period of six months. Owners must ensure that their tenants comply with the Association Rules and Regulations. Any violation of these Rules and Regulations, after notice to the tenant and owner, will be the sole responsibility of the property owner.

Specifically;

(a) Owners must notify the Managing Agent as soon as possible of the name, address, telephone number and email address of any tenant, as well as similar information if a Rental Agent is involved. This applies to any lease of any duration.

(b) In addition to applicable Covenants and By Laws, Association Rules and Regulations apply to tenants as well as owners. Violations may trigger fines levied upon the responsible property owner and possible requests to terminate leaseholds.

3. STAFF

The number of employees and/or maintenance sub-contractors permitted in our Budget is limited and each has a full work schedule. Only the Managing Agent or the President of the Association is authorized by the Board of Directors to give instructions to the maintenance staff.

4. SECURITY

(a) Security is the responsibility of each and every one of us. Depending upon the nature of the situation, owners are requested to notify the security guard, police or the Managing Agent of any suspicious people trespassing and/or unusual activities in any area. See the EMERGENCY NUMBERS listing in the back of this booklet.

(b) Access through the property owners gate (rear) by use of security access devices is restricted to property owners. Any property owner who willfully gives control of an access device to an unauthorized individual will lose access rights through the property owner's gate.

5. CHILDREN

Reasonable supervision of children by a responsible adult must be exercised at all times when children are playing.

Special attention should be exercised while driving within the property to ensure the safety of children.

6. PETS

- (a) No animal or livestock of any description, except the usual household pets shall be kept on any lot. No pets shall be allowed which shall produce any noise or odor objectionable to any other property owner.
- (b) In no event shall dogs or cats be permitted off the owners property unless carried or on a leash and under the direct supervision of the owner. Unsupervised pets are subject to collection by the County Animal Shelter. Reclamation of the pet will be the sole responsibility of the owner.
- (c) No pets may be kept, bred or maintained for any commercial purpose.
- (d) The owner shall indemnify the Association and hold it harmless against any loss or liability of any kind or character, whatsoever, arising from or growing out of having any animal in the community.
- (e) Excessive barking of a pet or other annoyance to residents may be cause for an order by the Association to remove the pet from the property.
- (f) Pet owners are responsible for cleaning up after their pet.

7. VEHICULAR TRAFFIC

- (a) Recreational vehicles and trailered boats are permitted to be on an owner's property for up to 72 hours. Storage of boat trailers and utility trailers are permitted if adequately screened from view.
- (b) No motorcycles, unmuffled vehicles, motor scooters, mopeds, or buses shall be permitted on the Association property without the written consent of the Association.
- (c) Motorists shall at all time drive carefully, conforming with the conditions and Circumstances, but in no event exceed the posted speed limit. This rule will be strictly enforced by the Association.
- (d) Parking on any grass or landscape area is strictly prohibited.
- (e) No stripped, partially wrecked, junk motor vehicle, or part thereof shall be permitted to be parked or kept on any street or lot.

- (f) For safety measures, only persons licensed to operate a motor vehicle may operate a golf cart on the Willbrook Plantation Community Association roads. All golf carts are to be registered with Litchfield By The Sea and have barcodes permanently affixed to the right of the cart. Golf carts may not be driven after dark unless equipped with highway headlights and taillights.

## 8. APPROVAL OF CONSTRUCTION

No building, fence or any other structure shall be erected, placed or altered nor shall a building permit for such improvement be applied for on any property in Willbrook Plantation until the proposed building plans, specifications, exterior color or finish, plot plan (showing the proposed location of such building or structure, drives and parking areas), landscape plans, and construction schedule have been approved in writing by the Architectural Review Board, its Successors or Assigns.

No alteration in the exterior appearance of any building or structure shall be made without like approval by the Architectural Review Board.

## 9. TOPOGRAPHY, VEGETATION AND TREE REMOVAL

In order to protect the natural beauty of the vegetation and topography of the shoreline and marsh edges located throughout the property, written approval of the Architectural Review Board is required for the removal, reduction, cutting down, excavation or alteration of topographic and vegetation characteristics. Furthermore, no living trees, bushes or underbrush of any kind four (4") inches or more in diameter at a point four (4') feet above ground level may be removed without the written approval of the Architectural Review Board.

## 10. OFFENSIVE ACTIVITIES

No noxious or offensive activity shall be carried on upon any Residential Lot or Dwelling Unit, Development Unit Parcel, Common Properties, Restrictive Common Properties or any place within Willbrook Plantation. There shall not be maintained any plants or animals, or device or thing of any sort whose normal activities or existence is in anyway noxious, dangerous, unsightly, unpleasant of a nature as may diminish or destroy the enjoyment of other property in the neighborhood by the Owners thereof.

## 11. OWNER'S OBLIGATION TO MAINTAIN PROPERTY

It shall be the responsibility of each Owner to prevent the development of any unclean, unsightly or unkept conditions of buildings or ground on his property which shall tend to substantially decrease the beauty of the neighborhood as a whole or of the specific area. All buildings, landscaping and ground shall be maintained in a condition to preserve the values of all properties within the property.

If an Owner shall fail to maintain his buildings, landscaping and grounds in a condition necessary to preserve the values of all properties, or if an Owner shall allow the development of any unclean, unsightly or unkept condition of buildings, landscaping or

grounds, such condition shall be corrected by the Owner at the Owner's sole expense upon written request by the Board.

Upon failure of the Owner to correct such conditions within thirty (30) days after written notice, the Board shall have the right to correct such condition and the expense of such correction shall be paid by the Owner. Such charge together with interest at the maximum rate allowed by law and all costs of collection shall be continuing lien on the property of such Owner.

## 12. WATER AND SEWER

Prior to the occupancy of a dwelling unit, proper and suitable provisions shall be made for the disposal of sewage by connection with the sewer mains or if no such main has been constructed in the vicinity of such lot, then such disposal shall be made by means of a septic tank or tanks constructed on such lots for the disposal of all sewage and all sewage shall be emptied or discharged into such main or tanks. No septic tank may be installed on the lot so long as the Board of Directors of the Association, its agents or licensees or a municipal sewer utility company or other governmental unit operates a sewage distribution line within two hundred (200') feet of such property. No sewage shall be emptied or discharged into any creek, marsh, lake, river or body of water at any time.

No private water wells may be drilled or maintained on the property of any owners other than the Board of Directors of the Association, so long as the Board or its agents or licensees or a municipal water company or other governmental unit operates a water distribution line within two hundred (200') feet of such property. Shallow water pumps may be authorized by the Architectural Review Board for lawn and garden use if tests indicate the water is satisfactory.

## 13. DRAINAGE

No Owner shall or permit any work, construct any improvements, place any landscaping, or suffer the existence of any condition that shall alter or interfere with the drainage pattern of the properties, except to the extent that such alteration and drainage pattern is approved in writing by the Architectural Review Board or the Board of Directors of the Association to alter or change drainage pattern.

## 14. TEMPORARY STRUCTURES

No structure of a temporary character shall be placed upon any Residential Lot at any time, provided, however, that this prohibition shall not apply to shelters or temporary structures used by the contractor during the construction of permanent structures, it being clearly understood that these latter temporary structures may not, at any time, be used as residences or permitted to remain on the lot after completion of construction. The design and color of structures temporarily placed on a lot by a contractor shall be subject to reasonable aesthetic control by the Architectural Review Board.

15. PARKING

Each Owner shall provide adequate off the street automobile parking for each Dwelling Unit constructed on the lot prior to the occupancy of any dwelling constructed on said lot in accordance with reasonable standards established by the Architectural Review Board. No on the street parking will be permitted unless authorized by the Architectural Review Board.

The Resident's Club parking lot can be used for short duration (two weeks) as overflow parking by resident guests or houseguests. However, in such incidents vehicles should be parked on the wooded side of the parking lot away from the building. The vehicles need to be registered and a permit will be required from Waccamaw Management Company; otherwise vehicles run the risk of being towed at the owner's expense.

16. ANTENNAE

Per a ruling by the FCC, Community Associations may no longer prohibit the use of satellite dishes within their communities. However, the Architectural Review Board must still approve the size, location, screening and color of any such dish. To include a Satellite Dish on your initial landscape plan, please show two alternate suggested locations your installer has identified as workable for reception. Also define the landscape or hard screen material to be used.

To request an addition of a Satellite Dish into an existing landscape, please complete the Minor Change request application and submit it, along with three locations your installer has identified as workable for reception to the Architectural Review Board. Also include the type of screening. The Architectural Review Board office has examples of satellite installations which are very well executed.

17. LAUNDRY

No Owner nor his or her family, guests or tenants shall hang laundry from any area within or outside a Dwelling Unit if such laundry is within the public view, nor hang laundry in full public view to dry, such as on balconies and terrace railing.

18. NOISE

No exterior horns, whistles, bells or other sound device except security devices used exclusively to protect the security of the property or improvements and except for the bells or chimes on chapels, shall be placed or used on any portion of the property. Owners shall not permit any noise or disturbance on their lots or within their Dwelling Units which tends to disturb play on golf courses located within the properties.

19. HOUSE NUMBERS

Each dwelling shall have a prominently displayed house number.

20. SERVICE YARDS

Each Owner shall provide a visually screened area to serve as a service yard and an area in which garbage receptacles, fuel tanks, or similar storage receptacles, electric and gas meters, air conditioning equipment, and other unsightly objects must be placed or stored in order to conceal them from view from the road and adjacent properties.

21. FIRE & HAZARDS

The discharge of fireworks and/or any other type of noisemaking or explosive device is expressly prohibited on any part of the residential property. There shall be no burning or other disposal of refuse and yard debris out of doors.

22. SIGNS

No flags, signs or banners shall be erected or maintained on or from any portion of the property except those signs approved by the Board of Directors, or signs required by law. United States flags are exempt.

23. TRASH

All residents are expected to share in the responsibility for maintaining clean lots throughout the area.

No trash, ashes, garbage or other refuse shall be thrown or dumped on any land or area within the property. There shall be no burning or other disposal of refuse out of doors. Each Owner shall provide suitable receptacles for the temporary storage and collection of refuse, and all such receptacles shall be screened from the public view and from the wind and protected from animal and other disturbances.

24. FIREARMS

No firearms of any variety shall be discharged within the properties.

25. FIRE PROCEDURES

If you discover a fire in your dwelling, please do the following:

- (a) Immediately call the Fire Department – 911.
- (b) Without further delay, leave your dwelling and be sure to close the door behind you, leaving it unlocked.

26. LAKE

In order to protect the natural beauty and water quality of the lakes, no water craft propelled by an engine of any type shall be allowed in the lakes except to perform maintenance or other community related functions or unless otherwise consented to in writing by the Board of Directors of Waccamaw Management.



27. SOLICITING

Door-to-Door soliciting is not permitted.

28. VIOLATIONS / REMEDY

- (a) Violations of these Rules & Regulations are to be reported to the Managing Agent, who will call the matter to the attention of the violating owner, lessee or guest for corrective action, by a warning letter
- (b) Any disagreement over the violations will be reported to the Board of Directors for subsequent judgment by the Board of Directors.
- (c) Second and subsequent violations will result in a minimum \$50.00 fine being levied, per day, until compliance is obtained. The fine shall be a special assessment to the unit owner in addition to all other legal remedies.

29. RESIDENTS CLUB POOL USE & MANAGEMENT

- (a) The Residents Club pool hours are posted at the pool. The pool cannot be reserved – it is not intended for private party use. Regular use of the pool is limited to Property Owners, and bona fide houseguests. Guests must be accompanied by the Property Owner. Exceptions will be considered on a case-by-case basis (children’s birthday pool parties, etc.)
- (b) Glass containers are not permitted at poolside.
- (c) Children under 13 must be accompanied by an adult.
- (d) Indicated below are other standing rules:
  - i. NO:
    - 1. Nude swimming
    - 2. Pets
    - 3. Running
    - 4. Skateboards or skates
    - 5. Loud music
    - 6. Solo swimming
    - 7. *Overlarge* beach toys (only small floats for young children) when pool is crowded.
    - 8. Sitting or walking on fence railing
- (e) Pool furniture must remain on pool deck and not in pool.
- (f) NO SMOKING in the Resident’s Club or pool deck area.

30. **CONTRACTOR AND SERVICE PERSONNEL HOURS**

The approved hours for contractors and service personnel are:

Monday through Friday: 7:00 am – 6:00 pm (contractors need to be finished and off site by 6:00)

Saturday: 8:00 am – 5:00 pm

Sundays and Holidays: NO work permitted

31. **RULE CHANGE**

The Directors of the Association reserve the right to change or revoke existing Rules and Regulations from time to time as, in their opinion, shall be necessary or desirable for the safety and protection of the residential property and its occupants, and to promote cleanliness and good order of the property and to assure the comfort and convenience of members.

**EMERGENCY TELEPHONE NUMBERS**

Fire Department, Police, Ambulance:	911
Georgetown Sheriff Non-Emergency Number:	843-546-5101
Ambulance:	
Georgetown	911
Myrtle Beach	911
Rescue Squad	911
Hospitals:	
Georgetown	843-527-1341
Waccamaw Hospital	843-652-1000
Myrtle Beach-Grand Strand	843-449-4411
Willbrook Gate Security	843-237-2664 7:00 am – 10:00 pm
Litchfield By The Sea Gate	843-237-2451 24 Hours
Animal Control	843-527-6263
Managing Agent:	
Waccamaw Management Company	843-237-9551