# RULES AND REGULATIONS OF THE WILLOUGHBY PARK CONDOMINIUM ASSOCIATION

## Rules Enforcement

To preserve the property values of all homeowners and to protect the rights of homeowners and occupants, the Board of the Willoughby Park Condominium Association sets forth the following rules.

The Board is empowered by the Association Bylaws to suspend voting rights and impose financial penalties when these rules are violated after a request for compliance has been made.

Homeowners are responsible for the actions of their dependents, guests, tenants, and lessees.

# Renters

Renters are required to abide by the same rules and regulations as resident owners.

The Rules and Regulations must be included in all lease documents, and the owner or their agent is responsible for informing tenants and buyers of all Association rules and regulations.

**All leases must be for a term of no less than thirty (30) days.**

Short-term rentals, including Airbnb, VRBO, and similar vacation rental arrangements, are prohibited.

# Pets

All pets must be registered with the Willoughby Park Condominium Association.

Willoughby Park has limited green space and no designated dog-walking area. Residents are expected to be courteous to their neighbors and clean up after their pets at all times.

Owners must register their pets with the Association’s management company.

The City of Greenville has leash and pet waste ordinances (Ord. No. 2199, §1, 6-14-90; Ord. No. 2229, §§1–2, 8-9-90). All dogs must be on a leash and accompanied by their owner or a responsible person at all times.

Residents are required to immediately remove and properly dispose of all pet waste. Written and signed complaints submitted to management regarding pet owners who fail to clean up after their pets may result in a hearing before the Board. Continued violations may result in a fine of $150.00 per incident.  We need the building and unit address with a photo.

Greenville City Code allows a maximum of three (3) pets per residence, not to exceed two (2) dogs, two (2) cats, or other customary household pets. Willoughby Park enforces these limits.

Only if permitted by your management/owner if you are a tenant.

Pets may not be tied or left unattended in the Common Areas or Limited Common Areas.

Not left outside ever.

# Patios and Decks

Indoor/outdoor carpet may not be glued to patios or decks.

All patios and decks must remain accessible at all times for maintenance and inspection.

Residents should avoid placing excessively large or heavy objects on decks and balconies.

Nothing may be stored on patios, decks, front entrances, sidewalks, stairways, under stairwells, beside buildings, or within Common or Limited Common Areas. This includes personal items, trash, ladders, garden tools, hoses, and similar items.

Items left in prohibited areas may be removed at the owner’s expense and not returned.

The North Carolina Fire Prevention Code prohibits charcoal and gas grills within ten (10) feet of combustible materials. No grills at any time can be used or stored on the balconies. City Code

# Vehicles

Only standard passenger vehicles and trucks with a one-half ton capacity or less are permitted in parking spaces. Boats, trailers, recreational vehicles, and oversized trucks are prohibited.

After one warning, vehicles in violation may be towed at the owner’s expense. Additional violations may result in a $150.00 fine assessed to the owner.  Vehicles parked in another resident’s assigned space may be towed immediately at the owner’s expense.

No repairs or maintenance may be performed on vehicles in parking areas or Common Areas except.

Motorcycles must be parked with protective material beneath the stand to prevent pavement damage.

Parking is prohibited:

- In front of dumpsters
- In turnaround areas
- On landscaped or grassy areas

Vehicles that are abandoned, inoperable, unlicensed/expired tags, or parked for extended periods may be tagged by management and towed within 24 hours of the posted sign on the car. A photo is taken of the vehicle with the posted sign on the vehicle to show proof that notice was given.

If the same vehicle returns and remains in violation, it may be towed immediately thereafter.

Vehicles parked on sidewalks, grass, or Common Areas may be towed after twenty-four (24) hours' notice.

Visitor parking is intended for temporary guest parking only. Residents should use assigned parking spaces whenever available.

Vehicles improperly using visitor parking may be subject to fines of up to $100.00 per occurrence.

# Noise

Residents shall be respectful and considerate of their neighbors at all times.

Radios, televisions, stereos, and similar devices should be maintained at reasonable volume levels and should not be louder than normal conversation.

Loud or disruptive noise should be avoided at all times, especially between 11:00 PM and 7:00 AM.

Residents should avoid excessive yelling, loud vehicle noise, and other disturbances.

Motorcyclists are asked not to excessively rev engines within the community, particularly during nighttime hours. For ongoing disturbances or violations of local noise ordinances, residents may contact the Greenville Police Department non-emergency number at (252) 329-4315.\

# Windows and Screens and Doors

Windows, screens, and doors are the financial responsibility of the unit owner.

Exterior window screens must be maintained in good condition at all times.

Screens may either be installed on all windows or removed from all windows. Partial installation is not permitted. Residents may not have screens on some windows and no screens on others.

Missing or damaged screens must be repaired or replaced within ten (10) days after notification from management.

If repairs are not completed within the required timeframe, the Association may complete the repair and charge the cost to the owner.

Any replacement changes for Windows and Doors need Board approval before installation.

Email Management company with photos of your request.

# Dumpsters

Dumpsters are for use by Willoughby Park residents only.

Friends, relatives, contractors, and non-residents are prohibited from using Association dumpsters.

Furniture, appliances, and other oversized items may not be placed inside dumpsters.

Large items may be placed beside dumpsters only after arrangements have been made with the City of Greenville Public Works Department for prompt pickup. Residents must contact the City of Greenville Public Works Department at (252) 329-4522 to schedule a pickup. This service is provided free of charge.

Owners and property management companies are responsible for all costs associated with the removal of furniture, appliances, trash, or other items left on the property by tenants, occupants, or contractors during move-outs, clean-outs, evictions, or similar situations. Cleanup and removal charges may be assessed to the unit owner.

Violators may be subject to fines or reported to the appropriate authorities.

No trash to be left outside the front doors.  Any spills on the walkways or steps are to be cleaned up by the owner/tenant.

# Residents

## Residents are responsible for damage caused by themselves, their guests, tenants, or family members to Common Areas or Association property.

Residents may use Common Areas for recreational activities provided no damage occurs to landscaping or property, and the activity does not create a nuisance to neighbors.

Playground equipment or similar structures may not be installed on Common Areas.  Any type of play equipment, bikes, or motor cars are to be left under the stairs of the building or out outside of the patio area.

No one is permitted to ride bikes on the grass or around cars.  NO MOTOR BIKES PERMITTED on the grounds.

# Yard Sales

Individual yard sales are prohibited within the Association.

# Pool

For Willoughby Park residents only.  A pool card is required and within when using the pool. No pets, no glass, no smoking, and no alcohol.  Request the full outline of the Rules for the pool.

These Rules and Regulations can be changed at any time as needed by the Board of Directors of Willoughby Park HOA

1/2025