



***LANCASTER AT WESTIN
HOMEOWNERS ASSOCIATION, INC.***

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Handbook for Lancaster at Westin

Introduction: This handbook is provided for the use of the homeowners and renters at Lancaster at Westin. It contains policies, rules and regulations governing the use of Lancaster at Westin facilities, as well as general information of value to all residents. The recorded documents prevail if they are in conflict with any information contained herein. We hope you do not find errors, but if you do, please communicate with Little & Young, Inc.

In accordance with the Covenants, the Board is empowered to establish additional rules and regulations as well as guidelines to fulfill the obligations of the Association. This is necessary and very important, since this type of community has many areas of concern, which may override, individual desires. Since we live in close proximity, if one house deteriorates, it affects all. The association must protect the facilities so that we may all have enjoyable use. These rules, regulations and guidelines have the same effect as the Covenants when officially adopted by the Board and may be enforced as provided by law.

Therefore, the following Rules, Regulations and Guidelines have been officially adopted to cover the entire area known as Lancaster at Westin. They are subject to review and change by the Board at any time. You will be notified of any changes. Your cooperation in adhering to these rules will be appreciated.

For standardization, the term “resident” will apply to owners, their tenants, family members and all person occupying a unit.

Rules and Regulations

For

Lancaster at Westin

1. No dangerous dogs are allowed in Lancaster at Westin including but not limited to, pit bulls, rottweilers, dobermans, chows, german shepherds or any dog with a mix of these breeds. Any violation of the rule will result in a 48-hour notice to remove the dog and a fine.

The keeping of dogs or cats as household pets shall be limited to a total of two (2) pets. The Board must approve all exceptions. **All pets, to include cats, will be kept on a leash when outside the residence.** The NC State and Cumberland County Animal Control Regulation (CCC 3-29) will be strictly adhered to. **All solid matter left by the pet must be “policed up” immediately to prevent an unsightly nuisance, unpleasant odor, and a sanitation problem.** This removal is the responsibility of the pet owner. Neither shall pets be allowed to urinate on landscaping plants. **Pets must not enter into the limits of another unit without invitation.** This includes the planted areas in front and rear of the unit. Residents may decide to include pet liability in their homeowners insurance. The association will not be held liable for a pet’s action; this is the pet owner’s responsibility.

The Directors along with many residents in the neighborhood find this rule to be the most important for Homeowners to enjoy walking throughout the neighborhood. Strict compliance is required by all residents of Lancaster at Westin to enjoy quiet and peaceful enjoyment of the neighborhood. Any violations by any resident will be fined.

2. No boats, trailers, mobile homes or commercial vehicles, etc., will be parked overnight on the grounds or in the parking areas, without prior written consent of the Board. Any vehicle that cannot operate on its own power on public roads, shall not be permitted on the premises, and shall be subject to immediate towing. Oil/fuel leaks from vehicles will not be permitted, as petroleum products destroy asphalt surfaces. If leaks occur and damage is sustained, owners of the vehicles may be liable for repairs.

3. Motorcycles and motorbikes may be used for ingress and egress only. Automobiles, motorcycles or motorbikes lacking fully operational mufflers will not be operated on the premises at any time.

4. The personal property of residents must be stored in their respective houses.

5. No resident, family member or guests shall make or allow any disturbing noises to be made on the premises of Lancaster at Westin, nor shall the conduct of such persons interfere with rights, comfort, or convenience of other residents. No resident shall play, or permit to be operated any musical instrument, phonograph, television, radio, stereo system, sound amplifier

or other such equipment in or outside his unit in such a manner as to disturb or annoy other residents. Neither shall vocalizations be allowed be volumes that disturb others. Minimum volumes of all sound producing equipment should be maintained at all times, but especially between the houses of 10:30 PM and 8:30 AM.

8. No statues are permitted in clear view of another resident without written approval of the Board.

9. There shall be no solicitation by any person anywhere on the premises for any charity, cause, organization or any other purpose whatsoever, unless specifically authorized by the Board.

10. No sign, advertisement, notice or other lettering shall be exhibited, displayed, inscribed, painted or affixed to in or upon any part of the buildings, the residence without the permission of the Board, except for "FOR SALE", "FOR RENT", OR "FOR LEASE" signs.

11. The maintenance of keeping, boarding and/or raising animals for profit and/or resale is prohibited within any residence. The breeding of animals is strictly prohibited with Lancaster at Westin.

12. No obnoxious or objectionable odors, such as dog or cat waste shall be generated in such quantities that they permeate to other units or the common areas and become annoying or obnoxious to other residents. Normal cooking odors generated shall not be deemed violations of this rule.

13. No resident shall direct, supervise, or in any manner attempt to assert any control over employees of contractors of the Association. Notify the Board if you have any problems or questions about such persons.

14. Residents will be liable for all damages to premises caused by receiving deliveries or any other damage by a third party working for or under the control of the resident.

15. Children will be the direct responsibility of their parents or legal guardians, who must supervise them while on Lancaster at Westin. Full compliance of these rules and regulations is required of children.

16. Lancaster at Westin grounds will be used in normal and quiet manner to allow the maximum use and enjoyment of others. Parental supervision is mandatory for anyone 13 years of age or younger. The association shall not accept responsibility for the safety of any persons using the grounds. Homeowners will be held responsible for the actions and conduct of guests or tenants, and must inform such persons of these rules and regulations, and any changes which may be made from time to time.

17. Residents are responsible for the care and maintenance of their individual yards. Grass should be mowed weekly during the growing season. Shrubs and flowers should be neat and orderly at all times.

18. Homeowners are responsible for painting their residences. Any changes in color or style must receive written approval from the Board. If a resident fails to paint his residence, the Association may choose to have the residence painted and assess the cost to the owner.

19. Homeowners, which purchased an additional lot or part of a lot, which is now considered an improved lot, are responsible to continue the lot in the same manner as their existing home lot. Sprinkler systems and sod must be extended to the additional lot.

20. Sidewalks must be installed immediately to all lots. If a sidewalk is not installed the Association will install the sidewalk and bill the homeowner.

21. A \$1,000.00 deposit is required for all builders for the use of the private roads of Lancaster at Westin. The deposit is refundable if there is no damage to the roads and curbs. The deposit will be forwarded to the builder upon an inspection 15 days after construction is completed. It is the builder's responsibility to give the association the forwarding address for the deposit.

22. All builders must keep a garbage can on their construction site for their trash until the house is complete. It has been increasingly noticeable that when a home is being built that the association entrance is being littered with fast food trash and soda cans. Homeowners and builders/contractors will be held responsible for all personnel entering Lancaster at Westin.

23. All builders are required to put a silt fence on the construction site to contain dirt and trash on the lot so the roads, yards and storm drains are clear on any unwanted waste. If a storm drain has to be cleared because of negligence by a builder or homeowner, the association will charge the responsible party.

It is the responsibility of all homeowners to take care of our community. Lancaster at Westin is a private community and we are responsible for our roads, storm drains, landscaping, etc. We must protect our investment.

24. Holiday decorations must be removed 30 days after the related holiday. No exceptions.

25. Yard sales are strictly prohibited.

26. Complaints regarding the service of the Association shall be made in writing or presented at any regular meeting of the Board or such other designated place.

27. Payments of yearly assessments shall be made at a place designated by the Board. Payments made in the form of checks shall be made to the order of such party, as the Treasurer shall designate. Payments of regular assessments are due on January 1st. A 10% late fee will be charged on March 1st if payment is not received. If the assessment is not paid it is the decision of the Board to file a lien on the property.

28. Every resident shall comply with the rules and regulations as set forth herein and any and all additional rules or changes that may be promulgated from time to time. Failure of a resident to so comply shall be grounds for action which may include, without limitation, any actions to

recover sums due to the damages, injunctive relief, fines imposed for infractions or any combination thereof.

29. All of these rules and regulations shall apply to all residents if not specifically so stated in portions hereof. The Board shall be permitted (but not required) to grant relief to one or more residents from specific rules upon written request there from, with good cause shown to the satisfaction of the Board.

30. The Board of Directors of the Association reserves the right to make additional rules and regulations as may be required from time to time. These additional rules and regulations shall be binding as all other rules and regulations previously adopted. For details of the Restrictive Covenants, please refer to the Association documents.

VIOLATIONS

Your Board encourages the assistance of all residents in the enforcement of these rules and regulations. Violations should be reported, in writing to the managing agent, not to the Board. The Board and/or its authorized agents will give notice to the violation to the violating resident(s) and any other appropriate persons. All disagreements will be presented to the Board, which will take appropriate action. Residents are once again reminded that they are responsible for the conduct and actions of their guests or tenants.

Violators will be given an “on the spot” notification requesting compliance with the Covenants, Rules or Regulations. If the problems persists after the first notification or warning the resident will be assessed a fee of \$25.00, along with the second notice. Additional fines are described as follows, \$50.00 for the 3rd request and \$100.00 thereafter for each offense. If after 72 hours of the issuance of the second notice, the violation remains uncorrected, the Association may take corrective actions on its own volition. Any costs incurred will be billed to the offending resident, and/or legal actions may be pursued.

We of the Board of Directors earnestly solicit your cooperation in helping us make Lancaster at Westin the desirable place to live we all envisioned at the time of purchase. We also ask your involvement in the management of the Association. Please volunteer your services where you feel you can contribute by talking to the appropriate Board member. Let us know how you feel about what we are doing. Attending the meetings of the Board, by personal contact, or in writing, best does this. We need your ideas and involvement.

QUICK REFERENCE SUMMARY OF DO'S AND DON'TS

DO'S

1. Keep your pet confined and on a leash!!
2. Respect your neighbor's right to peace and quiet.
3. Obey the 25 mile an hour speed limit with Lancaster at Westin.
4. Keep your lawn maintained.
5. Take full responsibility for the actions of your children and guests.
6. Attend the Board meetings. This invitation is to anyone who OWNS in Lancaster at Westin.

DON'TS

1. Allow your pets to roam without a leash
2. Park boats, trailers and campers anywhere except in garage.
3. Make any changes to the exterior of your home without prior approval.
4. Solicit door to door or allow your children to do so.
5. Place signs of ANY NATURE in or on the common grounds of Lancaster at Westin.
6. Park or allow your guests to park on unpaved areas or block driveways.