

Manzanares Neighborhood Homeowners Association, Inc.

Rules and Regulations

The Board of Directors shall be entitled to promulgate reasonable Rules and Regulations from time to time, which shall be binding upon the Association and all Owners and lessees of Owners, their families, invitees and guests, regarding the use and enjoyment of Lots and Common Areas. The Association desires to maintain the community in a neat and attractive condition for the purpose of enhancing the value of the property and the quality of living.

The Board of Directors may amend these Rules and Regulations from time to time, if the need arises. All Lot Owners must be familiar with the Rules and Regulations and ensure that tenants receive a copy of this document and comply with all Rules, Regulations, Covenants and Restrictions and By Laws.

DEFINITIONS

1. "Association" shall mean and refer to Manzanares Neighborhood Homeowners Association, Inc..
2. "Common Area" shall mean all real property owned by the Association for the common use and enjoyment of the Owners.
3. "Lot" shall refer to that part of the project intended for independent use by an Owner situated within the Lot boundaries designated in the site plan, attached hereto.
4. "Owner" shall mean and refer the record owner, whether one or more persons, of fee simple title in and to any Lot.
5. "Project" shall mean the land, the buildings and all other improvements and structures located thereon, and all easements, rights and appurtenances belonging thereto.

RULES, REGULATIONS, AND POLICIES

ANNUAL ASSESSMENTS

1. Annual HOA dues will be assessed based on the previous year financials with bills mailed by December 1st.
2. On the Initial Transfer from the Builder/Developer, New homeowners will pay a one-time initiation fee of \$300 payable at the time of their closing. Subsequent transfers to new homeowners will incur a onetime initiation fee of \$100.00. New owner HOA dues will be prorated based on the number of days remaining in the current year.
3. Annual assessments are due on the first (1st) day of January. Checks should be made payable to Manzanares Neighborhood Homeowners Association, Inc. and mailed to the Association office.
4. Assessments are late after the tenth (10th) day when due and are assessed a \$50.00 late fee.
5. Assessments are billed twenty-four percent (24%) per annum when thirty (30) days past due.
6. Association reserves the right to file liens and other legal actions arising out of overdue assessments and/or fines.
7. Owners that foresee temporary difficulty paying assessments are encouraged to contact the association office in writing as soon as possible.

PETS

1. The Spartanburg County Animal Ordinances are in effect for the community.
2. Pets outside must be on a leash **at all times**, unless otherwise contained within a fenced yard.
3. Pets are not permitted to roam the property.
4. No animals, livestock or poultry of any kind shall be raised, bred or kept in any Lot with the exception of dogs, cats or other small household pets. Such household pets may not be kept, bred or maintained for any commercial purposes and must not constitute a nuisance or cause unsanitary conditions.
5. Owners are required to pick up and dispose of animal waste when walking their pets in any area other than their own property. Disposal should be in a waste receptacle, and not tossed in any wooded, common or water fed area.

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Office of REGISTER OF DEEDS, SPARTANBURG, S.C.

Dorothy Earle, Register Of Deeds

Manzanares Neighborhood Homeowners Association, Inc.

Rules and Regulations

OFFENSIVE ACTIVITIES

1. Manzanares Neighborhood Homeowners Association, Inc. is under jurisdiction of the Spartanburg County Sherriff's Office.
2. No noxious, offensive or illegal activities shall be carried out in any Lot or on common property nor shall anything be done in or on the property that is or may become an annoyance or nuisance to the owners and/or residents of Manzanares Neighborhood Homeowners Association, Inc.
3. Owners/Residents observing any noxious, offensive or illegal activities shall report such to law enforcement and/or the association manager as circumstance dictates.
4. No gun shall be discharged in any lot for target or for any reason in accordance with SC Laws.
5. All residents and guests shall show consideration toward their neighbors with respect to noise. Audio entertainment devices shall always be operated at moderate volumes. Residents and guests shall be responsive to neighbor's complaints regarding excessive noise. Quiet hours shall be observed between 9:00 PM and 7:00 AM.
6. No professional office, business, trade, or commercial activity of any kind shall be conducted in any building on any lot, or portion thereof except for a home office which does not generate any additional traffic of any kind.

SIGNS

1. No signs, banners, flyers, etc. may be displayed by any Lot Owner or tenant in any area of a Lot or in Common Areas other than outlined below:
 - a) "For Sale" or "For Rent" signs of professional quality, may be displayed on the lawn in front of the Lot and no more than one (1) may be displayed.
 - b) "Open House" signs may be displayed during a twelve-hour period only, specific to the Open House date.
 - c) Temporary garage sale or yard sale signs are permitted, but such signs must be removed no later than 5:00p.m. on the day of the sale.

SATELLITE DISHES, CABLE, ANTENNAS, and SOLAR PANELS

1. Satellite dishes shall be placed in such a location as to be unobtrusive and never on roofs or in yards at the front facing side of the home.
2. No Satellite dish larger than 30 inches shall be allowed.
3. Cable is not permitted to be exposed on the exterior of the building.
4. Should a Lot Owner desire to install solar panels on their home, they must submit a proposal to the Board through the Architectural Review Committee and receive written approval prior to commencement of any exterior change. Solar Panels are not allowed on the front of any house.

EXTERIOR APPEARANCE

1. Only furniture designed for outdoor use shall be allowed on porches/patios. Such furniture shall be in good condition.
2. Porches/patios shall not be used for permanent storage.
3. No drying of clothes shall be permitted outdoors or hanging of rugs over railing.
4. Flags may be displayed when properly and safely mounted. No flags with offensive messages or images will be permitted.
5. Bicycles and outdoor/recreational toys shall be stored in the garage.
6. Portable basketball hoops in good condition are allowed, with safety being the main concern regarding its placement.
7. Manzanares Neighborhood Homeowners Association, Inc. is not responsible for any theft or vandalism of items.
8. No lot shall be used for repair work on automobiles or other vehicles, unless performed by the owner in the garage or for a time not to exceed 24 hours for general maintenance of their vehicle such as tire repair, oil change, etc.
9. Garage doors shall be kept closed when garage is unoccupied or unattended.
10. Window A/C units in clear sight are not allowed.

Manzanares Neighborhood Homeowners Association, Inc.

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STREETS

1. A speed limit of 20 MPH for all motor vehicles will be strictly enforced throughout the neighborhood.
2. Only registered motor vehicles are allowed on the Manzanares public roads, with the exception of Golf Carts.
3. Unregistered gas-powered vehicles used primarily off road (ATVs) are not permitted for use anywhere within the subdivision.

GARBAGE CANS

1. Cans and recycling bins shall be stored in the garage or behind an appropriate outdoor screen or in an area out of view.
2. Cans and recycling bins shall be placed on the street curb no earlier than 6:00 pm the day before and removed no later than 6:00 pm on collection day.
3. Cans and recycling bins shall be kept clean and in good condition.

FENCES, POOLS, OUTBUILDINGS

1. Pools should be of the below ground type – no above ground pools are approved except for small plastic removable children's pools.
2. Fences are to be constructed of wood in the Charleston style in either a privacy or picket configuration with a Charleston cap. The fence height would depend on the designed purpose of the fence, and as per Spartanburg County Code. Stain/paint color should complement the house and the natural character of the neighborhood.
3. Outbuildings should be compatible with the main dwelling in both style and color.
4. Metal and fiberglass carports are not allowed.
5. **All fences, pools and outbuildings require pre-approval from the Architectural Review Committee.**

VEHICLES

1. No vehicle of any kind may be kept, stored, or parked on any non-paved area of the Manzanares Neighborhood lots or common areas..
2. Parking on the subdivision streets is not allowed without prior Board approvals for special circumstances, and except when there is a homeowner event with multiple guest attendees. For these exceptions, neighbors should be notified as a courtesy.
3. For safety reasons, blocking of the community entrance is strictly prohibited.
4. For safety reasons, parking in the community entrance is strictly prohibited.
5. No house trailer or mobile home shall be placed on any lot, either temporarily or permanently.
6. There shall be no school buses, campers, or any other similar vehicles placed on any lot at any time for use as storage or living quarters.
7. No unregistered vehicle is permitted to remain on any lot.
8. Any recreational vehicle (camper) must be parked at the rear of the residence or within a fenced in area, preferably on a prepared/approved surface; OR on a **paved area** at the garage side of the house and parked at least 10 ft back from the front façade of the home.
9. No commercial vehicles shall be permitted to be stored or parked on any lot or street unless: 1) the vehicle is necessary in performing contract work for the owner of said lot, or 2) the vehicle is brought home from the owner's place of employment and is necessary for the performance of his/her designated job. For the latter, the vehicle is limited to **ONE** – 2 axel van or pick-up truck with a maximum payload weight of 5000 pounds. No commercial box trucks, extended vans or dump type trucks are allowed.
10. No tractor/trailer trucks will be permitted to remain parked upon the property or subdivision streets.

GRILLS

1. In accordance with Spartanburg County Fire Protection Ordinances, no grill may be operated within ten (10) feet of any buildings. Before operating a grill, it must be positioned at least ten (10) feet from all building's exterior walls.

Manzanares Neighborhood Homeowners Association, Inc.

Rules and Regulations

ARCHITECTURAL CHANGES

1. Exterior changes to the Lot must be approved in writing by the Architectural Review Committee as designated by the Board of Directors.
2. All requests shall be submitted in writing outlining the specifications showing the nature, kind, shape, height, materials, color and location. An Architectural Request Form may be obtained from the HOA management company or via email from the HOA Board. Allow thirty (30) days prior to the start of a project.
3. Unapproved changes that are found not to be in compliance will be removed/repared at the owner's expense.
4. Interior upgrades and changes will need to be approved only if they alter the exterior structure of the building.

COMMON AREAS

1. The three common areas designated on the site map shall be maintained by a suitable landscape professional chosen by the Board of Directors and paid for by funds from the HOA operating account.
2. The HOA fund will also be used to maintain the entrance and the trees that line Apple Grove Drive from Little Mountain Road to the corner of N. Cameo Crossing
3. The corners within the subdivision shall be maintained in a neat and pleasing appearance by the homeowners owning the corner properties.
4. Homeowners should respect the common areas and not leave trash, pet waste or do anything otherwise damaging to the plants and foliage in these areas at the risk of incurring a fine.

GENERAL VIOLATION ACTION


1. When an owner has been evaluated by the Board of Directors to be in violation of the Rules and Regulations or the Covenants and Restrictions, a reminder and/or violation notice shall be sent to the owner describing the infraction and request corrective action.
2. For more specifics, a request for a copy of the violation process may be made to the Board of Directors.
3. Association reserves the right to suspend voting rights of an Owner for any period not to exceed sixty (60) days for any infraction of its published Rules and Regulations.
4. Association reserves the right to file liens and other legal actions arising out of overdue assessments and/or fines.

FILING of COMPLAINTS

1. All complaints shall be made in writing and delivered to the Association Manager, President, or such Officer or Committee designated from time to time by the Board of Directors.

ADOPTED BY THE BOARD OF DIRECTORS THIS THE 26th DAY OF November, 2019.

MANZANARES NEIGHBORHOOD HOMEOWNERS ASSOCIATION, INC.

By: 

Karen Garner
Board President

MANZANARES NEIGHBORHOOD HOMEOWNERS ASSOCIATION, INC.

AMENDMENT
TO
RULES AND REGULATIONS

In accordance with Article Three of the By-Laws dated May 15, 2018, and Article Two of the Amended and Restated Covenants and Restrictions for Manzanares, recorded on June 15, 2018, in the Office of the Register of Deeds, Spartanburg County, South Carolina, the Board of Directors shall be entitled to promulgate reasonable Rules and Regulations from time to time and to amend same, should the need arise. *Amendment 40 126-C pg 539*

The Board hereby AMENDS the Rules and Regulations section relating to Fences, Pools and Outbuildings as follows:

FENCES, POOLS AND OUTBUILDINGS

1. Fences must be constructed of wood in the Charleston style in either a privacy or picket configuration with a Charleston cap. The fence height would depend on the designed purpose and in compliance with Spartanburg County Code. Stain/paint color should complement the house and the natural character of the neighborhood.
2. Pools must be of the below-ground type. No above-ground pools are permitted, EXCEPT for small plastic or vinyl removable children's pools.
3. Children's pools are defined to be a maximum diameter of ten feet (10') and a maximum height of thirty inches (30").
4. Prior to installation of the children's pool, the homeowners must submit the Manufacturer's Model Number along with all specifications to the Architectural Review Committee (hereinafter ARC) for prior approval.
5. If the children's pool is erected within a fenced yard, it may remain for any period of time at the homeowner(s)' discretion.
6. If the children's pool is not with a fenced yard, the pool must be placed within the least visible area in consideration of other homeowners in the community and can stand from Memorial Day to Labor Day. It must be removed and stored out of sight on or before the first Saturday following Labor Day.
7. Outbuildings should be compatible with the main dwelling in both style and color. The siding and shingles must match the house.
8. Metal and fiberglass carports are not allowed.
9. All fences, pools (including children's pools) and outbuildings require pre-approval from ARC.
10. All changes and/or replacements of pools (including children's pools) also require pre-approval from ARC.

ADOPTED BY THE BOARD OF DIRECTORS THIS 28th day of June, 2022.

Cindy Mixon

Cindy Mixon, President
Manzanares Neighborhood Homeowners Association, Inc.

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Dorothy Earle, Register Of Deeds