

EXTERIOR CHANGE APPROVAL

If you have not already reviewed your community's **Architectural Guidelines**, please use the links below to review the requirements and/or restrictions for your project.

| | | | |
|------------------------------------|--|---------------------------------|----------------------------------|
| ARBOR | FENCE | PATIO | ROOF REPLACEMENT |
| AWNING | GAZEBO | PATIO EXTENSION | SATELLITE DISHES |
| BASKETBALL GOAL | GUTTERS | PERGOLA | SHED |
| DECK | HOUSE ADDITION | PLAYSET | STORM DOORS |
| DECK EXTENSION | LANDSCAPING | POOL | TRAMPOLINE |
| DRIVEWAY EXTENSION | LANDSCAPE REPLACEMENT | PORCH | TRASH BIN |
| EXTERIOR LIGHTING | OUTDOOR KITCHEN | RADON DEVICE | SCREENING |
| EXTERIOR PAINTING | NEW CONSTRUCTION/BUILD | RETAINING WALL | TREE REMOVAL |
| | | | OTHER |

Important Note: Homeowners are responsible for obtaining any required **town, city, or county permits**.

[PROJECT SUBMITTAL CHECKLIST](#)

TO SUBMIT YOUR APPLICATION ONLINE:

1. **Log in** to your HOA account: <https://ppm.cincwebaxis.com/>
2. Open the **Architectural Request** section located on the main dashboard screen
3. Select "Add ACC Requests" to begin your application.
4. Upload **all required project documents/images**.

UPDATE YOUR CURRENT APPLICATION:

1. In the Architectural Requests section on the main Dashboard page, *click > See All* to open your application.
2. Select *Add Comment* or *Add Documents*

***PRECLOSING AND NEW OWNERS:** It can take 2-4 weeks from your closing date for your new account to be set up with PPM. **To submit your exterior project application before your account is established**, please email arc@ppmral.com to request the Application Form for your community. Note that any approval granted will be contingent upon your recorded ownership of the property.

Which projects do not require HOA approval? Any work that does not alter the appearance of your property or change the flow of stormwater from your property is considered routine maintenance and does not require HOA approval. Examples include repainting your home in the same color, replacing shingles, doors, windows, shutters, or exterior lighting with matching styles/materials/size, and repaving your driveway using the same materials, color, style, and size.

The Villages

AT WAKEFIELD PLANTATION

Homeowners Association, Inc.

Architectural Control Standards And Procedures

Introduction

and

General Information

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Introduction

Whether you are an original owner of a home in The Villages at Wakefield Plantation or you're a second or third owner, *WELCOME* to the community. The Villages at Wakefield Plantation is an exciting and vibrant place in which to live and the people here wish to make it an even better place to call home through their continuing efforts to protect, maintain and enhance their property values.

The Villages at Wakefield Plantation is a Planned Unit Development (P.U.D.). The original tract of approximately 183 acres was planned, designed and approved as a self-contained, deed-restricted community with its own set of covenants, conditions and order of rule under which all property owners would live and abide and which provide for the maintenance of all Common Properties and improvements thereon (see your Master Covenants, Conditions, and Restrictions and other related documents). Conditions and restrictions were set so that aesthetics, congruity, appearance, safety, etc., would be defined and written guidelines would be promulgated (e.g., this handbook) in order to create an environment where approximately 540 homeowners could live in harmony. Each homeowner has some degree of assurance that actions of all members of the community are directed so as not to adversely impact the quiet enjoyment of their property or their property values (e.g., painting one's home bright orange; abandoning cars in the street or driveway; the keeping/breeding of vicious pets such as pit bulls; unkempt yards). In effect, a P.U.D. is a "mini city" where there is a mayor (Board President), a city council (Board of Directors), a city manager (Property Manager), functional departments (Committees), and citizens (Homeowners). The ultimate intent of the covenants of a P.U.D. are not to create a totalitarian environment where property rights are trampled, but rather a self-ruled community where its members (Homeowners) look after their home and hearth and, ultimately, their investment through active participation in the governance of the community and on committees advising its appointed or elected leaders.

A well-run P.U.D. makes for a pleasant community in which to live. Under the covenants and related documents, all exterior changes must come before the Architectural Control Committee (ACC), including any that are not covered in this booklet. This document sets forth guidelines and procedures for making an application for approval for changes to the exterior of your home or yard. Please read on and familiarize yourself with the information contained herein.

Architectural Control Committee

ORGANIZATION

The Declaration of Master Covenants, Conditions and Restrictions for The Villages at Wakefield Plantation requires that an Architectural Control Committee (ACC), consisting of three or more persons, shall be appointed by the Association's Board of Directors and shall be responsible to the Board. The Committee Rules and Regulations adopted by the Board of Directors specify that the Architectural Control Committee shall consist of not more than nine (9) members.

The Architectural Control Committee shall be organized with a chairperson, vice-chairperson, recording secretary and committee members. The chairperson shall be appointed from the membership of the Architectural Control Committee by the President of the Board of Directors with the approval of a majority of the Board of Directors. Membership on the Architectural Control Committee requires approval of the Board of Directors.

PURPOSE

The Architectural Control Committee shall regulate the external design, appearance and location of the properties and improvements thereon in such a manner as:

- to promote those qualities in the environment that bring value to the community.
- to foster the attractiveness and functional utility of the community as a place to live, including a harmonious relationship among structures, vegetation and topography.

The Architectural Control Committee is responsible for:

- reviewing applications for exterior architectural and landscaping changes from individual homeowners.

- approving or denying submitted changes by a majority vote unless the authority to approve or deny is delegated to a part of the committee or an individual by a majority vote.
- developing draft architectural Standards and related regulations for submission to the Board of Directors for approval.
- enforcement of architectural Standards and related regulations as directed by the Board of Directors.

AUTHORITY

The authority of the Architectural Control Committee flows from the Declaration of Master Covenants, Conditions and Restrictions for The Villages at Wakefield Plantation, the By-Laws of The Villages at Wakefield Plantation Homeowners Association, Inc., the Articles of Incorporation of The Villages at Wakefield Plantation Homeowners Association, Inc., the Committee Rules and Regulations of The Villages at Wakefield Plantation Homeowners Association, the Enforcement Procedures of The Villages at Wakefield Plantation Homeowners Association, the Architectural Control Standards and such other relevant rules, regulations, or resolutions related to architectural control as may be adopted by the Board of Directors. The Declaration of Master Covenants, Conditions and Restrictions for The Villages at Wakefield Plantation, the By-Laws of The Villages at Wakefield Plantation Homeowners Association, Inc., and the Articles of Incorporation of The Villages at Wakefield Plantation Homeowners Association, Inc. were provided to you at closing in your homeowner's manual. A copy of the Architectural Control Standards should also have been provided to every homeowner. Copies of all legal documents, rules, regulations, resolutions and other relevant documents are maintained on file by the management company. Some of the details of the Architectural Control Committee authority is explained below, but considerably more detail is contained in the documents listed above.

The Architectural Control Committee does not have authority over the initial construction and landscaping of dwelling units constructed by the Declarant (the developer) within The Villages at Wakefield Plantation and had no authority over common areas or commonly owned property such as the Clubhouse, the pool, the playground, mini-parks, The Villages at Wakefield Plantation Drive right-of-way, trails and other common areas.

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The Declaration of Master Covenants, Conditions and Restrictions for The Villages at Wakefield Plantation provide that no building, sign, fence, outside lighting, hedge, wall, walk, antenna, clothesline or other structure or planting shall be constructed, erected or planted until the plans and specifications showing the nature, kind, shape, height, materials, floor plans, color scheme, and location with respect to the topography and finished ground elevation shall have been submitted to and approved in writing by the ACC. The ACC shall have the right to refuse to approve any plans and specifications which are not suitable or desirable, in its sole discretion, for aesthetic or any other reasons, provided such approval is not unreasonably withheld. In approving or disapproving such plans and applications, the ACC shall consider the suitability of the proposed building, improvements, structure, or landscaping and materials of which same are to be built, the site upon which it is proposed to be erected, the harmony thereof with the surrounding area and the effect thereof on adjacent or neighboring property.

The Architectural Control Standards adopted by the Board of Directors in 1998, provided that no building, fence, wall, residence, structure, or projection from a structure (whether of a temporary or permanent nature, and whether or not such a structure shall be affixed to the ground) shall be commenced, erected, maintained, improved, or altered, nor shall any grading, excavation, tree removal, planting, change of exterior color or other work which in any way alters the exterior appearance of any lot or improvement be done without the prior written approval of the Architectural Control Committee regarding (a) the harmony of its exterior design and location in relation to (b) the character of the exterior materials and (c) the quality of the exterior workmanship.

The Declaration of Master Covenants, Conditions and Restrictions for The Villages at Wakefield Plantation also provides that there is specifically reserved unto the ACC, the right of entry and inspection upon any Lot for the purpose of determination by the ACC whether there exists any construction of any improvement which violates the terms of any approval by the ACC or the terms of this Declaration or of any other covenants, conditions and restrictions to which its deed or other instrument of conveyance makes reference. The Enforcement Procedure of The Villages at Wakefield Plantation Homeowners Association, Inc. provides that the power to enter and inspect shall be exercised in a reasonable manner and that nonconsensual entries shall not be made without express approval of the Board of Directors.

The ACC has the right, but not the obligation, to grant waivers for minor deviations and infractions. The granting of any waiver for any portion of the properties may be given or withheld in the ACC's sole discretion and a prior grant of a similar waiver shall not impose upon the ACC the duty to grant a new or additional requests for such waivers.

STANDARDS

The Architectural Control Committee shall develop proposed policy standards for submission to the Board of Directors of the Association for approval setting forth policies and procedures governing the architectural control review and enforcement process for The Villages at Wakefield Plantation. The policy standards shall include (a) the application process, (b) review procedures of the Architectural Control Committee, (c) the standards for various types of architectural and landscaping changes, and (d) such other Standards and rules as may be necessary to implement effective architectural control in The Villages at Wakefield Plantation. The Standards may also include specific recommended design practices that are generally accepted methods for achieving the objectives of the Association in particular design problems frequently encountered in the community. The policy standards are intended to assist the Architectural Control Committee and the Owners of lots in the ongoing process of community design.

Enforcement***ENFORCEMENT AUTHORITY AND RESPONSIBILITIES*****1. Board of Directors**

- a. The Villages at Wakefield Plantation Homeowners Association Board of Directors is responsible for overall direction and approval of all enforcement actions.
- b. The Board of Directors is responsible for appeal of enforcement actions by the Architectural Control Committee (ACC).
- c. Committees and the Management Company shall only have the enforcement power delegated to them by the Board of Directors, except that the ACC shall have that power delegated to it by the Covenants and related documents within the procedures established by the Board. All other enforcement powers shall be retained by the Board of Directors.

2. Architectural Control Committee:

- a. The ACC shall be responsible for identification and enforcement action against violations of the Architectural Standards, covenant provisions related to architectural standards, and rules and regulations related to architectural control on individual homeowner's lots.
- b. The ACC shall maintain close liaison with the management company to identify violations and to process complaints in a timely manner.
- c. The ACC may investigate alleged violations or may request the management company to conduct such investigations.
- d. The ACC shall review the results of investigations and take immediate action to prevent violation or continued violation where possible and make a recommendation to the Board of Directors for appropriate enforcement action.

3. Management Company

- a. The management company, under contract to the Villages at Wakefield Plantation Homeowners Association, shall be responsible for conducting field inspections of The Villages at Wakefield Plantation to identify problem areas and violations. Inspection reports consisting of all sections shall be included in Board packets for all members of the Board of Directors. Inspections identifying areas requiring immediate action shall either be acted upon immediately by the inspector, reported to the Community Manager for appropriate action, or the appropriate chairperson notified as soon as possible.
- b. The management company shall receive complaints from any source regarding problem areas and violations requiring possible enforcement action in The Villages at Wakefield Plantation. The management company shall document all complaints received and forward them to the appropriate person(s) for action or act upon them depending upon the nature of the complaint.
- c. The management company shall perform those functions related to enforcement action as directed by the Board.
- d. The management company shall keep appropriate committee chairpersons informed and keep the Board informed through the President or other designated person(s), and by other appropriate means, of enforcement actions taken and of potential problem areas where enforcement may become necessary.

The Enforcement Process:

1. Identification and Investigation of Violations:

- a. For architectural violations, the Architectural Control Committee and the Management Company are primarily responsible for identification of violations and investigation to determine if an architectural violation has occurred.

2. Enforcement Action:

a. Architectural Control Violations

- 1) For enforcement action involving Architectural Control Violations, the Management Company is primarily responsible for initial enforcement action regarding minor architectural or landscaping changes without ACC approval and architectural or landscaping changes begun or completed after application for ACC approval but before actual approval.
- 2) For enforcement action involving major architectural or landscaping changes without ACC approval and architectural or landscaping not consistent with ACC approval, the management company is primarily responsible for initial enforcement action as approved by the ACC.

Architectural Control Enforcement

1. The ACC has authority under the covenants to:

- a. Enter and inspect any lot for the purpose of determination by the ACC whether there exists any construction of any improvement which violates the term of any approval of the ACC or the terms of the Covenants. This power shall be exercised in a reasonable manner and nonconsensual entries shall not be made without express approval of the Board of Directors.
- b. Enforce architectural standards.
- c. In its discretion, release existing improvements from restrictions or encroachments they violate in appropriate circumstances.
- d. In its discretion, grant waivers for minor deviations and infractions if appropriate.

2. The Architectural Enforcement Process:

- a. The ACC shall maintain close liaison with the management company to identify violations and to process complaints in a timely manner. Field inspection reports related to architectural violations shall be forwarded to the Board of Directors by the management company in their monthly report. The ACC shall also initiate proactive measures to identify violations.
- b. All complaints received by the management company alleging architectural violations shall be investigated on a property inspection, if needed, by the chairperson of the ACC and the President of the Board of Directors will be contacted.
- c. All complaints received by members of the ACC alleging architectural violations shall be reported to the management company.
- d. All complaints received by members of the Board of Directors alleging architectural violations shall be reported to the management company.
- e. Upon receipt of information concerning potential or alleged architectural violations, the ACC shall determine the nature of the violation within the following categories:
 - 1) Major architectural or landscaping changes without ACC approval.
 - 2) Architectural or landscaping changes not consistent with ACC approval.
 - 3) Minor architectural or landscaping changes without ACC approval.
 - 4) Architectural or landscaping changes begun or completed after application for ACC approval but prior to actual approval.

- f. The ACC may investigate alleged violations or may request the management company to conduct such investigations. In appropriate cases professional technical assistance, such as engineers, may be used if approved by the Board of Directors in advance. The President of the Board of Directors shall be notified of the initiation of such an investigation as soon as possible. The different categories of violation shall require different investigative responses.
- 1) **Major architectural or landscaping changes without ACC approval** such as construction of a deck, fence, parking pad or other structure; cutting a substantial number of trees; filling large areas; or similar major changes shall require a formal, comprehensive investigation with full documentation of actions taken. The management company shall prepare a packet for the ACC of all architectural requests and other documentation in their files relevant to the allegations or verify that no request was submitted. The management company, the ACC or both, at the discretion of the ACC, shall make visual observations of the alleged violation to the extent possible. Photographs should be taken if feasible. Interviews of the owners involved may be conducted if appropriate in the circumstances, but at least two members of the ACC or management company should be present and no promises should be made during the interview. Other investigative actions may be taken as appropriate.
 - 2) **Architectural or landscaping changes not consistent with ACC approval.** In these cases, the management company shall compile a packet for the ACC of all architectural requests and other documentation in their files relevant to the alleged violation and forward it to the chairperson of the ACC. The ACC shall conduct an investigation or ask the management company to conduct such an investigation to verify that the improvements were actually not consistent with the ACC approval.
 - 3) **Minor architectural or landscaping changes without ACC approval.** The ACC shall investigate, or refer these cases to the management company for investigation, in their discretion.

- 4) **Architectural or landscaping changes begun or completed after application for ACC approval but prior to actual approval.** The ACC shall investigate or cause the management company to investigate these allegations as quickly as feasible if the work is still in progress. If the work has been completed, the investigation shall proceed as determined by the ACC.

g. **Notice:**

- 1) One notice will be mailed by the management company to any owner in violation, noting the violation and requesting compliance by a certain date to avoid penalties. In the case of work in progress, a letter shall be sent by the management company as soon as possible informing the appropriate persons to cease the work immediately, explaining the violation and, in addition, giving the violator a set, but reasonable amount, of time to correct the violation.
- 2) A site inspection will be performed after the date outlined in the notice. If the violation has been corrected, the matter will be closed. A remaining violation will result in further compliance actions. Normally only one notice would be provided, but the ACC, with Board approval, may extend the grace period based on individual circumstances or issue subsequent notices if necessary.

h. **Enforcement options** shall include the following:

- 1) If the corrective action demanded by the notice is taken within the specified time and completed in a satisfactory manner, no further enforcement options will normally be appropriate.
- 2) If work is not ceased upon demand, corrective action demanded is not taken within the specified time, or the corrective action taken is not satisfactory, the following actions may be appropriate:

- Impose fines in accordance with the Declaration of Master Covenants, Conditions and Restrictions for The Villages at Wakefield Plantation Subdivision for each week the violation continues.
- With approval of the Board of Directors, seek a temporary restraining order or injunction to stop any continuing work.
- Require further corrective action.
- Demand that unapproved architectural or landscaping changes be removed within a specified, but reasonable, period of time and impose fines if not accomplished by the applicable deadline.
- With the approval of the Board of Directors, hire appropriate contractors to correct the situation and charge the property owner, beyond any fines, for the cost of such corrective action.
- After notice and opportunity to be heard by the Board, suspend a member's voting rights and/or rights to use Association facilities for noncompliance with published rules and regulations of the Association.
- Other corrective actions that may be appropriate in the particular situation.

Disclaimer

The Association, Declarant, Architectural Control Committee, or any officer, employee, agent, director or member thereof shall not be liable for damages to any persons submitting plans and specifications for approval by reason of mistake in judgment, negligence or nonfeasance arising out of or in connection with the approval, disapproval or failure to approve any plans and specifications. *Every person who submits plans and specifications for approval agrees, by submission of such plans and specifications, that it will not bring any action or suit against the Association, Declarant, or Architectural Control Committee to recover any such damages.*

The purpose of the Architectural Standards is to provide guidance in preparing requests for architectural approval and set forth some of the standards applied by the Architectural Control Committee. **These Architectural Standards are not all-inclusive and no inference should be made that the failure to include a particular type of exterior or landscaping change somehow exempts that change from the approval process.**

If any paragraph, section, sentence, clause or phrase of these Standards shall be or become illegal, null or void for any reason or shall be held by any court of competent jurisdiction to be illegal, null or void, the remaining paragraphs, sections, clauses, and phrases are severable and shall continue to be in full force and effect. In case of any conflict between the Declaration of Master Covenants, Conditions and Restrictions for The Villages at Wakefield Plantation, the By-Laws of The Villages at Wakefield Plantation Homeowners Association, Inc. and these Standards, the Declaration and By-Laws shall control. In case of any conflict between these Standards and other resolutions or rules adopted by the Board of Directors, the Board shall determine which shall control and make corrections as needed by a majority vote.

These Standards supersede all previous guidelines or standards and shall remain in effect until otherwise rescinded, amended, modified, or repealed by a majority of the Board of Directors.

**Procedure
For Requesting
Architectural Approval**

Guidelines

Wakefield Developers, your Wakefield Plantation Community Association Appearance Committee, and PPM, Inc., your association management company, have completed and approved these Architectural Standards and Construction Specifications. These are intended to be guidelines for you to follow in planning exterior changes to your property.

Please retain these Standards as part of your permanent papers for reference now and in the future. You should make these Standards available to any renters of your home.

You are requested to submit the Application for Architectural Review of Exterior Changes/Additions to the address indicated on the application. No application for a change will be considered if not submitted on the proper application form with appropriate exhibits. The date the application was received will be recorded. This date will be the first day of a 30-day review and approval period. All applications go immediately to the Wakefield Plantation Community Appearance Committee for their review and comment and then back to the Architectural Committee for review.

Please read and follow these Standards. Approval **MUST** be obtained **IN WRITING** from the **DEVELOPER'S ARCHITECTURAL COMMITTEE BEFORE** the start of any exterior change. The Committee is allowed up to 30 days to act upon an application. Therefore, **DO NOT** commit labor or materials until you have received written approval.

Your cooperation and adherence to these Standards will not only be appreciated but also will be in the best interest of Wakefield Plantation as a whole.

ARCHITECTURAL STANDARDS AND CONSTRUCTION SPECIFICATIONS

I. INTRODUCTION

In a planned community such as Wakefield Plantation, the question naturally arises as to how to maintain a harmonious, quality development as the community matures. The following Standards attempt to provide a meeting ground between private interests and the broader interests of the Wakefield Plantation Community as a whole.

Basic control for maintaining the quality of design is provided through the Declaration of Covenants and Restrictions of the Wakefield Plantation Community Association. The Covenants run with the land and are binding on all homeowners and renters, and should be fully understood. Every homeowner is subject to the Covenants to assure all homeowners that the Standards of design quality will be maintained in order to enhance the community's overall environment and to protect property values.

The Declaration established an Architectural Review Committee to be comprised of three or more representatives appointed by the Developer. Article X of the Wakefield Plantation Declaration requires the Developer's prior written approval of any exterior change, addition or alteration to any property. Such changes include any building, fence, wall or other structure that may be added or altered. It further requires that the plans, specifications and location showing the nature, kind, shape, height, and/or materials be approved in writing as to the harmony in external design and location in relation to surrounding structures and topography. Each property owner should read the Declaration to obtain a full understanding of the Architectural Control requirements.

The Architectural Committee is charged with conducting the review of all applications for exterior changes and with rendering a decision to the application. If the committee fails to approve or disapprove a request for a change within 30 days after receipt of the application, then approval will not be required and Article X of the Declaration will be considered to have been waived.

The Standards which follow are the procedures and guidelines applied by the Committee and the Developer to assist the Association and its members in the design review process. It is hoped that these Standards will serve as a positive tool to assist in the full and free use of each homeowner's property in a manner

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that is consistent with the aesthetic and harmonious development to the Wakefield Plantation Community.

II. WHAT MUST HAVE ARCHITECTURAL COMMITTEE APPROVAL?

The Committee's prior approval is required for **ANY CHANGE** in the exterior of a property pursuant to Article X, Section 1 Controls; as quoted below from Declaration:

“With respect to all portions of The Properties, except for ordinary and routine repairs and Maintenance, and excluding areas within a Dwelling or other building visible from the exterior only because of the transparency of glass doors, walls or windows, no site preparation, no change in grade or slope, no construction of any Dwelling or other building or Improvement, and no exterior additions or alterations to any Dwelling or other building or Improvement, shall be commenced, nor shall any of the same be placed, altered or allowed to remain thereon, until the “Architectural Approval Committee” has approved in writing the Plans therefore. The Architectural Approval Committee is established to assure that The Properties and Improvements thereon are constructed and Maintained in a manner that provides for harmony of external design and location in relation to any surrounding Improvements, natural features and topography, that avoids Improvements deleterious to the aesthetic or property values of The Properties, and that promotes the general welfare and safety of the Owners. Notwithstanding anything to the contrary expressed or implied herein, all Improvements constructed or Maintained by the Declarant or the Association, all portions of The Properties owned by the Declarant, all Common Property, and all portions of The Properties owned by the City are specifically excluded from the requirements of this Article.

This requirement applies to every homeowner's private property and any common areas.

III. REVIEW CRITERIA

The Architectural Committee evaluates each application on its individual merits. The Committee's decisions are based on the following standards as guidelines.

Validity of Concept

The basic idea of the exterior change must be sound and appropriate to its surroundings.

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Landscaping and Environment

The exterior change must not unnecessarily destroy or blight the natural landscape or the achieved man-made environment.

Relationship of Structures and Adjoining Property

The proposed change must relate harmoniously to its surroundings and to existing buildings and terrain that are visually related to the change.

Protection of Neighbors

The interests of neighboring owners and renters must be protected by making reasonable provisions for such matters as surface water drainage, sound and sight buffers, preservation of views, light and air, and other aspects of design which may have substantial effects on neighboring property. For example, fences may obstruct views, breezes or access to neighboring property; dog pens may cause undesirable noises or infringe drastically on views of neighboring property. The Architectural Committee should consider the various and appropriate criteria and exercise discretion in determining which of these criteria will be governing in each specific application.

Design Compatibility

The proposed change must be compatible with the design characteristics of the applicant's home and the general neighborhood setting. Compatibility is defined as harmony in design, style, scale, materials, color and construction details.

A) Scale: The three dimensional size of the proposed change must relate satisfactorily to adjacent structures and its surroundings. For example, a detached storage shed of a disproportionate size to the area in which it is intended to be placed would not be satisfactory.

B) Materials: Continuity is established by use of the same or compatible materials as used in the home. For example, an added storage shed should be made of the same or similar material as the home; likewise, the shingles should also be the same or similar.

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The Architectural Review Committee will record its action and the notification to the applicant by placing copies of the executed application and/or letters in the Committee's archives. Duplicate copies of all records will be forwarded to the Association's Management Firm. Copies will also be forwarded to the appropriate developer officials.

Conditional approval means that work may proceed as contained in the application. The Committee may inspect work in progress and request (either orally or in writing) that the applicant correct any non-compliances with the approved design.

Final Approval and Walk-Through

In cases of conditional approvals, final approval will be given once the Architectural Review Committee has reviewed the completed project.

Correction Procedure

Remedies: An exterior change made without the required approval of the Architectural Review Committee constitutes a violation of the Declaration. A violation requires removal or modification of the work at the expense of the property owner or renter, or payment of damages incurred by the Association in an effort to have it removed or modified.

Reports: The Architectural Review Committee inspects authorized construction in progress and the community in general to identify violations. Additionally, all homeowners have the right to notify the Committee or Developer of apparent violations of any provisions of these Architectural Standards and Construction Specifications.

The Committee will investigate each reported violation and attempt to bring the owner or renter into compliance. An on-site visit may be paid to the resident by Committee members and any problems explained and resolutions agreed upon corrections, the Committee will submit the matter to the Board of Directors of the Community Association for final resolution. This could lead to the Association filing legal action against the owner or renter.

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V. USE OF PROPERTY

Please refer to Article IX, Section 1-31, pages 58 – 69 of the Declaration of Covenants.

The Appeal Process

The following process will be followed for appeals from decisions of the Architectural Control Committee:

1. **Notice of Denial:** Upon receipt from the Architectural Control Committee of a final decision denying their request, the management company shall forward to the applicant a notice of denial of their request. The notice shall provide the applicant thirty days to file an appeal of a final Architectural Control Committee decision in writing to the management company. Administrative denials pending more information or for other reasons are not final decisions and are not appealable.
2. **Reconsideration:** Administrative denials will be reconsidered by the Architectural Control Committee and not the Board of Directors. Once a final decision has been reached, then the time for appeal begins to run.
3. **Notice of Appeal:** Notice of Appeal to the Board of Directors must be filed in writing by mailing it to the management company within thirty days of the notice of denial being mailed from the management company to the applicant. Include with the Notice of Appeal, a copy of the application, any supporting documentation, a copy of the Committee's decision, and an explanation of the reason for the appeal.
4. **Transmittal to Board:** Upon receipt by the management company, the original of the Notice of Appeal and all supporting paperwork shall be filed and copies sent to the President of the Board of Directors and the Chairperson of the Architectural Control Committee.
5. **Hearing:** The President shall schedule a hearing on the appeal, normally in conjunction with a normal Board Meeting, within sixty days of receipt of the Notice of Appeal. The management company shall notify the applicant and the chairperson of the Architectural Control Committee of the hearing date and time. The chairperson of the ACC or a designated representative shall attend the hearing. The hearing shall begin with the ACC chairperson explaining the position of the Architectural Control Committee and reasons for the denial. The applicant shall then have an opportunity to present their reasons for the appeal. Witnesses and evidence may be presented at the discretion of the President of the Board.

6. **Decision of Board:** No decision shall be rendered at the hearing. Within fifteen days of the hearing, the Board of Directors shall report their decision, based upon a majority vote, in writing. The management company shall forward copies of the decision to the applicant and the chairperson of the ACC.

Architectural Standards

Decks

Appearance:

Decks must remain natural in finish color, with no painting or staining of the wood. Deck height is not restricted but is recommended to be no more than 15' in height from the ground. The size and styling of decks must complement the dwelling and be in proportion to the dwelling.

Location:

All decking must be confined to the rear of the dwelling and must not protrude past the sides of the building. Decks must be within the minimum set-back requirements of the City of Raleigh, however, final placement and approval will be determined by the Architectural Control Committee and may be more restrictive than the Town set-back requirements.

Materials:

The deck shall be constructed of #2 or better pressure-treated southern yellow pine with galvanized hardware. A clear water seal is recommended but not a requirement for approval.

Requirements:

A building permit must be obtained from the City of Raleigh and all required inspections successfully completed. All decks must meet the building requirements for the City of Raleigh in addition to this guideline. Proper drainage must be maintained around the deck and away from the foundation.

Building Addition or Exterior Modification

Examples of additions include screened porches, new living space or storage areas that are physically attached to the main structure of the existing house. Examples of exterior modifications include the addition of storm doors, gutters or similar modifications. Modifications or changes in exterior colors are covered in Section 3.10.

Appearance:

All building additions and or modifications will be reviewed on an individual basis. Generally, the Architectural Control Committee will review materials, colors, location, scale and other details of the proposed addition or modification to determine compliance with the architectural intent of the existing structure and the relationship of the proposed structure to surrounding sites. The intent is to preserve the architectural character of the neighborhood with specific emphasis given to the maintenance of a cohesive neighborhood architectural style that maintains the scale, detailing, materials, massing, color(s) and design intent of the original structure.

Location:

In general, with the exception of building modifications, the location for building additions will be governed by the maximum building area that is defined by the City of Raleigh in respect to the minimum setback requirements from the property line. However, the Architectural Control Committee reserves the right to reject applications which may meet the City of Raleigh setback requirements but fail to meet the objectives of the Architectural Control Committee. The Architectural Control Committee will review each application on an individual basis and approvals will be granted on this basis.

Prior approvals of an application does not guarantee subsequent approvals on the same or other lot.

Materials:

Materials for use on any building addition or modification must meet or exceed the quality of and be consistent with the materials used in construction of the original structure. Compliance with the *current* edition of the City of Raleigh building codes will be considered meeting the *minimum* standards of construction. The Architectural Control Committee reserves the right to require homeowners to *exceed* these standards if it is deemed necessary to maintain the architectural intent of the original structure. In general, the Architectural Control Committee seeks to maintain the quality of materials and workmanship present in the original structure. Requests to use different materials than in the original structure, such as brick or vinyl siding shall be reviewed on a case by case basis.

Requirements:

All building additions and modifications shall maintain proper drainage on the site. If a building addition is planned or a modification which will affect drainage, homeowners are required to provide a plan that details drainage patterns and runoff as a result of the addition/modification.

The changes specified below do not require approval if accomplished in accordance with the standards provided:

1. Properly installed storm doors that are full height glass without cross members, white in color with narrow stiles. Other colors or other style doors require submission of an architectural request for approval.
2. Properly installed white pre-finished, or color consistent with the house trim, aluminum gutters do not require approval. Other colors or materials require submission of an architectural request for approval. In addition, if the gutters will cause a change in normal runoff patterns and quantities sufficient to impact the drainage on adjacent properties, submission of an architectural request for approval is required.

Fences

Appearance:

Fences shall remain natural in color. Tinting, staining or painting is not allowed. A clear water repellent is recommended.

Whenever possible, alternatives to hard fencing are recommended (i.e., landscaping and plants or "invisible" electronic fencing). It is also recommended that fencing be softened through the use of landscaping on the exterior side of the fence, where possible.

Location:

Fences shall follow the natural topography of the land.

Existing trees shall not be removed to place the fence without prior approval from the Architectural Control Committee.

The set back from the homeowners property line shall be one inch. However, any corner lot and lots bordering on The Villages at Wakefield Plantation Drive will generally be required to have a set back of fifteen feet from the property line on the side of the lot facing the street. **(Note: The property line is *not* the curb line.)**

The fence shall not extend more than ten feet from the rear corners of the house in a direction toward the front street. Exceptions will be made on an individual basis to accommodate HVAC systems that are out of the ten-foot limit. These exceptions must be approved in advance by the Architectural Control Committee. The Architectural Control Committee will determine the final placement of the fence based on aesthetics and street appearance.

Materials:

In order to maintain a uniform style of fencing throughout The Villages at Wakefield Plantation, a shadowbox style (picket on picket) with a "dog eared" picket and the Avalon style metal fencing in black will be the only styles allowed.

Wood fences are to be four feet high with 3" extended chamfered posts (see detail drawings). Fences are to be constructed of #2 or better pressure treated yellow pine. All fasteners are to be galvanized.

Requirements:

There shall be a minimum of one walk through gate at least 3'-0" for access.

All fencing must be maintained in an aesthetic and safe condition.

Standard Fence Detail Drawing

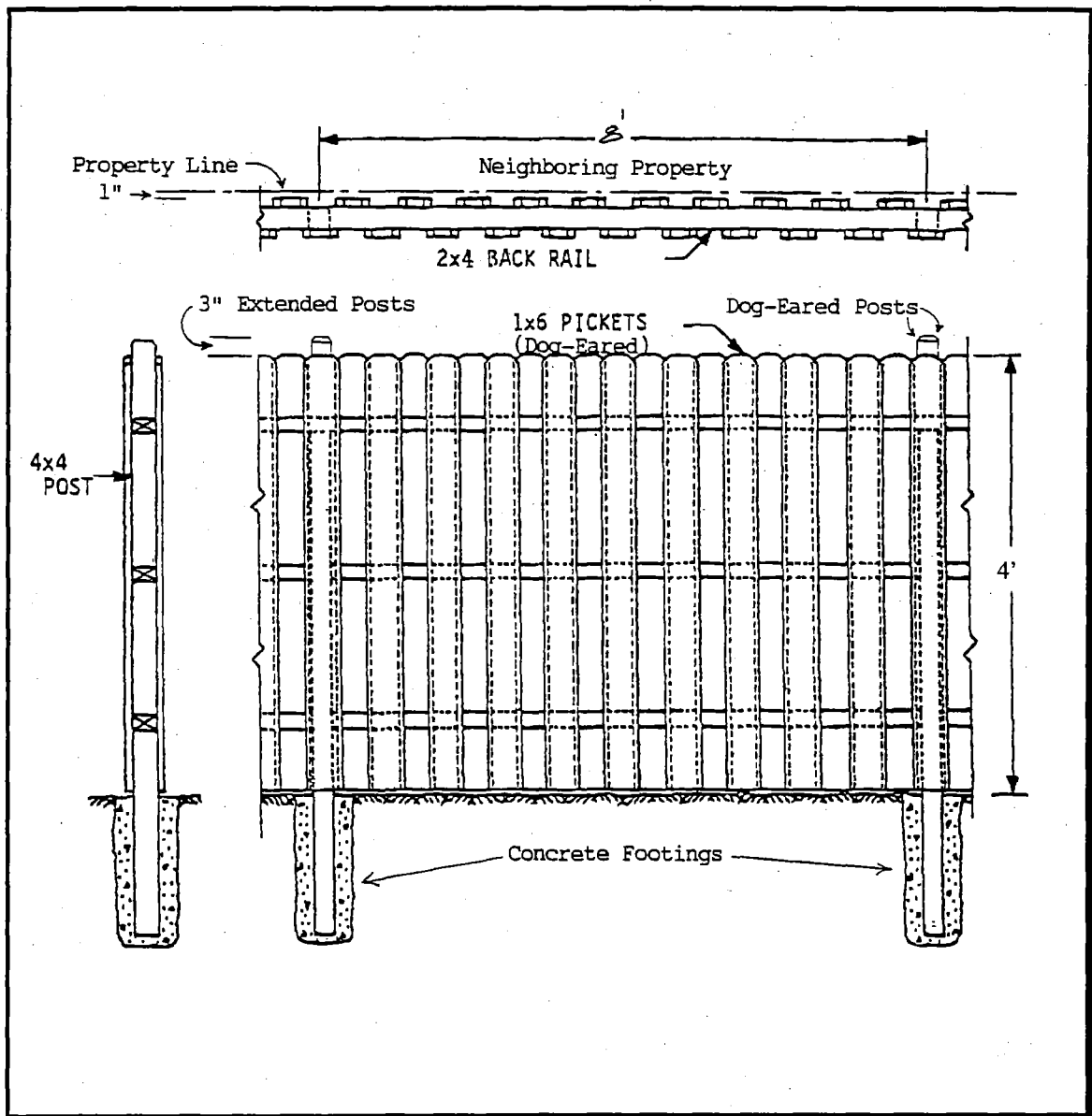


Figure 3.03-1: Drawing details for a standard fence addition.

Tie-In Fence Detail Drawing

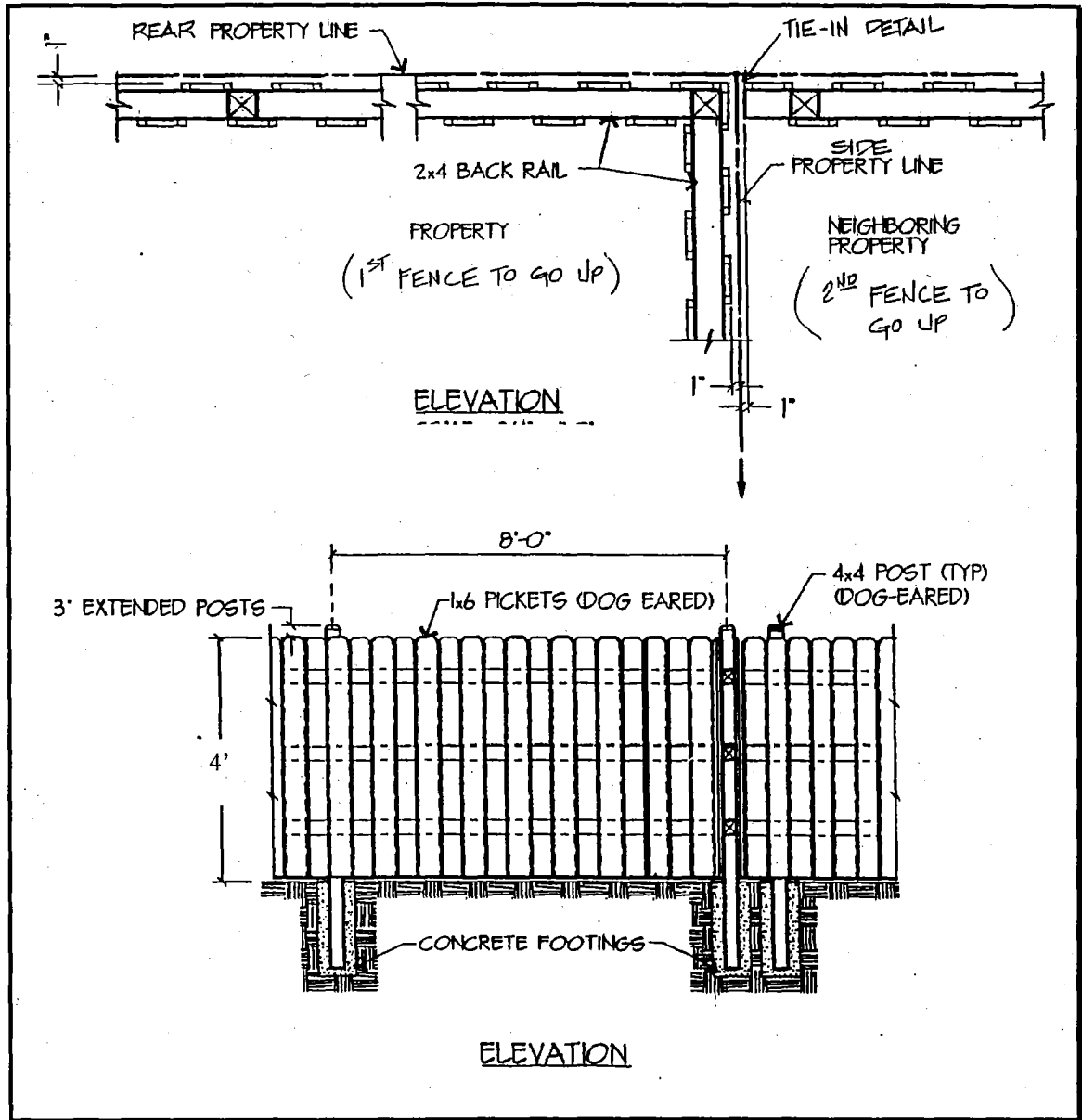


Figure 3.03-2: Drawing details for constructing a new fence adjacent to an existent fence.

Parking Pads

Appearance:

The layout or design should preserve and complement the original driveway and walkway. The surface shall be the same color and finish as the existing concrete drive. Depending upon lot configuration, screening with landscaping may be required to visually block the area from adjoining property owners.

NOTE: *Not all lots can accommodate a parking pad.*

Location:

Parking pads (driveway extensions) may be constructed adjacent to and contiguous with the original concrete driveway on the side opposite the front walkway. The parking pad shall terminate in line with the front of the house.

Dimensional Limitations: Maximum width of 9'-0". Each lot will be reviewed individually.

Set Back Requirements: Minimum set back from side property line is 18" except that the set back may be less with specific approval of the ACC on cul-de-sac lots because of lot configuration and size.

Drainage/Slope: Slope of the parking pad and that of the adjacent yard shall preserve the original run-off flow pattern and shall not cause excessive water to be directed to a neighboring property or to the house foundation.

Materials:

Concrete shall be the only allowable material. The preparation of the soil base shall be consistent with sound construction practices to minimize the risks of settling, excessive cracking and improper drainage.

Requirements:

See attached drawing on page 3.04-2.

Parking Pad Detail

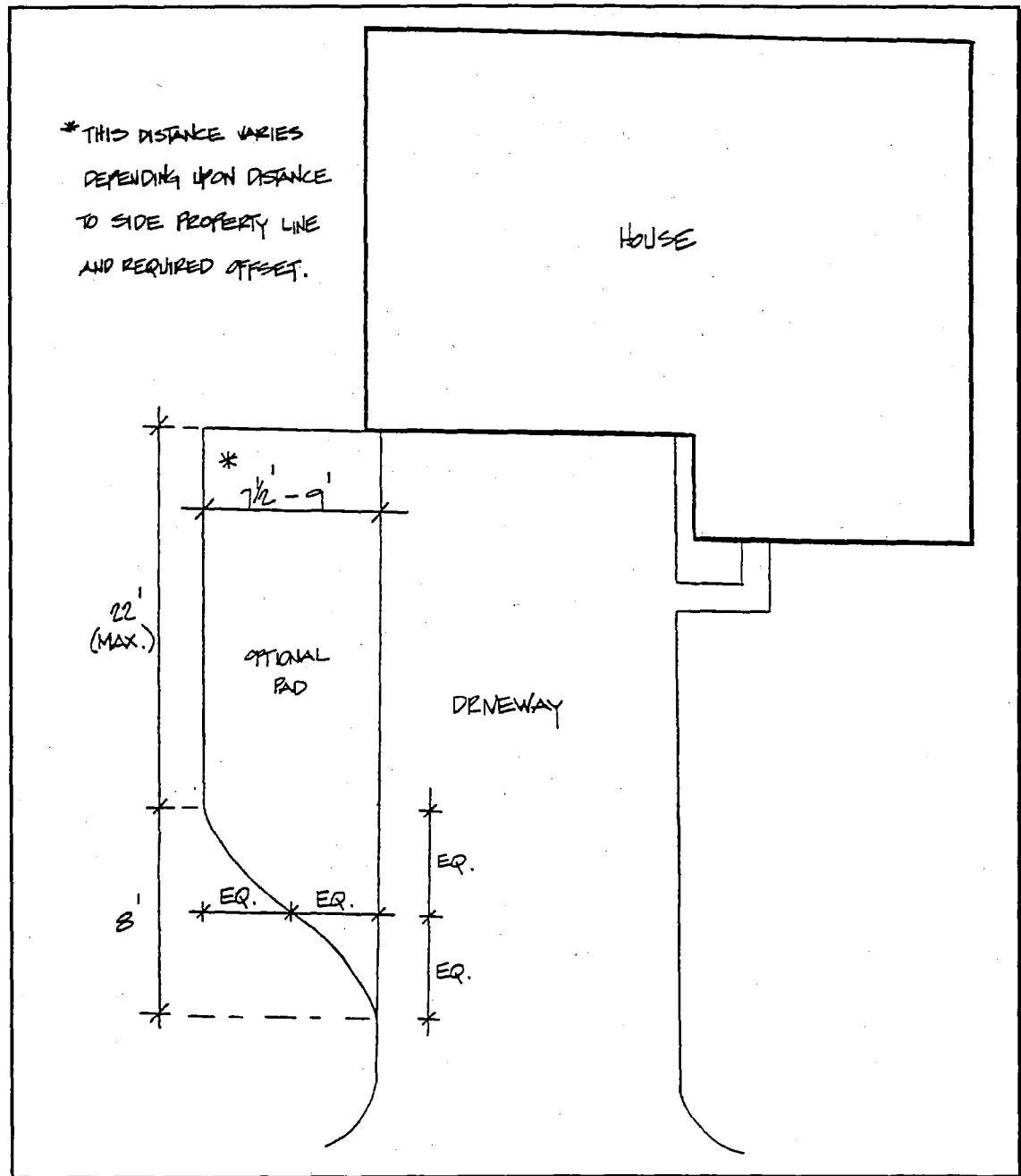


Figure 3.04-1: Drawing details for a standard parking pad addition.

Walkways and Patios

Appearance:

Patios and walkways shall be created in scale with the site and existing structures. Slope of the patios, walkways and that of the adjacent yard shall preserve the original run-off flow pattern and shall not cause excessive water to be directed to a neighboring property or to the house foundation.

Location:

Patios shall be confined to the rear yard while walkways will be confined to the side and rear yards. The patio and walkway size, design and set backs to adjacent property lines shall be kept in proportion to the existing structures and site. All walkways and patios shall be a minimum of 18" from property lines. Lot size and configuration may permit reduction of the 18 inch set back in particular instances, but specific approval of the ACC is required for a set back less than 18".

Materials:

Generally, brick, concrete, concrete pavers, flagstone and slate will be considered as acceptable materials. Materials and color chosen shall complement the existing structures. All patios and walkways shall be reviewed on an individual basis for material, color and location.

Requirements:

All patios and walkways must maintain proper drainage on the site. If a walkway or patio is planned, homeowners are required to provide a plan that details drainage patterns and runoff.

Playground and Recreational Equipment

Definitions:

Playground or Play Equipment: Swing sets, sliding boards, sandboxes, and similar items are classified as playground or play equipment for the purposes of this guideline. This guideline does not cover moveable, temporary items such as bikes, wagons, and similar items.

Recreational Equipment: Basketball Goals, trampolines, horseshoe pits, permanent volleyball courts, and similar items are classified as recreational equipment for the purposes of this guideline. This guideline does not cover a temporary volleyball net, badminton net, or similar items.

Appearance:

Playground and recreational equipment should blend with the natural surroundings to the extent possible.

Landscaping or fencing should be planned to screen playground and recreation equipment from being visually offensive and to maintain a safe environment for the children. "Visually offensive" shall be judged by the ACC applying a standard of objective reasonableness rather than just the subjective views of neighbors.

Location:

Dependent on the configuration of each lot, playground equipment should be placed in the rear yard. The location of play areas and of recreational equipment must take into account the impact on adjacent properties, noise concerns, safety concerns, and the minimization of any offensive visual impact on neighbors or public areas.

Recreational equipment should also be placed in the rear yard area where applicable (i.e., trampolines). Potentially dangerous items such as trampolines should be located within fenced in areas to prevent access by unsupervised and unintended child users. For equipment such as basketball goals, they may be placed in the front yard if a hard surface (driveway) is desired for the playing surface. **Basketball goals, fixed or portable, shall not be placed near the street**, where the street is intended as the playing surface. Basketball goals located by driveways must be placed to avoid balls striking vehicles, landscaping or other items on the adjacent property.

Materials:

Playground equipment constructed of treated natural wood is encouraged, but not required. Playground equipment should be constructed of proper materials to ensure safe usage, be properly anchored and be aesthetically pleasing. It is recommended that recreational equipment be "portable", however, fixed in place equipment will be considered on an individual basis. Recreation equipment should be constructed of proper materials to ensure safe usage, be properly anchored and be aesthetically pleasing.

Requirements:

Detailed drawings shall be presented to the Architectural Control Committee for approval *prior* to the installation of any equipment.

All equipment in a fixed location for an extended period of time must be submitted. All playground and recreational equipment must be maintained in a safe condition and kept visually pleasing to the community and surrounding environment.

Landscaping

Definitions:

*Natural Area/
Landscaping Bed*

Any area with ground cover other than grass.

Bushes and Shrubs

Any bush or shrub that will exceed 3'-0" in height or width at maturity.

Flower Bed

Any grouping of flowers not contained in a natural area or landscape bed.

Garden

Any area used to grow vegetables or herbs.

Water Garden

Natural or prefabricated body of water for decorative purposes.

Trees/Tree Removal

Any tree added to or removed from the property.

Appearance:

Natural areas and landscaping beds shall be made in proportion to the home and property. All landscaped areas shall be maintained to prevent overgrowth of individual plants or weeds. Landscaped areas shall be mulched to improve appearance and aid in maintenance. Edging around the bed or natural area may be used but is not a requirement, and if used, should be consistent with the existing style and aesthetics of the community.

Vegetable, herb and water gardens shall be maintained regularly to prevent excessive weed growth. All plants located in a garden shall not exceed 5'-0" in height. Screening of these areas should be considered through the use of fencing or shrubs to eliminate views from the street or common areas. These areas should not be visually offensive to neighbors.

Trees shall be maintained and pruned to remove debris and damaged limbs due to wind, decay, and disease or ice damage.

Location:

Natural areas and landscaping beds may be utilized in the front, rear and side yards. Landscaping beds and natural areas located in the front yards shall not encompass more than 50% of the total area available for the front yard. (Areas are measured from the curb to the nearest point of the house, and from one side yard property line to the other side yard property line. Corner lots will be measured from the curb to far side yard property line. Areas will *exclude* the existing walkway and driveway.) The remaining 50% of the front yard area shall be grass.

Mature plant size shall be considered in determining locations of bushes and shrubs near property lines and the plantings set back sufficiently to account for mature growth. When bushes and shrubs are located immediately adjacent to property lines, mulch is required at the property line to provide easy maintenance for adjacent property owners.

Vegetable, herb and water gardens shall normally be confined to the rear yard out of view from public streets and common areas. The maximum height for plants in these gardens shall not exceed 5'-0". Water gardens shall be planned and located to limit potentials for accidents (i.e., electrocution, drowning). Requests for water gardens in front yards shall require specific written approval of the ACC.

New trees shall be located away from foundations, drives or walks to limit potential damage caused by root growth.

Landscaping and plantings in utility easements will be reviewed on a case by case basis and normally be permissible, but with the full understanding that any plantings may have to be removed for utility work in that easement without any liability on the part of the Association or the utility company.

Materials:

In the application, provide "common" variety names of plants that are to be used.

Approval is not required for mulching with pine straw, hardwood or bark mulch. Decorative gravel mulch or other types of mulching require approval.

Edging may consist of unstained pressure treated yellow pine timbers, brick, stone, pre-cast concrete edging, black plastic edging, or other commonly used material. Railroad ties are prohibited. Selections should consider scale, color and proportion to harmonize with the existing structures and surrounding site. Normally, edgings are only one level high and multiple levels of landscape timbers or other materials would normally be considered as a retaining wall under section 3.12.

Requirements:

All front yards shall have a minimum of 50% grassed area (see appearance above).

All landscaping will maintain proper drainage on the site. If landscaping is planned, homeowners are required to provide a plan that details drainage patterns and runoff. Plans which cause excessive runoff to neighboring properties or common areas will not be approved without modifications which solve the drainage situation.

All tree removal, except emergency removal, must be approved by the Architectural Control Committee in advance. Photos of the trees to be removed and the reasons for removal must accompany the application prior to tree removal. Tree removal may be made where the tree(s) present a clear and present danger as a result of wind or ice damage or disease or decay.

Architectural Control Committee approval is *not* required for the following items:

Flowers planted in *existing* beds.

Shrubs less than 3'-0" in height or diameter at maturity and located within an **existing** bed.

Shrubs less than 3'-0" in height or diameter at maturity and used as a cover for the foundation, fence, deck or HVAC equipment.

Ground cover in **existing** natural areas.

Ground cover in **existing** landscaping beds.

Mulching with pine straw, hardwood or bark mulch.

Replacement of existing shrubs, plants, or trees that die or are diseased with the same variety and size shrub, plants or tree in the same location.

One level of edging consisting of unstained pressure treated yellow pine timbers, brick, stone, pre-cast concrete edging, black plastic edging, or other commonly used material as long as the edging is natural in color or the commercially available white stone or cast concrete edging material, but painted stones or other materials painted or stained will require prior approval and normally not be approved.

Satellite Dishes and Antennas

I. Preamble

WHEREAS, *The Villages at Wakefield Plantation Homeowners' Association* ("the Association") is responsible for governance and maintenance of *The Villages at Wakefield Plantation Subdivision* ("the Community"); and

WHEREAS, the Association exists pursuant to *applicable state law and governing documents*; and

WHEREAS, the Association is authorized to adopt and enforce reasonable rules and regulations in the best interests of the Community, pursuant to *sections of state law and the governing documents permitting the Association to adopt and enforce rules*; and

WHEREAS, the Federal Communications Commission ("the FCC") adopted a rule effective October 14, 1996, preempting certain restrictions in the governing documents concerning the installation, maintenance, and use of direct broadcast satellite, television broadcast, and multipoint distribution service antennas ("antennas"); and

WHEREAS, the Association desires and intends to adopt reasonable restrictions governing installation, maintenance, and use of antennas in the best interests of the Community and consistent with the FCC rule.

NOW THEREFORE, the Association adopts the following restrictions and regulations for the Community, hereinafter referred to as the "Rules," which shall be binding upon all owners and their grantees, lessees, tenants, occupants, successors, heirs, and assigns who currently or in the future may possess an interest in the Community, and which shall supersede any previously adopted rules on the same subject matter.

II. Definitions

- A. **Antenna:** Any device used for the receipt of video programming services, including direct broadcast satellite (DBS), television broadcast, and multipoint distribution service (MDS). A reception antenna that has limited transmission capability designed for the viewer to select or use video programming is a reception antenna provided that it meets FCC standards for radio frequency emission. A mast, cabling, supports, guy wires, conduits, wiring, fasteners, or other accessories necessary for the proper installation, maintenance, and use of a reception antenna shall be considered part of the antenna.
- B. **Mast:** Structure to which an antenna is attached that raises the antenna height.
- C. **Transmission-only antenna:** Any antenna used solely to transmit radio, television, cellular, or other signals.
- D. **Owner:** Any homeowner in the Association. For the purpose of this rule only, "owner" includes a tenant who has the written permission of the homeowner/landlord to install antennas.
- E. **Telecommunications signal:** Signals received by DBS, television broadcast, and MDS antennas.

III. Installation Rules

A. Antenna Size and Type

1. DBS antennas that are one meter or less in diameter may be installed. Antennas larger than one meter are prohibited.
2. MDS antennas one meter or less in diameter may be installed. MDS antennas larger than one meter are prohibited.
3. Antennas designed to receive television broadcast signals, regardless of size, may be installed, but only after written authorization is obtained from the Architectural Control Committee, and only if installing in the attic is unfeasible. (Refer to section III B below.)
4. Installation of transmission-only antennas are prohibited in the Community.
5. **All antennas not covered by the FCC rule are prohibited.**

B. Location

1. Antennas shall be installed solely on individually owned property as designated on the *recorded deed or other document defining the portions of common or individually owned property.*
2. **If acceptable quality signals may be received by placing antennas inside a dwelling, without unreasonable delay or unreasonable cost increase, then outdoor installation may be prohibited.**

3. Antennas shall not encroach upon common areas or any other owner's property.
4. Antennas shall be located in a place shielded from view from the street or from other lots to the maximum extent possible; provided, however, that nothing in this rule would require installation in a location from which an acceptable quality signal may not be received. This section does not permit installation on common property, even if an acceptable quality signal may not be received from an individually owned lot.

C. Installation

1. Antennas shall be no larger nor installed higher than is absolutely necessary for reception of an acceptable-quality signal.
2. All installations shall be completed so that they do not damage the common areas of the Association or the lot of any other resident, or void any warranties of the Association or other owners, or in any way impair the integrity of buildings on common areas or lots.
3. Owners are responsible for all costs associated with the antenna, including but not limited to costs to:
 - a. Place (or replace), repair, maintain, and move or remove antennas;
 - b. Repair damages to the common property, other lots, and any other property damaged by antenna installation, maintenance or use;
 - c. Pay medical expenses incurred by persons injured by antenna maintenance, or use;
4. Reimburse residents or the Association for damages caused by antenna installation, maintenance, or use.
5. Antennas must be secured so that they do not jeopardize the soundness or safety of any other owner's structure or the safety of any person at or near antennas, including damage from wind velocity based upon a unique location.

D. Maintenance

1. Owners shall not permit their antennas to fall into disrepair or to become safety hazards.
2. Owners shall be responsible for antenna maintenance and repair.
3. Owners shall be responsible for repainting or replacement if the exterior surface of antennas deteriorates.

E. Safety

1. Antennas shall be installed and secured in a manner that complies with all applicable city and state laws and regulations, and manufacturer's instructions. The owner, prior to installation, shall provide the Association with a copy of any applicable governmental permit.
2. Unless the above-cited laws and regulations require a greater separation, antennas shall not be placed within five (5) feet of underground power lines (as indicated by No-Cuts) and in no event shall antennas be placed where they may come into contact with in electrical power lines. This purpose of this requirement is to prevent injury or damage resulting from contact with power lines.
3. All installations must comply with all applicable codes.
4. In order to prevent electrical and fire damage, antennas shall be permanently and effectively grounded.
5. Antennas are required to withstand the pressure of snow and ice.

IV. Antenna Camouflaging

- A. Antennas or masts may not extend beyond a railing or fence unless no acceptable quality signal may be received from this location.
- B. Antennas situated on the ground and visible from the street or from other lots must be camouflaged by existing landscaping or fencing, if an acceptable quality signal may be received from such placement. If no such existing landscaping or screening exists, the Association may require antennas to be screened by new landscaping or screening of reasonable cost.
- C. Antennas, masts, and any visible wiring must be painted to match the color of the structure to which it is installed. *(Some manufacturers assert that painting may prevent the receipt of an acceptable quality signal Association residents are advised to make sure that paint will not degrade the signal.)*
- D. Antennas may not obstruct a driver's view of an intersection or street.
- E. *Camouflaging antennas may not be unreasonably expensive. For example, it would not be unreasonable to require a \$40 hedge. A \$150 fence, on the other hand, would most likely be found to be unreasonable. The Association may require more expensive screening, if the Association chooses to fund part of the cost.*

V. Number of Antennas

No more than one antenna of each provider may be installed by an owner.

VI. Mast Installation

- A. Mast height may be no higher than absolutely necessary to receive acceptable quality signals.
- B. Masts that extend 12 feet or less beyond the roofline may be installed subject to the regular notification process. Masts that extend more than 12 feet above the roofline must be approved before installation due to safety concerns posed by wind loads and the risk of falling antennas and masts. Any application for a mast longer than 12 feet must include a detailed description of the structure and anchorage of the antenna and the mast, as well as an explanation of the necessity for a mast higher than 12 feet. If this installation will pose a safety hazard to association residents and personnel, then the association may prohibit such installation. The notice of rejection shall specify these safety risks. *(This 12-foot baseline may change, if the BOCA Code is amended.)*
- C. Masts must be installed by a licensed and insured contractor.
- D. Masts must be painted the appropriate color to match their surroundings.
- E. Masts installed on a roof shall not be installed nearer to the lot line than the total height of the mast and antenna structure above the roof. The purpose of this regulation is to protect persons and property that would be damaged if the mast were to fall during a storm or from other causes.
- F. Masts shall not be installed nearer to electric power lines than the total height of the mast and antenna structure above the roof. The purpose of this regulation is to avoid damage to electric power lines if the mast should fall in a storm.
- G. Masts shall not encroach upon another owner's lot or common property.
- H. Masts must be designed to withstand the weight of ice and snow.

VII. Notification Process

- A. Any owner desiring to install an antenna must complete an Architectural Control Committee Application Request Form (Section 2.02) and submit it to the Architectural Control Committee via the Management Company. If the installation is routine (conforms to all of the above rules and restrictions), the installation may begin immediately.
- B. If the installation is other than routine for any reason, and after an Architectural Control Committee Application Request Form has been submitted, owners and the ACC must establish a mutually convenient time to meet to discuss installation methods. The Management Company must be contacted to schedule this meeting.

VIII. Installation by Tenants

Tenants may install antennas in accordance with these rules with written permission of the homeowner/landlord. A copy of this permission must be furnished with the Architectural Control Committee Application Request Form.

IX. Enforcement

- A. If these rules are violated, the Association may bring action for declaratory relief with the FCC or any court of competent jurisdiction after notice and an opportunity to be heard. If the court or FCC determines that the Association rule is enforceable, a fine of \$50 shall be imposed by the Association for each violation. If the violation is not corrected within a reasonable length of time, additional fines of \$10 per day will be imposed for each day that the violation continues. To the extent permitted by law, the Association shall be entitled to reasonable attorney fees, costs, and expenses incurred in the enforcement of this policy.
- B. If antenna installation poses a serious, immediate safety hazard, the Association may seek injunctive relief to prohibit or seek removal of the installation.

X. Severability

If any provision is ruled invalid, the remainder of these rules shall remain in full force and effect.

Exterior Freestanding Detached Structure

Definition: Examples of exterior free standing detached structures include storage sheds, gazebos, doghouses, greenhouses, etc.

Appearance:

Generally, the Architectural Control Committee will review materials, colors, location, scale and massing of the proposed structure to determine compatibility of the proposed structure to surrounding structures and sites. The intent is to preserve the architectural character of the neighborhood with specific emphasis given to the maintenance of a cohesive neighborhood architectural style. This "style" incorporates the scale, materials, details, massing, color and design intent of the original structures. Every application will be reviewed on an individual, case by case basis.

Chain link outdoor dog runs or animal cages are prohibited.

Location:

All exterior freestanding detached structures will be confined to the rear yard. The location for these structures will typically be governed by the maximum building area that is defined by the City of Raleigh in respect to the minimum setback requirements from the property line. However, the Architectural Control Committee reserves the right to reject applications that may meet the City of Raleigh setback requirements but fail to meet the objectives of the Architectural Control Committee. The Architectural Control Committee will review each application on an individual basis and approvals will be granted on this basis. Prior approvals of an application does not guarantee subsequent approvals on the same or other lot.

The placement of doghouses must also take into consideration safety concerns, noise minimization, the possibility of offensive odors, and not be visually offensive to neighbors and public areas. "Visually offensive" shall be judged by the ACC applying a standard of objective reasonableness rather than just the subjective views of neighbors.

Materials:

Materials for use on any detached structure will meet or exceed the materials used in construction of the original structure. Compliance with the "current" edition of the City of Raleigh building codes will be considered meeting the "minimum" standards of construction. The Architectural Control Committee reserves the right to require homeowners to **exceed** these standards if it is deemed necessary to maintain the architectural intent of the original structure. In general, the Architectural Control Committee seeks to maintain the quality of materials and workmanship that are present in the original structure.

Applications must include details of the foundation or anchors for such structures.

Requirements:

All exterior freestanding structures shall maintain proper drainage on the site. If a structure is planned, homeowners are required to provide a plan that details drainage patterns and runoff as a result of the new structure.

If electrical service will be provided to the detached structure, the application must include details of how that service will be run and must comply with all applicable electrical codes and regulations. Overhead electrical service is not permitted in The Villages at Wakefield Plantation.

Metal storage structures will not be approved.

All external detached freestanding structures must comply with all applicable City of Raleigh regulations, ordinances, permit requirements and inspection requirements. The City of Raleigh standards are the minimum requirement and The Villages at Wakefield Plantation standards may be more stringent.

Exterior Painting

Appearance:

All exterior paint colors, including mailboxes, shall be consistent with the initial paint application to maintain a variety as well as continuity with the surrounding homes. Siding paint shall be only a flat latex type of paint (no semi-gloss or gloss type paints are permitted). Trim paint may be semi-gloss.

Paint colors on additions and exterior detached structures shall be consistent with the dwelling and surrounding area.

Location:

Not applicable.

Materials:

Siding paint shall be Duron Deluxe Exterior Flat House Paint or equivalent.
Trim and shutter paint shall be Duron Weathershield Exterior Acrylic or equivalent.

Requirements:

Any changes to the original exterior paint colors must have Architectural Control Committee approval.

Exterior Lighting

Appearance:

Exterior lighting fixtures must be compatible with the architectural character of the neighborhood. Generally, low voltage accent lighting confined to planting beds or along walkways and on decks is acceptable. Other lighting devices, i.e., floodlights, spot lights, lampposts will be reviewed on an individual basis. "Temporary" holiday lighting generally does not require approval from the Architectural Control Committee, however, such "temporary" lighting and any associated wiring must be removed within a reasonable period after such holiday.

Location:

Generally, low voltage accent lighting confined to planting beds or along walkways is acceptable. Floodlights and spotlights will generally be limited to rear and side yards. Specific approval shall be required for spotlights or floodlights on driveways. All exterior lighting must have locations approved prior to installation. This guideline is not meant to be construed as discouraging security lighting systems, but only to control the source and spread of the light beam that may be intrusive to adjacent property owners. The application should include a diagram showing the proposed location of new lights and the lighted area.

Materials:

Include a materials list and if possible, a picture or drawing of the proposed fixtures, with the application.

Requirements:

Beam spread from all light sources should be confined to the homeowner's lot. On corner lots and locations where the lighting may affect drivers, care must be taken to insure that spotlights and floodlights do not cause dangerous safety hazards by blinding oncoming traffic.

All electrical installations must be in accordance with all applicable electrical codes and regulations.

Approval is not necessary for the following:

- Approval is not necessary for replacement of current light fixtures with a similar type and style.
- Approval is also not necessary for properly installed low voltage accent lighting along walkways and on the inside of decks if the lights are at least five feet apart. If closer placement is desired, then an application must be submitted. Any low voltage spotlights or lights on the outside of decks require an application if the light may shine onto adjacent property.

Retaining Walls

Appearance:

Generally, the architectural Control Committee will consider for approval "natural" materials for use in the construction of retaining walls. All retaining walls will be considered on an individual basis. The ACC will review materials, colors, location, scale and massing of the proposed wall to determine compatibility with the architectural intent of the existing structure and relationship to the surrounding site.

Location:

Locations for retaining walls must be clearly specified on the plot plan submitted with the application. Applications for retaining walls will be reviewed on an individual, case-by-case basis. Consideration will be given to changes in the natural topography and existing drainage patterns.

Materials:

"Natural" building materials such as stone, slate, brick and pressure treated timbers will be considered as acceptable materials. Railroad ties are prohibited. Materials and colors chosen should complement the existing structure on the site.

Requirements:

All retaining walls will maintain proper drainage on the site. If a wall is planned, homeowners are required to provide a plan that details drainage patterns and runoff as a result of the new structure.

All retaining walls will be properly secured to prevent collapse and must meet all applicable City of Raleigh requirements. There is no height limit, but the compatibility with the surrounding area and the dwelling will be considered. Any request for a retaining wall over three feet in height shall include in the application detailed specifications on anchoring the wall.

Exterior Storm Doors

Exterior storm doors are allowed on ATTACHED homes only.

Exterior storm doors shall be Larson brand, full-view glass (with optional screen) in white color only. Door must have a brass tone expander sill at bottom of door.

Allowed style examples: Stratford and Charleston.

Larson brand storm doors are readily available at area home improvement stores.

NOTE: There shall be no decorative glass or security grate doors allowed.

Hot Tubs/Pools

Appearance:

All hot tubs and pools will be reviewed on an individual, case-by-case basis. The Architectural Control Committee realizes that pool and hot tub styles are limited and will place emphasis on screening systems to minimize the visual impact from a public way or adjoining property.

Location:

All hot tubs and pools will be confined to the rear yard. On lots where a rear yard adjoins or is visible from a public way, appropriate screening shall be installed to minimize the visual impact.

Materials:

All pools and hot tubs will be reviewed individually for materials and color.

Requirements:

Installation must meet or exceed all applicable codes, regulations, ordinances, permit requirements, and inspection requirements of the City of Raleigh. The City of Raleigh standards are the minimum standards and The Villages at Wakefield Plantation requirements may exceed those standards.

All pools and hot tubs will maintain proper drainage on the site. If a pool/hot tub is planned, homeowners are required to provide a plan that details drainage patterns and runoff. Water from the pool or hot tub may be drained into the storm sewer system at the end of the season. Care should be taken to contain water from spilling over onto adjacent properties.

All pools and open hot tubs shall be surrounded by a fence (see Section 3.03) with locking gates. Pools and hot tubs may require additional screening based on the location on the lot to provide visual screening from adjacent property owners or public ways.

Pumps and other machinery related to the pool or hot tub shall be concealed in a manner to avoid offensive visual appearance and minimize noise production or transmission of such noise to nearby lots. "Visually offensive" shall be judged by the ACC applying a standard of objective reasonableness rather than just the subjective views of neighbors.

Care should be taken to locate pools and hot tubs away from potential hazards (i.e., electrocution, drowning). All electrical work related to the pool or hot tub shall comply with all applicable electrical codes.

Homeowners should understand that pools increase the intensity of noise and appropriate measures need to be taken to limit this potential conflict with adjacent homeowners. In addition, homeowners must also comply with the City of Raleigh noise ordinance.

Mailboxes

Mailbox and post style has been predetermined by the developer/builder for aesthetic continuity throughout the neighborhood.

The approved style cannot be deviated from or changed.

Maintenance

Maintenance**Appearance:**

It is the responsibility of each homeowner to maintain his/her property in such a way that it adds to the overall beauty and harmony of the subdivision. Each homeowner should take this responsibility seriously, as failure to do so can negatively impact the value of your own property, surrounding properties, and the subdivision as a whole.

There are many areas in and around the home which should be inspected regularly to insure the property is in good repair. These include but are not limited to:

- Lawn Care
- Trimming of trees and shrubbery
- Landscaping
- Decks
- Fences
- Driveways and Sidewalks
- Playground equipment
- Paint
- Roofing
- Garbage can Storage
- Debris and Trash Removal

Deterioration:

If at any time the Board of Directors is made aware of a property that has deteriorated to the point that it is affecting the aesthetics of the community, the Architectural Control Committee, a representative of the management company, or a combination of the two will be requested to make a site inspection. The committee will then make a recommendation for action to the Board of Directors. Appropriate action will be taken in accordance with the enforcement policies of The Villages at Wakefield Plantation Homeowners Association.

Architectural Control

Section 4.01

Based on the severity of the deterioration, the homeowner will be given a specified period of time in which to make the necessary repairs. If, after that time, the repairs have not been effected to the satisfaction of the Board, the Board has the obligation of enforcement as described in the Declaration of Master Covenants, Conditions and Restrictions for The Villages at Wakefield Plantation Homeowner's Association, the Enforcement Procedures policy of the Association, and other applicable regulations and policies.

Wakefield Plantation Architectural Design Guidelines (page 12)

B-ball Goal (Effective 07/08):

These Basketball goal rules are for both permanent and portable goals. Only one goal is permitted per lot. Goals must be located at the outside of the drive no closer to the street than the midpoint of the driveway. (Residents are reminded that City ordinances require that goals shall not be located on the sidewalk, in the street or in the right of way. Nor are games to be played on the streets and sidewalks of the City.) All backboards and frames must be maintained in a like new condition. Frames are to be metal and black in color. Backboards must be of a transparent material. Mini or junior goals are exempt from the color and materials requirements. Goals shall not be attached to the house, garage, or other structures. Provision must be made so as not to impact the neighbor's home, plantings or property. (The activity shall not become an annoyance or nuisance to the neighborhood as prescribed in the City Ordinances and Wakefield Plantation's Covenants.) Basketball goals meeting the above criteria do not need prior approval.

Bill Krupp stated he remembered the Board's rationales for Changes were as below: Separate rules for permanent and portable goals presented a major problem in enforcement.

- 1) Portable goals when not in use were to be stored out of sight. Permanent goals fell under a different set of rules. One could be in compliance by merely moving or storing the goal and then replacing it later. This would allow a continued cycle of moving and replacing over an unlimited number of 30 day time periods.
- 2) Determining the 30 day period's end-date for moves would require an excessive amount of someone's time and confusion. With so many goals it might require an almost daily inspection.
- 3) Rules for permanent goals are much more stringent than portable goals. Many basketball portable goals were of inferior materials, construction and appearance.
- 4) The new rules are more specific and added "Residents are reminded that City ordinances require that goals shall not be located on the sidewalk, in the street or in the right-of-way. . .Nor are games to be played on the street and sidewalks of the City" and . . . "Provisions must be made so as not to impact the neighbor's home, plantings or property" and . . ."The activity shall not become an annoyance or nuisance to the neighborhood as prescribed in the City Ordinance and Wakefield Plantation's rules."
- 5) The Board now has more grounds to enforce annoyance, nuisance, property, and privacy issues.
- 6) Portable goals were for the most part at the street and in violation of city ordinances which many residents did not know or that were enforced by the city
- 7) The Board by these rules is encouraging the residents to make their goals permanent.
- 8) Goals meeting the requirements would not need AAC prior approval.
- 9) As a sub-association The Villages can set more stringent rules working with the master association

Prior to establishing the rules quick survey of some of the neighborhoods showed that basketball goals are distributed unevenly by neighborhood and many of poor quality. There seemed to be a correlated with the number of young children in that neighborhood. The count by a visual the survey showed- Weatherby Villas- 0, Ridgely Townhomes- 0, Parkside- 20+, Cedar Grove- 9+, Stratford Hall- 20+. Middleton had a significant number of goals that were permanently installed.



New Home Construction

- **Submittal.** Please submit an Application with the location of the new construction drawn on your lot survey of the property, house elevation views indicating the location, heights, roof lines, etc. of the house and the proposed addition (if applicable), the location of the landscaping, and a list of plants to be installed to fulfill the buffer/screen requirement. Construction documents may be required depending on the nature of construction.
- **New Construction Guidelines.** Refer to pages 6-7 of the Wakefield Plantation [Architectural Design Guidelines](#)

TO SUBMIT YOUR APPLICATION ONLINE:

1. **Log in to your HOA account:** <https://ppm.cincwebaxis.com/>
2. Open the **Architectural Request** section located on the main dashboard screen.
3. Select “Add ACC Requests” to begin your application.
4. Upload **all required project documents/images**.

UPDATE YOUR CURRENT APPLICATION:

In the *Architectural Requests* section on the main Dashboard page, *click > See All* to open your application. Select *Add Comment* or *Add Documents*

***PRECLOSING AND NEW OWNERS:** It can take 2-4 weeks from your closing date for your new account to be set up with PPM. **To submit your exterior project application before your account is established**, please email arc@ppmral.com to request the Application Form for your community. Note that any approval granted will be contingent upon your recorded ownership of the property.

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MAINTENANCE RESPONSIBILITY CHART

Villages of Wakefield Townhomes

| ITEM | Homeowner | Association |
|--|-----------|-----------------|
| Animals in chimney | | |
| Attic power vents and fans | | |
| Chimney cap leaks | | |
| Chimney surface (brick) | | |
| Common area lighting | | |
| Damage to landscaping caused by resident, employee or guest, autos, repairs, spills, pets, etc. | | |
| Electrical fixtures (except in common areas) | | |
| Exterior townhouse numbers | | |
| Exterior water spigots | | |
| Exterior window TRIM | | |
| Exterior yard lights & fixtures | | |
| Extra cost of painting due to owner negligence (changing the color or using the wrong type of paint) | | |
| Fencing (to include privacy fences) | | |
| Firewood stored 18" from wooden structures. No more than 1/2 cord can be stored at a time. Wood cannot be stacked against trees. | | |
| Foundation/structural parts of home | | |
| Garbage receptacles | | |
| Grounds/Landscaping (builder installed) | | |
| Grounds/Landscaping (common areas) | | |
| Grounds/Landscaping (homeowner installed) | | |
| Gutter Cleaning | | |
| Gutter replacement and repair | | |
| Heating/AC units & feeder lines | | |
| Ice and snow removal- from private streets | | |
| Interior drainage (except gutters & downspouts) | | |
| Interior repairs caused by leaks | | |
| Irrigation/Sprinklers | | |
| Mailbox repair/replacement (normal use) | | |
| Meter leaks or replacement | | |
| Pest control- inside home | | |
| Private road & parking area repair | | |
| Repair/Maintenance of Architectural changes | | |
| Roof repair/Leaks/Replacement-except Skylights (owner) | | |
| Screens, screen doors & screened porches | | |
| Sewer lines from common cleanout to city line | | |
| Sidewalk(Public Roads) | | City of Raleigh |
| Siding & trim (cleaning/painting/repair) | | |
| Storm doors & Doors | | |
| Structural problems | | |
| Termite warranty | | |
| Walkway maintenance | | |
| Water lines damaged by HOA | | |
| Water lines from meter to city line | | |
| Water lines from meter wall to interior | | |
| Weather-stripping | | |
| Window fixtures & door hardware | | |

982585059

**ARTICLES OF INCORPORATION OF
THE VILLAGES OF WAKEFIELD PLANTATION
HOMEOWNERS ASSOCIATION, INC.**

0-0471215
FILED
11:47 Am
SEP 21 1998

EFFECTIVE
ELAINE F. MARSHALL
SECRETARY OF STATE
NORTH CAROLINA

In compliance with the requirements of Chapter 55A of General Statutes of North Carolina, the undersigned, all of whom are residents of the State of North Carolina and all of whom are of full age, have this day voluntarily associated themselves together for the purpose of forming a corporation not for profit and do hereby certify:

ARTICLE I
NAME

The name of the corporation is The Villages of Wakefield Plantation Homeowners Association, Inc. (hereinafter the "Association").

ARTICLE II
PRINCIPAL OFFICE, REGISTERED OFFICE AND INITIAL AGENT

The registered office and principal office of the Association is located at 4601 Six Forks Road, Suite 104, Raleigh, Wake County, North Carolina, 27609. The location of the registered office may be changed by a majority vote of the Board of Directors. The name of the initial registered agent at the above address is Harold E. Russell, Jr.

ARTICLE III
PURPOSE AND POWER OF THE ASSOCIATION

The Association does not contemplate a pecuniary gain or profit to the members thereof. The specific purposes for which the Association is formed are: (1) to own and maintain the Common and Limited Common Properties within the subdivision known as The Villages of Wakefield Plantation; and (2) to promote the health, safety, and welfare of the residents within The Villages of Wakefield Plantation and any additions thereto as may hereafter be brought within the jurisdiction of the Association, and for these purposes to:

- (a) exercise all the powers and privileges and to perform all duties and obligations of the Association as set forth in that certain Subdivision Declaration For The Villages of Wakefield Plantation, to be recorded in the Wake County Public Registry, as the same may from time to time be amended as provided therein, said Declaration and any amendments thereto

(hereinafter individually and collectively referred to as "Declaration") being incorporated herein as if set forth at length;

- (b) fix, levy, collect, and enforce payment by any lawful means, all charges or assessments pursuant to the terms of the Declaration;
- (c) pay all expenses incurred in connection with collection of the charges and assessments set forth in subparagraph (b) above, and to pay all office and other expenses incident to the conduct of the business of the Association, including all licenses, taxes, or governmental charges levied or imposed against property owned by the Association;
- (d) acquire (by gift, purchase, or otherwise), own, hold, improve, build upon, operate, maintain, convey, sell, lease, transfer, dedicate for public use, or otherwise dispose of real or personal property in connection with the affairs of the Association; provided, however, that all conveyances and transfers of common areas must be done in accordance with the Code of Ordinances of the City of Raleigh;
- (e) borrow money and, with the assent of members entitled to at least two-thirds (2/3) of the votes appurtenant to each class of voting membership, (as defined in the Declaration), mortgage, pledge, deed in trust, or hypothecate any or all of its real or personal property as security for money borrowed or debts incurred, subject to the property rights of the Members as provided in the Declaration;
- (f) dedicate, sell or transfer all or any part of the Common Properties to any public agency, authority, or utility for such purposes and subject to such conditions as may be agreed upon by the members. No such dedication or transfer shall be effective unless an instrument has been signed by members entitled to at least two-thirds (2/3) of the votes appurtenant to each class of membership, agreeing to such dedication, sale, or transfer at a duly called meeting of the Association. Notwithstanding anything herein to the contrary, the Common Properties shall be preserved to the perpetual benefit of the owners of the lots within The Villages of Wakefield Plantation and shall not be conveyed except to the City of Raleigh or to another non-profit corporation for the aforementioned purposes;
- (g) participate in mergers and consolidations with other non-profit corporations organized for the same purposes, provided that any merger or consolidation shall have the consent of the members as provided in paragraph (f) above, the consent of the Raleigh City Attorney, or his or her deputy; and
- (h) have and exercise any and all powers, rights, and privileges which a corporation organized under the Non-Profit Corporation Act of the State of North Carolina by law may now or hereinafter have or exercise.

ARTICLE IV
FINANCE

The Association is a non-stock corporation and no part of the profits (if any) of the Association shall inure to the pecuniary benefit of its members or to any other person.

ARTICLE V
MEMBERSHIP AND VOTING RIGHTS

Every person or entity who is a record owner of a fee or undivided fee interest in any lot subject by the Declaration to assessment by the Association, including contract sellers, shall be a member of the Association. The foregoing is not intended to include persons or entities who hold an interest merely as security for the performance of any obligation. Membership shall be appurtenant to and may not be separated from ownership of any lot which is subject to assessment by the Association.

The voting rights of the membership shall be provided in the Declaration of the Association.

ARTICLE VI
BOARD OF DIRECTORS

The affairs of the Association shall be managed by an initial Board of three (3) Directors, who need not be members of the Association. The persons who are to act in the capacity of the Director until the selection of their successors are:

| <u>NAME</u> | <u>ADDRESS</u> |
|-----------------------|---|
| Lawrence J. Witek | 200 Commonwealth Court Ste. 200 Cary, North Carolina 27511 |
| Patricia E. Hanchette | 200 Commonwealth Court Ste. 200 Cary, North Carolina 27511 |
| Michael L. Williams | 200 Commonwealth Court Ste. 200 Cary, North Carolina 27511 |

At the first annual meeting of the Association after which transition to homeowner control has taken place, the number of directors may be increased to seven. At that meeting, the members may elect two directors for a term of one year, two directors for terms of two years, and three directors for terms of three years. At each annual meeting thereafter, the members shall elect the number of directors needed to fill the vacancy or vacancies created by the director or directors whose terms is/are expiring to serve a term of three (3) years.

ARTICLE VII DISSOLUTION

The Association may be dissolved only upon the signed written assent of members entitled to at least two-thirds (2/3) of the votes appurtenant to all classes of membership. Upon dissolution of the Association, other than the incident to a merger or consolidation, the assets of the Association shall be dedicated to the City of Raleigh to be used for purposes similar to those for which the Association was created. In the event that such dedication is refused acceptance, such assets shall be granted, conveyed, and assigned to any non-profit corporation, association, trust, or other organization to be devoted to such similar purposes.

ARTICLE VIII DURATION

The period of existence of this corporation is perpetual.

ARTICLE IX AMENDMENTS

Amendments of these Articles shall require the assent of the members entitled to at least two-thirds (2/3) of the entire membership.

ARTICLE X FHA/VA APPROVAL

As long as there is Class C membership, the following actions require the prior approval of the Federal Housing Administration or the Veterans Administration: annexation of additional properties, mergers and consolidations, dissolution, mortgaging of Common Properties, dedication of or otherwise deeding of Common Properties to persons other than the Association, and amendment of these Articles.

ARTICLE XI
INCORPORATOR

The name and address of the incorporator is as follows:

Harold E. Russell, Jr.
4601 Six Forks Rd., Suite 104
Raleigh, NC 27609

IN WITNESS WHEREOF, I, the undersigned incorporator have hereunto set my hand and seal this 9th day of September, 1998.

Harold E. Russell, Jr. (SEAL)
Harold E. Russell, Jr.
INCORPORATOR

STATE OF NORTH CAROLINA

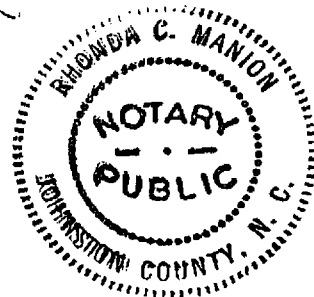
COUNTY OF ~~WAKE~~ Johnston

I, Rhonda C. Manion, a Notary Public for said County and State do hereby certify that Harold E. Russell, Jr. personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

WITNESS my hand and notarial seal, this 9 day of September, 1998.

Rhonda C. Manion (SEAL)
Notary Public

My Commission Expires: 6-19-2000



Articles of Inc.-Villages of Wakefield;

The Villages

AT WAKEFIELD PLANTATION
Homeowners Association, Inc.

Architectural Control Standards And Procedures

Introduction

and

General Information

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Introduction

Whether you are an original owner of a home in The Villages at Wakefield Plantation or you're a second or third owner, *WELCOME* to the community. The Villages at Wakefield Plantation is an exciting and vibrant place in which to live and the people here wish to make it an even better place to call home through their continuing efforts to protect, maintain and enhance their property values.

The Villages at Wakefield Plantation is a Planned Unit Development (P.U.D.). The original tract of approximately 183 acres was planned, designed and approved as a self-contained, deed-restricted community with its own set of covenants, conditions and order of rule under which all property owners would live and abide and which provide for the maintenance of all Common Properties and improvements thereon (see your Master Covenants, Conditions, and Restrictions and other related documents). Conditions and restrictions were set so that aesthetics, congruity, appearance, safety, etc., would be defined and written guidelines would be promulgated (e.g., this handbook) in order to create an environment where approximately 540 homeowners could live in harmony. Each homeowner has some degree of assurance that actions of all members of the community are directed so as not to adversely impact the quiet enjoyment of their property or their property values (e.g., painting one's home bright orange; abandoning cars in the street or driveway; the keeping/breeding of vicious pets such as pit bulls; unkempt yards). In effect, a P.U.D. is a "mini city" where there is a mayor (Board President), a city council (Board of Directors), a city manager (Property Manager), functional departments (Committees), and citizens (Homeowners). The ultimate intent of the covenants of a P.U.D. are not to create a totalitarian environment where property rights are trampled, but rather a self-ruled community where its members (Homeowners) look after their home and hearth and, ultimately, their investment through active participation in the governance of the community and on committees advising its appointed or elected leaders.

A well-run P.U.D. makes for a pleasant community in which to live. Under the covenants and related documents, all exterior changes must come before the Architectural Control Committee (ACC), including any that are not covered in this booklet. This document sets forth guidelines and procedures for making an application for approval for changes to the exterior of your home or yard. Please read on and familiarize yourself with the information contained herein.

Architectural Control Committee

ORGANIZATION

The Declaration of Master Covenants, Conditions and Restrictions for The Villages at Wakefield Plantation requires that an Architectural Control Committee (ACC), consisting of three or more persons, shall be appointed by the Association's Board of Directors and shall be responsible to the Board. The Committee Rules and Regulations adopted by the Board of Directors specify that the Architectural Control Committee shall consist of not more than nine (9) members.

The Architectural Control Committee shall be organized with a chairperson, vice-chairperson, recording secretary and committee members. The chairperson shall be appointed from the membership of the Architectural Control Committee by the President of the Board of Directors with the approval of a majority of the Board of Directors. Membership on the Architectural Control Committee requires approval of the Board of Directors.

PURPOSE

The Architectural Control Committee shall regulate the external design, appearance and location of the properties and improvements thereon in such a manner as:

- to promote those qualities in the environment that bring value to the community.
- to foster the attractiveness and functional utility of the community as a place to live, including a harmonious relationship among structures, vegetation and topography.

The Architectural Control Committee is responsible for:

- reviewing applications for exterior architectural and landscaping changes from individual homeowners.

- approving or denying submitted changes by a majority vote unless the authority to approve or deny is delegated to a part of the committee or an individual by a majority vote.
- developing draft architectural Standards and related regulations for submission to the Board of Directors for approval.
- enforcement of architectural Standards and related regulations as directed by the Board of Directors.

AUTHORITY

The authority of the Architectural Control Committee flows from the Declaration of Master Covenants, Conditions and Restrictions for The Villages at Wakefield Plantation, the By-Laws of The Villages at Wakefield Plantation Homeowners Association, Inc., the Articles of Incorporation of The Villages at Wakefield Plantation Homeowners Association, Inc., the Committee Rules and Regulations of The Villages at Wakefield Plantation Homeowners Association, the Enforcement Procedures of The Villages at Wakefield Plantation Homeowners Association, the Architectural Control Standards and such other relevant rules, regulations, or resolutions related to architectural control as may be adopted by the Board of Directors. The Declaration of Master Covenants, Conditions and Restrictions for The Villages at Wakefield Plantation, the By-Laws of The Villages at Wakefield Plantation Homeowners Association, Inc., and the Articles of Incorporation of The Villages at Wakefield Plantation Homeowners Association, Inc. were provided to you at closing in your homeowner's manual. A copy of the Architectural Control Standards should also have been provided to every homeowner. Copies of all legal documents, rules, regulations, resolutions and other relevant documents are maintained on file by the management company. Some of the details of the Architectural Control Committee authority is explained below, but considerably more detail is contained in the documents listed above.

The Architectural Control Committee does not have authority over the initial construction and landscaping of dwelling units constructed by the Declarant (the developer) within The Villages at Wakefield Plantation and had no authority over common areas or commonly owned property such as the Clubhouse, the pool, the playground, mini-parks, The Villages at Wakefield Plantation Drive right-of-way, trails and other common areas.

Architectural Control

Section 1.02

The Declaration of Master Covenants, Conditions and Restrictions for The Villages at Wakefield Plantation provide that no building, sign, fence, outside lighting, hedge, wall, walk, antenna, clothesline or other structure or planting shall be constructed, erected or planted until the plans and specifications showing the nature, kind, shape, height, materials, floor plans, color scheme, and location with respect to the topography and finished ground elevation shall have been submitted to and approved in writing by the ACC. The ACC shall have the right to refuse to approve any plans and specifications which are not suitable or desirable, in its sole discretion, for aesthetic or any other reasons, provided such approval is not unreasonably withheld. In approving or disapproving such plans and applications, the ACC shall consider the suitability of the proposed building, improvements, structure, or landscaping and materials of which same are to be built, the site upon which it is proposed to be erected, the harmony thereof with the surrounding area and the effect thereof on adjacent or neighboring property.

The Architectural Control Standards adopted by the Board of Directors in 1998, provided that no building, fence, wall, residence, structure, or projection from a structure (whether of a temporary or permanent nature, and whether or not such a structure shall be affixed to the ground) shall be commenced, erected, maintained, improved, or altered, nor shall any grading, excavation, tree removal, planting, change of exterior color or other work which in any way alters the exterior appearance of any lot or improvement be done without the prior written approval of the Architectural Control Committee regarding (a) the harmony of its exterior design and location in relation to (b) the character of the exterior materials and (c) the quality of the exterior workmanship.

The Declaration of Master Covenants, Conditions and Restrictions for The Villages at Wakefield Plantation also provides that there is specifically reserved unto the ACC, the right of entry and inspection upon any Lot for the purpose of determination by the ACC whether there exists any construction of any improvement which violates the terms of any approval by the ACC or the terms of this Declaration or of any other covenants, conditions and restrictions to which its deed or other instrument of conveyance makes reference. The Enforcement Procedure of The Villages at Wakefield Plantation Homeowners Association, Inc. provides that the power to enter and inspect shall be exercised in a reasonable manner and that nonconsensual entries shall not be made without express approval of the Board of Directors.

The ACC has the right, but not the obligation, to grant waivers for minor deviations and infractions. The granting of any waiver for any portion of the properties may be given or withheld in the ACC's sole discretion and a prior grant of a similar waiver shall not impose upon the ACC the duty to grant a new or additional requests for such waivers.

STANDARDS

The Architectural Control Committee shall develop proposed policy standards for submission to the Board of Directors of the Association for approval setting forth policies and procedures governing the architectural control review and enforcement process for The Villages at Wakefield Plantation. The policy standards shall include (a) the application process, (b) review procedures of the Architectural Control Committee, (c) the standards for various types of architectural and landscaping changes, and (d) such other Standards and rules as may be necessary to implement effective architectural control in The Villages at Wakefield Plantation. The Standards may also include specific recommended design practices that are generally accepted methods for achieving the objectives of the Association in particular design problems frequently encountered in the community. The policy standards are intended to assist the Architectural Control Committee and the Owners of lots in the ongoing process of community design.

Enforcement***ENFORCEMENT AUTHORITY AND RESPONSIBILITIES*****1. Board of Directors**

- a. The Villages at Wakefield Plantation Homeowners Association Board of Directors is responsible for overall direction and approval of all enforcement actions.
- b. The Board of Directors is responsible for appeal of enforcement actions by the Architectural Control Committee (ACC).
- c. Committees and the Management Company shall only have the enforcement power delegated to them by the Board of Directors, except that the ACC shall have that power delegated to it by the Covenants and related documents within the procedures established by the Board. All other enforcement powers shall be retained by the Board of Directors.

2. Architectural Control Committee:

- a. The ACC shall be responsible for identification and enforcement action against violations of the Architectural Standards, covenant provisions related to architectural standards, and rules and regulations related to architectural control on individual homeowner's lots.
- b. The ACC shall maintain close liaison with the management company to identify violations and to process complaints in a timely manner.
- c. The ACC may investigate alleged violations or may request the management company to conduct such investigations.
- d. The ACC shall review the results of investigations and take immediate action to prevent violation or continued violation where possible and make a recommendation to the Board of Directors for appropriate enforcement action.

3. Management Company

- a. The management company, under contract to the Villages at Wakefield Plantation Homeowners Association, shall be responsible for conducting field inspections of The Villages at Wakefield Plantation to identify problem areas and violations. Inspection reports consisting of all sections shall be included in Board packets for all members of the Board of Directors. Inspections identifying areas requiring immediate action shall either be acted upon immediately by the inspector, reported to the Community Manager for appropriate action, or the appropriate chairperson notified as soon as possible.
- b. The management company shall receive complaints from any source regarding problem areas and violations requiring possible enforcement action in The Villages at Wakefield Plantation. The management company shall document all complaints received and forward them to the appropriate person(s) for action or act upon them depending upon the nature of the complaint.
- c. The management company shall perform those functions related to enforcement action as directed by the Board.
- d. The management company shall keep appropriate committee chairpersons informed and keep the Board informed through the President or other designated person(s), and by other appropriate means, of enforcement actions taken and of potential problem areas where enforcement may become necessary.

The Enforcement Process:

1. Identification and Investigation of Violations:

- a. For architectural violations, the Architectural Control Committee and the Management Company are primarily responsible for identification of violations and investigation to determine if an architectural violation has occurred.

2. Enforcement Action:**a. Architectural Control Violations**

- 1) For enforcement action involving Architectural Control Violations, the Management Company is primarily responsible for initial enforcement action regarding minor architectural or landscaping changes without ACC approval and architectural or landscaping changes begun or completed after application for ACC approval but before actual approval.
- 2) For enforcement action involving major architectural or landscaping changes without ACC approval and architectural or landscaping not consistent with ACC approval, the management company is primarily responsible for initial enforcement action as approved by the ACC.

Architectural Control Enforcement**1. The ACC has authority under the covenants to:**

- a. Enter and inspect any lot for the purpose of determination by the ACC whether there exists any construction of any improvement which violates the term of any approval of the ACC or the terms of the Covenants. This power shall be exercised in a reasonable manner and nonconsensual entries shall not be made without express approval of the Board of Directors.
- b. Enforce architectural standards.
- c. In its discretion, release existing improvements from restrictions or encroachments they violate in appropriate circumstances.
- d. In its discretion, grant waivers for minor deviations and infractions if appropriate.

2. The Architectural Enforcement Process:

- a. The ACC shall maintain close liaison with the management company to identify violations and to process complaints in a timely manner. Field inspection reports related to architectural violations shall be forwarded to the Board of Directors by the management company in their monthly report. The ACC shall also initiate proactive measures to identify violations.
- b. All complaints received by the management company alleging architectural violations shall be investigated on a property inspection, if needed, by the chairperson of the ACC and the President of the Board of Directors will be contacted.
- c. All complaints received by members of the ACC alleging architectural violations shall be reported to the management company.
- d. All complaints received by members of the Board of Directors alleging architectural violations shall be reported to the management company.
- e. Upon receipt of information concerning potential or alleged architectural violations, the ACC shall determine the nature of the violation within the following categories:
 - 1) Major architectural or landscaping changes without ACC approval.
 - 2) Architectural or landscaping changes not consistent with ACC approval.
 - 3) Minor architectural or landscaping changes without ACC approval.
 - 4) Architectural or landscaping changes begun or completed after application for ACC approval but prior to actual approval.

f. The ACC may investigate alleged violations or may request the management company to conduct such investigations. In appropriate cases professional technical assistance, such as engineers, may be used if approved by the Board of Directors in advance. The President of the Board of Directors shall be notified of the initiation of such an investigation as soon as possible. The different categories of violation shall require different investigative responses.

- 1) **Major architectural or landscaping changes without ACC approval** such as construction of a deck, fence, parking pad or other structure; cutting a substantial number of trees; filling large areas; or similar major changes shall require a formal, comprehensive investigation with full documentation of actions taken. The management company shall prepare a packet for the ACC of all architectural requests and other documentation in their files relevant to the allegations or verify that no request was submitted. The management company, the ACC or both, at the discretion of the ACC, shall make visual observations of the alleged violation to the extent possible. Photographs should be taken if feasible. Interviews of the owners involved may be conducted if appropriate in the circumstances, but at least two members of the ACC or management company should be present and no promises should be made during the interview. Other investigative actions may be taken as appropriate.
- 2) **Architectural or landscaping changes not consistent with ACC approval.** In these cases, the management company shall compile a packet for the ACC of all architectural requests and other documentation in their files relevant to the alleged violation and forward it to the chairperson of the ACC. The ACC shall conduct an investigation or ask the management company to conduct such an investigation to verify that the improvements were actually not consistent with the ACC approval.
- 3) **Minor architectural or landscaping changes without ACC approval.** The ACC shall investigate, or refer these cases to the management company for investigation, in their discretion.

- 4) **Architectural or landscaping changes begun or completed after application for ACC approval but prior to actual approval.** The ACC shall investigate or cause the management company to investigate these allegations as quickly as feasible if the work is still in progress. If the work has been completed, the investigation shall proceed as determined by the ACC.

g. **Notice:**

- 1) One notice will be mailed by the management company to any owner in violation, noting the violation and requesting compliance by a certain date to avoid penalties. In the case of work in progress, a letter shall be sent by the management company as soon as possible informing the appropriate persons to cease the work immediately, explaining the violation and, in addition, giving the violator a set, but reasonable amount, of time to correct the violation.
- 2) A site inspection will be performed after the date outlined in the notice. If the violation has been corrected, the matter will be closed. A remaining violation will result in further compliance actions. Normally only one notice would be provided, but the ACC, with Board approval, may extend the grace period based on individual circumstances or issue subsequent notices if necessary.

h. **Enforcement options** shall include the following:

- 1) If the corrective action demanded by the notice is taken within the specified time and completed in a satisfactory manner, no further enforcement options will normally be appropriate.
- 2) If work is not ceased upon demand, corrective action demanded is not taken within the specified time, or the corrective action taken is not satisfactory, the following actions may be appropriate:

- Impose fines in accordance with the Declaration of Master Covenants, Conditions and Restrictions for The Villages at Wakefield Plantation Subdivision for each week the violation continues.
- With approval of the Board of Directors, seek a temporary restraining order or injunction to stop any continuing work.
- Require further corrective action.
- Demand that unapproved architectural or landscaping changes be removed within a specified, but reasonable, period of time and impose fines if not accomplished by the applicable deadline.
- With the approval of the Board of Directors, hire appropriate contractors to correct the situation and charge the property owner, beyond any fines, for the cost of such corrective action.
- After notice and opportunity to be heard by the Board, suspend a member's voting rights and/or rights to use Association facilities for noncompliance with published rules and regulations of the Association.
- Other corrective actions that may be appropriate in the particular situation.

Disclaimer

The Association, Declarant, Architectural Control Committee, or any officer, employee, agent, director or member thereof shall not be liable for damages to any persons submitting plans and specifications for approval by reason of mistake in judgment, negligence or nonfeasance arising out of or in connection with the approval, disapproval or failure to approve any plans and specifications. *Every person who submits plans and specifications for approval agrees, by submission of such plans and specifications, that it will not bring any action or suit against the Association, Declarant, or Architectural Control Committee to recover any such damages.*

The purpose of the Architectural Standards is to provide guidance in preparing requests for architectural approval and set forth some of the standards applied by the Architectural Control Committee. **These Architectural Standards are not all-inclusive and no inference should be made that the failure to include a particular type of exterior or landscaping change somehow exempts that change from the approval process.**

If any paragraph, section, sentence, clause or phrase of these Standards shall be or become illegal, null or void for any reason or shall be held by any court of competent jurisdiction to be illegal, null or void, the remaining paragraphs, sections, clauses, and phrases are severable and shall continue to be in full force and effect. In case of any conflict between the Declaration of Master Covenants, Conditions and Restrictions for The Villages at Wakefield Plantation, the By-Laws of The Villages at Wakefield Plantation Homeowners Association, Inc. and these Standards, the Declaration and By-Laws shall control. In case of any conflict between these Standards and other resolutions or rules adopted by the Board of Directors, the Board shall determine which shall control and make corrections as needed by a majority vote.

These Standards supersede all previous guidelines or standards and shall remain in effect until otherwise rescinded, amended, modified, or repealed by a majority of the Board of Directors.

**Procedure
For Requesting
Architectural Approval**

Guidelines

Wakefield Developers, your Wakefield Plantation Community Association Appearance Committee, and PPM, Inc., your association management company, have completed and approved these Architectural Standards and Construction Specifications. These are intended to be guidelines for you to follow in planning exterior changes to your property.

Please retain these Standards as part of your permanent papers for reference now and in the future. You should make these Standards available to any renters of your home.

You are requested to submit the Application for Architectural Review of Exterior Changes/Additions to the address indicated on the application. No application for a change will be considered if not submitted on the proper application form with appropriate exhibits. The date the application was received will be recorded. This date will be the first day of a 30-day review and approval period. All applications go immediately to the Wakefield Plantation Community Appearance Committee for their review and comment and then back to the Architectural Committee for review.

Please read and follow these Standards. Approval **MUST** be obtained **IN WRITING** from the **DEVELOPER'S ARCHITECTURAL COMMITTEE BEFORE** the start of any exterior change. The Committee is allowed up to 30 days to act upon an application. Therefore, **DO NOT** commit labor or materials until you have received written approval.

Your cooperation and adherence to these Standards will not only be appreciated but also will be in the best interest of Wakefield Plantation as a whole.

ARCHITECTURAL STANDARDS AND CONSTRUCTION SPECIFICATIONS

I. INTRODUCTION

In a planned community such as Wakefield Plantation, the question naturally arises as to how to maintain a harmonious, quality development as the community matures. The following Standards attempt to provide a meeting ground between private interests and the broader interests of the Wakefield Plantation Community as a whole.

Basic control for maintaining the quality of design is provided through the Declaration of Covenants and Restrictions of the Wakefield Plantation Community Association. The Covenants run with the land and are binding on all homeowners and renters, and should be fully understood. Every homeowner is subject to the Covenants to assure all homeowners that the Standards of design quality will be maintained in order to enhance the community's overall environment and to protect property values.

The Declaration established an Architectural Review Committee to be comprised of three or more representatives appointed by the Developer. Article X of the Wakefield Plantation Declaration requires the Developer's prior written approval of any exterior change, addition or alteration to any property. Such changes include any building, fence, wall or other structure that may be added or altered. It further requires that the plans, specifications and location showing the nature, kind, shape, height, and/or materials be approved in writing as to the harmony in external design and location in relation to surrounding structures and topography. Each property owner should read the Declaration to obtain a full understanding of the Architectural Control requirements.

The Architectural Committee is charged with conducting the review of all applications for exterior changes and with rendering a decision to the application. If the committee fails to approve or disapprove a request for a change within 30 days after receipt of the application, then approval will not be required and Article X of the Declaration will be considered to have been waived.

The Standards which follow are the procedures and guidelines applied by the Committee and the Developer to assist the Association and its members in the design review process. It is hoped that these Standards will serve as a positive tool to assist in the full and free use of each homeowner's property in a manner

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that is consistent with the aesthetic and harmonious development to the Wakefield Plantation Community.

II. WHAT MUST HAVE ARCHITECTURAL COMMITTEE APPROVAL?

The Committee's prior approval is required for **ANY CHANGE** in the exterior of a property pursuant to Article X, Section 1 Controls; as quoted below from Declaration:

“With respect to all portions of The Properties, except for ordinary and routine repairs and Maintenance, and excluding areas within a Dwelling or other building visible from the exterior only because of the transparency of glass doors, walls or windows, no site preparation, no change in grade or slope, no construction of any Dwelling or other building or Improvement, and no exterior additions or alterations to any Dwelling or other building or Improvement, shall be commenced, nor shall any of the same be placed, altered or allowed to remain thereon, until the “Architectural Approval Committee” has approved in writing the Plans therefore. The Architectural Approval Committee is established to assure that The Properties and Improvements thereon are constructed and Maintained in a manner that provides for harmony of external design and location in relation to any surrounding Improvements, natural features and topography, that avoids Improvements deleterious to the aesthetic or property values of The Properties, and that promotes the general welfare and safety of the Owners. Notwithstanding anything to the contrary expressed or implied herein, all Improvements constructed or Maintained by the Declarant or the Association, all portions of The Properties owned by the Declarant, all Common Property, and all portions of The Properties owned by the City are specifically excluded from the requirements of this Article.

This requirement applies to every homeowner's private property and any common areas.

III. REVIEW CRITERIA

The Architectural Committee evaluates each application on its individual merits. The Committee's decisions are based on the following standards as guidelines.

Validity of Concept

The basic idea of the exterior change must be sound and appropriate to its surroundings.

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Landscaping and Environment

The exterior change must not unnecessarily destroy or blight the natural landscape or the achieved man-made environment.

Relationship of Structures and Adjoining Property

The proposed change must relate harmoniously to its surroundings and to existing buildings and terrain that are visually related to the change.

Protection of Neighbors

The interests of neighboring owners and renters must be protected by making reasonable provisions for such matters as surface water drainage, sound and sight buffers, preservation of views, light and air, and other aspects of design which may have substantial effects on neighboring property. For example, fences may obstruct views, breezes or access to neighboring property; dog pens may cause undesirable noises or infringe drastically on views of neighboring property. The Architectural Committee should consider the various and appropriate criteria and exercise discretion in determining which of these criteria will be governing in each specific application.

Design Compatibility

The proposed change must be compatible with the design characteristics of the applicant's home and the general neighborhood setting. Compatibility is defined as harmony in design, style, scale, materials, color and construction details.

A) Scale: The three dimensional size of the proposed change must relate satisfactorily to adjacent structures and its surroundings. For example, a detached storage shed of a disproportionate size to the area in which it is intended to be placed would not be satisfactory.

B) Materials: Continuity is established by use of the same or compatible materials as used in the home. For example, an added storage shed should be made of the same or similar material as the home; likewise, the shingles should also be the same or similar.

C) Color: Color may be used to soften the design but must be consistent with the residence's color scheme. For example, the color of a fence should blend in with the surrounding natural environment or be painted to be in continuity with the existing home. A storm door should be painted to match the entrance door or the house trim color. A shed should be painted to match the existing home.

Workmanship

The quality of work must be equal to or better than that of existing structures. Poor practices may cause the owner problems and may be visually objectionable and can be a nuisance and safety hazard for neighbors and the community. All applications must contain a proposed maximum time period from start to completion of construction. If the proposed time period is considered unreasonable, the Architectural Committee may disapprove the application.

IV. DESIGN APPLICATION REVIEW PROCEDURES

The Association's procedures for application, review, inspection, appeal and enforcement of design review are outlined in this section.

Objectives:

The Architectural Review Committee, in examining each application for design approval, considers whether or not the exterior change is in compliance with Article X Architectural Control, Section 1. Controls of the Declaration and the guidelines outlined herein and briefly outlined below:

- A. To create a community which is aesthetically pleasing and functionally convenient, and
- B. To maintain a harmonious relationship among structures, vegetation, topography and the overall design of the community.

Application Procedure

Complete the Application form at the rear of these Standards and attach all required exhibits. Include full details of the proposed change. If the change is structural, fencing, or grading, submit a sketch or plan and outline specifications. Talk to your neighbors about your change. They may be able to offer valuable input. Be sure to include such information as type of material, size, height, color, location, etc. Provide a plot plan of the lot and indicate the location of the building, pen, fence, etc., as it relates to the home and lot. Mail or deliver the application form to the Management Firm whose address is shown on the application form. Incomplete applications will be returned which will cause a further delay in obtaining approval.

The Wakefield Plantation Community Appearance Committee will review all architectural requests prior to review by the developer's Architectural Review Committee. The Committee will review the application within thirty days and will respond to you in writing. If you do not hear from the Committee in that time, please call to follow up. The thirty-day period does not begin until three days after the Management firm receives the application.

Complete applications are considered on their own individual merit using these guidelines outlined below:

Review Procedures

During the Committee's consideration of an application, the Wakefield Plantation Community Appearance Committee and/or the Architectural Review Committee members may view the site and may talk to the applicant or neighbors. A quorum of the Architectural Review Committee is a majority of the total number of people currently serving on the Committee.

The Architectural Review Committee considers the application and any data or comments received from immediate neighbors. After discussion of the application as submitted, the Architectural Review Committee will either approve conditionally, disapprove, or approve the application as submitted. In cases of conditional approvals, or disapprovals, homeowner applicants will be provided in writing with the reason or reasons for such. Each applicant will receive written notice regarding the Committee's decision either by use of a duplicate copy of the application or by a letter.

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The Architectural Review Committee will record its action and the notification to the applicant by placing copies of the executed application and/or letters in the Committee's archives. Duplicate copies of all records will be forwarded to the Association's Management Firm. Copies will also be forwarded to the appropriate developer officials.

Conditional approval means that work may proceed as contained in the application. The Committee may inspect work in progress and request (either orally or in writing) that the applicant correct any non-compliances with the approved design.

Final Approval and Walk-Through

In cases of conditional approvals, final approval will be given once the Architectural Review Committee has reviewed the completed project.

Correction Procedure

Remedies: An exterior change made without the required approval of the Architectural Review Committee constitutes a violation of the Declaration. A violation requires removal or modification of the work at the expense of the property owner or renter, or payment of damages incurred by the Association in an effort to have it removed or modified.

Reports: The Architectural Review Committee inspects authorized construction in progress and the community in general to identify violations. Additionally, all homeowners have the right to notify the Committee or Developer of apparent violations of any provisions of these Architectural Standards and Construction Specifications.

The Committee will investigate each reported violation and attempt to bring the owner or renter into compliance. An on-site visit may be paid to the resident by Committee members and any problems explained and resolutions agreed upon corrections, the Committee will submit the matter to the Board of Directors of the Community Association for final resolution. This could lead to the Association filing legal action against the owner or renter.

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V. USE OF PROPERTY

Please refer to Article IX, Section 1-31, pages 58 – 69 of the Declaration of Covenants.

The Appeal Process

The following process will be followed for appeals from decisions of the Architectural Control Committee:

1. **Notice of Denial:** Upon receipt from the Architectural Control Committee of a final decision denying their request, the management company shall forward to the applicant a notice of denial of their request. The notice shall provide the applicant thirty days to file an appeal of a final Architectural Control Committee decision in writing to the management company. Administrative denials pending more information or for other reasons are not final decisions and are not appealable.
2. **Reconsideration:** Administrative denials will be reconsidered by the Architectural Control Committee and not the Board of Directors. Once a final decision has been reached, then the time for appeal begins to run.
3. **Notice of Appeal:** Notice of Appeal to the Board of Directors must be filed in writing by mailing it to the management company within thirty days of the notice of denial being mailed from the management company to the applicant. Include with the Notice of Appeal, a copy of the application, any supporting documentation, a copy of the Committee's decision, and an explanation of the reason for the appeal.
4. **Transmittal to Board:** Upon receipt by the management company, the original of the Notice of Appeal and all supporting paperwork shall be filed and copies sent to the President of the Board of Directors and the Chairperson of the Architectural Control Committee.
5. **Hearing:** The President shall schedule a hearing on the appeal, normally in conjunction with a normal Board Meeting, within sixty days of receipt of the Notice of Appeal. The management company shall notify the applicant and the chairperson of the Architectural Control Committee of the hearing date and time. The chairperson of the ACC or a designated representative shall attend the hearing. The hearing shall begin with the ACC chairperson explaining the position of the Architectural Control Committee and reasons for the denial. The applicant shall then have an opportunity to present their reasons for the appeal. Witnesses and evidence may be presented at the discretion of the President of the Board.

6. **Decision of Board:** No decision shall be rendered at the hearing. Within fifteen days of the hearing, the Board of Directors shall report their decision, based upon a majority vote, in writing. The management company shall forward copies of the decision to the applicant and the chairperson of the ACC.

Architectural Standards

Decks

Appearance:

Decks must remain natural in finish color, with no painting or staining of the wood. Deck height is not restricted but is recommended to be no more than 15' in height from the ground. The size and styling of decks must complement the dwelling and be in proportion to the dwelling.

Location:

All decking must be confined to the rear of the dwelling and must not protrude past the sides of the building. Decks must be within the minimum set-back requirements of the City of Raleigh, however, final placement and approval will be determined by the Architectural Control Committee and may be more restrictive than the Town set-back requirements.

Materials:

The deck shall be constructed of #2 or better pressure-treated southern yellow pine with galvanized hardware. A clear water seal is recommended but not a requirement for approval.

Requirements:

A building permit must be obtained from the City of Raleigh and all required inspections successfully completed. All decks must meet the building requirements for the City of Raleigh in addition to this guideline. Proper drainage must be maintained around the deck and away from the foundation.

Building Addition or Exterior Modification

Examples of additions include screened porches, new living space or storage areas that are physically attached to the main structure of the existing house. Examples of exterior modifications include the addition of storm doors, gutters or similar modifications. Modifications or changes in exterior colors are covered in Section 3.10.

Appearance:

All building additions and or modifications will be reviewed on an individual basis. Generally, the Architectural Control Committee will review materials, colors, location, scale and other details of the proposed addition or modification to determine compliance with the architectural intent of the existing structure and the relationship of the proposed structure to surrounding sites. The intent is to preserve the architectural character of the neighborhood with specific emphasis given to the maintenance of a cohesive neighborhood architectural style that maintains the scale, detailing, materials, massing, color(s) and design intent of the original structure.

Location:

In general, with the exception of building modifications, the location for building additions will be governed by the maximum building area that is defined by the City of Raleigh in respect to the minimum setback requirements from the property line. However, the Architectural Control Committee reserves the right to reject applications which may meet the City of Raleigh setback requirements but fail to meet the objectives of the Architectural Control Committee. The Architectural Control Committee will review each application on an individual basis and approvals will be granted on this basis.

Prior approvals of an application does not guarantee subsequent approvals on the same or other lot.

Materials:

Materials for use on any building addition or modification must meet or exceed the quality of and be consistent with the materials used in construction of the original structure. Compliance with the *current* edition of the City of Raleigh building codes will be considered meeting the *minimum* standards of construction. The Architectural Control Committee reserves the right to require homeowners to *exceed* these standards if it is deemed necessary to maintain the architectural intent of the original structure. In general, the Architectural Control Committee seeks to maintain the quality of materials and workmanship present in the original structure. Requests to use different materials than in the original structure, such as brick or vinyl siding shall be reviewed on a case by case basis.

Requirements:

All building additions and modifications shall maintain proper drainage on the site. If a building addition is planned or a modification which will affect drainage, homeowners are required to provide a plan that details drainage patterns and runoff as a result of the addition/modification.

The changes specified below do not require approval if accomplished in accordance with the standards provided:

1. Properly installed storm doors that are full height glass without cross members, white in color with narrow stiles. Other colors or other style doors require submission of an architectural request for approval.
2. Properly installed white pre-finished, or color consistent with the house trim, aluminum gutters do not require approval. Other colors or materials require submission of an architectural request for approval. In addition, if the gutters will cause a change in normal runoff patterns and quantities sufficient to impact the drainage on adjacent properties, submission of an architectural request for approval is required.

Fences

Appearance:

Fences shall remain natural in color. Tinting, staining or painting is not allowed. A clear water repellent is recommended.

Whenever possible, alternatives to hard fencing are recommended (i.e., landscaping and plants or "invisible" electronic fencing). It is also recommended that fencing be softened through the use of landscaping on the exterior side of the fence, where possible.

Location:

Fences shall follow the natural topography of the land.

Existing trees shall not be removed to place the fence without prior approval from the Architectural Control Committee.

The set back from the homeowners property line shall be one inch. However, any corner lot and lots bordering on The Villages at Wakefield Plantation Drive will generally be required to have a set back of fifteen feet from the property line on the side of the lot facing the street. (**Note: The property line is *not* the curb line.**)

The fence shall not extend more than ten feet from the rear corners of the house in a direction toward the front street. Exceptions will be made on an individual basis to accommodate HVAC systems that are out of the ten-foot limit. These exceptions must be approved in advance by the Architectural Control Committee. The Architectural Control Committee will determine the final placement of the fence based on aesthetics and street appearance.

Materials:

In order to maintain a uniform style of fencing throughout The Villages at Wakefield Plantation, a shadowbox style (picket on picket) with a "dog eared" picket and the Avalon style metal fencing in black will be the only styles allowed.

Wood fences are to be four feet high with 3" extended chamfered posts (see detail drawings). Fences are to be constructed of #2 or better pressure treated yellow pine. All fasteners are to be galvanized.

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Requirements:

There shall be a minimum of one walk through gate at least 3'-0" for access.

All fencing must be maintained in an aesthetic and safe condition.

Standard Fence Detail Drawing

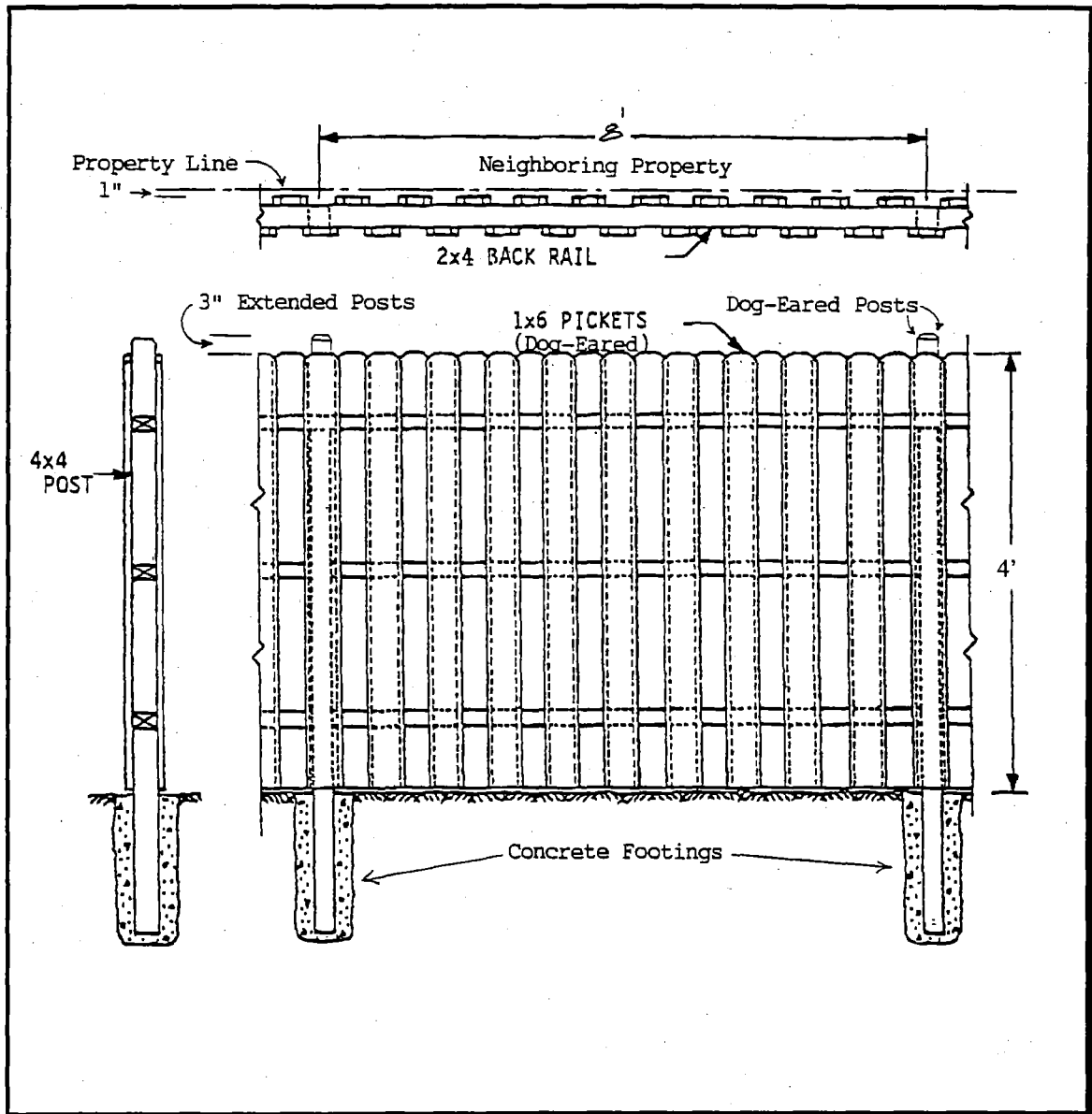


Figure 3.03-1: Drawing details for a standard fence addition.

Tie-In Fence Detail Drawing

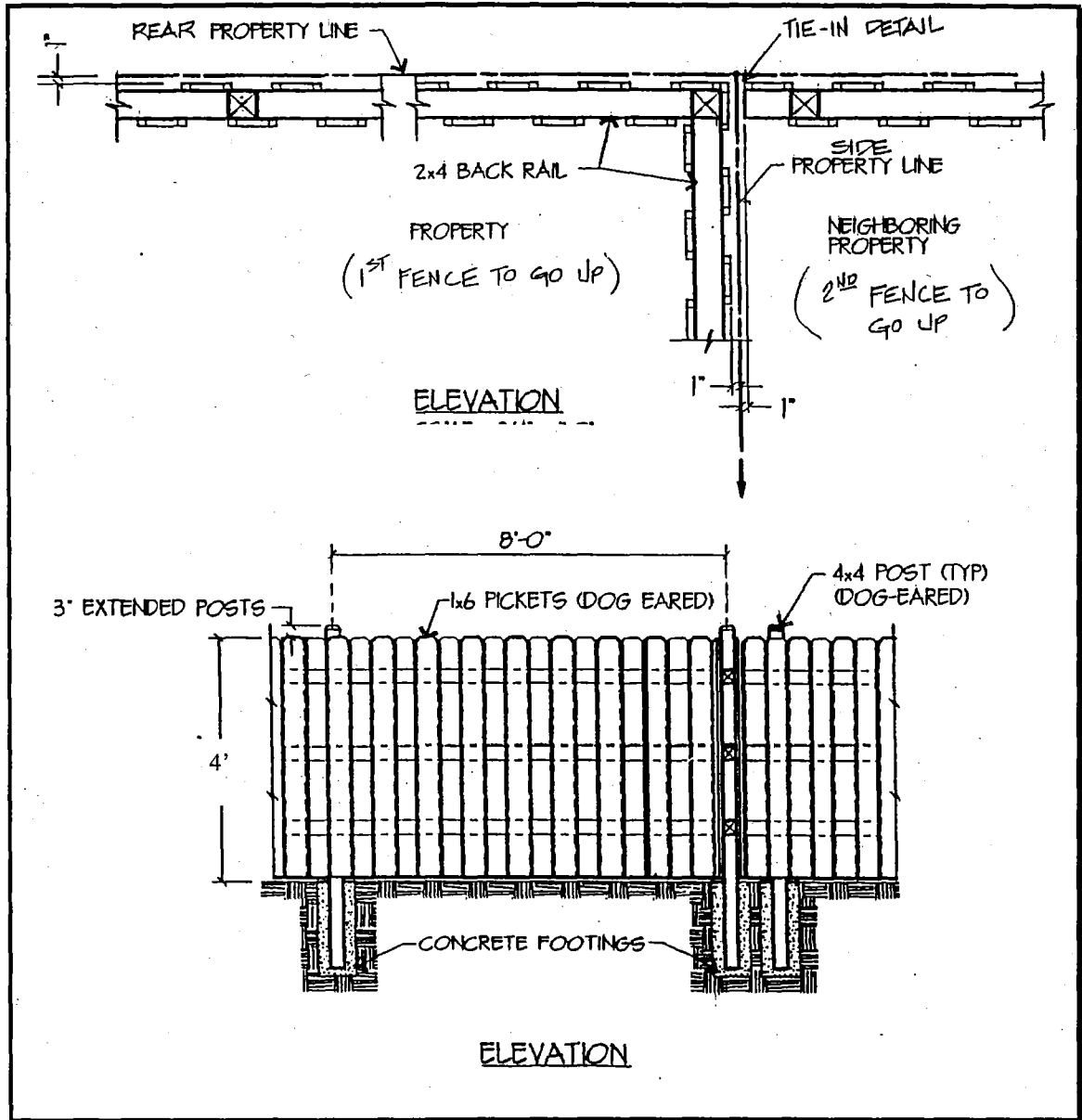


Figure 3.03-2: Drawing details for constructing a new fence adjacent to an existent fence.

Parking Pads

Appearance:

The layout or design should preserve and complement the original driveway and walkway. The surface shall be the same color and finish as the existing concrete drive. Depending upon lot configuration, screening with landscaping may be required to visually block the area from adjoining property owners.

NOTE: *Not all lots can accommodate a parking pad.*

Location:

Parking pads (driveway extensions) may be constructed adjacent to and contiguous with the original concrete driveway on the side opposite the front walkway. The parking pad shall terminate in line with the front of the house.

Dimensional Limitations: Maximum width of 9'-0". Each lot will be reviewed individually.

Set Back Requirements: Minimum set back from side property line is 18" except that the set back may be less with specific approval of the ACC on cul-de-sac lots because of lot configuration and size.

Drainage/Slope: Slope of the parking pad and that of the adjacent yard shall preserve the original run-off flow pattern and shall not cause excessive water to be directed to a neighboring property or to the house foundation.

Materials:

Concrete shall be the only allowable material. The preparation of the soil base shall be consistent with sound construction practices to minimize the risks of settling, excessive cracking and improper drainage.

Requirements:

See attached drawing on page 3.04-2.

Parking Pad Detail

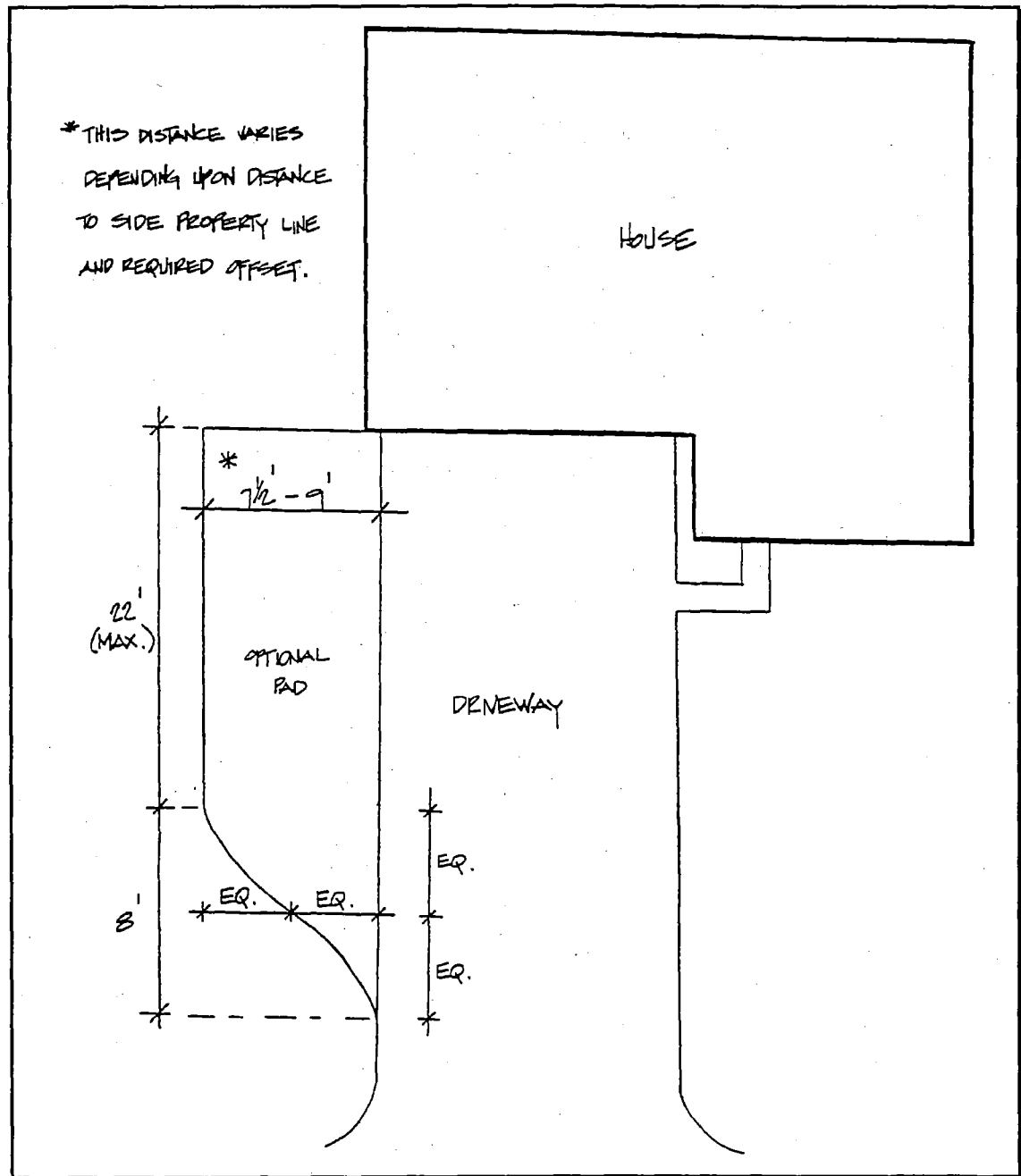


Figure 3.04-1: Drawing details for a standard parking pad addition.

Walkways and Patios

Appearance:

Patios and walkways shall be created in scale with the site and existing structures. Slope of the patios, walkways and that of the adjacent yard shall preserve the original run-off flow pattern and shall not cause excessive water to be directed to a neighboring property or to the house foundation.

Location:

Patios shall be confined to the rear yard while walkways will be confined to the side and rear yards. The patio and walkway size, design and set backs to adjacent property lines shall be kept in proportion to the existing structures and site. All walkways and patios shall be a minimum of 18" from property lines. Lot size and configuration may permit reduction of the 18 inch set back in particular instances, but specific approval of the ACC is required for a set back less than 18".

Materials:

Generally, brick, concrete, concrete pavers, flagstone and slate will be considered as acceptable materials. Materials and color chosen shall complement the existing structures. All patios and walkways shall be reviewed on an individual basis for material, color and location.

Requirements:

All patios and walkways must maintain proper drainage on the site. If a walkway or patio is planned, homeowners are required to provide a plan that details drainage patterns and runoff.

Playground and Recreational Equipment

Definitions:

Playground or Play Equipment: Swing sets, sliding boards, sandboxes, and similar items are classified as playground or play equipment for the purposes of this guideline. This guideline does not cover moveable, temporary items such as bikes, wagons, and similar items.

Recreational Equipment: Basketball Goals, trampolines, horseshoe pits, permanent volleyball courts, and similar items are classified as recreational equipment for the purposes of this guideline. This guideline does not cover a temporary volleyball net, badminton net, or similar items.

Appearance:

Playground and recreational equipment should blend with the natural surroundings to the extent possible.

Landscaping or fencing should be planned to screen playground and recreation equipment from being visually offensive and to maintain a safe environment for the children. "Visually offensive" shall be judged by the ACC applying a standard of objective reasonableness rather than just the subjective views of neighbors.

Location:

Dependent on the configuration of each lot, playground equipment should be placed in the rear yard. The location of play areas and of recreational equipment must take into account the impact on adjacent properties, noise concerns, safety concerns, and the minimization of any offensive visual impact on neighbors or public areas.

Recreational equipment should also be placed in the rear yard area where applicable (i.e., trampolines). Potentially dangerous items such as trampolines should be located within fenced in areas to prevent access by unsupervised and unintended child users. For equipment such as basketball goals, they may be placed in the front yard if a hard surface (driveway) is desired for the playing surface. **Basketball goals, fixed or portable, shall not be placed near the street**, where the street is intended as the playing surface. Basketball goals located by driveways must be placed to avoid balls striking vehicles, landscaping or other items on the adjacent property.

Materials:

Playground equipment constructed of treated natural wood is encouraged, but not required. Playground equipment should be constructed of proper materials to ensure safe usage, be properly anchored and be aesthetically pleasing. It is recommended that recreational equipment be "portable", however, fixed in place equipment will be considered on an individual basis. Recreation equipment should be constructed of proper materials to ensure safe usage, be properly anchored and be aesthetically pleasing.

Requirements:

Detailed drawings shall be presented to the Architectural Control Committee for approval *prior* to the installation of any equipment.

All equipment in a fixed location for an extended period of time must be submitted. All playground and recreational equipment must be maintained in a safe condition and kept visually pleasing to the community and surrounding environment.

Landscaping

Definitions:

*Natural Area/
Landscaping Bed*

Any area with ground cover other than grass.

Bushes and Shrubs

Any bush or shrub that will exceed 3'-0" in height or width at maturity.

Flower Bed

Any grouping of flowers not contained in a natural area or landscape bed.

Garden

Any area used to grow vegetables or herbs.

Water Garden

Natural or prefabricated body of water for decorative purposes.

Trees/Tree Removal

Any tree added to or removed from the property.

Appearance:

Natural areas and landscaping beds shall be made in proportion to the home and property. All landscaped areas shall be maintained to prevent overgrowth of individual plants or weeds. Landscaped areas shall be mulched to improve appearance and aid in maintenance. Edging around the bed or natural area may be used but is not a requirement, and if used, should be consistent with the existing style and aesthetics of the community.

Vegetable, herb and water gardens shall be maintained regularly to prevent excessive weed growth. All plants located in a garden shall not exceed 5'-0" in height. Screening of these areas should be considered through the use of fencing or shrubs to eliminate views from the street or common areas. These areas should not be visually offensive to neighbors.

Trees shall be maintained and pruned to remove debris and damaged limbs due to wind, decay, and disease or ice damage.

Location:

Natural areas and landscaping beds may be utilized in the front, rear and side yards. Landscaping beds and natural areas located in the front yards shall not encompass more than 50% of the total area available for the front yard. (Areas are measured from the curb to the nearest point of the house, and from one side yard property line to the other side yard property line. Corner lots will be measured from the curb to far side yard property line. Areas will *exclude* the existing walkway and driveway.) The remaining 50% of the front yard area shall be grass.

Mature plant size shall be considered in determining locations of bushes and shrubs near property lines and the plantings set back sufficiently to account for mature growth. When bushes and shrubs are located immediately adjacent to property lines, mulch is required at the property line to provide easy maintenance for adjacent property owners.

Vegetable, herb and water gardens shall normally be confined to the rear yard out of view from public streets and common areas. The maximum height for plants in these gardens shall not exceed 5'-0". Water gardens shall be planned and located to limit potentials for accidents (i.e., electrocution, drowning). Requests for water gardens in front yards shall require specific written approval of the ACC.

New trees shall be located away from foundations, drives or walks to limit potential damage caused by root growth.

Landscaping and plantings in utility easements will be reviewed on a case by case basis and normally be permissible, but with the full understanding that any plantings may have to be removed for utility work in that easement without any liability on the part of the Association or the utility company.

Materials:

In the application, provide "common" variety names of plants that are to be used.

Approval is not required for mulching with pine straw, hardwood or bark mulch. Decorative gravel mulch or other types of mulching require approval.

Edging may consist of unstained pressure treated yellow pine timbers, brick, stone, pre-cast concrete edging, black plastic edging, or other commonly used material. Railroad ties are prohibited. Selections should consider scale, color and proportion to harmonize with the existing structures and surrounding site. Normally, edgings are only one level high and multiple levels of landscape timbers or other materials would normally be considered as a retaining wall under section 3.12.

Requirements:

All front yards shall have a minimum of 50% grassed area (see appearance above).

All landscaping will maintain proper drainage on the site. If landscaping is planned, homeowners are required to provide a plan that details drainage patterns and runoff. Plans which cause excessive runoff to neighboring properties or common areas will not be approved without modifications which solve the drainage situation.

All tree removal, except emergency removal, must be approved by the Architectural Control Committee in advance. Photos of the trees to be removed and the reasons for removal must accompany the application prior to tree removal. Tree removal may be made where the tree(s) present a clear and present danger as a result of wind or ice damage or disease or decay.

Architectural Control Committee approval is *not* required for the following items:

Flowers planted in *existing* beds.

Shrubs less than 3'-0" in height or diameter at maturity and located within an **existing** bed.

Shrubs less than 3'-0" in height or diameter at maturity and used as a cover for the foundation, fence, deck or HVAC equipment.

Ground cover in **existing** natural areas.

Ground cover in **existing** landscaping beds.

Mulching with pine straw, hardwood or bark mulch.

Replacement of existing shrubs, plants, or trees that die or are diseased with the same variety and size shrub, plants or tree in the same location.

One level of edging consisting of unstained pressure treated yellow pine timbers, brick, stone, pre-cast concrete edging, black plastic edging, or other commonly used material as long as the edging is natural in color or the commercially available white stone or cast concrete edging material, but painted stones or other materials painted or stained will require prior approval and normally not be approved.

Satellite Dishes and Antennas

I. Preamble

WHEREAS, *The Villages at Wakefield Plantation Homeowners' Association* ("the Association") is responsible for governance and maintenance of *The Villages at Wakefield Plantation Subdivision* ("the Community"); and

WHEREAS, the Association exists pursuant to *applicable state law and governing documents*; and

WHEREAS, the Association is authorized to adopt and enforce reasonable rules and regulations in the best interests of the Community, pursuant to *sections of state law and the governing documents permitting the Association to adopt and enforce rules*; and

WHEREAS, the Federal Communications Commission ("the FCC") adopted a rule effective October 14, 1996, preempting certain restrictions in the governing documents concerning the installation, maintenance, and use of direct broadcast satellite, television broadcast, and multipoint distribution service antennas ("antennas"); and

WHEREAS, the Association desires and intends to adopt reasonable restrictions governing installation, maintenance, and use of antennas in the best interests of the Community and consistent with the FCC rule.

NOW THEREFORE, the Association adopts the following restrictions and regulations for the Community, hereinafter referred to as the "Rules," which shall be binding upon all owners and their grantees, lessees, tenants, occupants, successors, heirs, and assigns who currently or in the future may possess an interest in the Community, and which shall supersede any previously adopted rules on the same subject matter.

II. Definitions

- A. **Antenna:** Any device used for the receipt of video programming services, including direct broadcast satellite (DBS), television broadcast, and multipoint distribution service (MDS). A reception antenna that has limited transmission capability designed for the viewer to select or use video programming is a reception antenna provided that it meets FCC standards for radio frequency emission. A mast, cabling, supports, guy wires, conduits, wiring, fasteners, or other accessories necessary for the proper installation, maintenance, and use of a reception antenna shall be considered part of the antenna.
- B. **Mast:** Structure to which an antenna is attached that raises the antenna height.
- C. **Transmission-only antenna:** Any antenna used solely to transmit radio, television, cellular, or other signals.
- D. **Owner:** Any homeowner in the Association. For the purpose of this rule only, "owner" includes a tenant who has the written permission of the homeowner/landlord to install antennas.
- E. **Telecommunications signal:** Signals received by DBS, television broadcast, and MDS antennas.

III. Installation Rules

A. Antenna Size and Type

1. DBS antennas that are one meter or less in diameter may be installed. Antennas larger than one meter are prohibited.
2. MDS antennas one meter or less in diameter may be installed. MDS antennas larger than one meter are prohibited.
3. Antennas designed to receive television broadcast signals, regardless of size, may be installed, but only after written authorization is obtained from the Architectural Control Committee, and only if installing in the attic is unfeasible. (Refer to section III B below.)
4. Installation of transmission-only antennas are prohibited in the Community.
5. **All antennas not covered by the FCC rule are prohibited.**

B. Location

1. Antennas shall be installed solely on individually owned property as designated on the *recorded deed or other document defining the portions of common or individually owned property.*
2. **If acceptable quality signals may be received by placing antennas inside a dwelling, without unreasonable delay or unreasonable cost increase, then outdoor installation may be prohibited.**

3. Antennas shall not encroach upon common areas or any other owner's property.
4. Antennas shall be located in a place shielded from view from the street or from other lots to the maximum extent possible; provided, however, that nothing in this rule would require installation in a location from which an acceptable quality signal may not be received. This section does not permit installation on common property, even if an acceptable quality signal may not be received from an individually owned lot.

C. Installation

1. Antennas shall be no larger nor installed higher than is absolutely necessary for reception of an acceptable-quality signal.
2. All installations shall be completed so that they do not damage the common areas of the Association or the lot of any other resident, or void any warranties of the Association or other owners, or in any way impair the integrity of buildings on common areas or lots.
3. Owners are responsible for all costs associated with the antenna, including but not limited to costs to:
 - a. Place (or replace), repair, maintain, and move or remove antennas;
 - b. Repair damages to the common property, other lots, and any other property damaged by antenna installation, maintenance or use;
 - c. Pay medical expenses incurred by persons injured by antenna maintenance, or use;
4. Reimburse residents or the Association for damages caused by antenna installation, maintenance, or use.
5. Antennas must be secured so that they do not jeopardize the soundness or safety of any other owner's structure or the safety of any person at or near antennas, including damage from wind velocity based upon a unique location.

D. Maintenance

1. Owners shall not permit their antennas to fall into disrepair or to become safety hazards.
2. Owners shall be responsible for antenna maintenance and repair.
3. Owners shall be responsible for repainting or replacement if the exterior surface of antennas deteriorates.

E. Safety

1. Antennas shall be installed and secured in a manner that complies with all applicable city and state laws and regulations, and manufacturer's instructions. The owner, prior to installation, shall provide the Association with a copy of any applicable governmental permit.
2. Unless the above-cited laws and regulations require a greater separation, antennas shall not be placed within five (5) feet of underground power lines (as indicated by No-Cuts) and in no event shall antennas be placed where they may come into contact with in electrical power lines. This purpose of this requirement is to prevent injury or damage resulting from contact with power lines.
3. All installations must comply with all applicable codes.
4. In order to prevent electrical and fire damage, antennas shall be permanently and effectively grounded.
5. Antennas are required to withstand the pressure of snow and ice.

IV. Antenna Camouflaging

- A. Antennas or masts may not extend beyond a railing or fence unless no acceptable quality signal may be received from this location.
- B. Antennas situated on the ground and visible from the street or from other lots must be camouflaged by existing landscaping or fencing, if an acceptable quality signal may be received from such placement. If no such existing landscaping or screening exists, the Association may require antennas to be screened by new landscaping or screening of reasonable cost.
- C. Antennas, masts, and any visible wiring must be painted to match the color of the structure to which it is installed. *(Some manufacturers assert that painting may prevent the receipt of an acceptable quality signal Association residents are advised to make sure that paint will not degrade the signal.)*
- D. Antennas may not obstruct a driver's view of an intersection or street.
- E. *Camouflaging antennas may not be unreasonably expensive. For example, it would not be unreasonable to require a \$40 hedge. A \$150 fence, on the other hand, would most likely be found to be unreasonable. The Association may require more expensive screening, if the Association chooses to fund part of the cost.*

V. Number of Antennas

No more than one antenna of each provider may be installed by an owner.

VI. Mast Installation

- A. Mast height may be no higher than absolutely necessary to receive acceptable quality signals.
- B. Masts that extend 12 feet or less beyond the roofline may be installed subject to the regular notification process. Masts that extend more than 12 feet above the roofline must be approved before installation due to safety concerns posed by wind loads and the risk of falling antennas and masts. Any application for a mast longer than 12 feet must include a detailed description of the structure and anchorage of the antenna and the mast, as well as an explanation of the necessity for a mast higher than 12 feet. If this installation will pose a safety hazard to association residents and personnel, then the association may prohibit such installation. The notice of rejection shall specify these safety risks. *(This 12-foot baseline may change, if the BOCA Code is amended.)*
- C. Masts must be installed by a licensed and insured contractor.
- D. Masts must be painted the appropriate color to match their surroundings.
- E. Masts installed on a roof shall not be installed nearer to the lot line than the total height of the mast and antenna structure above the roof. The purpose of this regulation is to protect persons and property that would be damaged if the mast were to fall during a storm or from other causes.
- F. Masts shall not be installed nearer to electric power lines than the total height of the mast and antenna structure above the roof. The purpose of this regulation is to avoid damage to electric power lines if the mast should fall in a storm.
- G. Masts shall not encroach upon another owner's lot or common property.
- H. Masts must be designed to withstand the weight of ice and snow.

VII. Notification Process

- A. Any owner desiring to install an antenna must complete an Architectural Control Committee Application Request Form (Section 2.02) and submit it to the Architectural Control Committee via the Management Company. If the installation is routine (conforms to all of the above rules and restrictions), the installation may begin immediately.
- B. If the installation is other than routine for any reason, and after an Architectural Control Committee Application Request Form has been submitted, owners and the ACC must establish a mutually convenient time to meet to discuss installation methods. The Management Company must be contacted to schedule this meeting.

VIII. Installation by Tenants

Tenants may install antennas in accordance with these rules with written permission of the homeowner/landlord. A copy of this permission must be furnished with the Architectural Control Committee Application Request Form.

IX. Enforcement

- A. If these rules are violated, the Association may bring action for declaratory relief with the FCC or any court of competent jurisdiction after notice and an opportunity to be heard. If the court or FCC determines that the Association rule is enforceable, a fine of \$50 shall be imposed by the Association for each violation. If the violation is not corrected within a reasonable length of time, additional fines of \$10 per day will be imposed for each day that the violation continues. To the extent permitted by law, the Association shall be entitled to reasonable attorney fees, costs, and expenses incurred in the enforcement of this policy.
- B. If antenna installation poses a serious, immediate safety hazard, the Association may seek injunctive relief to prohibit or seek removal of the installation.

X. Severability

If any provision is ruled invalid, the remainder of these rules shall remain in full force and effect.

Exterior Freestanding Detached Structure

Definition: Examples of exterior free standing detached structures include storage sheds, gazebos, doghouses, greenhouses, etc.

Appearance:

Generally, the Architectural Control Committee will review materials, colors, location, scale and massing of the proposed structure to determine compatibility of the proposed structure to surrounding structures and sites. The intent is to preserve the architectural character of the neighborhood with specific emphasis given to the maintenance of a cohesive neighborhood architectural style. This "style" incorporates the scale, materials, details, massing, color and design intent of the original structures. Every application will be reviewed on an individual, case by case basis.

Chain link outdoor dog runs or animal cages are prohibited.

Location:

All exterior freestanding detached structures will be confined to the rear yard. The location for these structures will typically be governed by the maximum building area that is defined by the City of Raleigh in respect to the minimum setback requirements from the property line. However, the Architectural Control Committee reserves the right to reject applications that may meet the City of Raleigh setback requirements but fail to meet the objectives of the Architectural Control Committee. The Architectural Control Committee will review each application on an individual basis and approvals will be granted on this basis. Prior approvals of an application does not guarantee subsequent approvals on the same or other lot.

The placement of doghouses must also take into consideration safety concerns, noise minimization, the possibility of offensive odors, and not be visually offensive to neighbors and public areas. "Visually offensive" shall be judged by the ACC applying a standard of objective reasonableness rather than just the subjective views of neighbors.

Materials:

Materials for use on any detached structure will meet or exceed the materials used in construction of the original structure. Compliance with the "current" edition of the City of Raleigh building codes will be considered meeting the "minimum" standards of construction. The Architectural Control Committee reserves the right to require homeowners to **exceed** these standards if it is deemed necessary to maintain the architectural intent of the original structure. In general, the Architectural Control Committee seeks to maintain the quality of materials and workmanship that are present in the original structure.

Applications must include details of the foundation or anchors for such structures.

Requirements:

All exterior freestanding structures shall maintain proper drainage on the site. If a structure is planned, homeowners are required to provide a plan that details drainage patterns and runoff as a result of the new structure.

If electrical service will be provided to the detached structure, the application must include details of how that service will be run and must comply with all applicable electrical codes and regulations. Overhead electrical service is not permitted in The Villages at Wakefield Plantation.

Metal storage structures will not be approved.

All external detached freestanding structures must comply with all applicable City of Raleigh regulations, ordinances, permit requirements and inspection requirements. The City of Raleigh standards are the minimum requirement and The Villages at Wakefield Plantation standards may be more stringent.

Exterior Painting

Appearance:

All exterior paint colors, including mailboxes, shall be consistent with the initial paint application to maintain a variety as well as continuity with the surrounding homes. Siding paint shall be only a flat latex type of paint (no semi-gloss or gloss type paints are permitted). Trim paint may be semi-gloss.

Paint colors on additions and exterior detached structures shall be consistent with the dwelling and surrounding area.

Location:

Not applicable.

Materials:

Siding paint shall be Duron Deluxe Exterior Flat House Paint or equivalent.
Trim and shutter paint shall be Duron Weathershield Exterior Acrylic or equivalent.

Requirements:

Any changes to the original exterior paint colors must have Architectural Control Committee approval.

Exterior Lighting

Appearance:

Exterior lighting fixtures must be compatible with the architectural character of the neighborhood. Generally, low voltage accent lighting confined to planting beds or along walkways and on decks is acceptable. Other lighting devices, i.e., floodlights, spot lights, lampposts will be reviewed on an individual basis. "Temporary" holiday lighting generally does not require approval from the Architectural Control Committee, however, such "temporary" lighting and any associated wiring must be removed within a reasonable period after such holiday.

Location:

Generally, low voltage accent lighting confined to planting beds or along walkways is acceptable. Floodlights and spotlights will generally be limited to rear and side yards. Specific approval shall be required for spotlights or floodlights on driveways. All exterior lighting must have locations approved prior to installation. This guideline is not meant to be construed as discouraging security lighting systems, but only to control the source and spread of the light beam that may be intrusive to adjacent property owners. The application should include a diagram showing the proposed location of new lights and the lighted area.

Materials:

Include a materials list and if possible, a picture or drawing of the proposed fixtures, with the application.

Requirements:

Beam spread from all light sources should be confined to the homeowner's lot. On corner lots and locations where the lighting may affect drivers, care must be taken to insure that spotlights and floodlights do not cause dangerous safety hazards by blinding oncoming traffic.

All electrical installations must be in accordance with all applicable electrical codes and regulations.

Approval is not necessary for the following:

- Approval is not necessary for replacement of current light fixtures with a similar type and style.
- Approval is also not necessary for properly installed low voltage accent lighting along walkways and on the inside of decks if the lights are at least five feet apart. If closer placement is desired, then an application must be submitted. Any low voltage spotlights or lights on the outside of decks require an application if the light may shine onto adjacent property.

Retaining Walls

Appearance:

Generally, the architectural Control Committee will consider for approval "natural" materials for use in the construction of retaining walls. All retaining walls will be considered on an individual basis. The ACC will review materials, colors, location, scale and massing of the proposed wall to determine compatibility with the architectural intent of the existing structure and relationship to the surrounding site.

Location:

Locations for retaining walls must be clearly specified on the plot plan submitted with the application. Applications for retaining walls will be reviewed on an individual, case-by-case basis. Consideration will be given to changes in the natural topography and existing drainage patterns.

Materials:

"Natural" building materials such as stone, slate, brick and pressure treated timbers will be considered as acceptable materials. Railroad ties are prohibited. Materials and colors chosen should complement the existing structure on the site.

Requirements:

All retaining walls will maintain proper drainage on the site. If a wall is planned, homeowners are required to provide a plan that details drainage patterns and runoff as a result of the new structure.

All retaining walls will be properly secured to prevent collapse and must meet all applicable City of Raleigh requirements. There is no height limit, but the compatibility with the surrounding area and the dwelling will be considered. Any request for a retaining wall over three feet in height shall include in the application detailed specifications on anchoring the wall.

Exterior Storm Doors

Exterior storm doors are allowed on ATTACHED homes only.

Exterior storm doors shall be **Larson** brand, full-view glass (with optional screen) **in white** color only. Door must have a brass tone expander sill at bottom of door.

Allowed style examples: Stratford and Charleston.

Larson brand storm doors are readily available at area home improvement stores.

NOTE: There shall be no decorative glass or security grate doors allowed.

Hot Tubs/Pools

Appearance:

All hot tubs and pools will be reviewed on an individual, case-by-case basis. The Architectural Control Committee realizes that pool and hot tub styles are limited and will place emphasis on screening systems to minimize the visual impact from a public way or adjoining property.

Location:

All hot tubs and pools will be confined to the rear yard. On lots where a rear yard adjoins or is visible from a public way, appropriate screening shall be installed to minimize the visual impact.

Materials:

All pools and hot tubs will be reviewed individually for materials and color.

Requirements:

Installation must meet or exceed all applicable codes, regulations, ordinances, permit requirements, and inspection requirements of the City of Raleigh. The City of Raleigh standards are the minimum standards and The Villages at Wakefield Plantation requirements may exceed those standards.

All pools and hot tubs will maintain proper drainage on the site. If a pool/hot tub is planned, homeowners are required to provide a plan that details drainage patterns and runoff. Water from the pool or hot tub may be drained into the storm sewer system at the end of the season. Care should be taken to contain water from spilling over onto adjacent properties.

All pools and open hot tubs shall be surrounded by a fence (see Section 3.03) with locking gates. Pools and hot tubs may require additional screening based on the location on the lot to provide visual screening from adjacent property owners or public ways.

Pumps and other machinery related to the pool or hot tub shall be concealed in a manner to avoid offensive visual appearance and minimize noise production or transmission of such noise to nearby lots. "Visually offensive" shall be judged by the ACC applying a standard of objective reasonableness rather than just the subjective views of neighbors.

Care should be taken to locate pools and hot tubs away from potential hazards (i.e., electrocution, drowning). All electrical work related to the pool or hot tub shall comply with all applicable electrical codes.

Homeowners should understand that pools increase the intensity of noise and appropriate measures need to be taken to limit this potential conflict with adjacent homeowners. In addition, homeowners must also comply with the City of Raleigh noise ordinance.

Mailboxes

Mailbox and post style has been predetermined by the developer/builder for aesthetic continuity throughout the neighborhood.

The approved style cannot be deviated from or changed.

Maintenance

Maintenance**Appearance:**

It is the responsibility of each homeowner to maintain his/her property in such a way that it adds to the overall beauty and harmony of the subdivision. Each homeowner should take this responsibility seriously, as failure to do so can negatively impact the value of your own property, surrounding properties, and the subdivision as a whole.

There are many areas in and around the home which should be inspected regularly to insure the property is in good repair. These include but are not limited to:

- Lawn Care
- Trimming of trees and shrubbery
- Landscaping
- Decks
- Fences
- Driveways and Sidewalks
- Playground equipment
- Paint
- Roofing
- Garbage can Storage
- Debris and Trash Removal

Deterioration:

If at any time the Board of Directors is made aware of a property that has deteriorated to the point that it is affecting the aesthetics of the community, the Architectural Control Committee, a representative of the management company, or a combination of the two will be requested to make a site inspection. The committee will then make a recommendation for action to the Board of Directors. Appropriate action will be taken in accordance with the enforcement policies of The Villages at Wakefield Plantation Homeowners Association.

Architectural Control

Section 4.01

Based on the severity of the deterioration, the homeowner will be given a specified period of time in which to make the necessary repairs. If, after that time, the repairs have not been effected to the satisfaction of the Board, the Board has the obligation of enforcement as described in the Declaration of Master Covenants, Conditions and Restrictions for The Villages at Wakefield Plantation Homeowner's Association, the Enforcement Procedures policy of the Association, and other applicable regulations and policies.

Wakefield Plantation Architectural Design Guidelines (page 12)

B-ball Goal (Effective 07/08):

These Basketball goal rules are for both permanent and portable goals. Only one goal is permitted per lot. Goals must be located at the outside of the drive no closer to the street than the midpoint of the driveway. (Residents are reminded that City ordinances require that goals shall not be located on the sidewalk, in the street or in the right of way. Nor are games to be played on the streets and sidewalks of the City.) All backboards and frames must be maintained in a like new condition. Frames are to be metal and black in color. Backboards must be of a transparent material. Mini or junior goals are exempt from the color and materials requirements. Goals shall not be attached to the house, garage, or other structures. Provision must be made so as not to impact the neighbor's home, plantings or property. (The activity shall not become an annoyance or nuisance to the neighborhood as prescribed in the City Ordinances and Wakefield Plantation's Covenants.) Basketball goals meeting the above criteria do not need prior approval.

Bill Krupp stated he remembered the Board's rationales for Changes were as below: Separate rules for permanent and portable goals presented a major problem in enforcement.

- 1) Portable goals when not in use were to be stored out of sight. Permanent goals fell under a different set of rules. One could be in compliance by merely moving or storing the goal and then replacing it later. This would allow a continued cycle of moving and replacing over an unlimited number of 30 day time periods.
- 2) Determining the 30 day period's end-date for moves would require an excessive amount of someone's time and confusion. With so many goals it might require an almost daily inspection.
- 3) Rules for permanent goals are much more stringent than portable goals. Many basketball portable goals were of inferior materials, construction and appearance.
- 4) The new rules are more specific and added "Residents are reminded that City ordinances require that goals shall not be located on the sidewalk, in the street or in the right-of-way. . .Nor are games to be played on the street and sidewalks of the City" and . . . "Provisions must be made so as not to impact the neighbor's home, plantings or property" and . . . "The activity shall not become an annoyance or nuisance to the neighborhood as prescribed in the City Ordinance and Wakefield Plantation's rules."
- 5) The Board now has more grounds to enforce annoyance, nuisance, property, and privacy issues.
- 6) Portable goals were for the most part at the street and in violation of city ordinances which many residents did not know or that were enforced by the city
- 7) The Board by these rules is encouraging the residents to make their goals permanent.
- 8) Goals meeting the requirements would not need AAC prior approval.
- 9) As a sub-association The Villages can set more stringent rules working with the master association

Prior to establishing the rules quick survey of some of the neighborhoods showed that basketball goals are distributed unevenly by neighborhood and many of poor quality. There seemed to be a correlated with the number of young children in that neighborhood. The count by a visual the survey showed- Weatherby Villas- 0, Ridgely Townhomes- 0, Parkside- 20+, Cedar Grove- 9+, Stratford Hall- 20+. Middleton had a significant number of goals that were permanently installed.

| Villages of Wakefield Plantation HOA 2021 Master Assoc. Budget - SF | | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | \$ 2018 PROPOSED BUDGET | \$ 2020 PPM PROPOSED |
|--|--|------------|------------|------------|------------|------------|---------------|---------------|-------------------------------|----------------------------|
| | | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
| INCOME: | | \$352 | \$387 | \$408 | \$425 | | | | \$ 884 | \$ 884 |
| | Cash Forward | | | | | | | | | |
| 605000 | 41010 Maintenance Assessments (348 homeowners) | \$ 122,498 | \$ 134,876 | \$ 134,876 | \$ 147,900 | \$ 179,220 | \$ 196,968 | \$ 216,458 | \$ 238,102 | \$ 238,032 |
| | 41020 Developer Assessment | | | | | | | | | |
| NEED | 41040 Working Capital | \$ - | \$ - | \$ - | \$ - | | | | | |
| 601350 | 801350 Prepaid | | | | | | | | | |
| 602850 | 802850 Key Income | | | | | | | | | |
| 604850 | 41087 Social Fees/Clubhouse Rental | \$ 2,500 | \$ 1,300 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 602550 | 41090 Legal Fees Reimbursad | \$ 3,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 602135 | 41098 Townhome Assessment (191 townhomes) | \$ 87,232 | \$ 73,917 | \$ 77,546 | \$ 81,175 | \$ 98,365 | \$ 108,108.00 | \$ 118,802.00 | \$ 130,682 | \$ 130,682 |
| 603400 | 603400 Community Building Income | | | | | | | | | |
| 603410 | 603410 Collections Income | | | | | | | | | |
| 603820 | 603820 HOA Late Fees | | | | | | | | | |
| 605700 | 605700 Interest Income | | | | | | | | | |
| | TOTAL INCOME: | \$ 195,228 | \$ 209,893 | \$ 212,222 | \$ 229,075 | \$ 277,585 | \$ 305,074.00 | \$ 335,258.00 | \$ 368,784 | \$ 368,714 |
| EXPENSES: | | | | | | | | | | |
| UTILITIES: | | | | | | | | | | |
| 610100 | 51000 Electricity | \$ 9,500 | \$ 10,200 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 11,000 | \$ 11,451.00 | \$ 12,000 | \$ 13,500 |
| 610300 | 51200 Water | \$ 5,000 | \$ 6,100 | \$ 6,100 | \$ 6,875 | \$ 12,000 | \$ 9,000 | \$ 9,369.00 | \$ 10,000 | \$ 12,000 |
| 610550 | 51300 Trash Removal | \$ 1,400 | \$ 1,750 | \$ 2,040 | \$ 2,040 | \$ 3,500 | \$ 3,000 | \$ 4,140.00 | \$ 4,500 | \$ 4,000 |
| 610420 | 51400 Telephone | \$ 800 | \$ 850 | \$ 850 | \$ 850 | \$ 1,250 | \$ 1,250 | \$ 1,301.00 | \$ 1,400 | \$ 1,400 |
| | TOTAL UTILITIES: | \$ 16,700 | \$ 18,900 | \$ 18,990 | \$ 20,765 | \$ 26,750 | \$ 24,250 | \$ 26,261 | \$ 27,900 | \$ 30,900 |
| COMMITTEES: | | | | | | | | | | |
| 680360 | 54500 Social | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 4,000 | \$ 4,000 | \$ 4,164 | \$ 3,000 | \$ 3,000 |
| | 54600 Community Action | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | 54700 Facilities & Grounds | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | 54900 Welcoming Committee | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | TOTAL COMMITTEES: | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 4,000 | \$ 4,000 | \$ 4,164 | \$ 3,000 | \$ 3,000 |
| GROUPS: | | | | | | | | | | |
| 621800 | 52505 Security Services | \$ 2,000 | \$ 2,550 | \$ 3,200 | \$ 5,500 | | | | | |
| 642400 | 53000 Grounds Maintenance | \$ 14,772 | \$ 24,120 | \$ 24,120 | \$ 24,120 | \$ 27,050 | \$ 27,000 | \$ 21,000 | \$ 25,000 | \$ 30,000 |
| 620157 | 53100 Grounds Extra | \$ 8,000 | \$ 8,000 | \$ 8,000 | \$ 8,000 | \$ 6,500 | \$ 5,000 | \$ 5,205 | \$ 5,800 | \$ 4,000 |
| | 53200 Paving/Streets/Signs | | | | | | | | | |
| | 53300 Termite/Extermination | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | 53600 Fence Repair | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | 53700 Irrigation Contract | | | | | | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 3,000 |
| 624620 | 53700 Irrigation Repairs | \$ 500 | \$ 2,500 | \$ 2,500 | \$ 2,500 | \$ - | \$ 2,250 | \$ 2,500 | \$ 2,500 | \$ 7,000 |
| VEED | 53800 Entrance | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | 53900 Mulch / Pine Straw | | | | | | | | \$ 2,000 | \$ 2,000 |
| 648900 | 53900 Tree Removal | \$ 1,000 | \$ 1,000 | \$ 2,500 | \$ 2,500 | \$ 1,500 | \$ 5,000 | \$ 5,205 | \$ 5,000 | \$ 5,000 |
| | TOTAL GROUNDS: | \$ 24,272 | \$ 36,170 | \$ 38,320 | \$ 40,620 | \$ 35,000 | \$ 37,000 | \$ 36,660 | \$ 42,500 | \$ 61,000 |
| POOL: | | | | | | | | | | |
| 628375 | 55100 Pool Chemicals/Supplies | \$ 1,200 | \$ 1,400 | \$ 1,250 | \$ 1,250 | \$ 1,250 | \$ 3,500 | \$ 3,644 | \$ 5,000 | \$ 5,000 |
| 628380 | 55200 Pool Repairs | \$ 3,000 | \$ 3,500 | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 12,750 | \$ 13,372 | \$ 15,000 | \$ 15,000 |
| 620760 | 56100 Furniture | \$ 3,000 | \$ 3,000 | \$ 1,500 | \$ 1,500 | \$ 3,000 | \$ 2,000 | \$ 2,082 | \$ 2,000 | \$ 2,000 |
| 620740 | 56200 Licenses & Permits (Pool) | \$ 550 | \$ 620 | \$ 600 | \$ 600 | \$ 700 | \$ 700 | \$ 728 | \$ 1,000 | \$ 728 |
| 642450 | 55300 Pool Maintenance Contract | \$ 53,220 | \$ 53,220 | \$ 53,220 | \$ 58,370 | \$ 75,000 | \$ 90,000 | \$ 82,100 | \$ 85,000 | \$ 80,290 |
| | 55400 Cabana Maintenance | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | TOTAL POOL: | \$ 60,970 | \$ 61,740 | \$ 59,570 | \$ 64,720 | \$ 82,950 | \$ 108,950 | \$ 101,028 | \$ 108,000 | \$ 103,018 |
| CLUBHOUSE RECREATION: | | | | | | | | | | |
| 624230 | 55600 Clubhouse Maintenance | \$ 6,000 | \$ 6,000 | \$ 5,000 | \$ 5,000 | \$ 7,750 | \$ 7,000 | \$ 7,287 | \$ 7,500 | \$ 6,000 |
| | 55700 Building Maintenance | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 1,200 | \$ 1,500 | \$ 1,500 |
| | 55700 Playground Maintenance | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 500 | \$ 500 |
| | 55700 Fire/Sprinkler Systems | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 350 | \$ 500 | \$ 500 |
| | 55700 HVAC | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 300 | \$ 500 | \$ 500 |
| | 55700 Termite bond / Insect protection | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 624210 | 55700 Clubhouse Roof | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 1,200 | \$ 1,500 | \$ 800 |
| | 55700 Clubhouse Cleaning | \$ - | \$ - | \$ - | \$ - | \$ 3,000 | \$ 3,000 | \$ 3,123 | \$ 1,500 | \$ 1,500 |
| | TOTAL RECREATION: | \$ 6,000 | \$ 6,000 | \$ 5,000 | \$ 5,000 | \$ 10,750 | \$ 10,000 | \$ 13,460 | \$ 13,500 | \$ 11,300 |
| ADMINISTRATION: | | | | | | | | | | |
| 661400 | 57100 Legal/Collection | \$ 3,000 | \$ - | \$ - | \$ - | \$ 2,000 | \$ 1,500 | \$ 1,561 | \$ 2,000 | \$ 3,000 |
| 660200 | 57200 Legal | \$ 1,000 | \$ 1,000 | \$ 2,100 | \$ 2,100 | \$ 1,500 | \$ 1,500 | \$ 1,561 | \$ 2,000 | \$ - |
| 660200 | 57300 Legal Other | \$ - | \$ - | \$ - | \$ - | \$ 2,250 | \$ 2,250 | \$ 2,342 | \$ 2,000 | \$ 6,500 |
| 660300 | 57300 Audit/Tax Preparation | \$ 2,500 | \$ 2,500 | \$ 2,550 | \$ 2,550 | \$ 2,600 | \$ 2,600 | \$ 2,706 | \$ 3,000 | \$ 3,400 |
| 660100 | 57400 Management Fees | \$ 32,340 | \$ 22,992 | \$ 22,992 | \$ 22,992 | \$ 25,200 | \$ 25,200 | \$ 37,868 | \$ 38,000 | \$ 38,000 |
| | 57500 Other Professional Fees | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 660370 | 57600 Printing, Postage & Supplies Office Expenses | \$ 4,000 | \$ 5,500 | \$ 6,000 | \$ 6,000 | \$ 7,750 | \$ 8,000 | \$ 8,328 | \$ 8,500 | \$ 8,500 |
| 663050 | 57600 Website Expenses | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | 57800 Meeting Expenses | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | TOTAL GEN. & ADMIN.: | \$ 42,840 | \$ 31,992 | \$ 31,642 | \$ 33,842 | \$ 41,300 | \$ 41,050 | \$ 64,364 | \$ 55,500 | \$ 59,400 |
| OTHER: | | | | | | | | | | |
| 681400 | 59000 Insurance Premiums | \$ 6,000 | \$ 8,785 | \$ 7,200 | \$ 7,200 | \$ 8,000 | \$ 11,000 | \$ 25,000 | \$ 25,000 | \$ 25,750 |
| 681700 | 59300 Contingency | \$ 3,146 | \$ 2,328 | \$ 2,500 | \$ 128 | \$ 1,035 | \$ 324 | \$ 423 | \$ 2,688 | \$ 1,348 |
| 681500 | 59400 Transfer to Reserves | \$ 31,000 | \$ 40,000 | \$ 44,000 | \$ 55,000 | \$ 67,800 | \$ 68,500 | \$ 73,000 | \$ 82,198 | \$ 83,000 |
| | TOTAL OTHER: | \$ 42,146 | \$ 52,091 | \$ 53,700 | \$ 62,328 | \$ 76,835 | \$ 79,824 | \$ 98,423 | \$ 110,884 | \$ 110,098 |
| | TOTAL EXPENSES: | \$ 195,928 | \$ 209,893 | \$ 212,222 | \$ 229,076 | \$ 277,585 | \$ 305,074 | \$ 335,258 | \$ 370,284 | \$ 368,714 |
| | Difference (Income-expenses) | \$ (700) | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ (1,500) | \$ 0.00 |

| Cost | Year | Month |
|---------------|-----------|----------|
| Utilities | \$ 51.78 | \$ 4.31 |
| Social | \$ 2.78 | \$ 0.23 |
| Grounds | \$ 76.85 | \$ 6.57 |
| Pool | \$ 200.37 | \$ 16.70 |
| Clubhouse | \$ 25.05 | \$ 2.09 |
| Admin & other | \$ 157.15 | \$ 13.10 |
| Savings | \$ 188.24 | \$ 14.02 |
| Total | \$ 684.20 | \$ 57.02 |

| Villages of Wakefield Plantation HOA Town Homes (TH) | | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | |
|---|------------------------------------|----------------|---|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------------------|
| | | YEAR END SPEND | YEAR END SPEND | YEAR END SPEND | YEAR END SPEND | YEAR END SPEND | YTD SPEND | YTD SPEND | |
| INCOME: | | | | | | | | | |
| 0000 | Association Fee | \$ 377,429.47 | \$ 441,489.85 | \$ 465,986.42 | \$ 515,927.53 | \$ 559,229.65 | \$ 618,840.00 | \$ 680,724.00 | |
| 0000 | Prepaid | \$ (180.69) | \$ 11,700.76 | \$ (9,074.12) | \$ 9,035.24 | \$ (8,036.72) | \$ 0.00 | \$ 0.00 | |
| 0000 | Other Income | \$ 50.00 | \$ 4,500.00 | \$ (575.00) | \$ 8,000.00 | \$ 4,992.00 | \$ 0.00 | \$ 460.00 | |
| 0000 | Legal Fee Reimbursement | \$ 2,563.10 | \$ 6,018.52 | \$ 2,530.10 | \$ 6,597.54 | \$ 1,195.00 | \$ 0.00 | \$ 0.00 | |
| 0000 | Collections Income | \$ 735.93 | \$ 1,626.29 | \$ 2,143.71 | \$ 2,375.00 | | | | \$ 463.00 |
| 0000 | Miscellaneous Income | \$ 154.00 | | | | | | | |
| 0000 | Community/Building Income | | | \$ 675.00 | \$ 400.00 | \$ 200.00 | \$ 0.00 | \$ 0.00 | Per Unit Per Month \$112.86 |
| 0000 | HOA Late Fees | \$ 1,636.39 | \$ 6,211.78 | \$ 1,611.88 | \$ 1,968.48 | \$ 1,683.27 | \$ 0.00 | \$ 0.00 | Maintenance \$20.81 |
| 0000 | Clubhouse Income | \$ 75.00 | | | | | | | Grounds \$60.43 |
| 0000 | Key Income | | | | \$ 10.00 | | | | Admin/Pool \$81.30 |
| 0000 | Coupon Fee Income | | | | | \$ 178.35 | | | Utilities \$21.60 |
| 0000 | Interest Income | \$ 0.01 | | | | | | | Total \$297.00 |
| 0000 | TOTAL INCOME: | \$ 382,463.21 | \$ 471,547.20 | \$ 463,297.89 | \$ 544,313.79 | \$ 659,441.65 | \$ 618,840.00 | \$ 683,524.00 | |
| 00 0000 | Reserve Funding | \$ (94,999.96) | \$ (99,999.96) | \$ (94,666.64) | \$ (156,666.60) | \$ (250,666.60) | \$ 228,000.00 | \$ 260,000.00 | |
| 40 0000 | Add Replacement Reserve Funding | | \$ (4,000.00) | \$ (6,750.00) | | | | | |
| 26 0000 | Transfer to Paint Fund | | \$ (12,000.00) | | \$ (2,250.00) | | | | |
| | TOTAL TRANSFER | \$ (94,999.96) | \$ (115,999.96) | \$ (101,417.00) | \$ (158,917.00) | \$ (250,666.60) | \$ (228,000.00) | \$ (260,000.00) | |
| | TOTAL OPERATING INCOME | \$ 287,463.24 | \$ 355,547.24 | \$ 361,881.35 | \$ 385,397.19 | \$ 308,774.95 | \$ 390,840.00 | \$ 423,524.00 | |
| OPERATING EXPENSES: | | | | | | | | | |
| UTILITIES | | | | | | | | | |
| 00 0000 | Electric | \$ 10,887.22 | \$ 9,814.49 | \$ 9,875.16 | \$ 10,820.21 | \$ 11,877.35 | \$ 11,451.00 | \$ 13,200.00 | |
| 00 0000 | Water / Sewer | \$ 27,080.28 | \$ 31,571.95 | \$ 30,832.06 | \$ 27,898.80 | \$ 36,531.45 | \$ 30,000.00 | \$ 30,000.00 | |
| | TOTAL UTILITIES | \$ 37,967.50 | \$ 41,386.44 | \$ 40,707.22 | \$ 37,919.01 | \$ 48,408.80 | \$ 41,451.00 | \$ 43,200.00 | |
| MAINTENANCE | | | | | | | | | |
| 20 0000 | Roof Repair | \$ 13,213.79 | \$ 5,847.50 | \$ 17,270.16 | \$ 8,881.82 | \$ 11,512.80 | \$ 13,000.00 | \$ 13,000.00 | |
| 150 0000 | Gutter Cleaning | \$ 6,338.00 | \$ 12,651.89 | \$ 12,195.00 | \$ 5,730.00 | \$ 5,863.00 | \$ 12,492.00 | \$ 6,500.00 | |
| 60 0000 | Termite Warranty | \$ 4,775.00 | \$ 4,775.00 | \$ 4,775.00 | \$ 4,775.00 | \$ 5,157.00 | \$ 5,205.00 | \$ 5,205.00 | |
| 110 0000 | Building Maintenance | \$ 10,870.31 | \$ 8,892.19 | \$ 25,030.57 | \$ 11,372.42 | \$ 3,227.67 | \$ 13,800.00 | \$ 6,500.00 | |
| 50 0000 | Courtesy Service | | | \$ 600.00 | | | | | |
| 100 0000 | General Maintenance | | | \$ (171.60) | | \$ 50.00 | \$ 0.00 | \$ 0.00 | |
| 51 0000 | Fire/Sprinkler Systems | | | | | \$ 93.75 | \$ 0.00 | \$ 0.00 | |
| 100 0000 | Service Tech Payroll | | | | | \$ 4,500.00 | \$ 0.00 | \$ 0.00 | |
| 150 0000 | Drainage | | | \$ 13,965.00 | \$ 13,965.00 | \$ 14,690.00 | \$ 10,410.00 | \$ 16,500.00 | |
| 150 0000 | Pressure Washing | | | \$ 13,965.00 | \$ 13,965.00 | \$ 14,690.00 | \$ 10,410.00 | \$ 16,500.00 | |
| | TOTAL MAINTENANCE | \$ 35,197.10 | \$ 32,266.58 | \$ 73,664.13 | \$ 44,824.24 | \$ 45,094.22 | \$ 54,907.00 | \$ 47,705.00 | |
| GROUND CARE | | | | | | | | | |
| 157 0000 | Grounds Extra | \$ 9,425.09 | \$ 14,436.58 | \$ 12,159.00 | \$ 14,430.34 | \$ 1,450.85 | \$ 15,000.00 | \$ 5,000.00 | |
| 173 0000 | Entrance Maintenance Irrigation | \$ 10,309.83 | \$ 16,625.89 | \$ 19,339.84 | \$ 30,679.42 | \$ | \$ | \$ 0.00 | |
| 510 0000 | Mulch | \$ | \$ | \$ 31,180.00 | \$ | \$ | \$ | \$ 10,000.00 | |
| 100 0000 | Grounds Contract | \$ 85,672.00 | \$ 84,281.00 | \$ 84,227.60 | \$ 99,164.00 | \$ 89,164.00 | \$ 92,000.00 | \$ 96,600.00 | |
| 120 0000 | Irrigation | | | | | \$ 22,834.14 | \$ 7,500.00 | \$ 10,000.00 | |
| 173 0000 | Irrigation Contract | | | | | | \$ 12,400.00 | \$ 13,000.00 | |
| 300 0000 | Tree Removal | \$ 2,175.00 | \$ 12,590.00 | \$ 9,670.24 | \$ 1,350.00 | \$ 6,850.00 | \$ 5,205.00 | \$ 35,500.00 | |
| | TOTAL GROUND CARE | \$ 107,581.92 | \$ 127,932.86 | \$ 167,076.78 | \$ 145,623.76 | \$ 120,418.99 | \$ 132,105.00 | \$ 140,100.00 | |
| ADMINISTRATIVE | | | | | | | | | |
| 350 0000 | Assessments | \$ 71,917.00 | \$ 81,174.96 | \$ 74,415.00 | \$ 105,050.99 | \$ 88,285.38 | \$ 118,802.00 | \$ 138,662.00 | |
| 200 0000 | Legal | | | | \$ | \$ 2,320.00 | \$ | \$ 0.00 | |
| 100 0006 | Legal - Other | \$ 4,452.80 | \$ 3,881.25 | \$ 2,203.85 | \$ 5,955.00 | \$ 3,441.25 | \$ 3,123.00 | \$ 2,000.00 | |
| 370 0000 | Office Expense | \$ 2,326.85 | \$ 3,938.94 | \$ 3,436.84 | \$ 3,011.42 | \$ 2,786.28 | \$ 4,250.00 | \$ 3,500.00 | |
| 400 0000 | Collection Expense | \$ 975.00 | \$ 750.00 | \$ 2,570.00 | \$ 1,835.00 | \$ 1,570.00 | \$ 2,602.00 | \$ 1,000.00 | |
| 100 0000 | Management Fees | \$ 28,008.00 | \$ 28,008.00 | \$ 28,008.00 | \$ 30,000.00 | \$ 30.00 | \$ 45,000.00 | \$ 45,000.00 | |
| 200 0000 | Contingency | | | \$ 90.00 | \$ 287.50 | \$ 30,000.00 | \$ 60.00 | \$ 2,337.00 | |
| 360 0000 | Social Activities | | \$ 355.96 | \$ 147.51 | \$ | \$ 259.00 | | | |
| 510 0000 | Bank Fees | | \$ 30.00 | \$ 30.00 | \$ 20.00 | | \$ 0.00 | \$ 0.00 | |
| 350 0000 | Website Expense | | | \$ 20.86 | \$ | \$ | \$ | \$ 0.00 | |
| 300 0000 | Bad Debt Expense | | \$ 1,371.50 | \$ (2.08) | \$ | \$ | \$ | \$ 0.00 | |
| | TOTAL ADMINISTRATIVE | \$ 109,679.85 | \$ 119,240.61 | \$ 110,899.32 | \$ 146,180.77 | \$ 138,691.92 | \$ 173,837.00 | \$ 192,519.00 | |
| POOL | | | | | | | | | |
| 760 0000 | Pool Furniture | | | \$ 160.84 | | | | \$ 0.00 | |
| 710 0000 | Pool Maintenance | | | | | \$ (10.00) | \$ (10.00) | \$ 0.00 | |
| | TOTAL POOL | | | \$ 160.84 | | \$ (10.00) | \$ (10.00) | \$ 0.00 | |
| RECREATION | | | | | | | | | |
| 230 0000 | Clubhouse Maintenance | | | \$ 273.73 | | | | \$ 0.00 | |
| 210 0000 | Clubhouse Cleaning | | | | | \$ 500.00 | \$ 600.00 | \$ 0.00 | |
| | TOTAL RECREATION | | | \$ 273.73 | | \$ 500.00 | \$ 600.00 | \$ 0.00 | |
| | TOTAL OPERATING EXPENSES: | \$ 289,628.17 | \$ 320,866.49 | \$ 382,882.02 | \$ 374,647.78 | \$ 353,103.93 | \$ 402,790.00 | \$ 423,524.00 | |
| | Net Operating Income (Loss) | \$ (2,162.83) | \$ 34,680.75 | \$ (21,000.67) | \$ 10,849.41 | \$ (44,328.98) | \$ (11,950.00) | \$ 0.00 | |
| | | | Income state off by less than 100.00 | | | | | | |
| | | | Listed operating expenses at 320,930.47 - appears to be addition error | | | | | | |
| | | | \$ (63.88) | | | | | | |

**BY-LAWS
OF
THE VILLAGES OF WAKEFIELD PLANTATION**

**ARTICLE I
DEFINITIONS**

- 1.1 "Association" means The Villages of Wakefield Plantation, its successors and assigns.
- 1.2 "Classes of Membership" The Association shall have three classes of voting membership.

Class A: Class A Members shall be all Owner(s) of Lots containing or intended for a single family attached dwelling unit, with the exception of the Declarant, and shall be entitled to one (1) vote for each Lot owned by Class A Member. Declarant may, however, be a Class A Member upon the termination of Class C membership. When more than one person holds an interest in any Lot, all such persons shall be Members. The vote of such Lot shall be exercised as they, among themselves, determine, but in no event shall more than one vote be cast with respect to any Lot. Fractional voting shall be prohibited.

Class B: The Class B Members shall be the Owner(s) of Lots containing or intended for a single family detached dwelling unit, with the exception of the Declarant, and is entitled to one (1) vote for each Lot owned by such Class B Member. Declarant may, however, be a Class B Member upon the termination of Class C membership. When more than one person holds an interest in any Lot, all such persons shall be Members. The vote of such Lot shall be exercised as they, among themselves, determine, but in no event shall more than one vote be cast with respect to any Lot. Fractional voting shall be prohibited.

Class C: The Class C Member(s) shall be the Declarant and shall be entitled to three (3) votes for each Lot owned. The Class C membership shall cease and be converted to Class A or B membership upon either of the following events, whichever occurs first:

- A. When the total votes outstanding in Class A and B membership equal the total votes outstanding in Class C membership, but provided that the Class C membership shall be reinstated if thereafter and before the time stated in subparagraph (b) below, additional lands are annexed to the Property without the assent of Class A or B Members for the development of such additional lands by the Declarant, as provided in the Declaration, and in such instances Class C Membership may be reinstated; or

- B. Seven (7) years following the date of recordation of this Declaration; or
- C. Upon the surrender of all Class C memberships by the holder thereof.
- 1.3 "Common Expenses" is defined as: (i) expenses of maintenance of the Sub-Association Common Property, including repair, restoration and replacement thereof; (ii) expenses declared to be or described as Common Expenses by the provision of the Declaration; (iii) Ad valorem property taxes and public assessments, if any, levied against the Sub-Association Common Property or Sub-Association Common Area; (iv) premiums for hazard, liability or other insurance obtained by the Association; (v) all other expenses incurred by the Association in performing its functions and providing services under the Declaration, including operating expenses and unexpected contingencies; and (vi) expenses determined by the Board to be Common Expenses of the Association. Provided, however, the term Common Expenses does not include the costs of the initial Improvements constructed or placed in any Sub-Association Common Property by the Declarant.
- 1.4 "Declarant" means Solaris Development, its successors and assigns, if such successors or assigns should acquire more than one undeveloped Lot from the Declarant for the purpose of development or if such successors or assigns should acquire more than one Lot, whether developed or undeveloped, pursuant to foreclosure or a deed in lieu of foreclosure.
- 1.5 "Declaration" means the Subdivision Declaration for The Villages of Wakefield Plantation applicable to the Property recorded in the Office of the Register of Deeds, Wake County, North Carolina, and all amendments thereto.
- 1.6 "Limited Common Expenses" is defined as all of those expenses of the types included with the term Common Expenses that are related solely and specifically to Limited Sub-Association Common Property. The Limited Common Expenses shall be paid for solely by those Members of the Sub-Association who own real property located in a particular phase of section of The Properties for which the associated Limited Sub-Association Common Property has been established.
- 1.7 "Limited Sub-Association Common Property" is defined as Sub-Association Common Property that is established by the Declarant or the Subdivision Association for the benefit of a particular phase or section within the Properties and which has been designated by the Declarant or the Sub-Association, whichever has established same, as Limited Sub-Association Common Property. There may be Limited Sub-Association Common Property in one or more phases or sections located within the Properties.
- 1.8 "Lot" means any parcel of land within The Properties recorded in Wake County Registry for the purpose of construction, or a parcel containing a single family detached dwelling or an attached dwelling, shown upon any recorded subdivision

map of the Property with the exception of the Common Area and Sub-Association Common Area and Sub-Association Common Area Limited Common Area and Limited Neighborhood Common Area.

- 1.9 "Member" means every person or entity who holds membership in the Sub-Association.
- 1.10 "Owner" means the record owner, whether one or more persons or entities, of the fee simple title to any Lot which is a part of the Property, including contract sellers, but excluding those having such interest merely as security for the performance of an obligation.
- 1.11 "Property" means certain real property described in the Subdivision Declaration for The Villages of Wakefield Plantation being within the Association's jurisdiction, and such additions brought within the jurisdiction of the Association.
- 1.12 "The Declaration" means the Subdivision Declaration For The Villages of Wakefield Plantation" recorded in the Office of the Register of Deeds, Wake County, North Carolina, and all amendments thereto.
- 1.13 "The Properties" means The Villages of Wakefield Plantation Homeowners Association, Inc., its successors and assigns.
- 1.14 "Sub-Association Common Area or Sub-Association Common Property" means all real property and amenities, if any, owned by the Sub-Association for the common use and enjoyment of the Owners.

ARTICLE II OFFICES

- 2.1 Principal Office. The principal office of the Association shall be located at 6837 Falls of Neuse Road, Suite 104, Raleigh, N.C. 27615.
- 2.2 Registered Office. The registered office of the Association required by law to be maintained in the State of North Carolina may be, but need not be, identical with the principal office.
- 2.3 Other Offices. The Association may have offices at such other places, within the State of North Carolina, as the Board of Directors may designate or as the affairs of the Association may require from time to time.

ARTICLE III
MEMBERSHIP

- 3.1 Membership. Every person or entity who is a record owner, including the Declarant, is a Member of the Association and is subject to the Governing Documents and applicable Legal Requirements. The foregoing is not intended to include persons or entities who hold an interest merely as security for the performance of an obligation. Membership shall be appurtenant to and may not be separated from ownership of any Lot which is subject to the Governing Documents. Whenever a Person or Entity ceases to be an Owner termination of Membership shall not release or relieve any such Person or Entity from an liability or obligation incurred under the Declaration during the period of such Person's or Entity's ownership, nor impair any rights or remedies which the Association or any other Owner has with regard to such former Owner.
- 3.2 Suspension. The Board of Directors may suspend a Member's voting rights and/or his rights (including his family's, guest's, lessee's, invitee's, or contract purchaser's etc.) to use the recreation facilities during any period in which such Member shall be in default in the payment of any assessment levied by the Association. Such rights may also be suspended after notice and hearing, for a period not to exceed one hundred twenty (120) days, for infraction of published rules and regulations; provided, however, that if said infraction is continuing in nature, said suspension may be enforced until such infraction is cured.

ARTICLE IV
MEETINGS OF MEMBERS

- 4.1 Place of Meetings. All meetings of Members shall be held at such place within Wake County as shall be designated on the notice of the meeting or agreed upon by a majority of the votes of the Members entitled to vote thereat.
- 4.2 Annual Meetings. The annual meeting of the Members for the election of directors and the transaction of other business shall be held at such time and at such place as determined by the Board of Directors.
- 4.3 Substitute Annual Meeting. If the annual meeting shall not be held on the day designated by these By-Laws, a substitute annual meeting may be called in accordance with the provisions of Section 4.4 of this Article IV. A meeting so called shall be designated and treated for all purposes as the Annual Meeting.
- 4.4 Special Meeting. Special meetings of the Members may be called at any time by the President or Board of Directors of the Association, or by any Member pursuant to the written request of the holders of not less than one-fourth of all Class A votes or Class B votes, if any, entitled to vote at the meeting.

- 4.5 Notice of Meetings. Except as otherwise provided in the Declaration or Articles of Incorporation of this Association, written or printed notice stating the time and place of the meeting shall be delivered not less than ten nor more than fifty days before the date of any Member's meeting, either personally or by mail, by or at the direction of the President, the Secretary, or other person calling the meeting, to each Member of record entitled to vote at such meeting; provided that such notice must be given not less than twenty days before the date of any meeting at which a merger, dissolution or consolidation is to be considered. If mailed, such notice shall be deemed to be delivered on the third day following the date the notice was deposited in the United States mail, addressed to the Member at his address as it appears on the record of Members of the Association, with postage thereon prepaid.

In the case of a special meeting, the notice of meeting shall specifically state the purpose or purposes for which the meeting is called; but, in the case of an annual or substitute annual meeting, the notice of meeting need not specifically state the business to be transacted thereat unless such a statement is required by the provisions of Chapter 55A of the North Carolina General Statutes.

When a meeting is adjourned for thirty days or more, notice of the adjourned meeting shall be given as in the case of an original meeting. When a meeting is adjourned for less than thirty days in any one adjournment, it is not necessary to give any notice of the adjourned meeting other than by announcement at the meeting at which the adjournment is taken.

- 4.6 Voting Lists. At least ten days before each meeting of Members the Secretary of the Association shall prepare an alphabetical list of the Members entitled to vote at such meeting or any adjournment thereof, with the address of and number of votes held by each, which list shall be kept on file at the registered office of the Association for a period of ten days prior to such meeting, and shall be subject to inspection by any Member at any time during the usual business hours. This list shall be produced and kept open at the time and place of the meeting and shall be subject to inspection by any Member during the whole time of the meeting.
- 4.7 Quorum. Unless otherwise provided in the Declaration or Articles of Incorporation of this Association, one-third (1/3) of the votes of the Members of the Association entitled to vote, represented in person or by proxy, shall constitute a quorum at a meeting of Members.

The Members present at a duly organized meeting may continue to transact business until adjournment, notwithstanding the withdrawal of enough Members to leave less than a quorum.

In the absence of a quorum at the opening of any meeting of Members, such meeting may be adjourned from time to time by a vote of the majority of the votes voting on the motion to adjourn; and at any adjourned meeting at which a quorum

is present, any business may be transacted which might have been transacted at the original meeting.

- 4.8 Proxies. Votes may be voted either in person or by one or more agents authorized by a written proxy executed by the Member or by his duly authorized attorney in fact.
- 4.9 Voting. The vote of a majority of the votes on any matter present at a meeting of Members at which a quorum is present, regardless of class, shall be the act of the Members on that matter, unless the vote of a greater number is required by law or by either the Declaration of this Association or the Articles of Incorporation of this Association.
- 4.10 Informal Action. Unless otherwise specifically prohibited in this Declaration, other Governing Documents, or any applicable Legal Requirements, any matter that may be adopted by the vote of Members may be adopted by the written consent of the Members or applicable Class of Members (or portion thereof), subject to the following: (I) the foregoing rules governing voting when there is more than one Owner of a particular portion of The Properties applies to written consents; (ii) the majority or other percentage required for adoption by voting is applicable to adoption by written consent, except that, with respect to written consents, the percentage shall be determined in relation to the number of votes that the Members, or applicable Class of Members (or portion thereof), would be entitled to cast; (iii) the date on which the last Member necessary to meet the percentage required for adoption signs the written consent shall not be more than one (1) year following the date that the first Member signs the written consent; (iv) a Member's written consent is binding unless revoked in writing prior to adoption of the matter by the required percentage of written consents; (v) a Member's written consent becomes invalid if the Member ceases to be an Owner prior to adoption of the matter by the required percentage of written consents; and (vi) applicable provisions of the Act, Articles and ByLaws.
- 4.11 Presiding Officer. The President of the Association, or in the absence of the President, the Vice-President shall preside at all meetings of the Members and the Secretary of the Association shall act as the Secretary thereof. In the absence of the Secretary, the President shall designate some other person to act as the Secretary of the meeting. In the absence of both the President and Vice-President, the Members present at the meeting shall elect a Presiding Officer for such meeting.

ARTICLE V
BOARD OF DIRECTORS

5.1 Number, Term and Qualification. The number of directors constituting the Board of Directors shall be not less than three (3) nor more than seven (7) as may be fixed by resolution duly adopted by the Members or by the Board of Directors prior to the annual meeting at which such directors are to be elected; and, in the absence of such a resolution, the number of directors shall be the number elected at the preceding annual meeting. Any directorships not filled by the Members shall be treated as vacancies to be filled by and in the discretion of the Board of Directors. Class A and Class B Members shall be entitled to representation on the Board proportionally. Initially there has been approved 244 single family detached dwelling units (Class B Members) and 114 attached dwelling units (Class A Members). Based on this ratio, Class A Members shall have the right to place two members on the Board and Class B Members shall have the right to place five members on the Board.

At the first annual meeting after transition from developer control, the Members may elect seven (7) directors to serve terms as follows: two directors to serve a term of one year, two directors to serve a term of two years, and three directors to serve a term of three years. The original terms of office will be assigned by calculating the number of votes and assigning the longest terms to those individuals receiving the highest number of votes. If the Members elect to continue to maintain a board of three (3) Members, they shall elect a one, two and three year director with the highest number of votes again determining the longest terms. At subsequent annual meetings thereafter, the Members shall elect the number of directors needed to fill the vacancy or vacancies created by the director or directors whose terms(s) is (are) expiring to serve for a term of three (3) years. Directors need not be Members of the Association.

5.2 Nomination. Nomination for election to the Board of Directors shall be made by the Board of Directors. Nominating may also be made from the floor at the annual meeting. The Board of Directors shall make as many nominations for election to the Board of Directors as it shall in its discretion determine, but not less than the number of vacancies that are to be filled.

5.3 Election of Directors. Except as provided in Section 5.5 of this Article V, the directors shall be elected at the annual meeting of Members; and those persons who receive the highest number of votes shall be deemed to have been elected. If any Member so demands, the election of directors shall be by ballot. Cumulative voting is not permitted.

5.4 Removal. Any director may be removed at any time with or without cause by a vote of the Members holding a majority of the outstanding votes entitled to vote at an election of directors. If any directors are so removed, new directors may be elected at the same meeting.

- 5.5 Vacancies. Any vacancy occurring in the Board of Directors may be filled by the affirmative vote of a majority of the remaining directors even though less than a quorum, or by the sole remaining director. A director elected to fill a vacancy shall be elected for the unexpired term of his predecessor in office. Any directorship to be filled by reason of an increase in the authorized number of directors shall be filled only by election at an annual meeting or at a special meeting of Members called for that purpose.
- 5.6 Compensation. The Board of Directors may not compensate directors for their services as such, but may provide for the payment of any or all expenses incurred by directors in performing his duties.

ARTICLE VI MEETINGS OF DIRECTORS

- 6.1 Regular Meetings. A regular meeting of the Board of Directors shall be held immediately after the annual meeting of the Members for the purpose of electing officers. In addition, the Board of Directors may provide, by resolution, the time and place for the holding of additional regular meetings.
- 6.2 Special Meetings. Special meetings of the Board of Directors may be called by or at the request of the President or any two directors. Such a meeting may be held as fixed by the person or persons calling the meeting.
- 6.3 Notice of Meetings. Regular meetings of the Board of Directors may be held without notice. The person or persons calling a special meeting of the Board of Directors shall, at least three (3) days before the meeting, give notice thereof by any usual means of communication. Such notice need not specify the purpose for which the meeting is called.
- 6.4 Waiver of Notice. Any director may waive notice of any meeting. The attendance by a director at a meeting shall constitute a waiver of notice of such meeting, except where a director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened.
- 6.5 Quorum. A majority of the number of directors fixed by these By-Laws shall constitute a quorum for the transaction of business at any meeting of the Board of Directors.
- 6.6 Manner of Acting. Except as otherwise provided in these By-Laws, the act of a two-thirds vote of the directors present at a meeting at which a quorum is present shall be the act of the Board of Directors.

- 6.7 Presumption of Assent. A director who is present at a meeting of the Board of Directors at which action on any corporate matter is taken shall be presumed to have assented to the action taken unless his contrary vote is recorded or his dissent is otherwise entered in the minutes or unless he shall file his written dissent to such action with the person acting as the secretary of the meeting before the adjournment thereof or shall forward such dissent by registered mail to the Secretary of the corporation immediately after the adjournment of the meeting. Such right to dissent shall not apply to a director who voted in favor of such action.
- 6.8 Informal Action by Directors. Action taken by a majority of the directors without a meeting is nevertheless Board action if written consent to the action in question is signed by all the directors and filed with the minutes of the proceedings of the Board, whether done before or after the action so taken.
- 6.9 Committees of the Board. The Board of Directors, by resolution adopted by a majority of the number of directors fixed by these By-Laws, shall designate three members to constitute any committee it deems appropriate. The designation of any committee and the delegation thereto of authority shall not operate to relieve the Board of Directors, or any member thereof, of any responsibility or liability imposed upon it or him by law.

ARTICLE VII POWERS/DUTIES OF THE BOARD OF DIRECTORS

- 7.1 Powers. The Board of Directors shall have the power to:
- (a) adopt and publish rules and regulations governing the use of the Common and Limited Common Properties and facilities, and the personal conduct of the Members and their family members, tenants and guests thereon, and to establish fines and penalties for the infraction thereof;
 - (b) suspend a Member's voting rights and right to use of the recreational facilities as provided elsewhere;
 - (c) exercise for the Association all powers, duties and authority vested in or delegated to this Association and not reserved to the membership by other provisions of these By-Laws, the Articles of Incorporation, or the Declaration;
 - (d) declare the office of a member of the Board of Directors to be vacant in the event such member shall be absent from three (3) consecutive regular meetings of the Board of Directors; and

- (e) employ a manager, an independent contractor or agent, or such other employees as they deem necessary, and to prescribe their duties.

7.2 Duties. It shall be the duty of the Board of Directors to:

- (a) cause to be kept a complete record of all its acts and corporate affairs and to present a statement thereof to the Members at the annual meeting of the Members, or at any special meeting when such statement is requested in writing by one-fourth (1/4) of the Class A Members or Class B Members who are entitled to vote;
- (b) supervise all officers, agents, and employees of this Association, and to see that their duties are properly performed;
- (c) as more fully provided in the Declaration to:
 - (1) fix the amount of the annual assessment against each Lot at least thirty (30) days in advance of each annual assessment period;
 - (2) sent written notice of each assessment to every Owner subject thereto at least fifteen (15) days in advance of each annual assessment period; and
 - (3) commence the use of foreclosure the lien against any property for which assessments are not paid within sixty (60) days after due date or to bring an action at law against the owner personally obligated to pay the same.
- (d) issue, or to cause an appropriate officer or agent to issue, upon demand by any person, a certificate setting forth whether or not any assessment has been paid. A reasonable charge may be made by the Board or its managing agent for the issuance of these certificates. If a certificate states an assessment has been paid, such certificate shall be conclusive evidence of such payment;
- (e) pay ad valorem taxes and public assessments, if any, levied against the real and personal property owned by the Association;
- (f) procure and maintain adequate liability insurance on property owned by the Association;
- (g) cause all officers or employees having fiscal responsibilities to be bonded, as it may deem appropriate;
- (h) cause the Sub-Association Common and Limited Neighborhood Common Properties, and their improvements, including private streets, to be maintained; and

- (i) direct and supervise the affairs of the Association and require the Association to fulfill all of its obligations and duties set forth in the Declaration.

ARTICLE VIII OFFICERS

- 8.1 Officers. The officers of the Association shall consist of a President, a Vice-President, a Secretary, a Treasurer and such Assistant Secretaries, Assistant Treasurers, and other officers as the Board of Directors may from time to time elect. Any two or more offices may be held by the same person, but no officer may act in more than one capacity where the action of two or more officers is required.
- 8.2 Election, Term and Qualification. The officers shall be elected by the Board of Directors at the first meeting of the Board of Directors following each annual meeting of the Members, and each officer shall hold office for one (1) year unless he shall sooner resign, be removed, or be otherwise disqualified to serve.
- 8.3 Removal. Any officer or member of the Board may be removed by the Board whenever in its judgment the best interests of the Association will be served thereby.
- 8.4 Bonds. The Board of Directors may require an officer, agent, or employee of the Association to give bond to the Association, with sufficient sureties, conditioned on the faithful performance of the duties of his respective office or position, and to comply with such other conditions as may from time to time be required by the Board of Directors.
- 8.5 President. The President shall be the principal executive officer of the Association and, subject to the control of the Board of Directors, shall in general supervise and control all of the business and affairs of the Association. He shall, when present, preside at all meetings of the Members. He shall sign, with the Secretary, an Assistant Secretary, or any other proper officer, any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors has authorized to be executed, except in cases where the signing and execution thereof shall be delegated by the Board of Directors or these By-Laws to some other officer or agent of the Association, or shall be required by law to be otherwise signed or executed; and in general he shall perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time.
- 8.6 Vice-President. In the absence of the president or in the event of his death, inability or refusal to act, the Vice-President shall perform the duties of the President, and when so acting shall have all the powers of and be substituted for the

restrictions upon the President. The Vice-President shall perform such other duties as from time to time may be assigned to him by the President or Board of Directors.

- 8.7 Secretary. The Secretary shall: (a) keep the minutes of the meetings of Members, of the Board of Directors and of all Committees in one or more books provided for that purpose; (b) see that all notices are duly given in accordance with the provisions of these By-Laws or as required by law; (c) be custodian of the Association records and of the seal of the Association and see that the seal of the Association is affixed to all documents the execution of which on behalf of the Association under its seal is duly authorized; (d) keep a register of the post office address of each Member which shall be furnished to the Secretary by such Member; (e) keep or cause to be kept a record of the Association's Members, giving the names and addresses of all Members and the number of votes held by and addresses of all Members and the number of votes held by each, and prepare or cause to be prepared voting lists prior to each meeting of Members as required by law; and (f) in general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him by the President or by the Board of Directors.
- 8.8 Assistant Secretaries. In the absence of the Secretary or in the event of his death, inability or refusal to act, the Assistant Secretaries in the order of their length of service as Assistant Secretary, unless otherwise determined by the Board of Directors, shall perform the duties of the Secretary, and when so acting shall have all the powers of and be subject to all the restrictions upon the Secretary. They shall perform such other duties as may be assigned to them by the Secretary, by the President, or by the Board of Directors.
- 8.9 Treasurer. The Treasurer shall (a) have charge and custody of and be responsible for all funds and securities of the Association; receive and give receipts for moneys due and payable to the Association from any source whatsoever, and deposit all such moneys in the name of the Association in such depositories as shall be selected; (b) prepare, or cause to be prepared, a true statement of the Association's assets and liabilities as of the close of each fiscal year; (c) shall cause an annual audit of the Association books to be made by an independent certified public accountant at the completion of each fiscal year; (d) issue, at the direction of the Board of Directors, certificates as to whether assessments on a specified lot have been paid; and (e) in general perform all of the duties incident to the office of treasurer and such other duties as from time to time may be assigned to him by the President or by the Board of Directors, or by these By-Laws.

ARTICLE IX
MEMBERSHIP REGISTER

- 9.1 For the purpose of determining members of the Association entitled to notice of or to vote at any meeting of Members or any adjournment thereof, or in order to make a determination of Members for any other proper purpose, the Board of Directors may provide that the membership register shall be closed for a stated period but not to exceed, in any case, fifty (50) days. If the membership register shall be closed for the purposes of determining members entitled to notice of or to vote at a meeting of Members, such books shall be closed for at least ten (10) days immediately preceding such meeting.
- 9.2 In lieu of closing the membership register, the Board of Directors may fix in advance a date as the record date for any such determination of members, such record date in any case to be not more than fifty (50) days and, in case of a meeting of Members, not less than ten (10) days immediately preceding the date on which the particular action, requiring such determination of Members is to be taken.
- 9.3 If the membership register is not closed and no record date is fixed for the determination of Members entitled to notice of or to vote at a meeting of Members, the date on which notice of the meeting is mailed shall be the record date for such determination of Members.
- 9.4 When a determination of Members entitled to vote at any meeting of Members has been made as provided in this section, such determination shall apply to any adjournment thereof except where the determination has been made through the closing of the membership register and the stated period of closing has expired.

ARTICLE X
GENERAL PROVISIONS


- 10.1 Books and Records. The books, records and papers of the Association shall at all times, during reasonable business hours, be subject to inspection by any Member, his agent or attorney, for any proper purpose. The Declaration, the Articles of Incorporation and the By-Laws of the Association and the financial statements for the Association for the immediately preceding fiscal year shall be available for inspection by any Member and any first mortgage holders, their insurers or guarantors, at the principal office of the Association, where copies may be purchased at reasonable cost.


- 10.2 Seal. The seal of the Association shall consist of two concentric circles between which is the name of the Association and in the center of which is inscribed SEAL.
- 10.3 Waiver of Notice. Whenever any notice is required to be given to any Member or director by law, by Declaration, Articles of Incorporation, or by these By-Laws, a waiver thereof in writing signed by the person or persons entitled to such notice whether before or after the time stated therein, shall be equivalent to the giving of such notice.
- 10.4 Fiscal Year. The fiscal year of the Association shall begin on the first day of January and end on the 31st day of December of every year, except that the first fiscal year shall begin on the date of incorporation.
- 10.5 Amendments. These By-Laws may be amended, at a regular or special meeting of the Members, by a vote of a majority of a quorum of Members present in person or by proxy. Notwithstanding any provision in this instrument to the contrary, as long as the Declarant controls the Association and if the Property has been approved by the Veterans Administration and the Federal Housing Administration for loans guaranteed by the Veterans Administration or the Federal Housing Administration (but not otherwise), any amendment of these By-Laws will require the prior approval of the Federal housing Administration or the Veterans Administration.
- 10.6 Conflicts. In the case of any conflict between the Articles of Incorporation and these By-Laws, the Articles shall control; and in the case of any conflict between the Subdivision Declaration for The Villages of Wakefield Plantation and these By-Laws, the Declaration shall control.

Adopted this 12th day of November, 1998 by the undersigned Directors.

**THE VILLAGES OF WAKEFIELD
PLANTATION HOMEOWNERS
ASSOCIATION, INC.**


Director Margaret Jenness


Director Karl Hoeft


Director Michael Williams

PREPARED BY

HOLD FOR: HAROLD E. Russell #167

BK 8176 PG 1494

PRESENTED
FOR
REGISTRATION

98 OCT 30 AM 8:53

LAURA H. RIDDICK
REGISTER OF DEEDS
WAKE COUNTY

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SUBDIVISION

DECLARATION

FOR

THE VILLAGES

OF

WAKEFIELD PLANTATION

164

SUBDIVISION DECLARATION FOR
THE VILLAGES OF WAKEFIELD PLANTATION
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STATE OF NORTH CAROLINA
COUNTY OF WAKE

SUBDIVISION DECLARATION
FOR THE VILLAGES
OF WAKEFIELD PLANTATION

THIS SUBDIVISION DECLARATION FOR THE VILLAGES OF WAKEFIELD PLANTATION is made this 28th day of October, 1998, by SOLARIS DEVELOPMENT CORPORATION, a North Carolina Corporation, doing business in North Carolina as SUNSTAR HOMES, hereinafter referred to as the "Declarant";

WITNESSETH:

WHEREAS, Declarant is the owner of certain real property located in Wake County, North Carolina, described on Exhibit A attached hereto and incorporated by reference (said real property described on Exhibit A being referred to herein as the "Existing Property"), the Existing Property being located in a proposed development presently named "Wakefield Plantation";

AND WHEREAS, Declarant desires to develop The Villages of Wakefield Plantation as a community with a mixture of residential and recreational uses, and wishes to establish and declare this Declaration with respect to the Existing Property and all Additional Property subjected to this Declaration (the Existing Property, together with all Additional Property subjected to this Declaration being defined herein as "The Properties" in order to protect the value and desirability of The Properties by providing for development thereof in accordance with a common plan, and to provide for maintenance of certain shared facilities;

AND WHEREAS, although Declarant contemplates that separate easements, covenants and restrictions (which may or may not be similar to those herein contained) may be imposed by Declarant for Wakefield Plantation recorded in Book 8099, Page 180 (herein defined as the Master Declaration). Declarant desires to impose pursuant hereto, additional easements, covenants and restrictions upon all of The Properties covered by this Declaration, and to establish certain rights for, and impose certain obligations upon, the Owners of The Properties described in Exhibits A and B.

NOW, THEREFORE, Declarant hereby declares the Existing Property described in Exhibit A to this Declaration, and hereby declares that all of The Properties (as herein defined) shall be owned, held, transferred, sold, conveyed, donated, dedicated, leased, encumbered, occupied and used subject to the terms, covenants, restrictions, easements, affirmative obligations, assessments, charges and liens hereinafter stated, all of which are for the purpose of enhancing and protecting the value, desirability and attractiveness of The Properties and preserving the values and amenities (if any), in The Properties (this Declaration constituting no obligation, promise or representation of the Declarant to provide any Recreation Facility or amenity in The Properties, or to or for the Owners of The Properties, except as specifically

stated herein), and all of which shall run with The Properties and all parts thereof and shall be binding on and inure to the benefit of each Owner of The Properties or any part thereof.

ARTICLE I

DEFINITIONS

The following words and terms, when used in this Declaration or any amendment hereto, or any Supplemental Declaration, unless amended or unless the context clearly indicates otherwise, are defined as follows (terms and words used herein without definition shall have the meanings, if any, specified therefor in the "Definitions" section of the Act):

- (a) "Act" is defined as the "North Carolina Nonprofit Corporation Act", currently contained in Chapter 55A of the North Carolina General Statutes, and including all amendments, supplements and replacements as enacted from time to time.
- (b) "Additional Property" is defined as all real property subjected to or annexed to this Declaration subsequent to the recording of this Declaration in the Registry, either by Supplemental Declaration or by merger or consolidation, as provided herein.
- (c) "Affiliate" is defined as any Person directly or indirectly controlling, or controlled by or under common control with, the Declarant. "Control", in the context of this definition of affiliate, is defined as the power to direct management and policies, directly or indirectly, whether through the ownership of voting securities or rights, by contract, or otherwise, and the terms "controlled" and "controlling" are included within such definition.
- (d) "Articles" is defined as the Articles of Incorporation of the Association, including all Duly adopted amendments thereto.
- (e) "Association" is defined as The Subdivision of The Villages of Wakefield Plantation. Also see Master Association and Sub-Association.
- (f) "Board" is defined as the Board of Directors of the Association. The Board is responsible for the management and administration of the Association. Unless otherwise specifically provided in this Declaration, other Governing Documents or applicable Legal Requirements, all rights, powers, easements, functions, services, obligations and duties of the Association may be performed or directed by the Board on behalf of the Association.

- (g) "Builder" is defined as a Person, other than the Declarant, who is regularly in the business of constructing Dwellings on real property for resale to other Persons, and who purchases or becomes the Owner of one or more Lots or Development Parcels in The Properties for the purpose of constructing thereon a Dwelling for resale to other Persons.
- (h) "Bylaws" is defined as the Bylaws of the Association as they may now or hereafter exist, including all Duly adopted amendments thereto.
- (i) "City" is defined as the City of Raleigh, North Carolina, the County of Wake, North Carolina, the State of North Carolina, the United States of America and all other governmental entities and quasi-governmental entities that have jurisdiction over The Properties, whichever governmental entity or entities is/are applicable.
- (j) "City of Raleigh" is defined as the City of Raleigh, North Carolina.
- (k) "Common Area or Common Property" is defined as all real property owned or leased by Wakefield Plantation Community Association, Inc., the Master Association.
- (l) "Common Expenses" is defined as: (i) expenses of maintenance of the Sub-Association Common Property, including repair, restoration and replacement thereof ; (ii) expenses declared to be or described as Common Expenses by the provisions of this Declaration; (iii) ad valorem property taxes and public assessments, if any, levied against the Sub-Association Common Property or other assets of the Association; (iv) premiums for hazard, liability or other insurance obtained by the Association; (v) all other expenses incurred by the Association in performing its functions and providing services under this Declaration, including operating Association management, administrative expenses and unexpected contingencies; and (vi) expenses determined by the Board to be Common Expenses of the Association. Provided, however, the term Common Expenses does not include the costs of the initial Improvements constructed or placed in any Sub-Association Common Property by the Declarant.
- (m) "Contiguous" is defined as including all of the following: adjacent to; across a public or private street right of way from; and separated from by an easement, Sub-Association Common Property or property owned by the City.
- (n) "Declarant" is defined as Solaris Development Corporation, its successors and assigns, if such successors or assigns should acquire more than one undeveloped Lot from the Declarant for the purpose of development or if such successors or

assigns should acquire more than one Lot, whether developed or undeveloped, pursuant to foreclosure or a deed in lieu of foreclosure.

- (o) "Declarant Control Period" is defined as the period of time beginning at the time of recording of this Declaration in the Registry and ending on the first to occur of the following:
- (i) the later of 5:00 p.m. on the date that is seven (7) years following the date of recordation of this Declaration in the Registry.
 - (ii) the date on which the total number of votes entitled to be cast by the Class A Members and Class B Members of the Association equal the total number of votes entitled to be cast by the Declarant, as the Class C Member of the Association (the total number of votes of either of the three classes of membership in the Association may be increased or decreased by the annexation of Additional Property or withdrawal of portions of the Property as provided herein), and in such instances Class C Membership may be reinstated.
 - (iii) the date specified by the Declarant in a written notice to the Association.
- (p) "Declarant Property" is defined as all of the real property described on Exhibit B attached hereto and incorporated by reference, excluding all portions thereof that constitute the Existing Property or which become part of The Properties subsequent to the recording of this Declaration in the Registry.
- (q) "Declaration" is defined as this Declaration The Villages of Wakefield Plantation, and all Duly adopted and recorded amendments hereto.
- (r) "Duly called meeting of the Association" is a meeting of the Association which has been called, and with respect to which notice has been given, in accordance with the Governing Documents and all applicable Legal Requirements; "present", in the context of meetings of the Association, means present in person, or represented by proxy meeting all applicable requirements of the Governing Documents and the Legal Requirements, or present by mailed ballot (when allowed) meeting all applicable requirements of the Governing Documents and the Legal Requirements; "notice", in connection with an annual meeting of the Association, shall include notice of the date, time and place of the meeting and not less than a summary description of all proposed amendments to this Declaration and all extraordinary actions of the Association that require approval by the Members; "notice", in connection with a special meeting of the Association, shall include notice of the date, time and place of the meeting and not less than a summary description of all matters to be voted upon at the special meeting.

- (s) "Dwelling Unit" include without limitation, townhomes and each attached dwelling unit located on its own separate lot. A "Detached Dwelling Unit" is defined as a Dwelling Unit located in a building on a Lot which contains only that Dwelling Unit. The Declarant, during the period of Declarant Control Period, and thereafter the Association, has the authority to resolve any and all conflicts, disputes or questions as to whether a Dwelling Unit is a Detached Dwelling Unit or an Attached Dwelling Unit."
- (t) "Existing Property" is defined as the real property subjected to this Declaration as described in Article II and on Exhibit A attached hereto and incorporated by reference.
- (u) "Golf Facility" is defined as the golf course and related facilities within Wakefield Plantation.
- (v) "Governing Documents" is defined as this Subdivision Declaration, Articles and By-Laws, all applicable Supplemental Declarations and the Master Declaration, Articles and Bylaws.
- (w) "Improvement" or "Improvements" is defined as the Dwelling on a Lot and all other improvements on a Lot exterior to the Dwelling (or on the exterior of the Dwelling), including any one or more of the following: exteriors of Dwelling Units and other buildings and structures (including materials, colors, sizes, and architectural styles)- decks; patios; motor vehicle parking areas; storage areas; recreational areas, equipment and facilities; mailboxes; exterior antennae, dishes or other apparatus to receive or transmit television or radio or microwave or other signals; fences; walls; hedges; mass plantings and other landscaping; poles; driveways; ponds; lakes; clearing, grading and other site preparation; swimming pools; signs; illumination and all other exterior improvements. The definition of Improvements includes both Initial Improvements and all subsequent changes and additions to existing Improvements." "Initial Improvements" are all of the Improvements constructed on a Lot or Unsubdivided Land through the time of issuance of a certificate or occupancy by the City for the Dwelling thereon."
- (x) "include" or "including" is defined as being inclusive of, but not limited to, the particular examples described.
- (y) "Intended Use" or "Intended For Use" is defined as the use proposed for a particular portion of The Properties or Declarant Property as shown on the applicable Subdivision Plan."

- (z) "Landscape Sub-Association Easement" is defined as a type of Sub-Association Common Property consisting of an area within or Contiguous to The Properties that is reserved or established as an easement of the Association for the use, enjoyment or benefit of the Members and for the maintenance therein of any one or more of the following: plants, trees, flowers, bushes, other landscaping materials, fencing, signs, fighting equipment, irrigation equipment and other associated equipment and apparatus. A Landscape Sub-Association Easement may be established or reserved by notation on a plat recorded in the Registry or by written document recorded in the Registry.
- (aa) "Landscaped Right-of-Way" is defined as a median or other area within a private street right of way in or Contiguous to The Properties, which is designated as a Landscaped Right-of-Way by Declarant or the Sub-Association.
- (bb) "Legal Requirement" is defined as any Duly adopted and applicable law, ordinance, regulation or requirement of the United States of America, the State of North Carolina, the City of Raleigh, North Carolina, the County of Wake, North Carolina, or any other governmental entity or quasi-governmental entity or agency having jurisdiction over the portion of The Properties, including any branch, department or division of any of the foregoing governmental and quasi-governmental entities.
- (cc) "Limited Neighborhood Common Area" or "Limited Neighborhood Common Property" (the terms being used interchangeably herein) is defined as Sub-Association Common Property that is established by the Declarant or the Subdivision Association for the benefit of a particular phase or section within the subdivision or Lot located within The Properties and which has been designated by the Declarant or the Sub-Association, whichever has established same, as Limited Sub-Association Common Property. There may be Limited Neighborhood Common Area in one or more phases, sections, subdivisions, or Lot located within The Properties.
- (dd) "Limited Common Expenses" is defined as all of those expenses of the types included with the term Common Expenses that are related solely and specifically to Limited Neighborhood Common Property. The Limited Common Expenses shall be paid for solely by those Members of the Sub-Association who own real property located in a particular phase, section, or subdivision of The Properties or who own the particular Lot for or which the associated Limited Neighborhood Common Property has been established. Exterior maintenance of Attached Dwelling Lots and yard maintenance for such Lots are a Limited Common Expense.

- (ee) "Maintain", "Maintaining", "maintenance" or any substantially similar term used in this Subdivision Declaration, is defined to include any one or more of the following, as the context requires: construction, reconstruction, installation, maintenance, upkeep, cleaning, renewal, alteration, repair, replacement, repainting, remodeling, restoration, removal, improvement, administration, operation, use, planting, mowing, cutting, trimming, pruning, fertilizing, watering and preservation.
- (ff) "Master Association" is defined as Wakefield Plantation Community Association, Inc., a North Carolina nonprofit corporation incorporated or to be incorporated under the Act to serve as the Association under the Master Declaration, and its successors and assigns.
- (gg) "Member" is defined as each Owner, with the membership of each Owner in the Association being as described herein.
- (hh) "Mortgage" or "deed of trust" (the terms being used interchangeably herein) is defined as any mortgage, deed of trust or other instrument that creates a security interest in real property, and includes all acts required to create such security interests.
- (ii) "Mortgagee" means an institutional lender (one or more commercial or savings banks, savings and loan associations, trust companies, credit unions, industrial loan associations, insurance companies, pension funds or business trusts, (including real estate investment trusts) an other lender regularly engaged in financing the purchase, construction or improvement of real property, or any assignee of loans made by such lender, or any combination of any of the foregoing entities) which holds a first lien deed of trust encumbering a Lot. Only for the purposes of the notice and inspection rights contained in this Subdivision Declaration in the portions hereof dealing specifically with Mortgagees, amendment of this Declaration and termination of this Declaration, the term "Mortgagee" shall also include the Federal Housing Administration (FHA), the Federal Home Loan Mortgage Corporation (FBLMC), the Federal National Mortgage Association (FNMA), the Department of Veterans Affairs (VA), the Government National Mortgage Association (GNMA) and any other public or private secondary mortgage market agency participating in purchasing, guaranteeing or insuring Mortgages which has notified the Board of such participation in writing (each of whom generically is referred to herein as a "Secondary Mortgage Market Agency"). Where the approval of Mortgagees is required, such approval means: (i) written approval; (ii) any written waiver of approval rights; (iii) a letter stating no objection; or (iv) presumptive approval if a Mortgagee does not respond to a notice from the Association requesting

approval by notifying the Association, in the manner required herein for giving notices, within thirty (30) days after the Association gives notice to the Mortgagee of the request for approval.

- (jj) "Neighborhood Association" is a Sub-Sub-Association of this Sub-Association which will manage Limited Neighborhood Common Property. A townhouse association of this sub-association is an example of a Neighborhood Association. Neighborhood Association is defined as a North Carolina nonprofit corporation organized and existing under the Act for the purpose of owning, managing and Maintaining Limited Neighborhood Common Area and Limited Neighborhood Common Property associated with a particular phase, section, subdivision, or Lot of the Properties.
- (kk) "Owner" is defined as the owner of record as shown in the Registry, whether one or more Persons, of fee simple title to a Lot (and, with respect to the Declarant, Unsubdivided Land), but excluding those having an interest in the foregoing as a result of a contract, option to purchase, or as security for an obligation.
- (ll) "Person" is defined as any natural person, corporation, partnership, limited liability company, association, trust or other legal entity.
- (mm) "Plans" is defined as the plans and specifications for a proposed Improvement showing (where applicable) the size, shape, dimensions, exterior materials, exterior finishes and colors, location on the applicable portion of The Properties, driveway, parking, provisions for storm water drainage, decorative landscape planting and other decorative landscaping features, floor plans and elevations, and other items specified from time to time in any applicable architectural guidelines.
- (nn) "Pedestrian Access Easement" which is an access easement required by the City of Raleigh over any portion of The Properties to provide pedestrian access to the general public from public streets and other portions of The Properties to and from City of Raleigh Greenways.
- (oo) "Property Classifications". The various portions of The Properties subjected to this Declaration shall be classified as one of the following (Note: The Property Classification of one or more portions of The Properties may change from time to time as plats thereof are re-recorded in the Registry or as otherwise provided herein - for example, with respect to applicable assessments. During the

Declarant Control Period, the Declarant, in its sole discretion (and thereafter, the Board), has the authority to resolve any question or dispute regarding the Property Classification of any part or all of The Properties):

- (1) "dedicated public street right of way" (or "publicly dedicated street right of way or public street", the terms being used interchangeably herein) is defined as any portion of The Properties that has been dedicated to public use as a street by the Owner thereof in accordance with the Subdivision Plan, either by the recordation of a plat in the Registry, or in such other manner as required or allowed by the City. Following any closing of any dedicated public street right of way, the portion of The Properties formerly subject to such dedicated public street right of way shall be reclassified to the same classification as the adjoining portion of The Properties of which it becomes a part.
 - (2) "Exempt Property" is not subject to any assessments under this Declaration and is defined as all portions of The Properties included within any one or more of the following:
 - a) All Common Property
 - b) All Sub-Association Common Property;
 - c) All Property owned by the City;
 - d) All property within publicly dedicated street rights of way;
 - e) All Recreation Facilities designated as Exempt Property by the Declarant during the Declarant Control Period (and thereafter, by the Association);
 - (3) "Lot" is defined as any portion of The Properties, except Common Areas and, Sub-Association Common Areas, shown as a separate numbered parcel Lots or unit on any plat recorded in the Registry.
- (pp) "Recreation Facility" is defined as any portion of The Properties devoted to any recreation facility located on Sub-Association Common Property.
- (qq) "Registry" is defined as the office of the Register of Deeds for Wake County, North Carolina, or any successor office in which deeds, plats, easements, mortgages and deeds of trust are recorded.
- (rr) "Sign Sub-Association Easement" is defined as a type of Sub-Association Common Property consisting of an area within or Contiguous to The Properties that is reserved or established as an easement of the Association for the use, enjoyment, or benefit of the Members and for the maintenance therein of any one or more of the following: signs and associated landscaping materials, lighting equipment, irrigation equipment and other associated equipment and

devices. A Sign Sub-Association Easement may be established or reserved by a notation on a plat recorded in the Registry or by a written document recorded in the Registry.

(ss) "Sub-Association" is defined as The Villages of Wakefield Plantation Homeowners Association, Inc., a North Carolina nonprofit corporation organized and existing under the Act (or other legal entity allowed for such purpose by applicable Legal Requirements) for the purpose of owning, managing and Maintaining the Sub-Association Common Property associated with a particular phase, section or subdivision of The Properties. Any and all assessments imposed upon the Members of The Villages of Wakefield Plantation Sub-Association are in addition to any and all assessments imposed upon the same such Members of the Master Association by the Master Declaration.

(tt) Sub-Association Common Property or "Sub-Association Common Area (the terms being used interchangeably herein) is defined as all real property and Improvements thereon owned by the Association for the use, enjoyment and benefit of the Members, and all rights in and to all easements in or on real property together with all associated Improvements in or on such easements granted to or reserved by or on behalf of the Association (or by or on behalf of the Declarant for later transfer or assignment to the Association) for the enjoyment or benefit of its Members. Sub-Association Common Property typically will be established by an instrument or plat recorded in the Registry, and identified in such instrument as "Sub-Association Common Area", "Sub-Association Common Property", "Sub-Association Private Street", "Sub-Association Private Open Space", "Sub-Association Common Open Space", "Sub-Association Greenway", "Sub-Association Open Space", "Sub-Association Buffer", "Sub-Association Trail", or some other similarly descriptive term. Sub-Association Common Property also includes all "Landscape Sub-Association easements" and "Sign Sub-Association Easements" as defined herein. Neighborhood Common Property also includes all Limited Sub-Association Common Property, which is a sub-classification of Neighborhood Common Property.

Sub-Association Common Property or Sub-Association Common Area also shall include all property from time to time included in the definition of "Common areas" contained in Section 10-3003 of the Raleigh City Code or in any replacement section of the Raleigh City Code. At the time of the execution of this Declaration, Section 10-3003 defines "Common areas" as "Property intended for the use and benefit of the residents of a particular development; common areas include (1) any private streets, (2) any storm water device

including an impoundment area that serves more than one (1) individual Lot unless otherwise provided by covenants approved by the City Attorney or Deputy Attorney, (3) any utility line located outside public street rights-of-way and public utility easements, and not serving an individual Lot; (4) any site or facility designated on any recorded plat or in any declaration of covenant, and (5) any City Code required shared facility or open space."

- (uu) "Subdivision Plan" is defined as the most current development plan approved by the City of Raleigh, including a subdivision plan or cluster development plan for the applicable portion of The Properties governed by this Sub-Association. When two or more subdivision plans are approved for the same portion of The Properties, the most current and most specific plan controls.
- (vv) "The Properties" is defined as the Existing Property governed by this Sub-Association, together with all Additional Property that may be annexed.
- (ww) "Wakefield Plantation" is defined as the real property in Wake County, North Carolina, which is now or in the future a part of the Declaration for Wakefield Plantation, and all amendments thereto, Book 8099, Page 0180 Wake County Registry.

ARTICLE II

THE PROPERTIES; ANNEXATION AND WITHDRAWAL

Section 1. Property Made Subject To Declaration. The Existing Property described on **Exhibit A** attached hereto and incorporated by reference is hereby made subject to this Sub-Association Declaration and the Master Declaration for Wakefield Plantation Community Association, Inc.

Section 2. Annexation or Withdrawal of Property by Declarant. At any time during the Declarant Control Period the Declarant, in its sole discretion, by Supplemental Declaration may, but shall not be required to, annex (or subject, the words being used interchangeably in the context of adding to The Properties) to this Declaration the additional properties described in Exhibit B, which annexation must be approved by the City of Raleigh. The Declarant may, with City of Raleigh approval, withdraw a portion of The Properties.

Section 3. Conveyance of Sub-Association Common Property In Newly Annexed Areas. Prior to the sale of any Lot within each annexed phase, the property Owner will convey to the Association any Sub-Association Common Property located within the newly annexed property; all conveyances shall be made in the same manner as set forth in

Article III, Section 2. Likewise, any Common Area located within the newly annexed property shall be similarly conveyed to the Master Association.

ARTICLE III

RIGHTS IN AND TO THE SUB-ASSOCIATION COMMON PROPERTY

Section 1. Owners' Rights and Easements of Enjoyment. Subject to the provisions of the Master Declaration, this Declaration and any applicable Supplemental Declaration(s), every Owner shall have a right and easement of use and enjoyment in and to the Sub-Association Common Property, which right and easement shall be appurtenant to and shall pass with the title to each portion of The Properties owned by such Owner; PROVIDED, HOWEVER, such easement shall not give any Owner the right to make alterations, additions or Improvements to any part of the Sub-Association Common Property, nor to encumber the Sub-Association Common Property as security for any indebtedness of the Owner. Subject to the terms of the Declarations and the Bylaws, any Owner may delegate or assign such Owner's right of use and enjoyment in and to the Sub-Association Common Property to the Owner's family members, lessees, guests, invitees, and contract purchasers (who reside on the portion of The Properties owned by such Owner).

Section 2. Title to the Sub-Association Common Property. Declarant shall convey to the Association (by one or more deeds, without warranty at Declarant's option) fee simple title to all real property portions of the Sub-Association Common Property owned by the Declarant, free and clear of all encumbrances and liens, except for the Declarations, ad valorem property taxes subsequent to the date of conveyance, street rights-of-way, storm water drainage easements, utility easements and greenway easements. Title to such portions of the Sub-Association Common Property shall be conveyed by Declarant to the Association and Common Property shall be conveyed to the Master Association prior to the time of conveyance by Declarant of the first portion of the applicable phase, section or subdivision of The Properties in or adjacent to which that Sub-Association Common Property is located (provided, however, any failure of the Declarant to so convey the Sub-Association Common Property or Common Property shall not invalidate the Declarations, shall not constitute a breach of the Declarations giving rise to any legal remedy other than suit for specific performance to convey such Sub-Association Common Property or Common Property, and shall not invalidate any subsequent conveyance to the Association of the same or an or Common Property other portion of the Sub-Association Common Property or Common Property). The Declarant shall assign to the Association rights in and to any and all easements that constitute Sub-Association Common Property, as and when Declarant determines, in its sole discretion, it is necessary or desirable. The Association shall not refuse Declarant's

classification as Sub-Association Common Property of any of The Properties or Declarant Property or Declarant's Additional Property or easements to be Maintained by the Association, nor shall the Association refuse to accept the conveyance, transfer or assignment of any Sub-Association Common Property.

Section 3. Extent of Members' Easement. The rights and easements of enjoyment of the Owners in and to the Sub-Association Common Property are subject to all of the following:

- (a) The right of the Association to prescribe and enforce regulations governing the use and maintenance of the Sub-Association Common Property;
- (b) Temporary unavailability of any of the Sub-Association Common Property for necessary maintenance;
- (c) The right of the Association to borrow money for the purpose of Maintaining the Sub-Association Common Property or to enable the Association to perform its functions or provide the services under this Declaration shall be as provided in Article IV, Section 4 of this Declaration.
- (d) The right of the Association to take such steps as are reasonably necessary to protect the Sub-Association Common Property against foreclosure;
- (e) The right of the Association to suspend the rights (voting and other) and easements of enjoyment in and to the Sub-Association Common Property of any Owner, or any Owner's family member, lessee, guest, invitee, or contract purchaser, for any period during which any assessment owed by the Owner remains unpaid, and for a period not to exceed one hundred and twenty (120) days for any infraction of the Association's published rules and regulations. Provided, however, no such suspension shall constitute a waiver or discharge of the Owner's obligation to pay any assessment or other charge under this Declaration. Further provided, the Association shall not suspend the right of any Owner to use any portion of the Sub-Association Common Property over which there is an easement that provides vehicular or pedestrian access for ingress and egress from a private street or a public street, a walkway or parking area, to such Owner's portion of The Properties, or over which a sanitary sewer, water, stormwater drainage or other utility easement is located that provides such utility services to such Owner's portion of The Properties, but such Owner shall remain subject to the rules and regulations, if any, established by the Association for such use of that portion of the Sub-Association Common Property;
- (f) Subject to the approval of the City of Raleigh the right of the Association to charge reasonable fees for use of the Sub-Association Common Property;

- (g) Subject to the approval of the Planning Director of the City of Raleigh, the right of the Association (and the right of the Declarant to require the Association during the Declarant Control Period) to exchange portions of the Sub-Association Common Property to correct erroneous, unintentional or inadvertent conveyances of Sub-Association Common Property to the Association.
- (h) Subject to any approval of the Planning Director of the City of Raleigh, the right of the Association to exchange portions of the Sub-Association Common Property to eliminate unintentional encroachments of Improvements or easements and for the other purposes and according to the procedure as set forth in Article IV, Section 3 of this Declaration.

When Sub-Association Common Property is conveyed by the Association, upon such conveyance that Sub-Association Common Property shall be reclassified to a different Property Classification in accordance with this Declaration.

- (i) Subject to the affirmative vote by each class of membership of sixty-seven percent (67%) or more of the votes cast by the Members of that class present at a Duly called meeting of the Association, the right of the Association to sell, dedicate or transfer all or any part of the Sub-Association Common Property to any public agency, authority, or provider of utility services, for such purposes and upon such terms as the Board, or the Members who exercise the required affirmative vote (if the motion or resolution passed by such vote contains such terms), may determine.
- (j) Subject to both the approval of the City of Raleigh and the affirmative vote by each class of membership of sixty-seven percent (67%) or more of the votes cast by the Members of that class present at a Duly called meeting of the Association, the right of the Association to transfer title to any part or all of the Sub-Association Common Property to another nonprofit corporation or association organized and existing for purposes substantially similar to the Association with respect to the Sub-Association Common Property. Upon the approval of the Board, the Association may lease from, or accept transfer of title from, any such nonprofit corporation or association of any part or all of the property owned by such nonprofit corporation or association.
- (k) Easements for storm water drainage, storm water control or removal, utilities, walking trails, horse trails, exercise trails, Sign Sub-Association Easements, Landscape Sub-Association Easements and other matters shown on recorded plats of the Sub-Association Common Property or created or reserved by Declarant prior to or simultaneously with conveyance of such Sub-Association

Common Property by Declarant to the Association, and/or granted by the Association as permitted by this Declaration.

- (l) All easements for utilities, parking and other uses related to the Golf Facility;
- (m) all other provisions of this Declaration affecting such rights and easements; and
- (n) Owners and their family members, lessees, guests, invitees, contractors and contract purchasers, without the prior written consent or approval of the Declarant (or the Board, following the end of the Declarant Control Period) shall not do any of the following within any portion of any Sub-Association Common Property, except as reasonably may be required to perform any Owner Maintenance Responsibilities specified in the Article of this Declaration dealing with same:
 - (1) Grant any easements of any nature whatsoever;
 - (2) Remove any trees or vegetation, except in an emergency situation or in order to prevent injury or damage to any Person or property;
 - (3) Erect gates, fences or other structures;
 - (4) Remove or interfere with any structures Maintained in the Sub-Association Common Property by the Association.
 - (5) Place or Maintain any garbage receptacles;
 - (6) Fill or excavate;
 - (7) Plant vegetation in, or otherwise restrict or interfere with the maintenance of, the Sub-Association Common Property.

Section 4. Leases Subject to this Declaration. Every lease agreement between an Owner and a lessee for the lease of a portion of The Properties shall provide that the terms of the lease shall be subject in all respects to the provisions of the Governing Documents, and that any failure by the lessee to comply with the terms of such document shall be a default under the terms of the lease. Provided, however, all such leases shall be subject to the terms of this Declaration and the other Governing Documents, whether or not stated therein.

Section 5. Ingress and Egress. Notwithstanding anything to the contrary appearing in this Declaration, (i) if vehicular or pedestrian ingress and egress from a public street, private street, a walkway or a parking area to any portion of The Properties is over any part of the Sub-Association Common Property as shown on any plat or described in any instrument recorded in the Registry, or (ii) stormwater drainage, sanitary sewer, water or other utility

services are provided to or from such portion of The Properties over or through an easement located on the Sub-Association Common Property as shown on any plat or described in any instrument recorded in the Registry, any conveyance or encumbrance of that portion of the Sub-Association Common Property shall be subject to those easements for ingress and egress stormwater drainage and/or utilities.

Section 6. City of Raleigh Greenway. As to any and all "greenway" (as that term is defined in the Raleigh City Code) property conveyed to the City of Raleigh or dedicated as an easement area to the City of Raleigh, the uses and encumbrances of such property are subject to the limitations of the Raleigh City Code. Greenway conveyed or dedicated to the City of Raleigh shall be for the use of the general public. Notwithstanding any other provisions of this Declaration to the contrary, the Declarant, the Association, the Owners and their family members, lessees, guests, invitees, contractors and contract purchasers, without the prior written consent or approval of the City of Raleigh shall not do any of the following within any portion of any greenway:

- (a) Grant any easements of any nature whatsoever;
- (b) Remove any trees or vegetation, except in an emergency situation or in order to prevent injury or damage to any Person or property;
- (c) Erect gates, fences or other structures;
- (d) Place or Maintain any garbage receptacles;
- (e) Fill or excavate;
- (f) Plant vegetation or otherwise restrict or interfere with the maintenance of a greenway in its natural state including, without limitation, recreational pursuits such as walking, bicycling and other activities.

It is understood and agreed by the Owners of The Properties subject to this Declaration that within any greenway the City of Raleigh may construct and Maintain trails, recreation facilities and equipment and trail markers, place litter receptacles and other convenience facilities, and adopt and amend regulations concerning the use of the greenway (including, without limitation, hours of operation), which shall be equally applicable to the general public and the Owners. The Association and Owners may adopt other rules and regulations governing the use of the greenway, not inconsistent with those adopted by the City of Raleigh and not prohibited by the Raleigh City Code, and may enter into such agreements with the City of Raleigh as deemed appropriate to ensure the maintenance and upkeep of any greenway, free of litter and debris.

ARTICLE IV

FUNCTIONS AND SERVICES OF THE ASSOCIATION

Section 1. Minimum List of Functions and Services. The following are the "Minimum List of Functions and Services" which the Association shall provide, perform, accept, or be responsible for, as the case may be, the expenses for same being Common Expenses under this Declaration:

- (a) The Association shall carry out the Association's obligations and business under the terms of the Governing Documents, including legal, financial, accounting and communications services, and shall provide or procure the administrative services necessary in connection therewith;
- (b) The Association shall own the Sub-Association Common Property and shall accept transfer of ownership of any and all Sub-Association Common Property from the Declarant or other Persons annexing additional land into the Association;
- (c) The Association shall accept from the Declarant any and all assignments of Declarant rights under this Subdivision Declaration, Master Declaration, and Supplemental Declarations, and shall assume all obligations which are incident to such assignments as they relate to any Sub-Association Common Property, architectural approvals or other functions or services performed or provided by the Association;
- (d) The Association shall accept from the Declarant any and all appointments of the Association as the agent of the Declarant for administration and enforcement of any of the provisions of this Subdivision Declaration, Master Declaration, or Supplemental Declarations, and shall assume all obligations which are incident to such appointments as they relate to any Sub-Association Common Property, architectural approvals or other functions or services performed or provided by the Association;
- (e) The Association shall Maintain the Sub-Association Common Property, including portions thereof located in easements granted to or reserved by or for the Association. In determining the level of maintenance to be performed by the Association, the Board may give due consideration to the extent to which the City or any other Person is responsible for and performs such maintenance;
- (f) The Association shall keep complete records of all its acts and corporate business;

- (g) The Association shall make available to each Member making written request therefor an annual financial report and, upon either the (i) the affirmative vote of majority of the votes cast by the Members present at a Duly called meeting of the Association, or (ii) the written request of the Members possessing twenty-five percent (25%) or more of one or more classes of Members of the Association, shall have such report audited (at the expense of the Association) by an independent certified public accountant, which audited report shall be made available to each Member making written request therefor;
- (h) The Association shall make available for inspection by the Owners and Mortgagees and their designated agents, upon reasonable request and during normal business hours, current copies of the Sub-Association Governing Documents, the rules and regulations of the Association, and the books, records and financial statements of the Association;
- (i) The Association shall establish an annual operating budget as provided in this Declaration.
- (j) The Association shall establish the amount of and collect assessments as provided for in this Declaration;
- (k) The Association shall establish reserve funds as provided in this Declaration,
- (l) The Association shall hold meetings and give proper notice thereof, as required by the Governing Documents and applicable Legal Requirements.
- (n) The Association shall obtain and Maintain insurance as required in this Declaration;
- (o) The Association shall pay all ad valorem taxes and assessment levied against the Sub-Association Common Property, and pay all utilities used for Sub-Association Common Property.
- (p) To the extent that they are not Maintained by the Owners of those portions of the Properties on which they are located, the Association shall Maintain all Pedestrian Access Easements required to be located on any portion of The Properties pursuant to Subdivision Plan approvals given by the City of Raleigh, and/or pursuant to plats of The Properties recorded in the Registry, and/or pursuant to written Maintenance agreements with the City of Raleigh (and the Association may enter into such Maintenance agreements with the City of Raleigh), including removal (or restoration, if appropriate) of trees, plants and other landscaping materials that are either dead, damaged or are in a condition that poses a safety hazard or interferes with pedestrian passage. The City of Raleigh shall not be liable for any accidents, injuries or damages to pedestrians

caused by any encroachment's by the Association into a Pedestrian Access Easement, and the Association shall indemnify and hold harmless the City of Raleigh from and against such liability.

Section 2. Other Functions and Services. The Association is authorized and empowered but not required (except as specified in the immediately preceding Section 1), to do, provide, perform, accept, or be responsible for the following the expenses for same being Common Expenses under this Declaration:

- (a) The Association may take all actions its deems necessary to enforce and implement the provisions of the Governing Documents, and to perform any of the functions or services delegated to the Association by the Governing Documents;
- (b) The Association may enter into agreements with the City to enable the Association to Maintain the City of Raleigh Greenways;
- (c) To the extent that such services are not, in the opinion of the Board, provided adequately by the City, the Association may provide for Maintenance of City owned or controlled property located in or Contiguous for The Properties.
- (d) The Association may make reasonable rules and regulations not inconsistent with any Governing Document or Legal Requirement for the use and operation of the Sub-Association Common Property, and amend them from time to time. Provided, however, any such rule or regulation adopted by the Board of the Association may be amended or repealed by the affirmative vote of a majority of the votes cast by the Members present at a Duly called meeting of the Association.
- (e) The Association may enter into agreements or contracts with utility companies with respect to utility installation, consumption and service matters relating to the Sub-Association Common Property;
- (f) Association may borrow funds for capital acquisition or for improvements to Sub-Association Common Property, which borrowing may be secured by assignment or pledge of Association rights against delinquent Owners or by liens on other Association assets, as determined by the Board, subject to the Governing Documents and applicable Legal Requirements;
- (g) The Association may enter into contracts to establish and use one or more bank accounts;

- (h) The Association may sue or defend in any court of law on behalf of the Association, and may employ attorneys and other necessary professionals in connection therewith;
- (i) The Association may adjust the amount, collect, and use any insurance proceeds to repair damage to or replace Sub-Association Common Property and if proceeds are insufficient to repair damage to or replace Sub-Association Common Property, levy special assessments (in the manner provided herein) to cover the deficiency;
- (j) The Association may provide insect and pest control, private security, and other services for The Properties as the Board in its reasonable discretion determines from time to time;
- (k) The Association may employ a manager or firm to manage the business and property of the Association (herein also referred to as a "community association manager"), and may employ independent contractors or other employees as the Board may deem necessary;
- (l) The Association may retain the services of legal and accounting firms and such other professionals and/or tradesmen as it deems necessary and appropriate;
- (m) The Association may contract with the Declarant or any other Person for performance of services which the Association is required to perform pursuant to the terms hereof, such contracts to be at competitive rates and upon such terms and for such consideration as the Board may deem proper, advisable and in the best interests of the Association;
- (n) The Association may establish from time to time the tax status of the Association for federal and State of North Carolina income tax purposes, as determined by the Board to be in the best interests of the Association;
- (o) The Association may contract with other nonprofit corporations or associations which exist for purposes substantially similar to those for which the Association exists, with respect to the maintenance of property owned by such corporation or association; and
- (p) In addition to the insurance coverage required under the immediately preceding Section 1, the Association may obtain and Maintain such other insurance coverage as the Board determines to be in the best interests of the Association.

Section 3. Exchange of Conveyance of Sub-Association Common Property. Subject to the applicable Legal Requirements, the Association, upon request of the Declarant during the Development Period, shall reconvey portions of the Sub-Association Common Property to

the Declarant to correct erroneous, unintentional or inadvertent conveyances of Sub-Association Common Property by the Declarant to the Association that are inconsistent with the applicable Subdivision Plan.

The Association, without the consent of the Members, except as required by the Raleigh City Code, may exchange portions of the Sub-Association Common Property for any one or more of the following purposes: (i) to eliminate unintentional encroachments of Improvements or easements; (ii) to correct any building or other setback violations; (iii) to adjust Lot or Unsubdivided Land boundary lines, and (iv) as otherwise determined by the Board to facilitate the orderly subdivision and development of The Properties, subject to the following: (i) no such transfer shall reduce the portion of the Sub-Association Common Property that constitutes "open space" below the minimum amount of "open space" required by the City of Raleigh; (ii) the Planning Director of the City of Raleigh approves any boundary line adjustment; (iii) any boundary line adjustment is approved by the Owners of all portions of The Properties affected by the adjustment; (iv) each portion of The Properties previously Contiguous to Sub-Association Common Property (excluding easements) remains Contiguous to Sub-Association Common Property, unless otherwise approved by the Owner thereof, and (v) any conveyance of real property to the Association must be free and clear of all encumbrances except for this Declaration and any applicable Supplemental Declaration or Subdivision Declaration, street rights of way or access easements, greenway easements, and easements for utilities and storm water drainage. At the time of the recordation of this Declaration, the Raleigh City Code requirements applicable to exchanges of Sub-Association Common Property are contained in Section 10-3073(a)(2). The Raleigh City Code requires notice and approval of the Members to effectuate those matters set forth in subsection (ii) through (iv) above.

Any of the foregoing real property acquired by the Association shall be part of the Sub-Association Common Property and, without further act of the Association or its Members, shall be released from all provisions of this Subdivision Declaration, Master Declaration, or any applicable Supplemental Declarations except those applicable to the Sub-Association Common Property. The portion of the Sub-Association Common Property acquired by the Declarant or other Person, without further act of the Association or its Members, shall cease to be Sub-Association Common Property and shall be subject to those provisions of this Subdivision Declaration, Master Declaration, and any applicable Supplemental Declarations that would have been applicable to such real property had it not been Sub-Association Common Property, except that, if required by the City, such portion of the Sub-Association Common Property may be conveyed by the Association to the City free and clear of all of the terms of this Subdivision Declaration, Master Declaration, or any applicable Supplemental Declarations.

Section 4. Mortgage and Pledge. The Association shall have the power and authority to mortgage the Sub-Association Common Property and to pledge its other assets as security for loans made to the Association, which loans shall be used by the Association in performing its functions and providing services under this Declaration. Provided, however, any such mortgage of Sub-Association Common Property and any pledge of substantially all of the

assets of the Association first shall be approved by the affirmative vote by each class of membership of sixty-seven percent (67%) or more of the votes cast by the Members of each class present at a Duly called meeting of the Association and provided that the rights of any Mortgagee in the Sub-Association Common Property shall be subordinate to the rights of the Owners. Declarant loans cannot be used to discharge Declarant responsibilities to fund the Association set forth in Article VI, Section 17.

The Declarant may, but shall not be required to, make loans to the Association with terms and interest similar to those generally available for commercial loans, subject to the foregoing and further subject to approval by the Declarant of the use to which such loan proceeds will be put and the terms pursuant to which such loans will be repaid. Notwithstanding anything in this Declaration to the contrary, at any time that there is any unpaid amount owed to the Declarant under any loan made by the Declarant to the Association, without the Declarant's written consent the annual assessments shall not be reduced below the amounts in effect at the time such loan first was made.

Section 5. Liability Limitations. Neither the Declarant, nor any current or former Member of the Association, nor the Board, nor any director on the Board, nor any officer of the Association, nor any shareholder, director, officer, member, manager, agent or employee of the Declarant, shall be personally liable for debts contracted or incurred by the Association or for a tort of another current or former Member, whether or not such other current or former Member was acting on behalf of the Association. Neither Declarant nor the Association, nor any of the shareholders, directors, officers, members, managers, agents or employees of either, acting in those official capacities, shall be liable for any incidental or consequential damages for failure to inspect any Owner's portion of The Properties or Improvements thereon, or for failure to Maintain the same. The Association shall, to the maximum extent permitted by any Legal Requirement, indemnify and defend all directors of the Board, all officers of the Association, and all members of the Architectural Approval Committee and other committees appointed by the Association, from and against any and all loss, cost, expense, damage, liability, claim or cause of action arising from or relating to the performance by the directors, the officers, or members of such Architectural Approval Committee or other committees, of their duties and obligations, including all costs of defending against same (including reasonable attorney's fees), except for any such loss, cost, expense, damage, liability, claim or cause of action arising out of or resulting from the gross negligence or willful misconduct of the Person to be indemnified, or for liabilities resulting from being a Member or Owner, or resulting from other acts or omissions for which applicable Legal Requirements prohibit or restrict a North Carolina nonprofit corporation from indemnifying, in which event the applicable Legal Requirements shall control the extent of the indemnity.

Neither the Board, the Association, any current or former Owner, and the Declarant shall not be considered as a bailee of any personal property stored or placed on the Sub-Association Common Property (including vehicles parked on the Sub-Association Common Property), whether or not exclusive possession of the particular area is given to the Person who owns such personal property nor shall any of the foregoing Persons (other than the Person

who owns the personal property) be responsible for the security of such personal property or for any loss or damage thereto. The Association shall not be liable for any failure of or interruption to any service to be obtained by the Association or paid for as a Common Expense, or for personal injury or property damage which is caused by the elements or by any Owner or any other Person, or which results from electricity, water, snow or ice which may leak or flow from or over any portion of The Properties or from any pipe, drain, conduit, appliance or equipment, or any secondary or consequential damages of any type resulting from the foregoing. No diminution, offset or abatement of any assessment or other charge shall be claimed or allowed for inconvenience or discomfort arising from maintenance of the Sub-Association Common Property or from any action taken by the Association to comply with any applicable Legal Requirement. This Section is not intended, nor shall it be construed, to relieve any insurer of its contractual obligations under any policy benefiting the Association or any Owner.

Section 6. Merger or Consolidation. Upon a merger or consolidation of the Association with another association in accordance with all applicable Legal Requirements, the properties, rights and obligations of the Association, by operation of law, may be transferred to another surviving or consolidated association or, alternatively, the properties, rights and obligations of another association, by operation of law, may be added to the properties, rights and obligations of the Association as the surviving corporation pursuant to a merger. The surviving or consolidated association shall be considered the Association under this Declaration and may administer the terms and provisions of this Subdivision Declaration, Master Declaration, and any applicable Supplemental Declarations, together with the terms and provisions of any declarations, covenants and restrictions applicable to other property under the jurisdiction of the surviving or consolidated Association, as one plan. Other than as specifically stated in the plan of merger or consolidation approved pursuant to all applicable Legal Requirements including approval by the City of Raleigh, no merger or consolidation shall effect any revocation of the provisions of this Declaration with respect to The Properties, including the limits on any assessment or any other matter substantially affecting the interests of the members of the Association. During the Declarant Control Period, no merger or consolidation of the Association with another association shall be valid without the written consent of the Declarant.

ARTICLE V

ASSOCIATION MEMBERSHIP; VOTING RIGHTS

Section 1. Membership. Each and every Owner, including the Declarant, is a Member of the Association and, by execution of this Declaration or by acceptance of a deed conveying to such Owner title to any portion of The Properties, each Owner consents to be a Member of the Association, subject to the terms of the Governing Documents and applicable Legal Requirements. Membership of an Owner in the Association shall be appurtenant to and may not be separated from the portion of The Properties owned by the Owner, and the Board

may adopt reasonable rules relating to the proof of ownership. Membership in the Association shall terminate automatically whenever a Person ceases to be an Owner (except that Declarant's Class B Membership shall terminate only as provided herein), but such termination shall not release or relieve any such Person from any liability or obligation incurred under this Declaration during the period of such Person's ownership, nor impair any rights or remedies which the Association or any other Owner has with respect to such former Owner.

Section 2. Classes of Voting Members. The Association shall have three (3) classes of voting membership as follows:

Class A. Class A Members are all Owners of Lots containing or intended for a single family attached dwelling units excluding the Declarant during the Declarant Control Period. Provided, following the end of the Declarant Control Period, the Declarant also is a Class A Member with respect to all Lots and Unsubdivided Land owned by the Declarant. Except as otherwise provided herein, Class A Members are entitled to the following votes:

- (1) A Class A Member is entitled to one (1) vote for each Attached Lot Owned by such Class A Member. When the Class C Membership terminates, Declarant shall be entitled to one (1) vote for each for each Lot owned. Only one (1) vote is entitled to be cast for each Lot, regardless of the number of Owners thereof and fractional voting is prohibited;

Class B. Class B Members are all Owners of Lots containing or intended for a single family detached dwelling units, excluding the Declarant during the Declarant Control Period. Provided, following the end of the Declarant Control Period, the Declarant also is a Class B Member with respect to all Lots and Unsubdivided Land owned by the Declarant. Except as otherwise proved herein, Class B Members are entitled to the following votes.

- (1) A Class B Member is entitled to one (1) vote for each Detached Lot owned by Such Class B Member. When the Class C Membership terminates, Declarant shall be entitled to one (1) vote for each Lot owned. Only one (1) vote is entitled to be cast for each Lot, regardless of the number of Owners thereof and fractional voting is prohibited;

Class C. The Class C Member is the Declarant. During the existence of the Class C Membership, the Class C Member is entitled to three (3) votes for each Lot and parcel owned by the Declarant. The foregoing allocation of votes is in recognition of the fact that The Properties likely will be developed in phases and that there may be times during development of The Properties when Declarant owns few, if any Lots. The Class C Membership shall terminate at the end of the Declarant Control Period, at which time the Declarant shall become a Class A and/or B Member. Class C Membership shall be reinstated if and before seven years following recordation of this

Declaration additional lands are annexed to the property without the assent of Class A or B Members for development of such additional lands by the Declarant as provided in this Declaration.

Section 3. Additional Class of Membership. Any Supplemental Declaration that annexes Additional Property to this Declaration as provided herein may create one or more additional classes of membership in the Association, with voting rights identical to or different from those of existing Members (other than Declarant) of the Association, and with annual and special assessments for such additional Members that are identical to or different from those applicable to existing Members (other than Declarant) of the Association. Provided, however, and notwithstanding the foregoing, no such additional class of membership shall have voting rights greater than the voting rights of Class A and B Members who are Owners of attached and detached Lots, unless the annexation has been approved by the affirmative votes of sixty-seven percent (67%) or more of the votes cast by the Class A and B Members present at a Duly called meeting of the Association.

Section 4. Voting

- (a) When any portion of The Properties entitling the Owner thereof to membership as a Class A or B Member is owned of record in the name of two (2) or more Persons, their acts and presence with respect to voting, written consents, and quorum requirements shall be as follows:
- (1) If only one (1) of the Owners votes, in person or by proxy, then the vote of that Owner shall bind all of the Owners;
 - (2) When more than one person holds an interest in any Lot, all such persons shall be Members, and the vote for such Lot(s) shall be exercised as they among themselves determine; however, in no event may more than one vote be cast with respect to any one Lot owned and in no event shall fractional votes be allowed;
 - (3) The presence at a meeting, in person or by proxy, of one or more of multiple owners of a Lot shall be sufficient for quorum purposes with respect to the vote or votes attributable to such Lot or Proposed Lots; and
 - (4) The principles of this paragraph shall apply, insofar as possible, to the execution of proxies, waivers, consents or objections, and for the purpose of ascertaining the presence of a quorum.

- (b) Except when this Declaration, other Governing Documents, or applicable Legal Requirements specifically require a higher percentage or require the applicable percentage to be calculated based on the number of votes "entitled to be cast": (i) the vote of a "simple majority" (defined as more than 50%) of the total number of votes cast by the Members present at a Duly called meeting of the Association shall be the act of the Members with respect to the matter subject to the vote; and (ii) when matters are required to be voted upon by each Class of membership (or by a specific Class or portion of a specific Class of Members - for example, with respect to Limited Neighborhood Common Property), the vote of a simple majority of the total number of votes cast by the Members of that Class (or applicable portion of that Class) present at a Duly called meeting of the Association shall be the act of that Class (or applicable portion of that Class) of Members with respect to the matter subject to the vote; provided, however, during, the Declarant Control Period, the written consent of the Declarant shall be required to make effective any matter that affects the rights or obligations of the Declarant under this Declaration.
- (c) Unless otherwise specifically provided in this Declaration, other Governing Documents, or any applicable Legal Requirements, any matter that may be adopted by the vote of Members may be adopted by the written consent of the Members or applicable Class Members (or portion thereof), subject to the following: (i) the foregoing rules governing voting when there is more than one Owner of a particular portion of The Properties applies to written consents; (ii) the majority or other percentage required for adoption by voting is applicable to adoption by written consent, except that, with respect to written consents, the percentage shall be determined in relation to the number of votes that the Members, or applicable Class of Members (or portion thereof, would be entitled to cast and (iii) the date on which the last Member necessary to meet the percentage required for adoption signs the written consent shall not be more than one (1) year following the date that the first Member signs the written consent; (iv) a Member's written consent is binding unless revoked in writing prior to the adoption of the matter by the required percentage of written consents; (v) a member's written consent becomes invalid if the Member ceases to be an owner prior to adoption of the matter by the required percentage of written consents; and (vi) applicable provisions of the Act, Articles and Bylaws.
- (d) The voting rights of an Owner may be assigned by the Owner to the Owner's lessee only by written instrument and only with respect to the portion of The Properties actually leased and occupied by the lessee.
- (e) Payment of special assessments or any other assessments or charges shall not entitle Class A or B or C Member to any votes in addition to those specified in this Article.

Section 5. Directors.

- (a) The Association shall be governed by a Board consisting of a number of Directors determined in accordance with the Articles and Bylaws of the Association. During the Declarant Control Period the Declarant shall elect all directors. Thereafter, at the first annual meeting of the membership directors shall be elected by the Class A and Class B Membership as set forth in the By-Laws.

Section 6. Quorum and Notice Requirements. A quorum shall be required for all meetings of the Members of the Association. Unless otherwise specifically provided in this Declaration, the quorum requirements and notice requirements for meetings of the Association shall be as set forth in the Bylaws or, if not addressed in the Bylaws, in accordance with applicable Legal Requirements.

Section 7. Proxies. All Members of the Association may vote and transact business at any meeting of the Association by proxy which is authorized in writing, and meets the applicable requirements of the Governing Documents and Legal Requirements.

Section 8. Ballots by Mail. When directed by the Board, in its sole discretion, a statement of certain motions to be introduced for vote of the Members at an annual or special meeting of the Association, and a ballot on which each Member may vote for or against each such motion, shall be sent with the notice of the annual or special meeting at which such vote is to be held. The form of the ballot and requirements for execution and presentation thereof, not inconsistent with this Declaration, shall be as determined by the Board. Each ballot properly executed and presented at the applicable meeting shall be counted in calculating the quorum requirements for the meeting, but such ballots shall not be counted in determining whether or not a quorum is present to vote on motions or other matters that do not appear on the ballot. With respect to any such ballot, the Board shall establish the rules for withdrawal or revocation of the ballot, which rules shall clearly be set forth on the notice of the meeting that accompanies any such ballot.

ARTICLE VI**ASSESSMENTS AND OTHER CHARGES**

Section 1. Creation of the Lien and Personal Obligation for Assessments. Subject to the terms of this Declaration, each Owner of a portion of The Properties (except for Exempt Property), by execution of this Declaration or by acceptance of a deed or other conveyance, whether or not it shall be so expressed therein, is hereby deemed to consent and agree to pay to the Association (or to any Person which may be designated by the Association to receive

such monies on behalf of the Association) assessments and other charges as follows: (i) annual assessments; (ii) working capital assessment; (iii) special assessments for Capital Improvements or other matters as set forth herein; (iv) special individual assessments levied against an Owner to reimburse the Association for maintenance expenses resulting from the failure of such Owner to Maintain adequately that Owner's portion of The Properties, or for such other purposes as stated herein; and (v) fines, late payment penalties and interest on unpaid assessments and other charges imposed under authority contained in the Governing Documents, and, in addition to such assessments and other charges, to pay all costs, fees and expenses (including reasonable attorneys' fees) incurred by the Association in enforcing or collecting any of the foregoing assessments or other charges; and (vi) limited assessments levied on certain lots to pay for Limited Common Expenses associated with Limited Neighborhood Common Property; and (vii) Limited assessments levied on certain lots to pay for Limited Common Expenses associated with Limited Neighborhood Common Property. All of the assessments and other charges shall be established and collected as hereinafter provided. All of the assessments and other charges, together with the costs of collection thereof, shall be a charge and continuing lien on the portion of The Properties owned by the Owner against whom they are assessed or charged from the time of the filing of a Lien in the office of the Clerk of Superior Court of Wake County, North Carolina, and shall be the personal and continuing obligation of the Person who was the Owner of such portion of The Properties at the time when the assessment or other charge first became applicable. An Owner's personal obligation for payment of assessments and other charges incurred during the time such Owner owned a portion of The Properties shall not become the personal obligation of a subsequent Owner unless expressly assumed by the subsequent Owner. No Owner shall be exempt from liability for any assessment provided for herein by reason of non-use of the Sub-Association Common Property or the portion of The Properties owned by the Owner against whom the assessment or other charge is made, or waiver of use, or abandonment of that Owner's portion of The Properties, or temporary unavailability of the use or enjoyment of the Sub-Association Common Property. The obligation of an Owner to pay all assessments and other charges under this Declaration shall constitute evidence of indebtedness for the purpose of establishing under Section 6-21.2 of the North Carolina General Statutes (or any successor statute) the right to collect attorney fees in any action or proceeding to enforce or collect payment of any assessment or other charge.

Section 2. Liability for Assessments After Change in Membership Status.

No Owner shall be relieved of or released from, the obligation to pay assessments and other charges under this Declaration because of any resignation or attempted resignation by such Owner of membership in the Association, or because of any expulsion of such Owner from membership in the Association, or because of any suspension of such Owner's membership in the Association.

Section 3. Nature, Purpose and Use of Assessments. The assessments shall be used by the Association for any one or more of the following: (i) to pay the Common and/or Limited Common Expenses; (ii) to perform the functions or provide the services required or authorized of the Association pursuant to this Subdivision Declaration and any Supplemental

Declaration(s) (if applicable); and (iii) to implement, administer and enforce the terms and provisions of this Subdivision Declaration and of any Supplemental Declaration(s) (if applicable), as the Board determines to be in the best interests of the Association or its Members.

All assessments and other charges collected by the Association, including penalties and interest thereon, shall be the separate property of the Association. As assessments and other charges are paid to the Association by any Owner, such funds may be commingled with assessments and other charges paid to the Association by other Owners. No Member of the Association shall have the right to assign, hypothecate, pledge or in any manner transfer, such Member's interest in the assets of the Association, except as an appurtenance to the portion of The Properties owned by such Member. When any Owner shall cease to be a Member of the Association, the Association shall not be required to account to such Owner for any share of the funds or assets of the Association or any portion thereof which may have been paid to the Association by such Owner or acquired with any funds paid to the Association by such Owner.

When the Board determines that it is necessary or desirable to make an expenditure that affects, or provides a benefit for, or complies with a requirement in this Subdivision Declaration with respect to, the Limited Neighborhood Common Property, the funds for such expenditures shall come from the additional assessments collected from the Owners of those portions of The Properties located in the particular phase, section or subdivision in The Properties to which such Limited Sub-Association Common Property is related.

Section 4. Maximum Annual Assessment and Annual Assessment.

- (a) Through and including December 31, 1998, the maximum annual assessment applicable to each assessment category is as follows:

| Assessment Category | Maximum Annual Assessment |
|---------------------------------------|---------------------------|
| Class A Lots | \$1,200.00 |
| Class B Lots | \$ 300.00 |
| Class C Lots | |
| Lots Containing Attached Dwellings | \$1,200.00 |

**Lots Containing
Detached Dwellings** **\$300.00**

See Section 5(c) and Section 17 of this Article VI.

- (b) Beginning with the calendar year commencing on January 1, 1999, unless otherwise determined by the Board as allowed herein the maximum annual assessment shall automatically increase each calendar year by an amount equal to the greater of (i) ten percent (10%) of the maximum annual assessment for the immediately preceding calendar year, or (ii) the amount of the maximum annual assessment for the immediately preceding calendar year multiplied by the percentage increase reflected in the Consumer Price Index-U.S. City Average, All Items (published by the U.S. Bureau of Labor Statistics, Washington, D.C.) then in effect or such other index as may be the successor to said Consumer Price Index, for the twelve month period ending the immediately preceding July 1. Provided, however, for each year commencing with the calendar year 2000, the Board, in its sole discretion by majority vote, may elect to provide for no increase in the maximum annual assessment, or may provide for an increase in the maximum annual assessment in an amount less than the amount by which it would automatically increase as provided herein. However, during the Declarant Control Period, any during the period of time any outstanding loan balance is owed to the Declarant, without the written consent of the Declarant, the Board shall not reduce the annual assessments. Further provided, however, if the Board provides for no increase in the maximum annual assessment or provides for an increase less than the amount by which it would automatically increase as provided herein, the Board may at any time increase the maximum annual assessment up to the maximum amount to which it would have increased automatically as provided herein. Any such supplemental annual assessment shall be proportional among the Property Classifications subject to assessment (for example, if the supplemental annual assessment for a Lot is equal to 10% of its maximum annual assessment, then the supplemental annual assessment for a Proposed Lot shall be equal to 10% of its annual assessment). The amount finally determined as the maximum annual assessment for a calendar year shall be the amount on which the increase for the subsequent calendar year(s) could have been based.
- (c) From and after January 1, 1999, the maximum annual assessment for any calendar year may be established at an amount higher than the amount established automatically or by the Board as provided herein, by the affirmative vote by each class of membership of sixty-seven percent (67%) or more of the votes cast by the Members of that class present at a Duly called meeting of the

Association for which notice of the meeting included notice of the proposal to increase the maximum annual assessment. The provisions of this subsection shall not apply to, nor be a limitation upon, any change in the maximum annual assessment undertaken incident to a merger or consolidation in which the Association is authorized to participate under the Governing Documents or any Legal Requirement.

Section 5. Commencement of Assessments; Change in Assessment Category for Purposes of Assessments. Annual assessments commence Assessment Categories become subject to being assessed for special assessment, and annual assessments, and subject to Property classifications; assessments are applied to assessment categories as follows:

- (a) an Undeveloped Lot first becomes subject to annual and special assessments as a Lot on the first day of the calendar month immediately following the month in which a plat establishing it as a Lot first is recorded in the Registry. It shall be the duty of the Owner of each Parcel of Unsubdivided Land, by no later than the last day of the calendar month in which the plat is recorded, to provide the Association with a copy of each plat thereof recorded in the Registry that subdivides the Parcel of Unsubdivided Land into Lots. Provided, however, the failure of an Owner to provide the Association with a copy of the recorded plat shall in no way release or relieve the Owner from liability for payment of assessments as Lots, effective as of the commencement date determined in accordance with this subparagraph
- (b) When an annual assessment commences in any month other than January, the amount of the annual assessment for that calendar year shall be determined by multiplying the amount of the applicable annual assessment by a fraction whose numerator is the number of months in that calendar year including and following the month in which the annual assessment commences or changes, and whose denominator is twelve (12).
- (c) Notwithstanding anything to the contrary appearing herein, the Declarant and any other Lot Owner where the Lot is vacant or No certificate of occupancy has been issued by the City of Raleigh has not been completed be assessed at a rate equal to one-half (1/2) of the applicable annual assessment.

Section 6. Preparation of Operating Budget. Not less than thirty (30) days before the beginning of each calendar year, commencing for the year 1999, the Board shall adopt annual operating budget(s) for the Subdivision Association, containing an estimate of the total amount believed to be necessary to pay the Common and Limited Common Expenses for the ensuing calendar year, including such reasonable amounts as the Board deems necessary to provide working capital (available for day-to-day operating expenses and otherwise uncommitted for specific expenses), reserves for contingencies, and reserves for replacement

of Sub-Association Common and Limited Neighborhood Common Property. The annual operating budget(s) shall constitute the basis for establishing the annual assessment. The Board shall make the annual operating budget, or a summary thereof, available for inspection by the Members. Provided, however, failure of the Board to adopt an 'annual operating budget, or failure of the Board to adopt an annual operating budget within the specified time limitations, shall not invalidate any subsequently adopted annual operating budget and shall not relieve or release any Owner from the obligation to pay assessments. Further provided, until such time as the Board has adopted the new annual operating budget, the annual operating budget for the immediately preceding calendar year shall remain in effect (but the newly adopted annual operating budget shall be retroactive to January 1 of the applicable calendar year).

Section 7. Establishing the Annual Assessment. The Board shall establish the amount of the annual assessment for each calendar year at least thirty (30) days in advance of the beginning of such year, and, if the amount of the annual assessment changes from the amount for the current year, the Board shall cause written notice of the new annual assessment to be sent to at least one of the Owners of each portion of The Properties subject to the assessment, but failure to send such notice shall not invalidate any change in the annual assessment. The failure of the Board to establish the amount of any annual assessment as required herein shall not constitute a violation, waiver or modification of the provisions of this Declaration, or a waiver of the Board's right to establish the annual assessment at any time during the calendar year to which it is applicable, or a release of any Owner from the obligation to pay the assessment or any installment thereof for that or any subsequent year, and the annual assessment for the immediately preceding calendar year shall continue in effect until the Board has established the new annual assessment (but when established, the amount of the new annual assessment shall be retroactive to January 1 of the applicable calendar year.

Section 8. Collection of Assessments; Due Dates; Penalties for Late Payment.

- (a) Annual and special assessments may be collected on a monthly, quarterly, annual or other basis, as determined from time to time by the Board. The billing schedule shall be the same for all portions of The Properties in a particular Assessment Category; provided, however, the Board, in its sole discretion, may establish different schedules for billing of annual and special assessments due from Owners of different Assessment Category. The Board shall have the power at any time and from time to time, in its sole discretion and upon such terms as the Board deems appropriate, to allow percentage discounts to Owners who pay annual and/or special assessments earlier than the due date therefor; provided, however, all such discounts shall be made available and applied uniformly to all Owners. Written notice of annual assessments shall be sent to every owner subject thereto at least fifteen (15) days in advance of each annual assessment period.

- (b) Subject to any limitations contained in this Subdivision Declaration, other Governing Documents, or any applicable Legal Requirement, the Board has the authority at any time and from time to time to establish the due dates, interest rate on unpaid amounts, and penalties for late payment of annual and special assessments and other charges. In the event of default in the timely payment of any assessment or other charge, the defaulting Owner shall be obligated to pay interest on the unpaid balance thereof from and after the due date at the lesser of (i) eighteen percent (18%) per annum, or (ii) the highest lawful rate under applicable Legal Requirements, or (iii) the amount, if any, established by the Board, together with all costs and expenses of collection, including reasonable attorney's fees. The Board shall commence the foreclosure of the lien against any property for which assessments are not paid within sixty (60) days after due date or to bring an action at law against the Owner personally obligated to pay the same.
- (c) The Board may at any time and from time to time authorize a management company or other billing agent, on behalf of the Association, to bill and collect all assessments and other charges payable under this Declaration.

Section 9. Special Assessments for Improvements, Additions, and Emergencies. In addition to the annual assessments authorized herein, and subject to the other requirements of this Declaration, at any time and from time to time the Association may levy a special assessment for the purpose of defraying, in whole or in part, the costs or expenses of any one or more of the following:

- (1) Construction, reconstruction, alteration, repair, replacement or removal of a capital improvement in or on the Common or Limited Property, including private streets, fixtures and personal property related thereto;
- (2) Sub-Association Common Property or Limited Neighborhood Common Property;
- (3) To provide for the necessary facilities and equipment to enable the Association to perform the functions and offer the services required or authorized herein;
- (4) To repay any loan made to the Association to enable it to perform the functions and provide the services required or authorized herein.
- (5) In the event of an Emergency, a special assessment may be necessary when, in the sole determination of the Board of Directors, there is potential danger or damage to persons or property. Such emergency special assessments may be utilized to pay for preventative, protective, stabilizing or remedial construction, reconstruction, repairs or replacements. Events justifying emergency special Assessments include, but are not limited to hurricanes, floods, tornadoes, fires

or other naturally occurring phenomena. Emergency special Assessments shall be collectible from all Subdivision Association Members in such manner as the Board of Directors shall determine.

- (6) The acquisition of any properties pursuant to Section 11 of this Article.

The proportion of each special assessment to be paid by the Owners of the various Assessment Categories shall be the same as their respective proportions of the annual assessments applicable for the calendar year during which the special assessment is levied. Such Special Assessments are subject to approval by the affirmative vote by each class of membership of sixty-seven percent (67%) or more of votes cast by the Members of that class present at a Duly called meeting of the Association for which notice of the meeting included notice of the proposed Special Assessment. Notice and quorum requirements for Special Assessments shall be as set forth in Article XIV, Section 4(d) and (e) of this Declaration.

Section 10. Certification of Assessments Paid. The Association (or any Person employed by the Association to assist in the management of the Association and collection of assessments and authorized by the Association to issue such certificates), upon demand and payment of a reasonable charge or fee established by the Association, shall furnish to any Owner liable for same, or to any holder of a first lien deed of trust on the portion of The Properties owned by such Owner, or to an attorney who represents the Owner or a prospective purchaser of such portion of The Properties, or to any other Person approved by the Board, a certificate signed by an officer of the Association (or the Person or an officer, partner or agent of such Person having authority to issue such certificate) setting forth whether or not the assessments owed by such Owner have been paid. A properly executed certificate of the Association (or authorized Person) shall be conclusive evidence of payment or partial payment of any Assessment therein stated as having been paid or partially paid.

Section 11. Assessment Lien and Foreclosure. The assessments and other charges provided for herein shall be the personal and individual debt of the Owners of the portion of The Properties against whom they are assessed or charged. Any assessment or other charge not paid on or before the due date shall be delinquent and, together with penalty and interest charges as provided in this Declaration, plus the costs of collection (including reasonable attorney's fees), shall be a charge and continuing lien on the portion of The Properties (and Improvements thereon) owned by the defaulting Owner. Except as otherwise provided in this Declaration, the lien shall be superior to all other liens and charges against such portion of The Properties and Improvements thereon. The Board shall have the power, in its sole discretion, to subordinate the lien to any other lien. To evidence the lien, the Association may prepare and record in the Registry a written notice of lien setting forth the amount of the unpaid assessment or other charge, the name of the Owner, and a description of the portion of The Properties owned by such Owner, or the Association may execute, issue or record such other evidence of the lien as the Board deems necessary. Subsequent to the recordation of such notice, the lien may be enforced by the Association by foreclosure of the portion of The Properties owned by the defaulting Owner in the manner required by any Legal Requirement

(or, in the absence of any Legal Requirement, in like manner as a deed of trust with power of sale), or the Association may institute suit against the Owner personally obligated to pay the assessments, or the lien may be enforced by judicial foreclosure, or the Association may pursue one or more of the foregoing remedies and/or may seek any other available remedy or relief. In any foreclosure proceeding, whether judicial or non-judicial, the Owner shall be required to pay the costs, expenses, and reasonable attorney's fees incurred by the Association. The Association shall have the power to bid on and purchase the portion of The Properties subject to the foreclosure or other legal sale and to acquire, hold, lease, mortgage, convey or otherwise deal with the same. The remedies against a defaulting Owner and such Owner's portion of The Properties are cumulative and not mutually exclusive, and the Association may seek none, or any one or more of such remedies, separately or simultaneously, as deemed appropriate by the Board.

Section 12. Subordination of the Lien to Mortgages. The Lien of the assessments and charges provided for herein shall be subordinate and inferior to the lien of any first lien mortgage on the applicable portion of The Properties that secures an indebtedness owed to the Declarant or any Mortgagee, and shall be subordinate and inferior to the lien of any second lien mortgage on such portion of The Properties that secures an indebtedness to Declarant for a portion of the purchase price thereof, provided, however, that such subordination shall apply only to the assessments and charges which have become due and payable prior to the sale (whether public or private) of such portion of The Properties pursuant to the terms of any such mortgage or prior to transfer of title by deed in lieu of foreclosure. Such sale shall not relieve any new Owner of such portion of The Properties from liability for the amount of any assessments or charges becoming applicable after the new Owner acquires title, nor from the Lien arising therefrom. Upon transfer of title to such portion of The Properties by foreclosure or deed in lieu of foreclosure, The Association's lien on such portion of The Properties for assessments or other charges applicable prior to the time such title transfer occurs shall be discharged provided, however, if the proceeds of any foreclosure sale exceed the total amount due under the mortgage, the amount of the excess, up to and including the amount required to satisfy the Association's lien, first shall be paid to the Association.

Section 13. Exempt Property. All Exempt Property is exempt from the assessments, charges and liens established pursuant to this Declaration.

Section 14. Reserve Funds. From the annual assessments the Board shall establish and Maintain reasonable reserve funds for working capital, contingencies and replacements of Sub-Association Common Property, which expenditures shall be Common Expenses. Reserves for Limited Sub-Association Common Property shall be established and accounted for only out of the additional annual assessments paid by the Owners of the portions of The Properties associated with such Limited Sub-Association Common Property. With respect to each separate reserve funds account:

- (a) Extraordinary expenditures not originally included in the annual operating budget, including (i) major rehabilitation or repair of the Sub-Association

Common Property, (ii) emergency or other repairs required as a result of storm, fire, natural disaster or other casualty loss, or (iii) the initial costs of any new service to be performed by the Association, first shall be charged against the appropriate reserves. Except for expenses of normal and routine maintenance shown in the annual operating budget, all expenses for repair or replacement of the Sub-Association Common or Limited Sub-Association Common Property shall be charged first against appropriate reserves.

- (b) If reserve funds become excessive, as determined by the Board, the Board may adjust the reserve funds by reallocation to other annual operating budget items or by applying excess amounts as credits against annual assessments, such credits to be applied in the same proportions as the proportions of annual assessments due and payable for the calendar year in which such credits are applied.

Section 15. Working Capital Assessment. In addition to all other assessments due and payable under this Declaration with respect to each Lot, the first Owner who acquires title to a Lot from the Declarant or a Builder (it being the intention of this Declaration that the working capital assessment not be paid by a Builder at the time the Builder acquires a Lot or unsubdivided parcel from the Declarant) shall pay to the Association at the time of the closing of that purchase a "working capital assessment" in an amount equal to one-sixth (1/6) of the then applicable annual assessment. The purpose of the working capital assessment is to provide necessary working capital and initial funding for general reserves. Amounts paid as working capital assessments shall be in addition to annual assessments, special assessments, and additional assessments for Limited Sub-Association Common Property, and the working capital assessment may be enforced and collected and shall constitute an assessment lien in the same manner as annual and special assessments against the first Owner and the Lot. It is the express intention of this Section that only one working capital assessment be assessed against each Lot.

Section 16. Additional Assessments for Limited Neighborhood Common Property. Declarant reserves the right, by recordation of Supplemental Declarations or other documents, to subject portions of The Properties located in one or more phases or sections in The Properties to provisions requiring the Owners thereof to pay additional annual assessments and special assessments to the Association for the maintenance of, and addition to, Limited Neighborhood Common Property, including, but not limited to, any one or more of the following: (i) private streets; (ii) exterior maintenance of improvements and (ii) landscaping, signs and decorative features.

All of the provisions of this Declaration relating to annual and special assessments shall apply to the additional annual and special assessments for Limited Neighborhood Common Property, with the following exceptions: (i) the additional assessments with respect to any particular Limited Neighborhood Common Property are assessed only against those Owners of portion of The Properties associated with such Limited Neighborhood Common Property; (ii)

the initial additional maximum annual assessment and additional annual assessment for each Limited Neighborhood Common Property shall be established in the Supplemental Declaration or Subdivision Declaration that creates or establishes that Limited Neighborhood Common Property; and (iii) the actual additional annual and special assessments may vary from phase to phase or section to section; and (iv) the additional annual and special assessments for portions of The Properties in any particular phase or section of The Properties shall be used exclusively in connection with the Limited Neighborhood Common Property associated with that phase or section or subdivision.

Section 17. Declarant's Obligation for Payment of Annual and Special Assessments. During the Declarant Control Period, the Declarant shall pay annual and special assessments for all vacant recorded Lots at an amount equal to one-half (1/2) of the applicable assessment. These assessments may be enforced against Declarant and collected by the Association in the same manner as annual assessments applicable to other Owners.

In addition to payment of the foregoing assessments, during the Declarant Control Period the Declarant shall fund all annual operating budget deficits, if any. The Declarant's deficit funding obligation may be satisfied with in-kind payments of services or materials. The Declarant's deficit funding obligation does not include any expenses that the Association is unable to meet because of nonpayment of any assessment by Owners other than Declarant; or because of unusual or extraordinary expenses not included in the annual operating budget. The deficit funding obligation of the Declarant may be enforced against the Declarant and collected by the Association in the same manner as annual assessments applicable to other Owners.

ARTICLE VII

INSURANCE

Section 1. Authority and Responsibility to Purchase; Notice.

- (a) The Association shall: (i) purchase insurance policies relating to the Sub-Association Common Property and the activities of the Association; (ii) adjust all claims arising under such policies; and (iii) sign and deliver releases upon payment of claims. The cost of all insurance policies purchased by the Board relating to the Sub-Association Common Property or Limited Neighborhood Common Property shall be a Common Expense or a Limited Common Expense, as appropriate. Except in instances in which applicable legal requirements required such coverage [for example, see Raleigh City Code 10.3073 (b)(3)] neither the Board, a community manager, nor the Declarant, shall be liable for failure to obtain any coverages required by this Article or for any loss or damage resulting from such failure: (i) if such failure is due to the unavailability

of such coverages from reputable insurance companies; (ii) if such coverages are available only at unreasonable cost as determined by the Board; or (iii) if the Association's insurance professionals advise that any of the coverages or endorsements required under this Article are unnecessary. Notwithstanding the foregoing, the Association shall procure liability insurance as set forth in Section 3 herein. Exclusive authority to negotiate losses under policies purchased by or on behalf of the Association shall be vested in the Board or its authorized representative. The Board shall promptly notify the Owners of material adverse modifications, lapses, or termination of, insurance policies obtained on behalf of the Association unless comparable replacement policies have been obtained and there has been no lapse in coverage.

(b) Each such policy shall provide that:

- (1) The insurer waives any right to claim by way of subrogation against the Declarant, the Association, the Board, the community association manager, any Owner or any member of an Owner's household;
- (2) The policy shall not be canceled, invalidated or suspended due to the conduct of any Owner, or such Owner's tenant or such Owner's (or tenant's) household members, guests, employees, agents or invites, or of any director, officer or employee of the Board, or the association manager, without a prior demand in writing that the Board or the community manager cure the defect and neither shall have so cured such defect within thirty (30) days after such demand; and
- (3) The policy may not be canceled or substantially modified without at least thirty (30) days prior written notice to the Board, the association manager, except cancellation for non-payment of premium shall require only ten (10) days notice.

(c) All policies or insurance shall be written by reputable companies licensed or qualified to do business in North Carolina.

(d) The deductible or retained limit (if any) on any insurance policy purchased by the Association shall be a Common Expense (or a Limited Common Expense, as appropriate); provided, however, that the Association may assess any deductible amount necessitated by the misuse or neglect of an Owner or such owners family members, agents, contractors, lessees, guests, or contract purchasers against the portion of The Properties owned by such Owner, and may enforce and collect same in the same manner as an annual assessment.

(e) During the Declarant Control Period the Declarant shall be protected by all such policies as an Owner with respect to all portions of The Properties owned by the

Declarant, but not with respect to any negligence of the Declarant, its employees, and contractors, in their activities as the developer of The Properties.

Section 2. Physical Damage Insurance.

- (a) The Board shall obtain and Maintain a "Special Form" form policy of insurance including fire damage, vandalism, malicious mischief, sprinkler leakage (if applicable), cost of demolition, debris removal, and water damage insuring any Improvements located on the Sub-Association Common Property or Limited Neighborhood Common Property owned by the Association (including without limitation any floor coverings, fixtures and appliances), together with all air conditioning and heating equipment and other service machinery contained therein and covering the interests of the Association, in an amount equal to one hundred percent of the then current full insurable replacement cost thereof (exclusive of the land, excavations, foundations and other items normally excluded from such coverage), without deduction for depreciation (such amount to be redetermined periodically by the Board with the assistance of the Association's insurance professionals). The Board shall also obtain and Maintain appropriate coverage on personal property owned by the Association.
- (b) Each such policy shall also provide:
- (1) a waiver of any right of the insurer to repair, rebuild or replace any damage or destruction, if a decision is made by the Board not to do so;
 - (2) the following endorsements (or equivalent): (i) "no control " (to the effect that coverage shall not be prejudiced by any act or neglect of any occupant or Owner or the agents of either when such act or negligence is not within the control of the insured or the Owners collectively, nor by any failure of the insured, or the Owners collectively, to comply with any warranty or condition with regard to any portion of the Property over which the insured, or the Owners collectively, have no control; (ii) "cost of demolition"; (iii) "contingent liability from operation of building laws or codes"; (iv) "increased cost of construction" or "inflation guard"; (v) "replacement cost" or a "guaranteed replacement cost"; and (vi) "agreed amount" or "elimination of co-insurance" clause;

- (3) that any "no other insurance" clause expressly exclude individual Owner's policies from its operation so that the physical damage policy purchased by the Association shall be deemed primary coverage and any individual Owner's policies shall be deemed excess coverage, and in no event shall the insurance coverage obtained and Maintained by the Association hereunder provide for or be brought into contribution with insurance purchased by Owners or Mortgagees, unless otherwise required by law;
 - (4) such deductibles as to loss, but not coinsurance features, as the Board, in its sole discretion, deems prudent and economical; and
 - (5) to the extent a policy includes any Dwelling located on any Lot, such policy includes the standard Mortgagee clause.
- (c) Certificates of physical damage insurance signed by an agent of the insurer, all renewals thereof, and any subpolicies or certificates and endorsements issued thereunder, together with proof of payment of premiums, shall be delivered by the insurer to any Mortgagee requesting the same, at least ten (10) days prior to any lapse, material modification or cancellation of the then current policy.

Section 3. Liability Insurance. The Board shall obtain and Maintain commercial general liability (including libel, slander, false arrest and invasion of privacy coverage) and property damage liability insurance in such limits as the Board may from time to time determine (subject to the minimum coverage required herein), insuring the Association, each director and officer, the community association manager, the Owners and the employees of the Association against any liability to the public or to any Owner or such Owner's tenant and such Owner's (or tenant's) household members, guests, employees, or agents arising out of, or incident to the ownership or care, custody, control and use of the Sub-Association Common Property, or legal liability arising out of employment contracts of the Association. Such insurance shall be issued on a comprehensive liability basis and shall contain: (i) a cross-Liability endorsement under which the rights of a named insured under the policy shall not be prejudiced with respect to an action against another named insured; (ii) hired and non-owned vehicle coverage; (iii) host liquor liability coverage with respect to events sponsored by the Association; (iv) deletion of the normal products exclusion with respect to events sponsored by the Association; and (v) a "severability of interest" endorsement which shall preclude the insurer from denying liability coverage to an Owner because of negligent acts of the Association or of another Owner. The Board shall review such limits once each year, but in no event shall such insurance be less than one million dollars (\$1,000,000.00) covering all claims for bodily injury or property damage arising out of one occurrence. "Umbrella" liability insurance in excess of the primary limits may be obtained in reasonable amounts as determined by the Board.

Section 4. Other Insurance. The Board shall obtain and Maintain:

- (a) adequate fidelity coverage to protect against dishonest acts on the part of directors, officers, trustees and employees of the Association and all others who handle or are responsible for handling funds of the Association, including any association manager and volunteers. If the Association has delegated some or all of the responsibility for handling funds to a community association manager, such association manager shall be covered by its own fidelity insurance; however, the Board may determine to purchase additional fidelity coverage for the association manager as well. Such fidelity insurance (except for fidelity insurance obtained by the association manager for its own personnel) shall: (1) name the Association as an obligee; (ii) be written in an amount not less than one-fourth the total annual assessment for Common and/or Limited Common Expenses or the amount required by the Mortgagees, the Federal National Mortgage Association or the Federal Home Loan Mortgage Corporation, whichever is greatest; and (iii) contain waivers of any defense based upon the exclusion of persons who serve without compensation from any definition of "employee" or similar expression;
- (b) if required by a majority of the Mortgagees or governmental regulations, flood insurance on the Sub-Association Common or Limited Neighborhood Common Property in accordance with the then applicable regulations for such coverage;
- (c) workers' compensation insurance if and to the extent necessary to meet the requirements of law (including a voluntary employees endorsement and an "all states" endorsement);
- (d) if applicable, pressure, mechanical and electrical equipment including air conditioning equipment coverage on a comprehensive form in an amount not less than fifty thousand dollars (\$50,000.00) per accident per location;
- (e) directors and officers liability insurance in an amount not less than one million dollars (\$1,000,000.00); and
- (f) such other insurance: (i) as the Board may determine; (ii) as may be required with respect to the Additional Property by any Supplemental Declaration, or (iii) as may be requested from time to time by the affirmative vote cast by a majority of the Members present at a Duly called meeting of the Association.

Section 5. Insurance on Lots. Each Owner shall have the right to obtain insurance for such Owner's benefit, at such Owner's expense, covering the Improvements located on such Owner's Lot and such Owner's personal liability. No Owner shall acquire or Maintain insurance coverage on the Sub-Association Common Property insured by the Association so as to: (i) decrease the amount which the Association may realize under any insurance policy Maintained by the Association; or (ii) cause any insurance coverage Maintained by the

Association to be brought into contribution with insurance coverage obtained by an Owner. No Owner shall obtain separate insurance policies on the Sub-Association Common Property.

ARTICLE VIII

REPAIR AND RESTORATION OF THE PROPERTIES

Section 1. When Required.

- (a) Sub-Association Common Property. Except as otherwise provided herein, if all or any part of any structure located in or on the Sub-Association Common Property or Limited Neighborhood Common Property is damaged or destroyed by fire or other casualty, the Board shall arrange for and supervise the prompt repair, restoration and/or replacement thereof (including all furnishings and fixtures). Unless repair is required by any applicable Legal Requirement, if the damage results in a diminution in value equal to or less than twenty percent (20%) of the estimated value of the structure immediately prior to the damage, the Board may elect not to repair, restore or replace the damaged structures. Otherwise, any decision not to repair, restore or replace shall be made only by the vote of sixty-seven percent (67%) or more of the votes cast by the Members present at a Duly called meeting of the Association (which vote also must be have the affirmative vote of a majority of the Members other than the Declarant), or may be made by the Board if the insurance proceeds, plus the applicable reserve funds, are insufficient to cover the costs of the repair, replacement or restoration. If the damage is not repaired, restored or replaced, then the Board shall remove all remnants of the damaged structures and restore the site to an acceptable condition compatible with the remainder of the Sub-Association Common Property or Limited Neighborhood Common Property, and the balance of any insurance proceeds received on account of such damage shall be placed in the appropriate reserve account.
- (b) Lots and Unsubdivided Land. If a building or other structure located upon a Lot or Unsubdivided Land is damaged or destroyed, the Owner thereof shall restore the site either: (i) by repairing, restoring or replacing such building or other structure; or (ii) by clearing away the debris and restoring the site to an acceptable condition compatible with the remainder of The Properties. Unless the Master Association's Architectural Approval Committee permits a longer

time period, such work must be commenced within six months after the commencement and substantially completed within twelve months after the commencement. Any repair, replacement or restoration that differs in any material respect from the approved Plans for the damaged structure must first be approved by the Master Association's Architectural Approval Committee in the manner required herein.

Section 2. Procedure for Sub-Association Common Property.

- (a) **Cost Estimates.** Immediately after a fire or other casualty causing damage to any structures in or on the Sub-Association Common Property, the Board shall obtain reliable and detailed estimates of the cost of repair, restoration or replacement (including furnishings and fixtures) to a condition as good as that existing before the damage occurred. Such costs may also include professional fees and premiums for such bonds as the Board determines to be necessary.
- (b) **Plans and specifications.** Any such repair, replacement or restoration shall be substantially in accordance with the original construction or condition of the damaged structures, subject to any modifications required by changes in applicable Legal Requirements, and use of contemporary building materials and technology to the extent feasible; provided, however, other action may be taken if approved by sixty seven (67%) percent of the Members of the Association in a Duly called meeting.

Section 3. Surplus and Deficiency of Funds for Sub-Association Common Property Repair.

- (a) **Surplus.** The first monies disbursed in payment of the cost of repair, restoration or replacement of the structure in or on Sub-Association Common Property shall be from insurance proceeds, if any. If any surplus funds remain after payment of the costs of all repair, restoration or replacement, such funds shall be paid to the Association and shall be placed in the appropriate reserve account.
- (b) **Deficiency.** If the insurance proceeds plus applicable reserve funds are insufficient to repair, restore or replace the damaged structures in or on Sub-Association Common Property, a special assessment to cover the insufficiency may be levied by the Association in the manner provided in this Declaration.

Section 4. Condemnation.

- (a) **Definitions.** For the purposes of this Article, "Taking" means an acquisition of all or any part of the Sub-Association Common Property or of any interest therein or right accruing thereto as a result of, in lieu of, or in anticipation of, the exercise of the right of condemnation or eminent domain, or a change of street grade caused by the action of the condemnor affecting access to or from the Sub-Association Common Property or any part thereof so severely as to amount to condemnation.
- (b) **Taking of Sub-Association Common Property.** If there is a Taking of all or any part of the Sub-Association Common Property, then the Association shall notify the Owners, but the Board shall act on behalf of the Association in connection therewith and no Owner shall have any right to participate in the proceedings incident thereto. The award made for such Taking shall be payable to the Association, to be disbursed as follows. If the Taking involves a portion of the Sub-Association Common Property on which structures have been constructed, then the Association shall restore or replace such structures so taken on another portion of the Sub-Association Common Property, to the extent land is available therefor, in accordance with plans approved by the Board, unless within sixty (60) days after such Taking the Declarant, during the Declarant Control Period, or, following the end of the Declarant Control Period, the Owners by the affirmative vote of sixty-seven percent (67%) or more of the votes cast by the Members present at a Duly called meeting of the Association, determine otherwise. To the extent that the takings involve Limited Neighborhood Common Property, and it is determined that the Limited Neighborhood Common Property is not to be restored or replaced, then the proceeds for such taking shall be credited pro-rata against annual assessments due and payable to Owners of those portions of The Properties associated with the Limited Common Neighborhood Common Property taken. Except as otherwise provided, the provisions of this Article regarding insurance proceeds, reserve funds, and special assessments, following damage or destruction to structures in or on the Sub-Association Common Property shall apply.

ARTICLE IX

ARCHITECTURAL APPROVAL

Section 1. Wakefield Plantation Master Association Architectural Approval Committee - Jurisdiction and Purpose. With respect to all Lots and Dwellings, except for ordinary and routine repairs and maintenance to any Dwelling or other structure or Improvement, and excluding areas within a Dwelling or other building visible from the exterior only because of the transparency of glass doors, walls or windows: no site

preparation, no change in grade or slope, no construction of any Dwelling or other structure or Improvement or exterior additions or exterior alterations to any Dwelling building, and no construction of, or alterations or additions to, the exterior of any other structure or Improvement shall be commenced, nor shall any of the same be placed, altered or allowed to remain thereon until the "Master Association's Architectural Approval Committee" has approved in writing the Plans therefor.

ARTICLE X

EASEMENTS

Section 1. Easements Reserved by Declarant. Declarant, for itself, and its successors and assigns (which may include the Association, the City, the owner of any Golf Facility, the owner of any Recreation Facility, and public utility providers), reserves the following easements (these easements specifically include the right of access to and from the easement area the right to Maintain any equipment, structure, facility and impoundments therein and the right to remove any obstruction within the easement area that, in Declarant's sole discretion, constitutes interference with the use of the easement or with the maintenance of any equipment or structures or facilities or impoundments located therein), which may be exercised by the Declarant in its sole discretion, without any obligation to exercise any of same:

- (a) Unless waived by the Declarant (during the Declarant Control Period, and thereafter by the Board) and all the providers of utility service who then are utilizing the easement. Perpetual, non-exclusive and alienable easements for maintenance of utilities (including electric, natural gas, telephone and cable television, and related appurtenances and equipment, including wires, poles, pipes, transformer boxes and conduits), storm water drainage equipment and facilities, and soil and water impoundments over, under and across all of the following: (i) portions of The Properties shown as utility easements, drainage easements, Sign Sub-Association Easements, or landscape easements on plats recorded in the Registry; (ii) the Sub-Association Common Property; (iii) all Unsubdivided Land Parcels, in a ten (10) foot wide area parallel and adjacent to the boundary lines thereof, and (iv) Lots on which Detached Dwelling Units are constructed, in a ten (10) foot wide area parallel and adjacent to the boundary lines thereof. Provided, however, neither the foregoing reservation of easement rights nor any similar reservation of easement rights contained in this Declaration shall create or impose any obligation upon Declarant, or its successors and assigns, to provide or Maintain any such utility, equipment, facility, structure or impoundment of a utility company;

- (b) Perpetual, non-exclusive and alienable easements and rights of ingress, egress and regress over and across all private streets within The Properties for access to and from other portions of The Properties and the Declarant Property; and
- (c) Perpetual, non-exclusive and alienable easements on all portions of The Properties whose boundaries are Contiguous to a Landscape Sub-Association Easement, Sign Sub-Association Easement or Landscaped Right-of-Way for (i) the reasonable over spray of water from any irrigation system serving that Landscape Sub-Association Easement or Sign Sub-Association Easement or any watering of the grass, flowers, trees, shrubs and other plant materials therein and (ii) the reasonable incursion of Maintenance equipment and personnel who are Maintaining the Landscape Sub-Association Easement, Sign Sub-Association Easement or Landscaped Right-of-Way; and
- (d) The right to subject The Properties to a contract with Carolina Power and Light Company (or other, appropriate utility provider) for the installation of above ground or underground electric cables and lines and/or the installation of street lighting, either or both of which may require an initial payment and/or a continuing monthly payment to Carolina Power and Light Company (or other utility) by each Owner.

The Declarant or other Person who exercises any of the foregoing easements shall Maintain the easement area in a reasonably well-maintained condition, and shall restore any portion of the Properties located outside of the easement area that is damaged by the exercise of the easement to substantially the same condition it was in prior to sustaining such damage.

Section 2. Easements Reserved for the Association. Easements are reserved for the Association as follows (these easements specifically include the right of access to and from the easement area the right to Maintain any equipment, structure, facilities or impoundment located therein and the right to remove any obstruction within the easement area that, in the Association's sole discretion, constitutes interference with the use of the easement or with the maintenance of any equipment or structures or facilities or impoundments located therein) which may be exercised by the Association in its sole discretion, without any obligation to exercise any of same:

- (a) A perpetual, non-exclusive and alienable easement over and upon all portions of The Properties to enable the Association to perform its functions and provide the services under this Declaration ; provided, however that any such entry by the Association upon any portion of The Properties shall be made with as minimum inconvenience to the Owner thereof as reasonably practicable, and any damage caused by or resulting from the gross negligence or willful misconduct of the Association's employees, contractors or agents shall be repaired by the Association at the expense of the Association.

- (b) Perpetual, non-exclusive and alienable easements on all portions of The Properties whose boundaries are Contiguous to a Landscape Sub-Association Easement, Sign Sub-Association Easement or Landscaped Right-of-Way for-(I) the reasonable over spray of water from any irrigation system serving that Landscape Sub-Association Easement or Sign Sub-Association Easement or any watering of the grass, flowers, trees, shrubs and other plant materials therein and (ii) the reasonable incursion of Maintenance equipment and personnel who are Maintaining the Landscape Sub-Association Easement, Sign Sub-Association Easement or Landscaped Right-of-Way; and
- (c) In addition to the foregoing, and in order to implement effective and adequate storm water management and soil erosion control, a perpetual, non-exclusive easement to enter upon any portion of The Properties to Maintain or cause to be Maintained effective and adequate storm water management and/or soil erosion control; provided, however, no exercise of this easement shall unreasonably interfere with any Dwelling or other building constructed on any portion of The Properties in compliance with the requirements of this Declaration and any applicable Supplemental Declaration or Subdivision Declaration. If the need for measures to implement storm water management or soil erosion control (referred to in this paragraph as "corrective measures") arises out of or results from construction, excavation, grading, clearing or other acts or omissions on any portion of The Properties (referred to in this paragraph as the "activities"), excluding natural disasters and other matters beyond the reasonable control of the Owner of such portion of The Properties, the cost of any corrective measures performed by the Association shall be assessed against the Owner of the portion of The properties on which the activities have been performed or have occurred, and such costs shall be a lien on such portion of The Properties and shall be enforceable in the same manner as annual assessments. Provided, however, if the Association determines that corrective measures are necessary on any portion of The Properties, prior to exercising this easement, except in an emergency, the Association shall give written notice of the proposed corrective measures to an Owner of the portion of The Properties, if any, on which the activities have been performed or have occurred, and such Owner shall have a reasonable opportunity to take the corrective measures specified in such notice. If the Owner fails to complete the corrective measures by the date specified in the notice, the Association may then exercise this easement and charge the costs of the corrective measures to the Owner of such portion of The Properties as provided herein. In addition to the foregoing notice, except in an emergency, the Association also shall give written notice of the proposed corrective measures to an Owner of each additional portion of The Properties on which such corrective Measures are proposed to be taken.

Subject to the foregoing, in exercising any of the foregoing easements, the Association shall Maintain the easement in a reasonably well-Maintained condition, and shall restore any portion of The Properties damaged by the exercise of the easement to substantially the same condition it was in prior to sustaining such damage.

Section 3. Easement Reserved for the City and Public Utilities. Perpetual, nonexclusive and alienable easements are hereby reserved and established over all portions of The Properties for the City and for all public utility providers serving The Properties, and their agents, employees and contractors, for the purpose of setting, removing and reading utility meters, Maintaining utility or storm water drainage equipment and connections, and acting for other purposes consistent with the public safety and welfare, including garbage removal, police protection and fire protection. Except in an emergency, these easements shall be exercised in a reasonable manner and at reasonable times.

Section 4. Easements Shown On Recorded Plats. Declarant, for itself, its successors and assigns (which may include the Association, the City and public utility providers), and in addition to all other easements reserved in this Declaration, hereby reserves perpetual, non-exclusive and alienable easements in the locations and for the purposes shown and indicated on all plats of The Properties recorded in the Registry. These easements specifically include the right of ingress, egress and regress over and upon such easement areas, and the right to inspect and Maintain in the easement areas identified on such plats all facilities deemed necessary, in the reasonable discretion of the Person who exercises the easement rights, for the full exercise of such easements. The Persons who have the foregoing easement rights shall have no obligation to exercise any part or all of same.

Section 5. Easements for Owners.

(a) In compliance with Raleigh City Code Section 10-3073 (b) (8), the Owner of each portion of The Properties on which a Dwelling or other building is constructed or is approved for construction closer than (5) feet to the boundary line of that portion of The Properties (such portion of The Properties hereinafter referred to in this subsection as the "Dominant Property") shall have a perpetual, non-exclusive easement over and upon each portion of The Properties that adjoins each boundary line of the Dominant Property (each adjoining portion of The Properties hereinafter referred to in this Section as "Adjoining Property", within a ten (10) foot wide section of the Adjoining Property adjacent and parallel to the common boundary between the Adjoining Property and the Dominant Property, to be reasonable exercised from time to time for the following purposes:

- (1) initial construction of the Dwelling or other building and associated utilities on the Dominant Property (including, without limitation, water lines, sewer lines, electric lines, telephone lines and cable television lines);
- (2) additions to the Dwelling or other building and utilities on the Dominant Property; and

- (3) Maintenance, repair or restoration of the Dwelling or other building and utilities on the Dominant Property.

Provided, however, if a Dwelling is being constructed or exists on the Adjoining Property at any time the Owner of the Dominant Property desires to exercise the easement, the width of the easement shall be limited to the distance from such common boundary line to the nearest wall of the Dwelling existing or being constructed on the Adjoining Property. Further provided: (i) the easement shall be exercised at reasonable times and upon reasonable notice to the Owner of the Adjoining Property, and at such times and in such manner as will result in the least amount of interference and damage to the Adjoining Property; (ii) as soon as reasonably practicable following each exercise of the easement, the Owner who exercises the easement shall restore the portion of the Adjoining Property on which the easement exists and all Improvements thereon to substantially the same condition they were in immediately preceding the exercise of the easement; and (iii) in connection with each exercise of the easement, the Owner who exercised the easement shall indemnify and hold harmless the Owner of the Adjoining Property from and against any and all claims and causes of action for damages to person or property, including all costs of defending against such claims and causes of action (including reasonable attorney fees) arising out of or resulting from each exercise of the easement.

- (b) Perpetual, non-exclusive easements also are reserved or established as follows for portions of The Properties (hereinafter referred to in this subsection as the "Dominant Property") over, upon and on adjoining portions of The Properties (hereinafter referred to in this subsection as the "Adjoining Property") within a ten (10) foot wide section of the Adjoining Property adjacent and parallel to the common boundary line between the Adjoining Property and the Dominant Property, as follows:

- (1) for encroachment by a Dwelling or other building, or portion thereof, which has been constructed on the Dominant Property, to the extent that portions of the Dwelling actually encroach and the encroachment has not resulted from the willful or grossly negligent act or omission of the Person who constructed the Dwelling or other building. Examples of such encroachments include overhanging eaves, chimneys, gutters, down spouts, exterior storage rooms, bay windows, steps and walls; and
- (2) for the encroachment resulting from the settling or shifting of any such Dwelling or other building resulting from any construction, reconstruction, repair or alteration of same that has been approved by the Architectural Approval Committee as required by this Declaration.

The easements and encroachments established by this subsection shall be appurtenant to the Dominant Property and shall continue for as long as the encroachments naturally exist.

Section 6. Governmental Easements. Declarant reserves an easement for the benefit of the appropriate governmental entity over all Sub-Association Common Areas and over an area five (5) feet behind the curb line of any street or roadway in the Property existing now or in the future for the setting, removal, and reading of water meters, the maintenance and replacement of water, sewage, and drainage facilities and the collection of garbage.

An easement is also granted to all police, fire protection, garbage, mail delivery, ambulance, and all similar persons to enter upon the subdivision's private streets and the Sub-Association Common Areas in the performance of their duties.

Section 7. Restriction on Easements. Notwithstanding anything to the contrary contained in this Article, no easement granted, reserved or established in this Article shall be construed to give the Declarant, the Association, the City or any other Person the right to enter any Dwelling or other building located on any Lot or Development Parcel in the Properties.

ARTICLE XI

OWNER MAINTENANCE RESPONSIBILITIES

Section 1. Class A Membership – Maintenance Responsibilities. In addition to maintenance of the Sub-Association Common Area surrounding the attached dwelling units, the Association shall provide exterior maintenance for each Attached Dwelling Lot which is subject to assessment to the Class A Membership as "Limited Common Expenses" for such maintenance hereunder as follows: Paint, repair and replace exterior building surfaces, care of roofs, gutters, downspouts, mailboxes, fences, trees, shrubs, grass, walks located within the front yard of the Lot, driveways, parking areas and private streets located within the Sub-Association Common Area only, and all other exterior improvements initially installed by Declarant. Such exterior maintenance shall not include windows, glass surfaces of any kind, window screens, exterior lighting attached to or wired to the townhome, doors (including garage doors) or any nature and wherever located, decks or stairs. In order to enable the Association to accomplish the foregoing, it is hereby reserved to the Association the right to unobstructed access over and upon each Lot and each townhome at all reasonable times to perform maintenance as provided in this Article. The Owner may, at his election, plant flowers and grass in his rear yard and may also Maintain portions or all of his rear yard, provided that such maintenance by the Owner does not hinder the Sub-Association in performing its maintenance of the exterior of the house and the remaining yard spaces. In such event, such Owner shall Maintain such plantings or other maintenance. No such maintenance by an Owner shall reduce the assessment payable by him to the Sub-Association. Notwithstanding the above, any plantings or maintenance outside the patio or deck area must receive the prior written approval of the Sub-Association. If, in the opinion of the Sub-Association, any such Owner fails to Maintain his rear yard in a neat and orderly manner, the Sub-Association may perform such maintenance and assess Owner for the costs of such. The

Owner shall not place any furniture, construct or place any structure, or plant any vegetation in the front yard except with the prior written approval of the Sub-Association, and when required, the Master Association.

(As a matter of information for future Class A members of this Subdivision Association, the developer wishes to make it known that it is a part of the original plan of the development to construct a variety of townhomes with a variety of exteriors for the good of the entire subdivision. Some townhomes will require far more maintenance than others because of the type of exterior exposures. Nevertheless, in order to avoid monotony and in order to achieve a harmony of design and textures, all of those persons connected with the conception, design, construction, and financing of this subdivision as originally planned are in accord in their belief that all Class A Members of the Association will be benefited by the variety of exteriors and therefore the Association should provide exterior maintenance and make a uniform rate of annual assessment without regard to actual cost of maintenance of each townhome under construction thereon.)

In the event that the need for maintenance or repair is caused through the willful or negligent act of the Class A Owner, his family guests, tenants, employees, contractors or invitees or is caused by fire, lightning thunderstorm, hail, explosion, riot, attending a strike, civil commotion, aircrafts, vehicles and smoke as the foregoing are defined and explained in North Carolina Standard Fire and Extended Coverage Insurance policy, the cost of such maintenance or repair shall be added to and become a part of the assessment to which such Class A Lot is subject.

The Association shall establish regulations governing the procedure for exterior maintenance. In the event any Owner desires to expend a sum greater than that sum authorized by the Association, he shall advance, prior to the commencement of work, an amount necessary to cover the additional expenses and a lien shall be established against his Lot for any deficiency.

Section 2. Class B Membership - Duty to Maintain. Subject to any other applicable terms of this Declaration, the Class B Membership (Owners of all Detached Lots), at such Owner's sole cost and expense, shall Maintain such Lot, including all Improvements thereon, in a safe, clean and attractive condition at all times, including all of the following:

- (a) Prompt removal of all litter, trash, refuse and wastes;
- (b) Lawn maintenance on a regular basis, including, subject to any applicable Legal Requirements, any portions of a publicly dedicated street right of way or private street right of way adjacent to any boundary of such portion of The Properties but excluding Landscape Easements, Sign Sub-Association Easements, and Landscaped Rights-of-way Maintained by the Master Association and Landscape Sub-Association Easement, Sign Sub-Association Easements Maintained by the Association;

- (c) Tree and shrub pruning and removal of dead or diseased trees, shrubs and other plant material;
- (d) Maintenance of flower and plant gardens;
- (e) Maintenance of exterior lighting and mechanical facilities;
- (f) Maintenance of parking areas and driveways;
- (g) Complying with all applicable Legal Requirements;
- (h) Maintenance of all Improvements thereon;
- (i) Maintaining adequate Soil Erosion Controls;
- (j) Maintenance of storm water drainage easements and portions of The Properties served by storm water drainage easements, as required by the Master Declaration; and
- (k) To the extent not adequately Maintained by the City, the Association or a public utility provider, maintenance of the sidewalk, driveway, driveway apron and utility laterals serving each Class B Owner's portion of The Properties, even if located in the Sub-Association Common Property. Each Class B Owner also shall provide snow and ice removal for any sidewalks located adjacent to such Class B Owner's portion of The Properties.

Each Class B Owner shall perform the foregoing responsibilities in a manner that does not unreasonably disturb or interfere with the reasonable enjoyment by the other Owners of their portions of The Properties.

Section 3. Enforcement. If any Member fails to perform any of the foregoing maintenance Responsibilities, then the Association may give such Owner written notice of the failure and such Owner must, within ten (10) days after such notice is given by the Association, perform the required maintenance. If any such Owner fails to perform the required maintenance within the allotted time period, then the Association, acting through its authorized agent or agents, shall have the right and power, but not the obligation, to enter such Owner's portion of The Properties and perform such maintenance without any liability to any Person for damages for wrongful entry or trespass. Such Owner shall be liable to the Association for the expenses incurred by the Association in performing the required maintenance, and shall reimburse the Association for such expenses within thirty (30) days after the Association mails or delivers to such Owner an invoice therefor. If the Owner fails to reimburse the Association as required, the Association shall have the same rights and

remedies against such Owner and such Owner's portion of The Properties as the Association has with respect to the enforcement and collection of annual assessments.

ARTICLE XII

RECREATION FACILITY

Declarant anticipates Recreation Facilities may be constructed on the Sub-Association Common Area, operated and Maintained in or Contiguous to portions of The Properties. Provided, however, this Declaration shall not be construed as imposing on Declarant, or the Sub-Association any obligation or commitment to construct, operate or Maintain any Recreation Facility or to have any Recreation Facility constructed, operated or Maintained. However, with respect to any and all such Recreation Facilities, the following shall apply to The Properties.

Section 1. Use of Recreation Facility. Subject to the rights of Declarant to use a Recreation Facility, use of the Recreation Facility shall be subject to the rules and regulations established by the Association and any Legal Requirement. Use of the Recreation Facility in or Contiguous to The Properties within this Sub-Association are exclusive to the Owners within this portion of The Properties and fees for such rights are inclusive within the Subdivision Association assessments. Use of another Recreation Facility within The Properties may require payment of membership fees and continuing dues or assessments separate and apart from all assessments established by this Declaration.

Section 2. Use of Recreation Facility by Declarant. During the Declarant Control Period, Declarant hereby reserves the right to use any Recreation Facility constructed by the Declarant for the benefit of and owned by the Sub-Association at any time and from time to time, without any charge or payment therefor, for any one or more of the following purposes: (i) the club house, as an administrative and sales office for Declarant and/or for any real estate brokerage company or individual used or authorized by Declarant for sales of Lots, or Dwelling Units, for marketing, meeting and promotional functions in connection with the marketing or sale of any part of The Properties or Declarant Property, and as an office and meeting room for the Declarant, the Association, the Managing Agent, the Board and the Architectural Approval Committee; (ii) the remaining Recreation Facility, for marketing, meeting and promotional functions in connection with the marketing or sale of any part of The Properties or the Declarant Property. The foregoing rights of the Declarant include the right to use a reasonable number of parking spaces on the Recreation Facility and any other Sub-Association Common Property parking areas. Declarant's use of the Recreation Facility as aforesaid shall have priority over the use of the Recreation Facility by the Association and the other Members of the Association and their family members, guests and invitees; provided, however, Declarant and the Association shall cooperate to schedule Recreation Facility events so that they do not unreasonably overlap or interfere with the use of the Recreation Facility by the other Members of the Association.

Section 3. Use Not a Nuisance. Use of any part of a Recreation Facility by Declarant or by any other Person in accordance with the reasonable rules and regulations established by the Owner of the Recreation Facility, including use of the Recreation Facility for tennis matches, for swim meets, or social events, shall not constitute a nuisance.

Section 4. Management. With respect to any Recreation Facility owned or leased by the Association, the Association shall have the right and authority, at any time and from time to time to establish the rules and regulations for the use of the Recreation Facility and to employ a management company or other Persons to manage and operate the Recreation Facility for the Association.

Section 5. Risks Associated With Use. The Declarant hereby informs all Owners, and their family Members and guests, that there exist certain hazards or risks associated with use of a Recreation Facility, particularly with use of a swimming pool, whether or not a lifeguard is on duty during times when the swimming pool is open for use. With respect to any Recreation Facility owned by the Sub-Association that includes a swimming pool, the Association may, but shall not be required to, employ or provide for the services of one or more lifeguards during certain times that the swimming pool is open for use, it being within the sole discretion of the Board whether or not to employ or provide for the services of lifeguards. Each Owner, by acceptance of a deed to such Owner's portion of The Properties, (i) specifically acknowledges the existence and acceptance of the foregoing risks, easements and interference with the use and enjoyment of such Owner's portion of The Properties and the Sub-Association Common Property by that Owner and that Owner's family Members, agents, contractors, guests, lessees and contract purchasers, which risks and interference arise out of and are associated with the usual and normal operations, use and Maintenance of a Recreation Facility and (ii) agrees to comply with the rules and regulations established by the Sub-Association for use of a Recreational Facility owned or leased by the Sub-Association.

Section 6. Limitation of Liability. Neither the Declarant, a Builder nor any of their members, managers, employees, agents, contractors, affiliates, subsidiaries, predecessors or successors shall be responsible or liable in any way to any Owner or to any other Person for any claims, causes of action, damages, judgments, liens, losses, injuries, demands, interference, liabilities, or obligations whatsoever, that may result from property damage or personal injury in connection with such Owner or other Person's use of any Recreation Facility, unless the same arises out of or results from the gross negligence or intentional act or omission of such named Person, or unless the same arises out of or results from the act or omission of any such named Person while actually using the Recreation Facility.

ARTICLE XIII

RIGHTS OF MORTGAGEES

Section 1. Notice to Board. Upon request from the Board, any Owner who mortgages such Owner's Lot shall notify the Association of the name and address of the Mortgagee. No Mortgagee shall be entitled to any Mortgagee rights under this Declaration unless such Mortgagee has notified the Association as required in this Article and has requested Mortgagee rights under this Declaration.

Section 2. Requirements of Mortgagee. Whenever any Mortgagee desires to avail itself of the rights afforded Mortgagees under this Declaration and receive notices from the Association, it shall furnish written notice thereof to the Association by CERTIFIED OR REGISTERED MAIL, identifying the portion of The Properties upon which such Mortgagee holds a first lien mortgage or deed of trust, specifying which rights it wishes to exercise and notices or other information it wishes to receive, and designating the name of the person and mailing address to which notices, reports or information are to be sent by the Association. The Mortgagee shall be responsible for updating the information required by this Section.

Section 3. Obligation of Association to Mortgagees. Any Mortgagee who has notified the Association as required in the immediately preceding Section of this Article, shall have each of the following rights that are specifically requested in the notice to the Association:

- (a) To inspect Association documents and records on the same terms as the Members of the Association;
- (b) To be notified of any meeting of the membership to be held for a vote on any material amendment to the Governing Documents, including the following: material amendment to this Declaration; material amendment to the Articles or Bylaws; any proposed termination of this Declaration or dissolution of the Association; any proposed merger of the Association with another association.
- (c) To be notified of any extraordinary actions to be taken by the Association, or any emergency extraordinary actions taken by the Association.
- (d) To be notified of any condemnation or casualty loss affecting the Sub-Association Common Property or any portion thereof,
- (e) To be notified of any event giving rise to a claim under the Association's physical damage insurance policy insuring the Sub-Association Common Property, where the damage to the Improvements on the Sub-Association Common Property exceeds an amount equal to ten percent (10%) of the Association's annual budget for Common Expenses, or where the damage is to

any portion of The Properties insured by the Association upon which the Mortgagee holds a mortgage;

- (f) To be notified of any lapse, cancellation or material modification of any insurance policy Maintained by the Association;
- (g) To be notified of any delinquency in the payment of any assessment or charge (which delinquency remains uncured for a period of sixty (60) days), and to be notified of any other default of the provisions of this Declaration, by the Owner of a Lot upon which the Mortgagee has a mortgage. Provided, however, any failure of the Association to notify the Mortgagee of the delinquency or default shall not affect the validity of any Association lien, or any other Association rights and remedies, against the defaulting Owner or such Owner's portion of The Properties;
- (h) The right of a majority of the Mortgagees to demand professional management of the Association; and
- (i) The right of a majority of the Mortgagees to demand an audit of the Association's financial records, not to exceed one audit per calendar year.

ARTICLE XIV

AMENDMENT; EXTRAORDINARY ACTIONS

Section 1. Amendment by the Declarant. Subject to the approval of the Raleigh City Attorney or his or her deputy, during the Development Period the Declarant may unilaterally, without the approval or joinder of the Association, or any Member of the Association, Mortgagee or Secondary Mortgage Market Agency, amend any provision of this Subdivision Declaration or any Supplemental Declarations from time to time to: (i) make non-material, clarifying or corrective changes not materially, adversely affecting any Owner's rights or obligations hereunder; or (ii) satisfy the requirements of FHA (Federal Housing Administration), VA (Veterans Administration), Fannie Mae (Federal National Mortgage Administration); Office of Interstate Land Sales Registration of the Department of Housing and Urban Development (OELSR) or other governmental agency Secondary Mortgage Market Agency or Mortgagee; or (iii) establish or Maintain the tax exempt status of the Association under the laws of the United States or the State of North Carolina. Any such amendment shall be effective upon the later of the date of its recordation in the Registry or the effective date specified therein.

Section 2. Amendment by the Association.

- (a) Unless a higher percentage or different voting requirement is specified herein, this Declaration may be amended by the affirmative vote of a majority or more of the votes cast by the Members of each class present at a Duly called meeting of the Association. A quorum for such a meeting or vote is one third of the membership. Provided, during the Declarant Control Period, no amendment to this Declaration shall be adopted without the written consent of the Declarant.
- (b) Written notice of an annual or special meeting of the Association at which any proposed amendment to this Declaration is to be voted on, together with at least a summary description of the proposed amendment shall be given to all Members not less than thirty (30) days nor more than sixty (60) days in advance of the date of such meeting. The notice of the meeting shall state the purpose of the meeting and actions proposed and the notice of the meeting shall contain a copy of the proxy that can be cast in lieu of attendance at the meeting.
- (c) If any amendment to this Subdivision Declaration or Supplemental Declarations is approved by Members of the Association (including material amendments and extraordinary actions of the Association as described herein), the President and Secretary of the Association shall execute a document setting forth the amendment, the effective date of the amendment (if no effective date is stated the amendment shall be effective upon the recording of same in the Registry), the date of the meeting of the Association at which such amendment was adopted, the date that notice of such meeting was given, the total number of votes required to constitute a quorum at such meeting, the total number of votes present at such meeting, the total number of votes necessary to adopt the amendment, the total number of votes cast in favor of such amendment and the total number of votes cast against the amendment. The document shall be recorded in the Registry within thirty (30) days following the date of the meeting at which the amendment was adopted. Provided, however, and notwithstanding the foregoing or anything to the contrary appearing herein, no amendment to this Declaration Duly adopted by the Members of the Association shall be void or invalid solely because the document describing the amendment is not recorded in the Registry within said thirty (30) day period, and any such Duly adopted amendment to this Declaration recorded following the end of said thirty (30) day period shall become effective on the later of the effective date specified therein, if any, or on the date it is recorded in the Registry.

Section 3. Prerequisites to Amendment. No amendment shall increase the financial obligations of an Owner in a discriminatory manner or further restrict development on existing Lots or Unsubdivided Land in a discriminatory manner. No amendment to the Declaration shall diminish or impair the rights of the Declarant during the Declarant Control Period under the Declaration without the prior written consent of the Declarant. No amendment to the

Declaration shall diminish or impair the express rights of the Mortgagees under the Declaration without the prior written approval of a majority of the Mortgagees. Except as specifically provided in the Declaration, no provision of the Declaration shall be construed to grant to any Owner or to any other Person any priority over any rights of Mortgagees.

Section 4. Extraordinary Actions and Material Amendments. The provisions of this Section shall not be construed to reduce the vote that must be obtained from Owners where a greater vote is required by the Act or other provisions of the Governing Documents, nor shall it be construed to lessen the unilateral rights given to the Declarant to amend this Subdivision Declaration or a Supplemental Declaration without the approval or joinder of the Association or any Member of the Association, any Mortgagee or any Secondary Mortgage Market Agency.

- (a) "material amendments" include any amendment adding, deleting or amending any provisions of this Subdivision Declaration regarding any one or more of the following:
- (1) basis for assessments, or assessment liens;
 - (2) any method of imposing or determining any charges to be levied against Owners;
 - (3) reserves for maintenance, repair or replacement of the Sub-Association Common Property;
 - (4) maintenance obligations of the Association or any Owner;
 - (5) allocation of rights to use the Sub-Association Common Property;
 - (6) any scheme of regulation or enforcement of standards for maintenance, architectural design or exterior appearance of Improvements;
 - (7) reduction of insurance requirements;
 - (8) restoration or repair of the Sub-Association Common Property;
 - (9) the addition, annexation or withdrawal of real property to or from The Properties;
 - (10) voting rights (except to reduce the Declarant's voting rights with the consent of the Declarant);
 - (11) restrictions affecting lease or sale of any portion of The Properties, including amendment or addition of any provisions regarding rights of first

refusal or similar restrictions on the right of an Owner to sell, convey, or transfer any interest in, the portion of The Properties owned by such Owner and;

- (12) any provision which is for the express benefit of Mortgagees.
- (13) Modify the maximum number of dwelling units maximum land area of the cluster and the maximum density requirements set forth in Article XVII, Section 14 hereof;
- (b) "extraordinary actions" of the Association include any one or more of the following:
 - (1) termination of this Declaration
 - (2) dissolving the Association, or merging or consolidating the Association (other than with another nonprofit entity formed for purposes substantially similar to the Association);
 - (3) conveyance of all of the Sub-Association Common Property (other than pursuant to dissolution, merger or consolidation of the Association);
 - (4) determining not to require professional management after the Declarant Control Period if professional management has been required by the Governing Documents, a majority vote of the Members of the Association, or a majority of the Mortgagees;
 - (5) abandoning, partitioning, encumbering, mortgaging, conveying, selling or otherwise transferring or relocating the boundaries of the Sub-Association Common Property except for any one or more of the following:
 - a) granting easements for utilities or other purposes which are not inconsistent with or which do not interfere with use of the Sub-Association Common Property;
 - b) dedicating or conveying any Sub-Association Common Property to the City or a public utility provider;
 - c) limited boundary line adjustments made in accordance with the provisions of this Declaration; and
 - d) transferring any Sub-Association Common Property pursuant to a merger or consolidation with a nonprofit entity formed for purposes substantially similar to the Association.

- (6) using insurance proceeds for purposes other than repair, restoration or replacement of the insured structures on Sub-Association Common Property.
- (7) making capital expenditures (other than for maintenance of existing Sub-Association Common Property Improvements) during any period of twelve (12) consecutive months costing in the aggregate in excess of twenty percent (20%) of the larger of the annual operating budgets applicable to any portion of such twelve (12) month period.
- (c) Approval. Any material amendment or extraordinary action listed in this Section 4 must be approved either: (i) in writing by the Members entitled to cast sixty-seven percent (67%) or more of the total number of votes of each class of the Members of the Association or (ii) by sixty-seven percent (67%) or more of the votes cast of each class of Members present at a Duly Called meeting of the Association. During the Declarant Control Period, no amendment shall be made without the written consent of the Declarant.
- (d) Notice. With respect to any meeting of the Association at which a material amendment or extraordinary action is to be voted upon: (i) written notice of the meeting shall be given to the Members not less than thirty (30) days nor more than sixty (60) days in advance thereof, (ii) the notice of the meeting shall state the purpose of the meeting and contain a copy or summary of any material amendments or extraordinary actions proposed; and (iii) the notice of the meeting shall contain a copy of the proxy that can be cast in lieu of attendance at the meeting.
- (e) Quorum Requirement. The quorum requirement for a vote on any material amendment or extraordinary action at a meeting of the Association shall be sixty-seven percent (67%) or such greater percentage, if any, as specified in the Bylaws. If a quorum is not present, then a second meeting may be held within 45 days and the requirement for a quorum shall be thirty-three percent (33%).
- (f) Raleigh City Attorney Approval. No amendment to this Declaration shall be made without the consent of the Raleigh City Attorney or his or her deputy.
- (g) VA or FHA Consent. When a Veterans Administration ("VA") guarantee is in effect on a Mortgage, without the consent of VA, or when

Federal Housing Administration ("FHA") insurance is in effect on a Mortgage, without the consent of FHA: (i) the Declarant may not add Additional Property to this Declaration except as provided herein; and (ii) during the Declarant Control Period, the Association may not make any material amendments to this Declaration or take any extraordinary action, but this restriction shall apply only during such times, if any, as one or more Lots within The Properties is encumbered by a loan guaranteed by VA or insured by FHA. In addition, during the Declarant Control Period, VA and FHA must be informed of all amendments to the Governing Documents if such documents have been previously approved by such agency. The provisions in this subsection regarding the VA or FHA may be enforced only by VA or FHA, whichever agency is applicable.

ARTICLE XV

DURATION OF DECLARATION; DISSOLUTION OF ASSOCIATION

Section 1. Duration. This Subdivision Declaration shall run with and bind The Properties and shall inure to the benefit of the Declarant, the Association, each Owner, and their respective heirs, successors, and assigns, for a term beginning on the date this Declaration is recorded and continuing through and including December 31, 2030. At such time, this Declaration automatically shall be extended in perpetuity for successive periods of ten (10) years each, unless, at a Duly called annual or special meeting of the Association, held prior to the expiration of the applicable time period, termination of this Declaration is approved in the manner required in this Declaration for approval of an extraordinary action of the Association. A vote by the membership on termination of this Declaration shall be required upon presentation to the Association of a petition for termination signed by Members possessing twenty percent (20%) or more of the total eligible vote of the membership of the Association (excluding the eligible votes of the Declarant during the Declarant Control Period). The Association shall give written notice of any annual or special meeting at which termination of this Declaration is to be voted upon to all Owners at least thirty (30) days, but not more than sixty (60) days in advance of the date of such meeting, which notice shall set forth that termination of this Declaration will be voted upon at such meeting. If the membership votes to terminate this Declaration, such termination shall be effective upon the expiration of the then applicable time period for which the Declaration is in existence, or shall be effective on such date thereafter, if any, as specified in the vote of the membership approving the termination; provided, no termination of this Declaration shall be made without the consent of the Raleigh City Attorney or his or her deputy.

If the Members vote to terminate this Declaration in accordance with the foregoing requirements, then the President and Secretary of the Association shall execute in recordable form a certificate which shall set forth at least the following information: that the Declaration

has been terminated by vote of the Members of the Association; the date of the meeting of the Association at which the termination was approved; the date that notice of such meeting was given, the total number of votes required to constitute a quorum at such meeting; the total number of votes present at such meeting; the total number of votes necessary to adopt the resolution terminating the Declaration; the total number of votes in favor of such resolution; and the total number of votes against the resolution. Such certificate shall be recorded in the Registry not later than thirty (30) days following the date such resolution of termination is passed by the membership, and such certificate may be relied upon for the correctness of the facts contained therein as they relate to the termination of this Declaration.

Notwithstanding anything to the contrary appearing herein, during the Declarant Control Period this Declaration shall not be terminated without the written consent of the Declarant nor shall any easement established by this Declaration be terminated or revised, without the written consent of the person or entity benefited by the easement or by the person or entity who owns the portion of The Properties benefited by the easement.

Section 2. Dissolution of the Association. The Association shall be dissolved upon the termination of this Declaration, or upon approval by the Members in the same manner required in this Declaration for approval of an extraordinary action of the Association. Provided, however, during the Declarant Control Period the Association shall not be dissolved without the written consent of the Declarant. Upon dissolution of the Association or upon loss of ownership of all of the Sub-Association Common Property by the Association for any reason whatsoever (except for exchange or dedication or conveyance of any part or all of the Sub-Association Common Property as allowed by this Declaration, or by reason of merger and/or consolidation with any other association as allowed by this Declaration), any portion of the Sub-Association Common Property not under the jurisdiction of and being Maintained by another association substantially similar to the Association, together with all other assets of the Association, shall be offered to the City of Raleigh, North Carolina, or to some other appropriate governmental entity or public agency (as determined by the Board) to be dedicated for public use for purposes similar to those to which the Sub-Association Common Property and such assets were required to be devoted by the Association. If the City of Raleigh or such other appropriate governmental entity or public agency accepts the offer of dedication, such portion of the Sub-Association Common Property and assets shall be conveyed by the Association to the City of Raleigh or such other appropriate governmental entity or public agency, subject to the superior right of an Owner of a portion of The Properties to an easement (if necessary) for reasonable ingress and egress to and from such Owner's portion of The Properties and the public or private street(s) on which such portion of The Properties is located, subject to all other applicable rights of way and easements, and subject to ad valorem property taxes subsequent to the date of such conveyance.

If the City of Raleigh or such other appropriate governmental entity or public agency refuses the offer of dedication and conveyance, the Association with consent of the Raleigh City Attorney or his or her deputy may transfer and convey such Sub-Association Common Property and assets to any nonprofit corporation, association, trust or other entity which is or

shall be devoted to purposes and uses that would most nearly conform to the purposes and uses to which the Sub-Association Common Property was required to be devoted by this Declaration, such transfer and conveyance to be made subject to the rights of Owners and the other matters set forth in the immediately preceding paragraph. If there is no nonprofit corporation, association, trust or other entity who will accept such transfer and conveyance of the Sub-Association Common Property and assets of the Association, then there shall be no dissolution of the Association.

ARTICLE XVI

PARTY WALLS

Section 1. General Rules of Law to Apply. Each wall which is built as part of the original construction of the homes upon the Properties and placed on the dividing line between the Lots and all reconstruction or extensions of such walls, and, to the extent not inconsistent with the provisions of this Article, the general rules of law regarding party walls, lateral support in below-ground construction and of liability for property damage due to negligence or willful acts or omissions shall apply thereto.

Section 2. Sharing of Repair and Maintenance. The cost of reasonable repair and maintenance of a party wall shall be shared by the Owners who make use of the wall in proportion to such use.

Section 3. Destruction by Fire or Other Casualty. If a party wall is destroyed or damaged by fire or other casualty, any Owner who has used the wall may restore it, and if the other Owners thereafter make use of the wall, they shall contribute to the cost of restoration thereof in proportion to such use without prejudice, however, to the right of any such Owners to call for a larger contribution from the others under any rule of law regarding liability for negligent or willful acts or omissions.

Section 4. Easement and Right of Entry for Repair, Maintenance, and Reconstruction. Every owner shall have an easement and right of entry upon the Lot of any other owner to the extent reasonably necessary to perform repair, maintenance, or reconstruction of a party wall and those improvements belonging to his Lot which encroach on an adjoining Lot or Common Area. Such repair, maintenance, or reconstruction shall be done expeditiously, and upon completion of the work, the owner shall restore the adjoining Lot or Lots and Common Area to as near the same condition as that which prevailed prior to commencement of the work as is reasonably practicable.

Section 5. Weatherproofing. Notwithstanding any other provisions of this Article, an Owner who, by his negligence or willful act, causes the party wall to be exposed to the elements shall bear the whole cost of furnishing the necessary protection against such elements.

Section 6. Right to Contributions Runs with Land. The right of any owner to contribution from any other Owner under this Article shall be appurtenant to the land and shall pass to such Owner's successors in title.

Section 7. Certification by Adjoining Property Owner that No Contribution is Due. If any Owner desires to sell his property, he may, in order to assure a prospective purchaser that no adjoining property owner has a right of contribution as provided in this Article VII, request of the adjoining property owner or property owners a certification that no right of contribution exists, whereupon it shall be the duty of each adjoining property owner to make such certification immediately upon request and without charge; provided, however that where the adjoining property owner claims a right of contribution, the certification shall contain a recital of the amount claimed.

Section 8. Arbitration. In the event of any dispute arising concerning a party wall, or under the provisions of this Article, such dispute shall be settled by arbitration as provided by the laws of North Carolina, relating to arbitration as then existing.

ARTICLE XVII

MISCELLANEOUS PROVISIONS

Section 1. Enforcement. The Association, each Owner (including the Declarant), and, when enforcement rights are granted by this Subdivision Declaration, the owner of the Golf Facility, a Mortgagee, the VA or FHA, shall have the right, but not the obligation, to enforce this Declaration and the Master Declaration by any proceeding at law or in equity (or otherwise, as provided in this Declaration) against any Person violating or attempting to violate any part of this Subdivision Declaration or the Master Declaration, either to restrain the violation, recover damages, or seek other available legal or equitable remedies, and the Association shall have the right, but not the obligation, to enforce any lien created by this Declaration. Any failure by the Association, an Owner (including the Declarant), or any other Person to enforce this Declaration or the Master Declaration or seek any applicable remedy with respect to any specific violation or lien shall not constitute a waiver of the right to do so thereafter, nor shall it constitute a waiver of the right to enforce this Declaration or Master Declaration at any other time with respect to the same or substantially similar matter. All rights, remedies and privileges granted to the Association, any Owner (including the Declarant) or any other Person herein are cumulative, and the exercise of any one or more of

such rights, remedies or privileges shall not constitute an election of remedies or preclude subsequent exercise of other rights, remedies and privileges. The Association shall have the right to collect reasonable attorney's fees from an Owner should the enforcement of the Association's rights be necessary.

Section 2. Severability of Provisions. If any paragraph, section, sentence, clause or phrase of this Declaration shall be or become illegal, null or void for any reason or shall be held by any court of competent Jurisdiction to be illegal, null or void, the remaining paragraphs, sections, sentences, clauses and phrases of this Declaration shall continue in full force and effect and shall not be affected thereby. To the extent that any provision of the Governing Documents is determined to be overly broad or unenforceable and a narrower or partially enforceable construction may be given to such provision without destroying its intent, then the narrower or partially enforceable provision shall be applied and, to the extent lawful, shall be enforced. It is hereby declared that said remaining paragraphs, sections, sentences, clauses and phrases would have been and are imposed irrespective of the fact that any one or more other paragraphs, sections, sentences, clauses or phrases shall become or be illegal, null or void.

Section 3. Notice, Except as otherwise provided herein, whenever written notice to an Owner is required hereunder, such notice may be given by first class United States mail, postage prepaid, addressed to the address of such Owner appearing on the records of the Association or as listed on the county tax records or in such other manner specifically allowed or required by applicable Legal Requirements, or in such other manner determined by the Board to be proper and which does not violate any applicable Legal Requirements. Properly addressed notice shall be deemed to have been given by the Association as follows: (i) on the third day following the date the notice was deposited in the United States mail, first class postage prepaid; or (ii) on the date of personal delivery to the Owner or an adult residing with the Owner, as evidenced by a receipt signed by the Owner or such other Person; or (iii) on the delivery date indicated on a return certified or registered mail receipt, or (iv) on the date indicated by the records of a national or regional courier service, or (v) Notice to the Association may be given and shall be deemed to have been given in the same manner as notice to an Owner, when addressed to the principal business office of the Association or the community association manager employed by the Association. It shall be the duty of each Owner to keep the Association informed of such Owner's current mailing address and telephone number. If an Owner has not provided the Association with the Owner's current mailing address the Association may use as the mailing address the street address listed on County tax records of The Properties owned or previously owned by such Owner. Notice given in the foregoing manner to any one (1) of multiple owners of a portion of The Properties shall be deemed notice to all of such Owners on the date acknowledged in writing by the recipient Owner or other adult residing with such Owner.

Section 4. Titles. The titles, headings and captions which have been used throughout this Declaration are for convenience only and are not to be used in construing this Declaration

or any part thereof, except as necessary with respect to any cross-referencing of any provisions of this Declaration.

Section 5. Number and Gender. Whenever the context of this Declaration requires, the singular shall include the plural and one gender shall include all.

Section 6. No Exemption. No Owner may become exempt from any obligations imposed hereby by non-use or abandonment of the Sub-Association Common Property or any portion of The Properties owned by such Owner.

Section 7. Subdivision, Combination of Lots; Plat Re-recording. During the Declarant Control Period, a Lot may be subdivided, and the boundaries of a Lot may be altered, only with the written consent of Declarant (and, thereafter, the Board, or as otherwise provided herein), and with any prior approval required of the Mortgagees and the City of Raleigh. Provided, however, this Section is not intended to require the approval of the Declarant or the Board to leases, deeds of correction, deeds to resolve boundary line disputes or similar corrective instruments, or deeds or other instruments granting any easement, right-of-way or license to the Declarant, the Association, the City, or a public utility provider. One or more Lots may be combined into a single Lot with the written consent of Declarant during the Declarant Control Period (and thereafter the Board, or as allowed by the Board, the Architectural Approval Committee of the Master Association), and, upon such combination and consent of Declarant, the resulting Lot shall be considered as one Lot for the purposes of this Declaration. Provided, the foregoing shall not prohibit or restrict the right of Declarant during the Declarant Control Period, which is hereby expressly reserved for Declarant, to subdivide, combine, resubdivide, recombine, or re-record maps relating to, any Lot or Unsubdivided Land subject to this Declaration.

During the Declarant Control Period the Declarant may, at any time and from time to time, in its sole discretion and without the consent or approval of any other Person (except for such approvals as may be required by the City of Raleigh) re-record any previously recorded plat of The Properties (i) in connection with any of the purposes described in the immediately preceding paragraph of this Section, or (ii) to eliminate any inconsistency between such plat and this Subdivision Declaration any Supplemental Declarations (including, for example, building setback).

Section 8. Contracts made by the Association during the Declarant Control Period. All Association contracts made during the Declarant Control Period which extend beyond the Declarant Control Period must meet at least one of the following criteria: (i) be for a term limited to two years or less; (ii) be terminable by the Association upon ninety (90) days written notice; (iii) be commercially reasonable and made with an entity not affiliated with the Declarant; or (iv) be approved by VA.

Section 9. Conflict Between Declaration and Articles, Bylaws. Whenever there exists a conflict between the provisions of this Declaration and the Articles or Bylaws, the

provisions of this Declaration shall control, and whenever there is a conflict between the provisions of the Articles and Bylaws, the provisions of the Articles shall control.

Section 10. Assignment. Declarant specifically reserves the right, in its sole discretion, at any time and from time to time, to temporarily or permanently in writing assign any or all of its rights, privileges and powers under this Subdivision Declaration or under any Supplemental Declarations.

Section 11. Rule Against Perpetuities. If any provision of this Declaration violates any applicable Rule Against Perpetuities, such provisions shall be deemed reformed to continue in effect for the maximum period of time that such provision could exist without violating such applicable Rule Against Perpetuities.

Section 12. Applicable Laws. This Declaration shall be subject to and construed in accordance with the laws, ordinances and regulations of the State of North Carolina the City of Raleigh, North Carolina, the County of Wake, North Carolina, and the United States of America.

Section 13. Private Streets. Pursuant to Raleigh City Code Section 10-3074(b):

- (a) In no case shall the City be responsible for failing to provide any emergency or regular fire, police or other public service when such failure is due to lack of access to such areas due to inadequate design or construction, blocking of access routes, inadequate Maintenance, or any other factor within the control of the Declarant, homeowners association, or occupants; and
- (b) In no case shall the City or State be responsible for Maintaining any private street. Such responsibility shall rest with the homeowners association and occupants in that such private streets will not be constructed to the minimum standards sufficient to allow their inclusion for public Maintenance.
- (c) The Association will be responsible for such Maintenance of all private streets that are Common Property of the Association. Each Sub-Association will be responsible for Maintenance of private streets that are the Sub-Association Common Property of such Sub-Association.

Section 14. Maximum Density. The maximum land area for this Development shall not exceed 163 acres. The maximum total number of dwellings units (attached and detached) shall not exceed 600 units. The maximum density, without rezoning the property, shall not exceed 8 units per acre.

Section 15. Cluster Development. The Properties are part of a cluster unit development approved by the City of Raleigh in which residential density transfers are permitted; therefore, even though some Lots may appear to contain enough land area to construct additional dwelling units or create additional Lots, prior approval of density transfers

may, in fact, preclude City of Raleigh approval of additional dwellings or further subdivision of Lots.

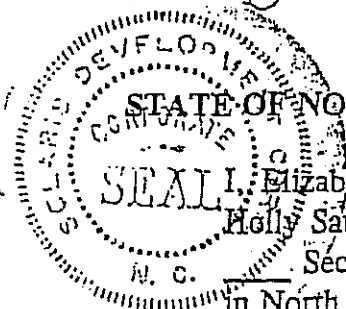
IN WITNESS WHEREOF, the undersigned Declarant, has caused this Declaration to be signed in its corporate name by its duly authorized officers and its seal to be hereunto affixed by authority of its Board of Directors, the day and year first above written.

SOLARIS DEVELOPMENT, a North Carolina Corporation dba Sunstar Homes

By: Lawrence J. Witte, VP. (SEAL)
Vice-President

Attest:

Holly Satterwhite, Sec.
Secretary



STATE OF NORTH CAROLINA, COUNTY OF WAKE

Elizabeth Atkinson, Notary Public of the County and State aforesaid, certify that Holly Satterwhite personally appeared before me this day and acknowledged that she is Secretary of Solaris Development, a North Carolina Corporation doing business in North Carolina as Sunstar Homes, and that by authority duly given and as an act of the corporation, the foregoing instrument was signed in its name by its Vice President, sealed with its corporate seal and attested by her as its Secretary, Witness my hand and official stamp or seal, this 28 day of October, 1998.

Elizabeth Atkinson
Notary Public

My commission expires: 4-7-02



NORTH CAROLINA — WAKE COUNTY

The foregoing certificate of _____

Elizabeth Atkinson
Notary(ies) Public

is (are) certified to be correct. This instrument and this certificate are duly registered at the date and time and in the book and page shown on the first page hereof.

LAURA M. RIDDICK, Registrar of Deeds

By Laura M. Riddick
Asst./Deputy Register of Deeds

EXHIBIT A**DESCRIPTION OF PROPERTY - EXISTING PROPERTY**

Lying and being in the City of Raleigh, Wake County, North Carolina, and being more particularly described as follows:

BEING all of Lots 9065 through 9077, Lots 9100 through 9107, and Lots 9120 through 9144, all as shown on a plat entitled "The Villages of Wakefield Plantation, Berkshire Subdivision Phase #1" recorded in Book of Maps 1998, Page 1219, and re-recorded in Book of Maps 1998, Page 1926, Wake County Registry, and containing 15.58 acres.

BEING all of Lots 9170 through 9236, all as shown on a plat entitled "The Villages of Wakefield Plantation Cheshire Subdivision" recorded in Book of Maps, 1998, Page 1963, Wake County Registry and containing 16.94 acres.

EXHIBIT B

DESCRIPTION OF PROPERTY WHICH MAY BE ANNEXED BY DECLARANT

BEGINNING at a point in the northernmost right of way of the proposed realignment of Falls of Neuse Road; said beginning point being located South 32 degrees 14 minutes 52 seconds West 6,256.86 from NCGS Monument Wakefield #14 North 802251.5088, East 2131514.2947, NC Grid NAD 83; thence from said point of beginning along the northernmost right of way of the proposed realignment of Falls of Neuse Road South 78 degrees 23 minutes 20 seconds West South 520.34 feet to a point; thence continuing along said right of way along a curve with a radius of 1,725.48 feet, a chord distance of 523.38, and a bearing of South 69 degrees 47 minutes 03 seconds West; thence continuing along said right of way along another curve with a radius of 1,725.50, a chord distance of 479.51, and a bearing of South 53 degrees 04 minutes 40 seconds West; thence continuing along said right of way South 45 degrees 05 minutes 18 seconds West 111.57 feet to a point; thence leaving said right of way North 71 degrees 12 minutes 13 seconds West 336.01 feet to a point; thence North 00 degrees 55 minutes 33 seconds East 1,674.99 feet to a point in the line of the property of the Wake County Board of Education; thence along their common line South 89 degrees 04 minutes 26 seconds East 1,924.09 feet to a point; thence leaving said common line South 12 degrees 46 minutes 32 seconds East 175.71 feet to a point; thence South 12 degrees 46 minutes 41 seconds East 9.86 feet to a point; thence South 10 degrees 43 minutes 30 seconds East 12.37 feet to a point; thence South 01 degrees 01 minute 55 seconds East 157.04 feet to a point; thence South 07 degrees 19 minutes 08 seconds West 255.28 feet to a point; thence South 22 degrees 58 minutes 47 seconds West 202.81 feet to a point; thence South 04 degrees 10 minutes 59 seconds West 174.45 feet to a point; thence South 33 degrees 59 minutes 53 seconds West 163.40 feet to the point and place of beginning and being all of Tract 5, Wakefield containing 60.87 acres.

EXHIBIT B CONTINUED

BEGINNING at a point in the southernmost right of way of the proposed realignment of Falls of Neuse Road, said beginning point being located South 22 degrees 42 minutes 15 seconds West 5,339.17 feet from NCGS Monument Wakefield #14 having grid coordinates of North = 802521.5088 and East = 2131514.29471 NAD 83; thence from said point of beginning South 36 degrees 13 minutes 18 seconds East 919.01 feet to a point; thence South 86 degrees 30 minutes 40 seconds East 448.00 feet to a point; thence North 87 degrees 40 minutes 16 seconds East 20.37 feet to a point; thence South 04 degrees 45 minutes 01 seconds West 408.07 feet to a point; thence North 69 degrees 18 minutes 08 seconds West 35.78 feet to a point; thence South 15 degrees 22 minutes 05 seconds West 800.69 feet to a point; thence South 79 degrees 24 minutes 23 seconds West 244.77 feet to a point; thence North 85 degrees 06 minutes 47 seconds West 1,698.31 feet to a point; thence South 58 degrees 21 minutes 25 seconds West 546.38 feet to a point; thence South 36 degrees 10 minutes 29 seconds West 21.14 feet to a point; thence North 37 degrees 14 minutes 28 seconds West 318.04 feet to a point; thence North 43 degrees 45 minutes 11 seconds West 452.85 feet to a point; thence North 03 degrees 58 minutes 25 seconds East 171.65 feet to a point; thence North 01 degrees 16 minutes 57 seconds West 124.85 feet to a point; thence North 08 degrees 49 minutes 35 seconds West 360 feet to a point; thence North 09 degrees 24 minutes 13 seconds West 118.76 feet to a point in the southernmost right of way of proposed realignment of Falls of Neuse Road; thence along said right of way along a curve, said curve having a radius of 1,574.55 feet, a chord distance of 771.82 feet and a bearing of North 73 degrees 29 minutes 00 seconds East; thence North 87 degrees 40 minutes 16 seconds East 500.30 feet to a point; thence along another curve, said curve having a radius of 879 feet, a chord distance of 79.94 feet and a bearing of North 85 degrees 00 minutes 10 seconds East; thence along another curve, said curve having a radius of 879.00 feet, a chord distance of 268.55 feet and a bearing of North 73 degrees 36 minutes 35 seconds East; thence along another curve with a radius of 877.50 feet, a chord distance of 161.83 feet and a bearing of North 59 degrees 32 minutes 42 seconds East; thence North 54 degrees 15 minutes 26 seconds East 657.68 feet to the point and place of beginning and containing 100.77 acres. Save and except the following property also described in Exhibit A.

BEING all of Lots 9065 through 9077, Lots 9100 through 9107, and Lots 9120 through 9144, all as shown on a plat entitled "The Villages of Wakefield Plantation, Berkshire Subdivision Phase #1" recorded in Book of Maps 1998, Page 1219 and re-recorded in Book of Maps 1998, Page 1926, Wake County Registry, and containing 15.58 acres.

BEING all of Lots 9170 through 9236, all as shown on a plat entitled "The Villages of Wakefield Plantation Cheshire Subdivision" recorded in Book of Maps, 1998, Page 1963, Wake County Registry and containing 16.94 acres.

