



*Tradition*  
*At Willbrook Plantation*

*Handbook*  
*For Property Owners*

*2025*

# Rules and Regulations for the Facilities and the Common Area

## Architectural Review Board Rules and Regulations for Construction, Alteration, and Removal Projects

## Covenants Rules and Regulations for Compliance

Tradition at Willbrook Plantation Property Owners Association, Inc.

Bylaws (executed December 29, 1994)

Declaration of Covenants, Conditions, and Restrictions (executed December 29, 1994)

Architectural Review Board and Covenants Rules and Regulations for Property Owners  
Issued July 2001

Updated: April 2009, June 2013, July 2014, January 2018, January 2025

The Tradition at Willbrook Plantation Property Owners Handbook  
Rules and Regulations Architectural Review Board Rules and Regulations  
Covenants Rules and Regulations

Revised and Updated  
February 2025

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## *Welcome to Tradition*

Before or when you closed on your property, you should have received the Tradition Property Owners Association (POA) documents, which comprise the Bylaws and the Declaration of Covenants, Conditions, and Restrictions (CC&Rs) and amendments.

It is the Board of Directors' (BOD) opinion, and also the opinion of the Association's attorney, that the current documents of the Tradition at Willbrook Plantation Property Owners Association, Inc., are valid documents. As members of Litchfield-By-The-Sea and contributors to the Willbrook Corridor Beautification, Willbrook Boulevard Path Association and restructured, merged or acquired entities thereof, please review their bylaws to become aware of appropriate rules and regulations.



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# *Notice of Amendments to the Association Documents*

## *The Bylaws*

### *The Declaration of Covenants, Conditions, and Restrictions (CC&Rs)*

During the history of the Tradition at Willbrook Plantation Property Owners Association, Inc., amendments have been made to the Association Documents. The following are excerpts from each Amendment, including the date, book, and page number as recorded in the Register of Deeds Office, Georgetown, South Carolina:

Article VII of the Bylaws: **11-10-1997, Book 823, Page 47**. Amended to add the following under Section 1 in part reads: In addition to any other remedies provided herein or in the Declaration, the Board shall have the power to impose reasonable fines, which shall constitute a lien upon the property of the violating owner and to suspend an Owner's right to vote or to use the Common Area for violation of any duty imposed under the Declaration, these By-Laws, or any rules and regulations adopted hereunder. .

Article VII of the Declaration: **10-19-2000, Book 1126, Page 245**. Amended Section 10: The section shall be deleted in its entirety and shall be replaced with the following: All walls and fences must be approved by the Architectural Review Board in accordance with the Rules and Regulations in existence. No property line yard fence (perimeter) or wall is permitted on any lot. Screen fences may be erected on patios, or to enclose HVAC units, propane gas bottles or irrigation pumps. Screen fences are limited to the rear of the house, but exceptions may be approved under special circumstances if HVAC units, propane gas bottles, and irrigation pumps are located on the side of the house. Patio screen fences may not exceed six (6) feet in height, and any over four (4) feet in height must have a minimum 25% open architecture.

Screen fences for HVAC units, propane gas bottles, and irrigation pumps must have a minimum 25% open architecture.

Maximum open architecture fences for in ground pools and screen fences for spas may be approved and are required by code.

Landscape retaining walls may be approved for some lots where, in the opinion of the ARB, elevation of grade conditions may be warranted.

Complete specifications, including location, materials, color, and design are to be in accordance with the ARB Rules and Regulations in force at the time of Application for any modification or alteration.

Article X, Section 2 of the Declaration :**10-19-2000, Book 1126, Page 245**. Amended to delete the phrase: "and Mortgagees if any" from this section. The remainder of the section shall remain unchanged.

Article IV, Section 1 of the Bylaws: **10-19-2000, Book 1126, Page 249**. Hereby amended to delete the following language from the end of the first sentence, "three (3) directors." The deleted language shall be replaced with the following: "five (5) directors."

Article IV, Section 2 of the Bylaws **10-19-2000, Book 1126, Page 249**. Hereby amended to delete the following language from the end of the first sentence the members shall elect a successor director for a term of three (3) years. The deleted language shall be replaced with the following: the members shall elect successor director(s) for the terms of three (3) years. The terms of each director shall stagger so as no more than two (2) directors may be elected at any given meeting.

Article III of the Bylaws: **08-08-2001, Book 1203, Page 311**. Amended Section 1 to read as follows: The annual meeting of the members shall be held in February of each year at a date and time to be set by the Board of Directors.

Article VII of the Bylaws: **08-08-2001, Book 1203, Page 311**. Amended Section 2c (1) by adding: The Board of Directors may in the event of any emergency, levy a special assessment or assessments for the purpose of repairing or restoring any of the common properties to their condition which existed prior to the emergency situation.

Article V of the Bylaws: **08-08-2001, Book 1203, Page 311**. Amended Section 2 as follows: The first sentence shall be deleted in its entirety (“Election to the Board of Directors shall be by secret written ballot”) and replaced with: “Election to the Board of Directors shall be voted on in person or by proxy.”

The existing Article IV, Section 1 of the Bylaws for Tradition at Willbrook Plantation, as amended shall be deleted and shall be replaced by the following language: **02-22-2007, Book 604, Page 66**. Number. The affairs of this Association shall be managed by a Board of five (5) directors, who shall be members of the Association.

Article VII of the Declaration: **02-22-2007, Book 1007, Page 225**. Shall be amended by the addition of the following language: Section 18. Rental Restrictions. Lease or rental of a dwelling for residential purposes shall be permitted provided that the lease is for a duration of at least six consecutive months, and provided that the lease or rental agreement is in writing. Owners shall furnish the Board of Directors with a copy of the lease or rental agreement upon request.

Article VIII of the Declaration: **10-27-2008, Book 1120, Page 37**. Amended by the addition of a new Section 10, as follows: Section 10. “Transfer Fees” (a) Beginning on January 1, 2009, upon the sale or transfer of a Lot, there shall be assessed by the Association and collected from the new Owner of each Lot a transfer fee equal to one quarter of one per cent (1/4%) of the sale price of such Lot. The fee shall be charged to the purchaser of the Lot and shall be payable to the Tradition at Willbrook Property Owners Association, Inc. at the closing of the transfer.

Rules and Regulations Fine Schedule: **09-01-2024, RB Book 4716, Page 261**. Fine Schedule updated and filed.

## *A Message from your Board of Directors*

For more than a quarter century, Tradition has been living up to its name. Our property values have flourished. Within the 29585 ZIP code, our community continues to be a much sought-after address. We maintain our high standards through governance by a property owners association (POA).

At settlement, purchasers of properties in Tradition automatically become members of the POA when they sign on the dotted line, indicating that they received a copy of the association's governing documents. Through your membership in this legally bound group of property owners in Tradition, you promise to obey the rules set forth in our Association documents: the Bylaws and the Declaration of Covenants, Conditions and Restrictions (CC&Rs).

As required by law, the POA, through its board of elected directors (BOD), assures compliance with the Bylaws, the CC&Rs, and other rules and regulations of Tradition. The CC&Rs (Article II, Property Rights, Section 1) grant the BOD the power to "formulate, publish and enforce" rules and regulations for use of the Common Area (all the property within Tradition that is not owned by owners or the Tradition Golf Course) and facilities therein and also for "the personal conduct of the members and their guests thereon." With the goal of supporting a compliant membership within a congenial residential atmosphere, we publish the Rules & Regulations in this handbook for your reference. As a POA member--whether a resident or landlord--this information clarifies what is expected of you, your renters, your/their families, and all guests. We also include helpful information from Tradition's Architectural Review Board (ARB) and Board of Directors. The volunteers who serve in these roles expect and welcome your questions. The contact information may be found on Tradition's website.

The Rules & Regulations (which specifically govern the Facilities and the Common Areas) and the ARB Rules and Regulations (which address homeowners' properties) are reviewed periodically by the BOD. The Bylaws specify that changes to the Rules & Regulations may be introduced and voted on by the BOD, at their discretion. On the other hand, a change to any of the CC&Rs requires that an amendment be proposed and drafted by the BOD, to subsequently be voted upon by a quorum majority of POA members who: (1) cast their vote in person by attending a scheduled meeting or (2) submit their proxy vote by mail. The Bylaws and the Declaration of CC&Rs, and the Schedule of Fines for infractions are published on the Tradition website. Subsequent updates will follow via email and also documented on the website.

The Rules & Regulations in this handbook are a collection derived from the CC&Rs that originated with Centex Builders (1994-2004) as they developed and built out the properties that comprise Tradition. The complete set of rules may be found in the Declaration of Covenants, Conditions and Restrictions, as amended, published on the Tradition and Georgetown County websites. These Rules & Regulations were not created with individual preferences in mind. The intent of governance by a POA is to sustain a community that is greater than the sum of its parts. Thoughtful cooperation and ongoing compliance of these Rules and Regulations by every owner and their renter(s) and their guest(s) maintains the benefits of "association living" for all residents of Tradition.

Questions? Suggestions? Regarding your issue: Please contact any member of the Architectural Review Board or BOD designated representative. Residents of Tradition volunteer their time and knowledge to help you. For contact information visit your Neighborhood directory or the Tradition website. If your issue cannot be resolved, it will be referred to the BOD for review and a final decision.

We thank you for your cooperation, compliance, and support!

# *Rules and Regulations*

## for the Facilities and the Common Area we share

An Overview of Residents' Clubhouse, Swimming Pool and Deck  
Tennis/Pickleball Courts

**The Tradition Golf Club (TGC) and its adjoining parking lot is an independently owned and maintained property. TGC is not owned by the Tradition POA, nor is it part of our Common Area.**

**THE FACILITIES AND COMMON AREA** of Tradition are for the exclusive use of property owners, renters, and their invited guests. The “Common Area” is defined in our Bylaws as “real property owned by the Association for the common use and enjoyment of the Owners and includes all property within Tradition that is not owned by the owners or the Tradition Golf Course.” The Facilities and The Common Area may not be used for commercial purposes.

**INSIDE RESIDENTS' CLUBHOUSE** is a landline phone; two restrooms; a community room furnished with tables that seat four, with matching chairs, which may be arranged as needed; a buffet island with a bar sink; a Smart TV with HDMI and USB ports and basic cable service with Wi-Fi. The storage closet contains long folding tables and folding chairs. The serving kitchen provides a sink, a refrigerator w/ice maker, a range with two ovens, two wall ovens, a microwave oven, and a pass-through serving bar. An overhead fire suppression system is located in the kitchen. Sprinklers are installed throughout the Clubhouse. The Clubhouse adjoins the pool area and is casually referred to as the “pool house.” However, wet swim attire is not allowed inside the main room of the Clubhouse. It does not serve as an activity area for swimmers and sunbathers. Access to restrooms is made through exterior doors near the pool entry gate. **The Clubhouse is locked at all times; a key card is required for entry.**

**THE SWIMMING POOL** water is maintained for swimming year-round but is not heated. Deck furniture is stored during the winter season. The deck has a Gas Grill for member use. Rules are posted on site.

**FACILITY USE AND CLEANUP.** All people who use the facilities are responsible for thorough cleanup, returning furniture to its original placement; and bagging and removing trash to the outside bins behind the Clubhouse. The POA does not employ a janitor to clean up after use by residents. There is a cleaning crew scheduled each day for cleaning the bathrooms during the summer months and weekly, off season.

**DAMAGE TO FACILITIES AND COMMON AREA.** As a member of the POA, you will be held responsible for damages caused by you, your family members, your renters, and/or your/their invited guests who use the Clubhouse, its contents, its grounds, and parking lot. More information regarding insurance and waiver requirements is inside.

**PETS are not allowed** in the clubhouse. Only specifically trained “service dogs” that meet both ADA requirements and S.C. state law are permitted. No “Emotional Assistance” or “comfort” animals are permitted.

**DEFIBRILLATOR** (1) is located in the Ladies restroom in the Clubhouse.



## *Facilities & Common Area (continued)*

**FIRE EXTINGUISHERS** (2), one inside Clubhouse next to Ladies restroom entry and one in pool area mounted on Clubhouse wall.

**FIRST AID KIT** (1) in pool area, mounted on Clubhouse wall.

**TRASH RECEPTACLES** are located throughout the Facilities and Common Area.

**All Tradition Facilities and the Common Area are designated “NO SMOKING, NO VAPING” areas and “DRUG- FREE ZONES.”**

### **RESERVING OR RENTING THE CLUBHOUSE**

The Clubhouse is used for Tradition community activities and meetings and also may be reserved and rented for POA members’ private use as described below. Private activities may require prior approval by the BOD.

### **GROUP ACTIVITIES, Ongoing**

The Clubhouse may be reserved on a continuing basis, at no charge, by groups and clubs that meet regularly for activities such as card playing or dedicated interests such as gardening. These groups and clubs are required to be “open to all residents.” Also, groups/clubs may include a limited number of “local area residents” who live nearby but not within Tradition. As such, in order to participate, each must sign an injury/damages waiver provided by Tradition. Groups/clubs that desire to use the Clubhouse on a continuing schedule must propose or renew their reserved times by signing up each fall. Scheduling conflicts will be resolved by the Board of Directors.

### **PRIVATE EVENT RENTALS (by POA members only)**

- You must be a POA member in good standing.
- You may reserve the Clubhouse for your private event for a fee and damage deposit. The deposit will be returned or voided following a satisfactory post-event inspection of the facility.
- Make check payable to “TPOA” and give it to the Board designated coordinator or clubhouse scheduler.
- The scheduler will provide an entry key card for temporary use.
- Private use is scheduled on a “first-reserved, first-served basis.”
- Subcontractors: If you employ subcontractors for your event (e.g., caterers, event coordinators, musicians, etc.), each must present proof of liability insurance and, prior to the event, sign an injury/damages waiver provided by Tradition.
- You can rent only the Clubhouse. The Swimming Pool and Deck must remain available to all members.
- Use of the gas grill is permitted; however, use is open to every member, year-round, always on a “first-come, first-serve basis.”

### **PRIVATE EVENT RESTRICTIONS**

- The Clubhouse may not be used for business or political events.
- The Clubhouse is not available to POA members who wish to ‘sub-sponsor’ the functions of outside entities (e.g., non-Tradition-affiliated clubs and commercial enterprises, public/semi-public events, etc.).
- Upon review of application, the Board may approve a charity fundraiser that is sponsored by a POA member.
- Wet swim attire is not allowed in the Clubhouse.
- Please remind your guests that smoking and vaping are not permitted throughout Tradition’s Facilities and Common Area.

## *Facilities & Common Area (continued)*

### **COMMUNITY CALENDAR**

A Community Calendar listing month-by-month availability is available on the Tradition Website. Please plan ahead for holidays and vacation seasons. Keep seasonal weather patterns in mind. Clubhouse scheduling contact information is listed on the Tradition Website and in the community directory.

### **CLUBHOUSE USE AND CLEANUP**

- Renters must leave the Clubhouse in good order.
- Empty all trash and take outside to designated trash bins.
- Replace tables and chairs in their original positions.
- Re-drape curtains if moved.
- Turn off the TV and cable box. Place the remotes on kitchen pass-through shelf.
- Return folding tables and chairs to storage room.
- Close bathroom and storage room doors.
- Wipe out the bar and sink on the island.
- Turn off lights and overhead fans, (back hall lights remain on)
- When you leave, please take all your uneaten/unused food and supplies with you.
- Fill out any documents required by the scheduler, return along with the pass key.

### **SWIMMING POOL and DECK**

The Swimming Pool is maintained year-round for swimming but is not heated. The “pool area” includes the swimming pool, a pergola, a gas grill, and deck enclosed by the perimeter fence. An Emergency Phone, a First Aid Kit, and a Fire Extinguisher are mounted on the Clubhouse wall. A defibrillator (AED) is located in the Ladies restroom. Pool deck gate and restrooms are accessible using your homeowner key card. An egress button is located next to the baby change table. The gate will automatically close behind you, you may not prop it open.

An outdoor gas grill is located in the pool area. Grill use is on a “first-come, first-served” basis. Usage instructions are posted above the grill. Bring your own food, utensils, paper goods, plastic containers and grill cleaning device. You are responsible for cleanup: Bring your clean-up materials and trash bags. Trash bins are located outside the pool entry behind the Clubhouse on the other side of the screening.

Please keep your noise level respectable and volume at a “personal” level when listening to or viewing your media devices. Headphones and earbuds are appreciated, especially when you share content. A request to lower the volume must be respected.

No animals are permitted in the pool. Only specifically trained “service dogs” that meet both ADA requirements and SC state law are permitted on the pool deck or in the clubhouse. Emotional Assistance” or “comfort” animals are never permitted.

When you leave the pool area please take your belongings with you. The pool furniture you occupied may not be “reserved” and Tradition is not responsible for removal of your belongings by others.

*Facilities & Common Area (continued)*

**POOL RULES** These rules are mandated by the Department of Health & Environmental Control (DHEC) and must be obeyed. The pool is not life guarded. People using this facility do so at their own risk. More detailed instructions are located poolside for your review prior to your using the facility.

- Swimming is permitted daily between the hours of 9:00 AM and 10:00 PM.
- Water Aerobic Classes are scheduled during the warm season and take precedence over individual recreational swimming.
- A pool service cleans daily during the warm season and periodically off season. Cleaning takes precedence over all group or individual recreational swimming. Failure to grant cleaning access may result in loss of pool privileges.
- Children under age 16 years old must be accompanied and supervised by a responsible adult when using the pool and deck area.
- You may bring swim aids (armbands, water wings, child-size inner tube, noodles, and small kickboards). Body-size floats, rafts, and similar large water paraphernalia are not permitted.
- You must leave bicycles, scooters, and skates/skateboards outside the pool area fence, at your own risk.
- Conventional swimsuits and appropriate attire are required. "Swim shoes" may be worn in the pool.
- No swimming attire permitted in the Clubhouse.
- Adults and children in diapers must wear state-approved swim diapers or swim pants.
- A shower is located in each restroom and outside on the pool deck. Please shower each time before you enter the pool to remove sunscreen and keep the pool water clean. Towels are not provided.
- NO GLASS allowed in the pool area. Metal, plastic, and cardboard containers are permitted. If you bring a cooler, please take your trash home or use the trash receptacles provided.
- "NO SMOKING, NO VAPING" areas and "DRUG-FREE ZONES" include the pool deck or facilities.

**TENNIS/PICKLEBALL COURTS**

- Courts may be used for tennis and pickleball ONLY. The courts may be used by owners, their renters, and family members of each. All others are guests and must be accompanied by a POA member.
- Guests under 16 years old must be accompanied by the POA member, the renter, or a family member.
- Courts may be used from 8:00 AM until dusk. Courts are not lighted. Each court has a bench for seating and belongings. Tradition is not responsible for items left on court or benches.
- Play is first - come, first - served. If people are waiting to use the court, the current players have one hour to play before the waiting players will have access to the courts.
- Regularly scheduled tennis and pickleball group play takes precedence and is posted on the Notice Board at the court's entrance.
- Your key card to the pool gate and restrooms will also unlock the lock attached to the court gate. If courts are not in use when you leave, please close the gate.
- Shoes must be smooth, rubber-soled athletic shoes that will not leave marks on the court. Shirts are required at all times.
- Glass containers are not allowed on the courts. Please bring only metal, plastic, or cardboard containers.
- Place trash in receptacle before leaving. Tradition is not responsible for items left on court or benches.
- Bicycles, scooters, and skates/skateboards are not permitted on the courts.
- Pets are not permitted on the courts.

"NO SMOKING, NO VAPING" areas and "DRUG-FREE" ZONES include the courts and grounds.

# *Tradition Architectural Review Board*

## Rules and Regulations for Construction, Alterations, and Removal Projects

### **INTRODUCTION TO RULES AND REGULATIONS, PROCEDURES, AND THE PATH TO APPROVAL**

The Architectural Review Board (ARB) is a committee of POA members appointed by the Tradition board of directors for the purposes of ensuring compatibility of design among Tradition homes, preserving and enhancing the natural design objectives of the community, establishing and maintaining a harmonious design for the community; and promoting and protecting the values of properties within Tradition at Willbrook Plantation.

The ARB's job is to facilitate and monitor property owners' compliance to Tradition's Declaration of Covenants, Conditions, and Restrictions (CC&Rs), and Rules and Regulations which state that "... no building, wall, screening, deck or other structure shall be erected, placed, or altered until the proposed building plans, specifications, exterior color or finish, plot plan (showing the proposed location and elevation of such building wall, screening, deck, or other structure, driveways and parking areas), landscape plan and construction schedule shall have been approved in writing by the Architectural Review Board."

Prior written approval is required also for an addition to an existing building or structure or any renovation or change thereto, as well as for any alterations to the exterior appearance of any building structure.

Prior to beginning any construction, modification, or alteration to your home and/or lot, you must apply for and secure ARB approval. Failure to comply may lead to an assessment of fines or other enforcement action. Only a POA member may apply for and execute the necessary permit(s).

#### **Projects that do not require a Permit Application or Fee**

Homeowners may undertake the following projects without first securing permission from the ARB, provided such work harmonizes with community standards and aesthetics. For further clarification reference the specific areas defined within this document or contact any ARB member.

- Expansion of existing natural landscape or create new areas
- Change seasonal flowering plants and mulch
- Plant new or replacement trees or shrubs
- Remove a tree with a trunk that measures less than four inches in diameter
- Install or replace kick plates on exterior doors

#### **NOTE: YOUR PROJECT MUST NOT VIOLATE THE FEDERAL WETLANDS RESTRICTIONS**

- All Tradition properties are subject to the "Declaration and Creation of Wetlands Natural Area Preserve."
- Consult your plat for the dashed lines that indicate wetlands or a wetlands buffer per the Army Corp of Engineers.
- Properties specifically affected by wetlands or a wetlands buffer area must obey the restrictions: "...no filling, excavation or construction activity, no cultivation of gardens or lawns ."

Property owners should read these Rules and Regulations to help streamline your project planning and to avoid violations of the CC&Rs. Also helpful: Read the requirements of the Permit Application well in advance of applying. It contains a checklist of the documents and sample materials you must assemble, the fees and deposits that must accompany your application, and other preparatory guidance (such as how to obtain the permit(s) required by Georgetown County).

## *ARB Rules and Regulations (continued)*

As older materials are discontinued and new options become available, you may want to use materials that are not specifically identified in these Rules and Regulations. All the materials you choose must meet the appearance standards of Tradition and will be subject to approval by the ARB prior to use.

**This following information is not all inclusive.** The Rules and Regulations are intended to instruct owners regarding the most common alterations, and maintenance of house and property. There may be other changes you wish to make that are not included in this Handbook. **Please DO NOT proceed to make any change(s) to the appearance of your house or property without receiving ARB approval.** By law, violations of the CC&Rs could require “un-dos” or “do-overs” that can be time consuming, frustrating, and costly. Please contact any member of the ARB for guidance. They will discuss any project, large or small, and advise if a Permit Application is necessary.

### **PERMIT APPLICATION, REVIEWS, AND APPROVAL**

The Board of Directors (BOD) and Architectural Review Board (ARB) strongly advise that you read the ARB Rules and Regulations to identify any that may apply to your project. The Table of Contents, Index, and Covenants Rules and Regulations for Compliance also offer further considerations to facilitate planning. If you have questions along the way, any ARB member will be happy to provide answers. Reference the Tradition Website for ARB contact information.

**Submit your permit application:** The first step toward making your project a reality is to complete the “Permit Application for Construction/Alteration/Removal Projects.” This document may be printed from the ARB section of the Tradition Website. The instructions list the supporting documents and materials that must accompany your application, including a refundable Application Fee (by check). Depending on the scope of your project, other fees or deposits may apply. Details are listed under the Fee & Deposit Schedule. Your completed package may be submitted to any ARB member or mailed to the address on the Application. Your package should be received by the ARB two weeks in advance of the next scheduled meeting.

**Note:** If you are unable to print the Permit Application from the website, please contact any ARB member to obtain a paper copy.

**ARB Review:** An ARB member may contact you for further clarity or information regarding your permit application. Package reviews are conducted at the monthly ARB meeting. (Meeting dates are published on the Tradition website.)

**Post ARB Review:** You will be notified of the status of your submission shortly after the monthly meeting. If your project is approved, you will receive a Permit which is to be placed visibly in the window while your project is in process. Your project must commence within six months of the “Approved” sign-off date on your ARB permit. If your project is delayed, please notify the ARB and they can potentially extend the permit date. Upon completion of your project, please contact the ARB so they can review the completed work, close out the project and refund any deposits as appropriate.

If your project is refused by the Architectural Review Board, you may appeal the decision to the Tradition BOD by attending a monthly BOD meeting. The Board’s decision is final and binding.

*ARB Rules and Regulations (continued)*

**Reminders:** Consult Your Plat: Building Lines and Setbacks matter! When planning construction of a new home or an addition to an existing home, please remember that neither the structure nor the roof overhang may extend beyond the building lines on your plat. A permit will not be issued that involves the placement of a structure over the existing building lines of a property.

The ARB Permit Application requires a LEGAL PLAT that reflects the building lines and setbacks of your property. Copies of property plats are available for a fee from the Georgetown County Register of Deeds office at 843-545-3088. An exception may be made for extending a slab, or patio beyond the building lines, but a permanent structure may not be placed on top of that slab or patio extension.

Construction of a new home, an addition, or other extensive projects may require placement of a temporary portable toilet on your property. The unit should be placed so that its door faces your house, and the remaining three sides must be screened.

**ANTENNAS, SATELLITE DISH**

Antennas may be installed after an ARB application which includes the antenna positioning is approved. Satellite Dish requires ARB approval. One dish only per property. It is recommended that the dish diameter does not exceed 18 inches. Dish may not be freestanding and must attach to house exterior at a location approved by the ARB prior to installation.

**DRIVEWAY, PATIO, AND WALKWAYS**

A Permit Application is required for your project to alter or improve a driveway, front or side walkways, or a rear patio. The design, color(s), and nature of the materials you propose must be approved by the ARB.

Walkways and patios may be composed of concrete, bricks, or pavers.

Placement of wood or composite decking over top of your existing patio to improve the appearance of the property may be proposed. **Front Yard Patios are not allowed.** Furniture can only be in the front of the house when in use. Homes with front patios previously constructed will remain.

The surface(s) of your driveway and walkway(s) may be painted, coated, and/or sealed.

Note: Our “community sidewalks” run throughout Tradition and are owned by the POA, including the section(s) that intersect homeowners’ driveways. If your driveway intersects a section of community sidewalk, you have two options: You may choose to leave the sidewalk section uncoated/unsealed or you may coat/seal the sidewalk section with a product that contains a non-slip agent. The coating/sealer may be applied ONLY to the section of community sidewalk that intersects your driveway. The sections of the community sidewalk on either side of your driveway must remain untouched. If the coat or seal product spills or bleeds onto other areas, the homeowner is responsible for removal of the product from sidewalks, curbs, gutters, and streets.

If you receive approval for pavers as a driveway replacement material: Care must be taken not to damage the flanking community sidewalk and curb. If damaged, the sidewalk and curb must be replaced at the homeowner’s expense. The replacement concrete must be of equal or greater quality and finished to match the existing sidewalk and curb. Damage to sidewalk and street surfaces caused by vendors’ material spills and heavy equipment cracks must be corrected at the homeowner’s expense.

## *ARB Rules and Regulations (continued)*

### **AWNINGS**

A Permit Application is required for awnings. A retractable awning is permitted only for the rear of the house (e.g., to extend over a patio). The awning configuration and the fabric must meet ARB approval.

### **FENCES, HEDGES, AND SCREENING**

**Fencing**, full perimeter fencing of your lot is not permitted. Partial perimeter fencing of your side yards or back yard is not permitted. A “barrier” (i.e., a fence) that meets Georgetown County Code must enclose your pool. Find information online at [Georgetowncounty.org](http://Georgetowncounty.org). Your fence design (new or replacement) must receive approval from the ARB. The fence may then be installed after the pool installation is completed.

**Hedges and shrubs** may be planted near but not on the property lines or setbacks. Hedges must be maintained so as not to cross the property lines or setbacks.

**Screening** is required for firewood stacks, hot tubs and spas, generators, HVAC units, irrigation pumps, propane tanks, trash receptacles and grills.

- Manufactured screening must have a minimum of 25% open architecture (e.g., lattice) and must match either the color of your house façade or trim. Acceptable screening materials are PVC, masonry, and stucco.
- Shrubs also may be considered for approval. Screen height should be complementary to the height of the item to be screened.
- Privacy screening for patios and hot tubs may not extend above six feet in height. All configurations of screening and materials require a Permit Application and Fee (refundable upon project completion).

### **GRADING**

Site/Lot grading should be kept to a minimum. Lots must have positive drainage. Water run-off should be directed to natural swales or to the storm drainage facilities installed by the developer. Please refer to your plat measurements when planning to alter the composition of your lot. Your site landscape area(s) must comprise a minimum of 40% lawn. Most modifications and alterations to your lot will require ARB approval. Please consult an ARB member to advise you.

### **HVAC UNITS AND GENERATORS**

All exterior mechanical equipment for Heating, Ventilation, and Air Conditioning, as well as stand-alone Generators must be located in the rear of your house. Circumstances may qualify for exception when reviewed by the ARB. An exception to a rear location will require appropriate screening from view as defined and approved by the ARB. A slim “split-system” (a.k.a. “through-the-wall”) HVAC unit may be approved where installation of a conventional HVAC unit is problematic. The unit should be located approximately 6 feet above the floor slab and requires ARB approval. Window air conditioners are not permitted.

### **IRRIGATION SYSTEMS: METERED WATER AND PRIVATE WELLS**

Manually sprinkling your lawn and beds in our warm and windy coastal climate is challenging and often water wasteful. A well-positioned irrigation system is essential to maintaining the quality of your lawn and landscaping in accordance with Tradition standards. Two efficient irrigation options follow.

*ARB Rules and Regulations (continued)*

**Metered Irrigation:** The Georgetown County Water & Sewer District (GCWSD) can install an “irrigation” hookup next to your household water meter (usually located in a below-ground receptacle near the street). Metered irrigation water and household water are billed separately. Only the property owner may contact the GCWSD, and the hookup does not require an ARB permit. Most homeowners will require the services of a licensed irrigation contractor to install the irrigation pipes, heads, and control box.

**Wells and Pumps:** Individual on-property wells are permitted with ARB approval. The GCWSD encourages use of well water for irrigation because it minimizes the drain on community treated water supplies. There is no fee for using your own well water.

Be aware that local groundwater contains iron, which oxidizes (as rust) when exposed to air. Irrigation “over spray” can extend beyond lawn and landscaping to form rust stains on nearby surfaces. Installing a chemical addition system to your pump may be necessary to minimize rust deposits. In compliance with Tradition Covenants, it is the responsibility of the homeowner or renter to remove these visible rust deposits from your house exterior, walkways, driveway, and mailbox post, and also from the community sidewalks and curbs that adjoin your property.

Using well water requires a pump, to be located inside your garage or in the rear of your house. Individual circumstances may qualify for an exception by the ARB. An exception to a rear or garage location will require appropriate screening, so please consult an ARB member to guide you.

**LIGHTING: HOUSE EXTERIOR, GARAGE, AND LOT**

A Permit Application is required for all exterior lighting. This includes lampposts and fixtures for garden, patio, yard, walkways and “uplighting”. Exterior lighting must not be a nuisance to adjoining property owners. Your light(s) should not shine on a neighbor’s property.

**MAILBOX AND POST**

Mailboxes must be built according to ARB design and specifications. The ARB will determine location, color, size, design, lettering, house numbers, and all other particulars of all Tradition mail/paper delivery boxes, including standards and brackets and name signs for such boxes in order that the area may be strictly uniform in appearance. Required paint formulas for wooden posts can be purchased in one-quart cans from Sherwin Williams stores.

**Specifications:** Extra white Base Satin B1 3/32 1/64 Y3 8/32 1 /64 R2 1/128

New mailboxes are available at commercial establishments such as Ace Hardware, Wal-Mart, Home Depot and Lowe’s. Boxes are required to be 10 7/8 X 8 1/2 X 20 1/4 inches deep. Any black spray enamel paint may be used to paint your mailbox.

To Comply with Fire Department requests for safety reasons house numbers are required to be 3 to 4 inches in height and on both sides of the mailbox post and readily visible from passing vehicles. In order to be uniform throughout our neighborhood it is recommended that house numbers be 4” in height, spaced 1 1/2 inches between numbers, centered horizontally and vertically. The numbers should be made of metal and recommend they be black, with raised numbers. Stick-on numbers are not allowed.



*ARB Rules and Regulations (continued)*

**PLAY EQUIPMENT AND COURTS**

With ARB approval of design, location, and installation procedure, homeowners may install commercially available or custom-built children’s swing/play sets and trampolines. Such permanently affixed sets must be located in the rear of the house. Surfaced courts (e.g., tennis, basketball) are not permitted.

**PROPANE (LP) TANKS**

Prior to installation of an above-ground liquid propane tank, ARB approval must be received. The tank must be screened in an acceptable manner.

**REAL ESTATE SIGNS: “FOR SALE” OR “FOR RENT”**

Commercial or handmade residential real estate signs are not permitted in Tradition. Custom signage that complies with the design specifications approved by the ARB are available for a fee from Island Sign Company or an additional vendor that may be approved by the BOD.

**RETAINING WALLS AND LANDSCAPE BERMS**

Landscaped retaining walls and berms may be considered for lots where, in the opinion of the ARB, the elevation of grade may warrant installation. A Permit Application is required.

**SWIMMING POOL, HOT TUB, SPA**

All such improvements are subject to approval of and compliance with all governmental laws and regulations by both the State of South Carolina and Georgetown County. Please consult the respective websites for requirements.

**Outdoor Swimming Pool:** requires permits from both Georgetown County and the Tradition ARB. Only in-ground pools are permitted; above-ground pools are not. The pool may not be located in your front yard nor within the setback requirements noted on your plat. Backwash from your pool must not enter golf course property, wetlands buffer, or any other neighboring property that adjoins your lot lines. Note: A “barrier” (i.e., a fence or wall) to enclose the entire pool area is required by law (see Georgetown County website for specs). The design and dimensions for your pool and enclosure must be approved by the ARB via a Permit Application.

**NOTE:** Installation of the enclosure may not precede installation of the swimming pool

**Outdoor Hot Tub, Spas, or Jacuzzi:** Each requires a permit from both Georgetown County and the Tradition ARB. All must be screened from both neighbors’ and public views. By law, tubs and spas must be locked when not in use to prevent unwanted access.

**YARD STRUCTURES: FREE STANDING, ORNAMENTAL**

Other than your house, **free standing structures are not permitted on your lot.** This restriction includes arbors, gazebos, sheds, storage buildings, and other structures as determined by the ARB.

**Exception:** A pergola or trellis is allowed if approved by the ARB. You must first submit a Permit Application, and the design, style, and material must meet ARB aesthetic criteria. The pergola or trellis must be installed to extend no farther than 12 inches from the approved wall of your house or garage: a side wall for a trellis only; a rear wall for a pergola or a trellis. PVC is the accepted structural material; others may be considered (e.g., metal for trellis). The color of the material must match or complement the house façade or trim. ARB approval is required for both projects.

*ARB Rules and Regulations (continued)*

**OUTDOOR KITCHENS, FIREPLACES AND FIRE PITS**

Patio kitchens, fireplaces and permanent fire pits require an ARB permit application. These are allowed on a backyard patio only. Fireplaces and Fire pits must not be used to burn organic debris (leaves, branches, etc.) in accordance with Georgetown County ordinance.

**LANDSCAPING AND OUTSIDE MAINTENANCE RULES AND REGULATIONS**

Landscaping plans must be submitted to the ARB for approval. Site landscape area for a new home or addition will consist of a minimum of 40% lawn, which shall be established within one growing season, unless otherwise approved by the ARB. The balance of the landscaping should be planted beds or manicured natural scenes. Existing beds and natural areas may not be expanded to the extent that the “40% lawn minimum” is not maintained. Use of decorative boulders, rocks, or stones (i.e. river rock) requires ARB approval.

An underground irrigation system is recommended, but not required.

Removal of any tree, regardless of species, is discouraged. Trees exceeding 4 inches in diameter must not be damaged or removed without ARB approval. Exceptions may be considered in cases where the tree may be dead or dying, unsightly, or poses a hazard. Any tree of such size for which removal has been approved must be replaced by the homeowner with a tree of a minimum size of 2-3 inches in diameter. The ARB may grant an exception to tree replacement based upon the vegetation remaining in the yard. Due to a new Georgetown County 2023 regulation, the homeowner or their tree removal contractor should contact the county to determine if a county permit is required.

Note: The ARB can authorize removal of up to four trees. If you request removal of more than four trees, your ARB application will be forwarded to the Board of Directors for their consideration.

Berms should have a width-to-height ratio of 3:1 and must be permanently landscaped. Berms may not be located on the front of the property. Installation of borders and decorative containment around beds should not exceed two courses of block, limited to 10 inches in height. ARB application and approval is required for all landscape containment materials and configurations that exceed 10 inches in height.

**WINDOW/FLOWER BOXES** are permitted only in the rear of the house, not visible from the street.

**ARTIFICIAL FLOWERS**, plants, trees or animals are not permitted.

**WETLANDS AND WETLANDS BUFFER:**

Many Tradition residential properties, as well as parts of the Tradition Club golf course, adjoin or include federally protected wetlands. Homeowner property lines that include sections of the wetlands are considered to lie within the “wetlands buffer,” indicated by dash lines on your legal plat. Property mapped within the wetlands buffer is part of the protected wetlands and governed by the same restrictions.

Homeowners may not landscape within the wetlands or its buffer zone. Per the Army Corp of Engineers, the ARB does not have the authority to issue permits to remove trees, or clear trees and/or beds in the wetlands and wetlands buffer. If a tree within the wetlands is endangering a home and must be cut down, the Army Corps of Engineers must provide the authorization. When felled, the tree should be removed to reduce the risk of a fire hazard. Only small vehicles are allowed within the wetlands.

## **ARCHITECTURAL AND DESIGN RULES AND REGULATIONS**

Architectural styles must be compatible with the existing styles throughout Tradition. Modern and Ultra-contemporary styles are not aesthetically suitable. Other styles that may be compatible will be reviewed by the ARB on an individual basis.

## **MATERIALS FOR EXTERIOR OF HOUSE AND GARAGE**

When a new or alternative material is proposed, it may or may not be approved, pending review by the ARB for compatibility with Tradition styles and aesthetic standards.

**Acceptable Materials:** Wood (painted), brick (reds and browns), stucco, painted Masonite, approved vinyl siding, and fiber-cement-composition siding.

**Unacceptable Materials :** Untreated wood, brick (glazed and/or yellow), concrete brick, masonry block, exterior wainscoting, aluminum siding and others, according to ARB review.

## **GARAGE AND GARAGE DOORS** (Note: Carports are not permitted in Tradition.)

Garage walls, trim, and roof must be of contiguous design, materials, and color as the house.

Any change to an existing garage door requires ARB approval. Garage doors may be white or the same color as the stucco or the siding. Exception: If the house is all brick, the door and trim must be white.

## **PAINT AND STAIN COLORS (EXTERIOR)**

Where paint is used, the color of your house, garage, doors, shutters, windows, trim, and fence/screening may not be changed or modified without ARB approval. Specific ARB-approved “Tradition” exterior paint colors for front door, side doors, and shutters are listed on the Tradition website. All colors are Sherwin Williams paints, which are available at any Sherwin Williams store. If you choose to use a different brand of paint, the color chip should match as closely as possible the approved Sherwin Williams color. Your sample paint chip must be approved by the ARB.

**For wood doors and stucco walls:** All stain and paint samples require ARB approval.

**PLEASE NOTE:** Occasionally vendors change paint names and colors. The colors may be viewed on the Tradition website. However, please keep in mind that the paint color displayed on your computer monitor, tablet, or phone screen may look different from the actual paint chip. Often, large (8x8) samples may be obtained from Sherwin Willams. Please consult any ARB member to inquire about product changes, color mismatches, and updates.

## **ROOFING: HOUSE AND GARAGE**

**Roof Specifications:** Minimum roof pitch on the main roof is 6-in-12. However, the suggested pitch is 8-in-12. (The angle, or pitch, of a roof is calculated by the number of inches it rises vertically for every 12 inches it extends horizontally). The minimum elevation above the road crown should be 1 foot. Maximum roof ridge above grade must not exceed 35 feet to mid-point of roof. Prior to installation, any new material or alterations to the existing material or color must be approved by the ARB. Materials used for replacement or repairs must match the existing roof color as closely as possible. Roofs should be dark colors. Lighter tones of gray and brown or subtle mixes may be considered for ARB approval.

**Approved Roofing Materials:** Architectural-style fiberglass shingles (240 lb. minimum), and asphalt shingles.

**Roofing Materials not acceptable:** Tile, tin, copper, wood and colored or natural standing seam metal.

*ARB Rules and Regulations (continued)*

**Gutter and downspout** color must match house trim. Roof penetrations (for vents, utility pipes, electrical conduits, skylights, “sun tunnel” tubes, etc.) should be chosen or painted to match the roof color. All exterior colors must receive ARB approval.

**Exhaust fans** are permitted and should be installed in unobtrusive roof locations, preferably in the rear of the house, and should be painted to match the roof shingles. A Permit Application for ARB approval is required.

**Skylights and Solar Devices**

Skylight trim should closely match the roof color and blend with the architecture. Skylights require ARB approval. Adding a solar device to your roof requires a Permit Application and ARB approval. Devices should be compatible with the site and integrated with the architecture. Roof-mounted solar energy panels and daylight “sun tunnel” tubes should be installed on the rear of the house when possible. Panels must not extend beyond the roof line or be free standing on your lot.

**WINDOWS AND DOORS**

Windows and doors should be compatible with the house design and be made of quality materials. Standard and wood doors in conventional wood finishes or painted in an ARB approved color are acceptable. Uncoated aluminum is not an acceptable finish for window and door casings. In the front of the house, the predominant windows must be a minimum height of 5 feet. Grills are required on all windows on the front and sides of your house. A decorative front door that includes etched or stained/leaded glass and grillwork requires ARB approval.

**STORM/SCREEN DOORS**

A storm/screen door for the front door of the house must be “full view” (90%) screen or glass or combination thereof. On a side wall of the house, the storm/screen door must have a minimum 60% view. The storm/screen door frame color must match the house/door trim. A specifications sheet that includes a photo or illustration of the proposed door must be submitted with the Permit Application for ARB for approval.

**SHUTTERS**

Standard stationary shutters may be installed to replace the original shutters installed at the time of construction. They also may be installed on the side and rear windows of the house. Traditional or decorative styles, color, and material must be approved by the ARB.

**HURRICANE SHUTTERS**

Protective hurricane shutters require ARB approval. (Permanently affixed, fold-down “Bahama” shutters are not allowed.) Approved storm shutters may be mounted no more than 72 hours prior to a predicted storm and must be removed no later than 72 hours after emergency officials issue a reopening of the area to residents. Note: If you fail to remove your storm shutters within 14 days of the official re-entry announcement, the Tradition board of directors may legally hire people to remove the storm shutters at the property owner’s expense.

**PORCHES: SCREENED/UNSCREENED AND ENCLOSED**

Screened/unscreened and enclosed porches should match as closely as possible the house façade and trim. For new construction, be sure to check your building lines and setbacks. The addition of any porch requires a Permit Application and must receive ARB approval.

*ARB Rules and Regulations (continued)*

**WORK HOURS** By contractors and landscapers

Weekdays : 7:00 AM to 6:00 PM Saturday : 8:00 AM to 5:00 PM Sundays and Holidays quiet work only  
*Exceptions may be granted by the ARB in emergency situations.*

**PERMIT APPLICATION, REVIEW FEE(S) AND DEPOSITS**

You will find the “Permit Application for Construction/Alteration/Removal Projects” on the Tradition website. The completed Permit Application and required supporting materials, if any, must be submitted by the property owner (or owner’s agent) with payment in full by check for any Impact or Landscape Deposits before the commencement of any construction activity including new construction, alterations to existing residence, removal projects, or any other modifications to property.

- Fees, as noted on the permit application, must be submitted with the application.
- Checks should be made payable to “Tradition POA”.
- Work may commence only after a permit is issued by the ARB.
- No plans will be accepted for review by the ARB until receipt of the application fee(s) and the completed “Application for Construction, Alteration, Removal Projects”.
- The application form must be signed and dated before submission.
- The owner/agent should include with the application and fee(s) all required documentation and other information.
- You may give your application packet to any Architectural Review Board Member or mail it to the address that appears on the Permit Application.

**IMPACT AND LANDSCAPE DEPOSITS**

Some or all of the deposits may be refunded after completion of the project, Final Inspection and Certificate of Occupancy is obtained from Georgetown County. These deposits cover any damage to Tradition common areas by contractors, vendors, their crews, subcontractors, etc., for the duration of the project. Refund amounts may vary according to the scope of the project (i.e., utilization of heavy equipment, including, but not limited to, trucks with more than two axels, track-driven equipment, front-end loaders, backhoes, concrete trucks, dumpsters, etc.).

*~ End of Architectural Review Board Rules and Regulations ~*

# *Tradition Covenants, Conditions and Restrictions*

As a general statement, ARB (Architectural Review Board) approval is required for any physical changes or modifications to site locations or buildings.

As stated in the By Laws for the Tradition at Willbrook Plantation POA, Inc. the role of the Covenants Review person(s) is to assist the Board of Director's in helping create a congenial and dignified residential atmosphere for all owners, renters, their families and guests.

The Board of Directors asks for the understanding and cooperation of every Tradition property owner in adhering to the Covenants Rules and Regulations that outline the rules and regulations approved by a large majority of owners in order that we may all enjoy the benefits of association living to the fullest. These Rules and Regulations are not all inclusive. They are intended to educate homeowners regarding the most common improvements, decorative changes and upkeep of their homes.

Since there may be other changes a homeowner wishes to make that are not in these Rules and Regulations, homeowners are advised to contact a member of the ARB (Architectural Review Board) who is responsible for approving any physical changes or modifications to site locations or buildings . Homeowners must receive ARB approval by submitting a formal application before making changes to the appearance of one's home.

Owners should be certain that they understand and observe all Rules and Regulations.

Renters should be given a copy of the Rules and Regulations.

Fines will be assessed against owners for violations

NOTE: If there is going to be a delay in resolving any covenant violation, to avoid a fine, please advise the sender of your plan to resolve the identified issue and anticipated resolution date.

## Rules and Regulations for Compliance

### **CONDUCT** (Personal Behavior and Conduct within Tradition)

Each owner is responsible for the proper conduct of members of his/her family, guests, renters and service personnel.

**ESTATE SALE** - You may have an Estate Sale under the following rules:

- Your house must be for sale.
- The sale must be conducted indoors and the garage door kept shut during the hours the sale is being held.
- Signs are not permitted.
- No sale items should be visible from the street.
- The sale is permitted for one day only.
- You must have authorization from the Board of Directors to hold an Estate sale.

## *Rules and Regulations for Compliance (continued)*

### **EXTERIOR LIGHTING**

- Exterior lights & bug zappers must not be a nuisance to any adjoining properties, which are directly impacted by the lights or sounds.
- Sensor lights must not infringe upon neighbors' privacy or property.
- All holiday lighting and decorations should be displayed no sooner than 30 days prior to the holiday and no later than two weeks after the holiday.
- Colored lights of any type are not permitted (with the exception of Christmas lighting).
- Decorative string lights may not be permanently hung on any property outside the home, including patios.
- All permanent exterior lighting changes must be approved by ARB.

### **EXTERIOR MAINTENANCE**

It is the responsibility of each individual homeowner to remove accumulation of all rust, mildew, and mold, which appears on the roof, exterior front and side walls, the driveway, front walk, mailbox post lamp post, sidewalks, curb and gutter. **Note:** If any outside maintenance is neglected, the Board of Directors has the right to issue a fine or contract the work on the homeowner's expense.

### **FIREWOOD/OUTDOOR FIREPLACES/FIRE PITS**

Firewood must be stored behind the front line of the house, so that it is not viewable from any street. In the case of corner lots: firewood must be screened with ARB approved screening.

Fire pits and outdoor fireplaces are permitted only on a patio in the rear of the house.

Fire pits and outdoor fireplaces may not be used to burn paper or yard debris as per Georgetown County Ordinance.

### **FLAGS, FLAGPOLES, BANNERS, WINDSOCKS, etc.**

Tradition at Willbrook POA follows federal and state regulations on flag displays; however free-standing flagpoles are not recommended.

**Mounted flags:** Homeowners may mount 2 flags to the front of the house.

**Yard flags:** Flags that are not permitted in the front or side yard visible to the street include:

- More than one (1) garden flag
- Political flags/signs
- Banners and windsocks
- Flags considered to be offensive to your neighbors in the community
- Personal "For Sale" signs (except those approved by ARB)
- Commercial signs advertising personal or other businesses

### **GARAGE, TAG, and YARD SALES**

Private yard sales are not permitted.

Residents may participate in annual yard sales sponsored by the Association.

### **GAS (PROPANE) TANKS**

Above ground tanks must be properly screened as per ARB Rules and Regulations.

## *Rules and Regulations for Compliance (continued)*

### **HOME RENTAL RESTRICTIONS**

- Lease or rental of a dwelling for residential purposes shall be permitted provided that the lease is for a duration of at least six consecutive months, and provided that the lease or rental agreement is in writing.
- Owners shall furnish the Board of Directors with a copy of the lease or rental agreement upon request.
- No VBRO, Airbnb, house swapping or other types of short-term rentals is allowed.

**LANDSCAPING RULES AND REGULATIONS Note:** If any outside maintenance is neglected, the Board of Directors has the right to issue a fine or contract the work on the homeowner's expense.

### **Lawns, Trees & Shrubs**

- All landscaping must be maintained in a neat and orderly condition consistent with the standards of the community. Lawns must be neatly mowed, weeded and properly edged. Shrubs must be neatly trimmed.
- Trees, branches and shrubs must not obstruct sidewalks or curbs or impede upon neighboring properties.
- Trees, branches and shrubs must be trimmed as needed.

### **Decorative Stones & Landscape Pots**

- White decorative stones, chips, etc. are not permitted. Colored stones require ARB approval.
- Decorative stones, blocks or bricks are only permitted around street posts at ground level to protect the post from string trimmers and mowers.
- Decorative landscape pots are deemed acceptable but only if they contain plants and flowers and enhance the overall appearance of the property.

### **Screening**

- Screening is required around all above ground propane tanks, irrigation pumps, HVAC units, generators, firewood stacks, grills and trash cans stored outside that are visible from any street. This includes backyards of corner lots.
- Screening with shrubs is acceptable. Screening using live or any type of construction material must be approved by the ARB and kept at a height that will maintain a blocked view from the street.

### **Yard Waste**

- Organic waste from pruning trees and shrubs and blowing dead leaves and grass clippings (yard waste) must be removed to a recycling facility that accepts yard waste.
- Do not dump your waste in Tradition common areas, wetlands or retention ponds.
- Do not burn leaves and other yard waste on your property as per Georgetown County Ordinance.
- Do not sweep leaves and pine straw into curb gutters. Accumulation of waste into sewer drains can cause flooding during extended rain events.

## **LAWN AND GARDEN**

### **Furniture**

- Furniture is allowed on the home's front porch or stoop. This is defined as a raised step which is attached to the house and covered by the roof of the house (covered entry).
- Outdoor furniture is not permitted overnight in the front or side yards visible from the street.
- Outdoor furniture is permitted overnight in the rear yard of the house (patio furniture).



## *Rules and Regulations for Compliance (continued)*

### **Yard Ornaments, garden tools**

- Yard ornaments (bird baths, fountains, statues, etc.) are not permitted in front of the house or in flower beds visible from the street.
- Lawn and garden tools and garden materials must be stored at night in the garage or off site when not in use (i.e., wheelbarrow, rake, shovel, mulch, etc.)
- Garden hoses should be properly stored indoors or on suitable mounts or neatly coiled up in an inconspicuous area.
- Do not place mole traps in the area between the sidewalk and street as it could be dangerous to walkers.

### **Vegetable Gardens and Containers**

- Cultivated vegetable garden plots of any size are not permitted.
- Individual plants contained in pots are acceptable.
- Landscape pots containing flowers are permitted provided they enhance the overall appearance of the property.
- Artificial flowers/plants, bottle trees, figurines, and sculptures are not permitted in any area viewable from the street including side yards on corner lots.
- Window boxes are not permitted on windows or porches that can be viewed from the street.

### **MAILBOXES**

- Mailbox posts and mailboxes must adhere to ARB design and specifications and be kept in good repair.
- To replace the entire assembly, contact the ARB for an approved vendor.
- Names may be placed only on the front of the mailbox with an approved name bar.
- Flowerpots surrounding the base of the mailbox post are not permitted.
- Decorative plants may be planted at the base of the mailbox post; however, they should not obscure the house numbers or extend over the sidewalk.
- Objects are not permitted on top of mailbox; A nail may be placed on top of post to deter perching birds.

### **NOISE**

- Be considerate of your neighbors. Loud conversation and noise from televisions, electronic media, musical instruments, etc. should be kept to a minimum at all times, especially between 10:00 PM and 8:00 AM.
- Landscaping maintenance, power tools, or other persistently noisy activities are not recommended on Sundays and Holidays. If such activities are necessary, they should be kept to a minimum.

### **PETS**

- Household pets must be contained on the owner's lot unless on leash (Georgetown County leash law).
- It shall be considered a nuisance if pets are allowed to bark excessively, run unleashed at any time, or leave waste upon another's lot, in the Common Area, or on the street or sidewalk
- Pet owners are required to clean up their pet's waste and dispose of it in their home receptacle. Fines will be assessed for failure to remove waste.
- The Board will notify residents of excessive barking or other annoyances caused by pets. Non-compliance by the pet owner may be the cause for issuance of a fine or other action.

## *Rules and Regulations for Compliance (continued)*

### **RECREATIONAL AND SPORTS EQUIPMENT**

- Recreational equipment (basketball goals, soccer nets, bicycles, scooters, children's toys, coolers etc.) must be stored inside the garage when not in use and after dark.
- Sports equipment (Basketball hoops, etc.) cannot be attached to any part of the house.

### **SIGNS**

- All residential "For Sale" or "For Rent" signs must meet ARB approved design and specifications.
- Home security system signs are permitted but must be placed near the house.
- Electrical invisible fence signs are permitted.
- Tag/yard/estate/garage sale signs are not permitted.
- Builders, home improvement companies, advertising, service industry or other signs are not permitted including while the work is being performed.
- "For Sale" signs for advertisement on automobiles, boats, or other vehicles, etc. are not permitted while parked within Tradition.
- "Open House" signs (for home sales) are permitted only during the hours that the Open House is conducted. The sign should be removed immediately upon completion of the open house hours.
- ARB permit signs are required to be displayed in a front window of the home while approved work is in progress.
- A job site sign box to contain the plans and County permits for visiting inspectors is permitted; It is recommended that these boxes be placed on the side of the house, not forward of the front line of the house.

### **TRADITION GOLF COURSE PROPERTY RESTRICTIONS**

Tradition golf course management has informed the Tradition Board of Directors that Tradition property owners and their guests are not permitted or authorized to use the golf course paths or fairways to take walks, to walk their pets or allow pets to run freely during early morning hours and hours of play.

### **TRASH/RECYCLE RECEPTACLES AND PICKUP**

- Each homeowner is required to dispose of trash and recycle either by using an approved contracted trash company or by taking trash/recycle to a county recycle center.
- For trash/recycle pickup, homeowner is required to use trash/recycle receptacle(s) provided by the contracted trash company.
- If no receptacle is provided, then the property owner shall provide the receptacle.
- Receptacles must be stored indoors or screened behind the front line of the home, not visible from the street.
- On garbage/recycle pick-up days all garbage and bags containing household garbage must be put inside receptacles and lids closed.
- Receptacles may be put out after 5:00 PM the day before pickup and receptacles stowed soon after pick-up the following day.

## *Rules and Regulations for Compliance (continued)*

### **VEHICLES**

- When possible, cars should be parked inside the garage.
- Garage doors should always be kept closed except when the garage is in use.
- Small vehicles (mopeds, motorcycles, golf carts, etc.) must be stored inside the garage when not in use and overnight.
- Recreational vehicles and equipment (boats with trailers, RVs, camp trailers, motor homes, etc.) must be stored off site or in a garage.
- Recreational vehicles may be parked in a driveway for no longer than a 24-hour period for loading and unloading.
- No vehicles shall be parked in driveways unless the length of the driveway is sufficient to hold the entire vehicle, and in no event shall vehicles be parked in such a manner as to inhibit or block access to residences, garages, sidewalks or parking areas.
- Recreational vehicles cannot be parked in the street or cul-de-sac.
- No vehicle, motorcycle, or other transportation item shall be repaired, maintenance performed or placed “on blocks” or stands except in an enclosed garage.
- Any inoperative vehicle must be stored/parked in the garage.
- All homeowner owned or operated commercial vehicles with or without lettering must be stored/parked in the garage or off site.
- Any vehicle without current license plate/registration must be parked/stored in the garage.
- Parking on the street overnight is prohibited. If additional parking is needed, a temporary parking permit can be issued by the Board to park a vehicle in the residents’ clubhouse parking lot at their own risk.
- Covered vehicles may not be parked on the street or in the driveway.
- Parking on lawns or common areas is not permitted.
- Motorists are required to obey the established laws, rules and regulations of Tradition, the state and the county, including stop signs and speed limits.
- The speed limit within the community is 25 MPH.

*~ End of Rules and Regulations for Compliance ~*

## Tradition at Willbrook Plantation ARB Violations

WHEREAS the Board of Directors of Tradition at Willbrook is charged with further defining the Covenants, Conditions and Restriction as defined in the Declaration of Covenant, Conditions and Restrictions.

WHEREAS the Board of Directors has the authority to adopt and publish rules and regulations governing the use of the Common Properties, amenities and facilities, and the personal conduct of the Members and their guests thereon, and to establish penalties for the infraction thereof.

WHEREAS the Board deems it to be in the best interests of the Association and its members to adopt a process for the enforcement of "Use Restrictions", and/or other duly adopted "Rules and Regulations" of the Association, that is consistent with applicable provisions of the governing Bylaws and Declaration of Covenants, Conditions and Restrictions;

NOW, THEREFORE, BE IT RESOLVED:

Tree Removal without prior ARB approval/permit	\$100.00
Roof, window, driveway, walkway without ARB approval/permit	\$300.00
Exterior additions (sunroom, porches, etc.) without ARB approval/permit	\$500.00
Renting a house with less than a 6-month lease	\$500.00
House swapping	\$500.00
Any change to the exterior of the house without a permit	\$300.00

PLEASE NOTE: All fines are subject to late fees and interest.

This resolution was passed by a unanimous vote of the Board of Directors of the Association at a duly called meeting on August 22, 2024.

This Fine Policy Resolution shall become effective to amend and replace any existing fine resolutions on September 1, 2024. The Revised Fine Policy Resolution has been emailed and mailed via USPS to the mailing address of the owner of record.

## TRADITION AT WILLBROOK Rules and Regulations Violation Fine Policy

WHEREAS the Board of Directors has the authority to adopt and publish rules and regulations governing the use of the Common Properties, amenities and facilities, and the personal conduct of the Members and their guests thereon, and to establish penalties for the infraction thereof.

WHEREAS the Board deems it to be in the best interests of the Association and its members to adopt a process for the enforcement of "Use Restrictions", and/or other duly adopted "Rules and Regulations" of the Association, that is consistent with applicable provisions of the governing Bylaws and Declaration of Covenants, Conditions and Restrictions;

NOW, THEREFORE, BE IT RESOLVED:

We understand certain violations may be difficult to resolve within the indicated time frame. However, each violation notice **requires** either satisfactory resolution or documented communication with the management company by the timeline indicated in the notice. Failure to resolve the violation or to notify the management company with a plan to resolve it by the dates indicated will result in additional notices and fines as prescribed in this fine policy.

<h3>FINE SCHEDULE</h3>	
1st Violation Notice (Friendly reminder)	Friendly Reminder/Notice of Violation with 21 days from date of notice to resolve
2nd Violation Notice (same offense)	Notice of Violation with \$75.00 fine and 21 days to resolve from 2 <sup>nd</sup> notice date
3rd Violation Notice (same offense)	Notice of Violation with \$150.00 fine. Fine of \$150 will be assessed each month until resolved.
Repeat violations (same offense within 12 months of initial notice)	Direct to \$100.00 Fine with Notice and 21 days to resolve. If unresolved, fine assessed monthly until resolved.
Renting house with less than a 6-month lease	\$500.00 direct fine
House swapping	\$500.00 direct fine
Unique/Unusual Circumstances not otherwise indicated in the CCR's or fine policy.	The Tradition at Willbrook Board of Directors reserves the right to establish fines as deemed necessary.

PLEASE NOTE: All fines are subject to late fees and interest.

This resolution was passed by a unanimous vote of the Board of Directors of the Association at a duly called and noticed meeting on August 22, 2024. This Fine Policy Resolution shall become effective to amend and replace any existing fine resolutions on September 1, 2024. The Revised Fine Policy Resolution has been emailed and mailed via USPS to the mailing address of the owner of record.

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