

**Snow Removal:**

Snow removal is done by the City of High Point since our roads are public roads.

**Action Requests:**

Please note that all requests **MUST be submitted to the Property Manager in writing.** You should receive a response within 7-10 days.

**Trash Collection:**

Trash collection is performed by the City of High Point on Thursday of each week. Trash receptacles should be placed in the street in the front of your home on the morning of collection and removed the same day. The city also provides recycling on the same day. Receptacles should be maintained inside your garage or in the back of your home.

**Enforcement:**

The Association is responsible for the enforcement of all regulations, conditions, covenants imposed by the Declarations. Please contact the Property Manager with any concerns or violations.

**Contacts:**

Please contact our Property Manager at:

Lambeth Management & Realty, Inc  
P.O. Box 8071  
Greensboro, NC 27419  
Telephone: (336) 869-5849  
Fax: (336) 869-7268  
Email [lambmgmt@aol.com](mailto:lambmgmt@aol.com)

# SOUTHERN CHASE HOMEOWNER'S HANDBOOK

January 2006

Dear Homeowner:

We hope this handbook will help our homeowners better understand how the Southern Chase Homeowners Association operates and also provide a basic overview of the key points in the Declarations and By-Laws. While this is an overview, it does not include all of the rules, regulations, and restrictions that are fully disclosed in the Declarations and By-Laws. The Declarations and By-Laws take precedence over this overview.

This Handbook is intended for both new and existing homeowners. If additional information is needed, please contact our Property Manager or any member of the Board.

If you sell your home, please leave this Handbook for the new homeowner.

Your Board of Directors  
Southern Chase Homeowners Association

- Natural Areas: Use at your own risk with concern for safety and maintenance always a priority.

**Roads and Traffic:**

All roads are public roads and all members and guests shall abide by all State and Local traffic regulations and other laws and ordinances regulating motor vehicles while on the property. The Association is NOT responsible for safety and maintenance. However, maintenance problems may be reported to the Property Manager. The High Point Police should be contacted for all accidents or safety concerns.

**Street Lights:**

The street Lights in the neighborhood are maintained by the City Of High Point. Please contact the City of High Point if any street lights are out or damaged. The Association is only responsible for the lights on the Entrance signs.

**Speed Limit:**

The speed limit in our neighborhood is 25 miles per hour. For the safety of everyone, please watch your speed. Violations will be reported to the High Point Police. Concerns should be reported to the Property Manager.

**Parking:**

The parking of vehicles is prohibited on Common Area driveways and alleys. The storage of boats, trailers, motor homes, etc., in the street or your driveway is not permitted. However, they are allowed to be parked alongside of the house as long as it does not project out past the front face of the house.

**Pets:**

We welcome all house pets to our neighborhood. Livestock is not permitted. When walking your pet, please keep them on a leash and clean up after them. Be considerate of your neighbor's lawn; walk them in the Common Areas. The Common Areas and entrances are for all to enjoy. Pets are not allowed to roam free.

- No obstructions allowed at street intersections
- No livestock allowed
- No offensive activities allowed (report to police)
- Pets must be kept on a leash at all times

**Architectural Control:**

Architectural control standards are intended to help maintain the theme and appearance of our neighborhood. Changes or additions to your home or lot will require submitting an application to the Architectural Control Committee for review and obtaining written approval prior to construction and change. Obviously, in addition to the approval from the committee, many projects will require the approval and permits from the City of High Point. General Architectural Standards and Architectural Request Forms are included in the back of this Handbook.

All requests should be mailed to the Property Manager. If there are any questions as to what may or may not need to be approved, please contact the Property Manager. A brief, but not all inclusive list is included below as a guide for changes, improvements and additions, whether temporary or permanent, that will require you to submit a request to the committee and obtain approval prior to construction:

- Fence construction
- Outbuildings(Doghouse, Playhouses)
- Decks, Patios, Porches, Gazebo and Planters
- Driveway Expansions
- Permanent Walkways
- Garage or Home additions
- Exterior Color changes
- Exterior Siding or Roofing changes
- Personal Signage
- Major Landscape changes or changes in Grade

**Common Areas:**

All homeowners have a right to the use of and enjoyment of the common areas. The use of any common area may be changed or restricted as described in the Declarations. Some common rules and restrictions are listed below:

- Retention Ponds: No swimming, wading or fishing is permitted. No access or ice skating is allowed in the winter.

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### **About your Membership:**

Every owner of a home in Southern Chase is a member of the Association. Each homeowner is allowed one (1) vote on Association matters. Your vote can be made either in person or by proxy. Each member and his/her family are entitled to the use and enjoyment of the Associations Common Areas.

### **Dues and Fees:**

As a member of the Association, you are obligated to pay annual dues and assessments, if any. The dues and assessments are used to maintain the common areas and to pay for the management and administration of the Association. If necessary, special assessments must be voted on and approved (2/3's required for approval) by the homeowners. The annual dues become effective the first day of each year. Association dues are to be collected annually on the first day of the year; a penalty will be assessed for late or partial payments received after January 31st. **Late payments or non-payment will affect your voting rights and may result in a lien on your home.**

### **Board of Directors:**

The Association is governed by a Board of Directors with a minimum of five (5) members and a maximum of seven (7) which is elected by the Members. Board Members are elected during the annual meeting. Board Members are not compensated for their service. A majority vote of the Board Members will constitute an action to pass. The Board will elect within itself a President, Vice President, Treasurer, Secretary and Directors. The Board has the powers and duties to:

- Adopt and publish rules and regulations
- Contract for the benefit of the Association
- Set the annual dues assessment
- Maintain the Common Areas
- Appoint Committees
- Other Powers and duties as described in the Declaration and By-Laws

The Board Members are homeowners who volunteer for the benefit of the Association. They are your neighbors, volunteering their time, energy, or expertise to maintain and improve our neighborhood. They do not get involved with personal, family, or neighbor issues, unless covered in the Declarations and By-Laws. If you are interested in serving on the Board, contact the Property Manager or any Board Member.

### **Property Manager:**

The Board has contracted with a Property Manager to manage the day-to-day operations. The Property Manager reports directly to the Board. The Property Manager is responsible for supervising contractor work, landscape management, and other continuing maintenance of the Common Areas.

The Property Manager prepares the annual operating budget and the Capital budget. The Manager is responsible for collecting dues, special assessments, and paying monthly bills of the Association.

### **Board Meetings:**

Board meetings are held at various times throughout the year. If you have issues or suggestions that you would like to present or would like to attend a meeting, please contact a Board Member or the Property Manager.

### **Annual Meeting:**

You will be notified in advance of the annual meeting as to the location and time and any matters to be voted on. Generally the meeting is held in April of each year. The purpose of the meeting is to present the year's business, financial review, and election of new Board Members. You can also discuss old and new business. All special or called meetings will be covered in the same manner.

### **Rules and Regulations:**

A general list is below. Please refer to the Declarations for a complete listing and explanation:

- Architectural Control Standards
- All lots are for single family residential purposes