

# **THE TOWER**

*Property Owners Association,  
Incorporated*



## **Rules and Regulations**

**Revised: December, 2018**

Revised, Reviewed and Approved  
by  
The Tower Board of Directors  
December, 2018

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- Ocean Creek Security – Ext. 1000 from an in-room or property phone or (843) 272-7724, ext. 1000 from mobile phone
- Tower North Security – Ext. 1070 from an in-room or property phone or (843) 272-7724, ext. 1070 from mobile phone
- Horry County Police – 911
- Fire / Rescue – 911
- On-site Manager – Ext. 1001 from an in-room phone or property phone or (843) 272-7724, ext. 1001 from mobile phone

The following Rules and Regulations have been established by The Tower Board of Directors for the comfort and safety of all owners, renters and guests of The Tower at Ocean Creek Plantation. Considerable thought, care and expense has been applied to make The Tower at Ocean Creek a premiere family home and vacation site - one that places emphasis on complete relaxation in a secure, comfortable and friendly environment.

To help maintain the environment, The Tower Property Owners' Association requires that all occupants, whether they are owners, renters or guests, adhere to these Rules and Regulations and cooperate fully with security personnel at all times. These Rules and Regulations are in addition to any published by the Master Property Owners Association at Ocean Creek Plantation.

**\*These Rules and Regulations are in compliance with the Ocean Creek Plantation Master Deeds, Covenants, etc. and The Tower Master Deed, Covenants, etc. \***

## **ARCHITECTURAL STANDARDS**

The following regarding architectural standards are in accordance with the Ocean Creek Plantation Master Deed, Article VII.

In order to preserve the natural setting and beauty, and to protect and promote the value of the Development, no improvements of any nature whatsoever shall be constructed, altered, added to or maintained upon any part of the Development without the required consent of the Architectural Standards Committee and/or Master Property Owners Association.

The Architectural Standards Committee requires that any contractor and/or subcontractor for any planned improvement within the Development is licensed and bonded. The contractor and/or sub-contractor must comply with established procedures by Horry County, South Carolina in obtaining a permit for the improvements.

The Tower shall have a separate Architectural Standards addendum that must be followed by all Tower owners.

## **AUTHORIZED ENTRY**

Agents of the Association may enter any dwelling at any reasonable hour of the day for purposes permitted under the Master Deed of The Tower. Except in an emergency, entry will be pre-arranged.

## **BOATS, TRAILERS, ETC.**

Boats on trailers, trailers, campers, RV's, motorcycles, commercial vans/trucks, etc. are NOT permitted on the main property of Ocean Creek. They may be parked in the designated area; provided immediately outside the Security Gate at the front entrance to the property.

## **CHILDREN**

Reasonable supervision of children by a responsible adult must be exercised at all times. Children are strictly forbidden from playing in elevators, corridors, stairways, or on balconies. Children must be supervised when in the pool area and when in common areas in and around The Tower. Activities that cause a disturbance to owners or guests are also forbidden. Any repairs for or destruction to the property by children are the responsibility of the supervising adult. This includes discharging of fire extinguishers and/or setting off the fire alarm system without cause. The penalty for tampering with the fire equipment is a minimum of \$500 fine or six-month jail sentence as provided by South Carolina Law.

## **COMMON AREAS: BALCONIES, CORRIDORS, ETC.**

Articles of clothing, linens, towels, etc. are NOT to be hung from or draped on balconies or corridor railings. All unit louver outer doors must be kept closed in order to comply with fire regulations so as to eliminate obstruction(s) in the corridors. Also, floats, beach chairs, clothing and other items may not be stored or left in the corridor areas, including stairways or outside the unit doors.

Any curtains, window drapes, or hangings must show white to the outside. All other colors showing through windows/doors are not permitted.

No flags, banners, decorations (holiday or otherwise), signs or posters may be displayed or hung in the stairways, elevators, or from the balcony or walkway railings. No flags, banners, decorations (holiday or otherwise), shall be attached the exterior of the building.

An American Flag is authorized and must follow these guidelines.

- It must be secured to a stationary object belonging to the homeowner on the homeowner's balcony/patio.
- It must not touch, hang from, drape over or be attached to the balcony railing or any other common element.
- It must be displayed in compliance with federal statutes requiring that the American Flag be displayed in a respectful manner.

## **ABSOLUTELY NOTHING IS TO BE THROWN FROM THE BALCONIES AT ANY TIME, INCLUDING CIGARETTES OR CIGARS.**

## **DECORATIONS**

No wall decorations are to be hung on an exterior wall with the use of any type of mechanism that will penetrate the exterior water proofing material that has been applied to exterior of the building.

## **DRONES**

Due to the close proximity of Ocean Creek Plantation to the Grand Strand Airport and FAA regulations, drones are strictly forbidden to be flown at Ocean Creek Plantation.

## **DUNES AND SEA OATS**

The dunes offer essential protection from beach erosion; therefore, they are NOT to be walked or played on. Walkways should be used when going to and from the beach. South Carolina law protects the sea oats. Removal or damage to the sea oats may result in fines in excess of \$100 per offense.

## **FIREWORKS/HAZARDOUS MATERIALS**

The discharge of fireworks, including sparklers, and/or any other type of noisemaking or explosive devices is expressly prohibited on any part of the Association property. No owner/guest/renter shall use or permit to be brought into the buildings/units or common areas, any flammable oils or fluids, i.e. gasoline, acetone, kerosene, explosives or articles deemed extra hazardous to life, limb or property. Such materials will be confiscated from violators and an incident report will be forwarded to the appropriate law enforcement agency for further action where warranted.

## **FLOORING FOR BALCONIES**

Any new installation of flooring on all balconies must comply with standards set forth in The Tower Architectural Standards Addendum. The warranty and materials will be the responsibility of the owners and their contractor.

## **GOLF CARTS**

Only maintenance and security golf carts are allowed on The Tower property unless specifically authorized by Security when attending scheduled meetings in The Tower Community Room.

## **GRILLS**

Charcoal grills are provided for use of all owners, guests, and renters at the South Bluff picnic area. Gas and charcoal grills are NOT permitted on the balconies or any other common area around The Tower.

## **KEYS**

It is the responsibility of the owner to provide a key to maintenance staff. This will only be used in an emergency or during normal building inspections by the maintenance staff. Keys to guest(s) renting a unit must be provided by the rental agency to the renter. Maintenance staff will not use keys to open units for renters when keys have not been provided.

At this time The Tower only utilizes traditional key locks on unit doors. Electronic locks are not allowed at this time. Should you wish to install an electronic lock you must seek approval from The Tower Architectural Committee prior to installation.

## **LUGGAGE AND GROCERY CARTS**

In The Tower, all carts shall be returned to the lower lobby level after use. Carts shall NOT be left in individual units, elevators, corridors, or parking areas. Vendors must furnish their own work carts. Use of regime carts is prohibited. Contractors violating this rule may be barred from doing business on the property.

## **MAINTENANCE/REPAIR OF VEHICLES**

Except in emergency situations any maintenance or repairs to a vehicle in the parking areas is strictly prohibited.

## **MEETING ROOM**

The meeting room is located on the first floor of The Tower and may be reserved by owners for social gatherings. The meeting room can be rented by guests through the Maintenance Staff. A deposit of \$50 will be charged to guests using this room and will be returned if the room is left in the same condition as when rented.

## **NOISE**

Being considerate of one's neighbors is an especially important factor in a multi-family building or area. Loud noises from televisions, radios, stereos, musical instruments or loud talking should be kept to a minimum at all times and will NOT be tolerated between the hours of 11:00 p.m. and 8:00 a.m. Radios, stereos and televisions are NOT to be used on balconies or around pools unless headphones are used or volumes are kept at levels where they are not bothersome to anyone nearby. To report a noise disturbance please refer to the numbers on the back cover for Security.



## OCCUPANCY

Owners will be held responsible for anyone they allow to occupy their unit. See “Rental of Unit” below for information concerning restrictions on renting units.

## PARKING, LOADING & UNLOADING

All vehicles must fit within and be parked in the designated parking spaces. Only vehicles with handicap stickers/hangers are allowed to park in the designated handicap parking spaces. This will be strictly enforced by Security. Parking is for The Tower owners and guests only. Any unauthorized vehicles will incur a fine of \$100. Security is authorized to have the car towed at the owner’s expense.

Due to limited parking at The Tower, additional parking is provided on the North Bluff during the periods indicated on the entrance signage for The Tower residents and guests only. Daytime parking is permitted in the designated area of South Bluff between Memorial Day and Labor Day. Violators will have a warning sticker placed on their vehicle and, if the vehicle is not moved within 2 hours, Security is authorized to have the car towed at the driver's expense.

Parking at The Tower is restricted to the residents, guests, and renters of The Tower. To facilitate identification, The Tower owner window decals or orange parking hangers are required and must be visible at all times.

A 15 minute only loading/unloading zone is located on the lower level parking lot. Please do not use this area for any other purpose.

**NO CONTRACTORS ARE ALLOWED TO PARK IN THE DESIGNATED LOADING/UNLOADING AREA FOR EXTENDED PERIODS OF TIME.**

## PETS

Owners and members of their family may have pets, but are required to purchase a Pet Identification Tag from the Ocean Creek Association Management office located on-site. The tag must be attached to and easily seen on the pet's collar at all times. Renters are NOT permitted to have pets in their condominium or on the property. Certified guide/service animals are allowed.

Renters in violation of this regulation may face immediate eviction, unless they comply with this regulation.

Owners must keep their pets on a leash whenever it is outside the unit, and must clean up after their pets to include pet waste. Pets are not allowed in the pool areas and Horry County has restrictions on pets being on the beach during specified times of the year. (SUBSTANTIAL FINES APPLY IF COUNTY LAWS ARE NOT OBEYED).



## **REMOVAL OF PROPERTY**

Pool furniture is NOT to be removed from the pool area. Similarly, blankets and other unit furnishings may not be removed from any unit and/or exchanged to another unit.

## **ROLLER SKATES, SKATEBOARDS, HOVER BOARDS, SEGWAYS, SCOOTERS, BIKES, ETC.**

The use of roller skate/blades, skateboards, hover boards, Segways and scooters, both regular and motorized, and motorized bikes is prohibited anywhere on the property as a safety precaution to the user and pedestrians. The bike rack located on the lower level of parking is for owners and guests of The Tower only.

## **ROOFTOP DECKS**

If the decking material is replaced or enlarged it can only be enlarged to within 30 inches of the exterior wall. The Tower Architectural Committee must approve replacement plans before the modifications take place. All activity on the rooftop deck must be restricted to the deck area. Furniture may only be placed on the deck area and NOT on the exposed area of the roof. Furniture should be of substantial weight as to eliminate any chance of it being blown off. No storage buildings are permitted on the rooftop deck or exposed roof area.

## **SAND CONTROL**

In order to control sand and limit the amount inside of The Tower all beach items must be cleaned utilizing the shower/hose located on the walkways coming from the beach. Please do not bring buckets or other items covered with sand in any area of The Tower to include individual units.

## **SEAGULL FEEDING**

Do NOT feed sea gulls from the balconies or on the property grounds, as it creates unsanitary conditions in these areas.

## **SECURITY**

For security reasons Security will patrol at regular intervals during the day and night.

In the process of conducting their duties, the Security Staff relies predominately on the cooperation and goodwill of all occupants. For those who violate the Rules and Regulations, the Security Staff will inform the individuals as to the violation and request that it be corrected. If the violator does not cooperate, then the Security Staff is

authorized to call in the appropriate governmental authority in order to secure compliance. Incident reports will be prepared and forwarded for further action where warranted.

Security does reserve the right to evict an owner, renter, or guest after issuing 3 warnings for the same offense.

Entrance doors into The Tower will be locked on the below schedule and only accessible by key.

October 1<sup>st</sup> through April 30<sup>th</sup> doors will be locked from 8:00 pm until 7:00 am

May 1<sup>st</sup> through September 30<sup>th</sup> doors will be locked from 10:00 pm until 7:00 am

## **SMOKING**

Smoking is only allowed in units where the owner allows it. Smoking is not allowed in any common areas located inside The Tower or in the pool area. When utilizing the balcony to smoke, owners, guests, and renters must be mindful of wind conditions as ash can be blown onto other decks. Do NOT throw cigarette/cigar butts or pipe tobacco over balconies.

## **SOLICITATION**

Solicitation is not permitted on the property, nor is the distribution of handbills or any other type of advertising materials.

## **SWIMMING POOL**

Swimming in The Tower pool is permitted between the hours of 9:00 a.m. and 10:00 p.m., unless otherwise posted. Because lifeguards are not present, persons using these facilities, DO SO AT THEIR OWN RISK. NO RUNNING, DIVING, OR FLOTATION DEVICES ARE PERMITTED AT THE POOL. Dripping wet swimming attire is NOT permitted in lobbies, hallways, or elevators.

The Tower pool is restricted to use only by residents and guests of The Tower. Those owners and guests using the pool must be in possession of a Tower pool tag.

A RESPONSIBLE ADULT must accompany children under 12 years of age. All rules relating to the use of the pool are posted at the pool. Please ensure that these rules are obeyed.

The Tower pool is private and restricted to use only by residents and guests of The Tower. All outdoor pools open for the season on Good Friday or the first weekend in April, whichever comes first. The outdoor pools located at the Tennis Villas and Lodges 1, 3, and 4 close for the season on the 3rd Friday in October. The Tower pool

will close according to procedures set forth by the Board of Directors. The Beach Club pool area and bathrooms close the 1st Friday in December.

## **TRASH**

In The Tower, all dwelling garbage should be bagged in small plastic bags and disposed of via the trash chute, located across from “C” units on all floors. No trash or garbage from a unit is to be deposited in the trash containers located in building hallways or lobbies.

Larger items that owners wish to get rid may be taken and placed in the dumpster located on the service drive across from Coastal Association offices.

Contractor/vendors doing repair or renovation work in units must provide their own dumpster that can be placed in a designated area on the property or they are to remove the trash from the property daily. It is the unit owner's responsibility to ensure that the contractor adheres to this rule.

Cigarettes/cigars should be deposited in the receptacle for that use and not extinguished on carpets nor thrown on hallway floors or parking areas.

## **VEHICLE IDENTIFICATION**

Owners may purchase decals at the onsite Association Management Office. Decals are to be displayed on the lower left side of the windshield, for consistency and ease of viewing by Security. Decals must be removed when the vehicle is disposed of and whenever the home owner sells their unit. At that time, that person is no longer eligible to use the decal. Updated listings of decals are provided to security monthly.

## **VENDOR ACCESS TO THE PROPERTY**

Unless given prior approval from the on-site Association Management Office, no construction, furniture or appliance deliveries or renovations shall be undertaken or conducted on any Sunday or holiday. Keys to units will not be provided to vendors at any time unless the unit owner has given the management office prior authorization to do so. Security must be notified when vendors or deliveries are scheduled by owners. You must provide security with the name, date, and time.

All work activity during weekdays shall be performed between the hours of 8 a.m. and 6 p.m. This restriction does not apply to emergency situations involving loss, injury or damage to person or property, or to such quiet maintenance activities performed within an individual unit such as painting or wallpapering. Unit owners doing their own renovation or repairs must be mindful of the noise restricted timeframes.

In the case of an emergency repair that is needed on weekends or holidays, unit owners must notify Security for key authorization and for clearance through the security gate.

## WILDLIFE

Mistreatment of wildlife that resides on Ocean Creek Plantation is strictly forbidden. Anyone caught mistreating wildlife will be handled by security personnel and the appropriate local authorities.

Feeding of wildlife is detrimental to their health. Please refrain from feeding any wildlife residing on Ocean Creek Plantation.

## UNIT PREVENTIVE MAINTENANCE MEASURES

The Tower Board of Directors cannot stress enough the need for each homeowner to comply with the following recommended unit maintenance measures. Following these recommended guidelines will help prevent breakdowns, damages and allows systems to function more efficiently. A review of the Master Deed for The Tower, included in your closing documents, will alert you to your rights and responsibilities as an owner in The Tower.

1. Check the age of the water heater. It should be replaced every 7 to 10 years to prevent catastrophic water damage to your unit, as well as your neighbors on each side and/or below.
2. Install stainless steel braided hoses on your washing machine and replace them according to the manufacturer's recommendation.
3. Service your heating/air-conditioning unit regularly, especially in the Spring to have special pellets placed in the condensation pan to prevent fungus build-up that causes overflow. Change the filters frequently, especially in the summer, to prevent the unit from icing up.
4. Because of safety and liability issues, the on-site Association Management Office will schedule dryer vent cleaning annually. Owners will be notified of this action.
5. Check ice maker hoses for leaks periodically.
6. Check your garbage disposal to be sure it is not leaking and that it is properly grinding and disposing of the food particles.
7. Make sure your doorbell and exterior door hardware are in compliance with The Tower regulations.
8. When leaving your unit for a period of time, you should:
  - a. Turn off the water at the main valve to your unit
  - b. Shut off the electrical breaker to the water heater
  - c. Ensure the ice maker is in the OFF position
  - d. Bring in all porch furniture, especially during hurricane season
  - e. Set the summer temperature at 75F to avoid mildew/mold build-up in the unit and prevent it from spreading to adjacent units. Winter temperature should be set at 62F.
9. Periodically check the caulking at the base of all sliding doors and the perimeter of the balconies and have it re-caulked, if necessary, to prevent water leaks in the unit below. Consider replacing your glass doors if they are original to the building. Any window, walkway or balcony window glass that has a broken seal must be replaced.

10. Owners are responsible for painting/repainting their unit entrance doors and frames using Sherwin Williams, Navajo White, Industrial Enamel – B54-W101, 7907-99993. Owners are responsible for cleaning their unit and louver doors.
11. Owners are responsible for the cleaning of the windows facing the corridors and making sure they kept in good repair. Should seals break causing moisture between the window panes, the owner is responsible for the repair of these windows.
12. If you plan to leave a motor vehicle in the parking area between visits to the property, you must leave a set of keys with an identified friend, neighbor, or the Property Manager so that the vehicle can be moved in case of emergency.
13. KEYS TO UNITS – It is the individual owner's responsibility to provide the on-site management company with keys to the unit. Significant time can be lost in case of emergency which could result in excess damages to a unit, as well as adjacent units. Immediate discovery and assessment of possible emergencies and resultant damage is imperative.

## EMERGENCY INFORMATION

*Dial 911 for all emergencies.* If you discover a fire or experience a medical emergency anywhere on the property, please implement the following procedure:

- Dial 911 using your unit phone, a cell phone or any resort phone on the property.
- Notify Security at (843) 272-9657, ext. 1000 to alert them of the situation. They can then be available to direct the firefighters or emergency medical personnel to the affected area. The Security Rover vehicle is equipped with an AED. Security and maintenance personnel are certified in CPR and the use of the AED.
- If there is a fire immediately leave your unit or the scene. Be sure to close the door and leave it unlocked. Alert the other occupants on your floor and use the nearest stairway to proceed to the nearest exit from the building. *DO NOT USE THE ELEVATORS.*

### Phone Numbers:

- Ocean Creek Security – Ext. 1000 from an in-room or property phone or (843) 272-7724, ext. 1000 from mobile phone
- Tower North Security – Ext. 1070 from an in-room or property phone or (843) 272-7724, ext. 1070 from mobile phone
- Horry County Police – 911
- Fire / Rescue – 911
- On-site Manager – Ext. 1001 from an in-room phone or property phone or (843) 272-7724, ext. 1001 from mobile phone