



INDIGO RUN

Rules, Regulations & Enforcement

Effective Date: January 1, 2016

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Preface

These Indigo Run Community Owners Association, Inc. (“IRCOA”) Rules and Regulations (“Rules”) are promulgated pursuant to Article XII of the Amended and Restated Declaration of Covenants, Conditions, and Restrictions of the Indigo Run Community Owners Association, Inc. (the “Covenants”). Except where expressly excluded by the Covenants, these Rules are applicable to all Property Owners, residents, tenants, guests, invitees, and contractors. In addition, the Property Owners, residents and tenants are responsible for the compliance of their guests, invitees, and contractors with these Rules at all times. Further, wherever these Rules refer to other Rules or Guidelines of IRCOA, including the Architectural Review Board (“ARB”), such Rules and Guidelines shall be deemed to be part of these Rules as if fully stated herein. In the event any part of these Rules are deemed to be illegal or inconsistent with the Covenants, only such part shall be rendered invalid and all other portions or sections shall continue in full force and effect.

Please be advised that failure to comply with these rules can result in various degrees of sanctions, ranging from written warnings, fines, penalties, liens, state citations, up to loss of IRCOA membership privileges. In addition, certain continuing violations may be treated, each day, as a new violation resulting in additional penalties. The IRCOA office should be contacted if there are any questions about these rules.

Access Rules

1. Community Access

- A. The roadways of Indigo Run are private. Residents must contact Security to request a pass for guests and visitors. Non-residents may be issued one-day passes for limited access to recreational facilities (Golden Bear Golf Club, The Golf Club and Sunningdale Swim and Tennis Club) or for other authorized functions without being sponsored by a resident.
- B. The only authorized entrances to Indigo Run are the gates where security guards are posted and/or where electronically controlled gates and cameras have been installed.
- C. IRCOA reserves the right to limit or deny admission to any person or vehicle when such access is not considered in the best interest of owners and residents. All owners shall be afforded unrestricted access to their lots and dwellings.
- D. Every driver requesting entry into or operating a motor vehicle within Indigo Run shall have in his/her possession a current valid driver’s license, a current vehicle registration card and proof of current vehicle insurance as required by state law. Vehicles operating within Indigo Run shall be equipped with a muffler in good working order and in constant operation to prevent excessive or unusual noise and annoying smoke.
- E. All motor vehicles entering Indigo Run and using the roadways will be required to display a vehicle decal or gate pass issued by Security, as described in Paragraph R.

Decals and passes to enter Indigo Run serve only to identify the vehicles. Security may request the drivers to produce the documentation as required in paragraph D.

- F. While in Indigo Run, guests and visitors will be required to adhere to generally accepted standards of good conduct. Improper conduct may result in the guest or visitor being removed from Indigo Run by Security and/or the Beaufort County Sheriff.
- G. In the event of a material infraction of these Rules or state and local laws resulting in the citation of a guest or visitor and with the concurrence of IRCOA Board of Directors, access to Indigo Run may be denied or regulated by requiring the host of such guests to accompany them at all times while within Indigo Run. The host of said guests shall also state in writing that he or she will accept full responsibility for any and all actions of the guests. Any such regulated guests found not accompanied by a host may be charged with trespassing and may be denied future access.
- H. Residents/owners utilizing a temporary vehicle, such as a rental car or truck, must obtain a pass for the duration of the use of the temporary vehicle.
- I. Any contractor, sub-contractor, vendor, landscaper, service technician or individual who provides or performs a service within the Community for which a fee is charged is required to purchase either an Annual Decal or a Daily Work Permit.
- J. When contractors first apply for an Annual Decal or a Daily Work Permit, they must show a valid driver's license (a SC driver's license is preferred), a valid vehicle registration card and a valid insurance card. All three of these documents must match to the driver's license.
- K. Commercial vehicles are defined as those which have lettering and/or other evidence of commercial use, such as racks, ladders, tools or materials.
- L. Certain commercial vehicles, including mail carriers, school buses and newspaper deliverers, are exempt from decal requirements.
- M. Residents may not request guest passes for contractors performing work on their property.
- N. Contractors quoting estimates for prospective jobs are authorized only one free daily pass for each estimate per contractor per owner.
- O. A self-employed individual(s) performing in-house cleaning or personal service tasks and who is not a licensed business or corporation will be issued a monthly work permit upon providing the same driving documentation that a contractor must provide. The owner/resident is to request the work permit for the individual(s) performing the work in their residence. These work permits can be automatically renewed by a phone call to Security by the owner/resident. If the domestic help is terminated, the owner/resident is to notify Security so that the work permit can be withdrawn.
- P. Home health caretakers will be issued work permits as required for access to a specific residence. The resident/owner must apply to Security for the proper work permit. These permits will be reviewed on a quarterly basis. If the home health caretaker is

terminated, the owner/resident is to notify Security so that the permit can be withdrawn.

- Q. Emergency vehicles will be allowed entry. In case of an emergency, call 911 first and then call Security at 689-9339.
- R. A gate pass for a minor (anyone under the age of 18) must be called in by a parent of the residence where the minor is going to be. The calling parent will be asked to provide the phone number of the residence where the minor will be located once she/he enters Indigo Run.

Gate Pass Color Codes:

Golden Bear	Neon Yellow
The Golf Club	Blue
Broad Pointe	Green
River Club	Red
The Golden Bear Golf Club	Orange
The Golf Club at Indigo Run	Beige
Realtors	Pink
Sunningdale Swim and Tennis Club	Neon Green
Contractors	Light Green Hanging Tag
Domestic Workers	Blue Hanging Tag
Owner's Club	Yellow Hanging Tag

- S. Real Estate Agents will be granted unrestricted access during the hours of 7:00 AM to 7:00 PM seven (7) days a week. At all other times, the agents are required to have appointments with residents as evidenced by guest passes from Security that have been requested by the potential resident seller. Homeowners acting as agents (sales-by-owners) must accompany the customers/clients at all times while within the community. Customers/clients are not permitted unescorted re-entry. All access must be through the front gate on Indigo Run Drive. If access to The Golf Club, River Club and Broad Pointe is required, it must be declared at the time of initial entry. Agents will be instructed to contact Security from the appropriate pedestal intercom for access to these communities. Return access through the Marshland Road gate will only be with display of a valid pass visible to the TV camera. Initial access through the Marshland Road gate is prohibited. Anyone requiring non-agent access for model homes, home tours, or other special events must contact Security at least two (2) weeks prior to the event. The necessary procedures to allow access for visitors for these events are available through Security. Security reserves the right to deny these requests.

2. Occupancy of Dwelling/Leases

- A. No Property Owner shall be permitted to occupy a dwelling, on a temporary or permanent basis, until the dwelling has been completed according to the ARB approved plans and specifications, a Certificate of Occupancy has been issued by the Town of Hilton Head Island and an occupancy approval has been obtained from the ARB or their authorized representative. All landscaping of the dwelling shall be completed within (90) days of the occupancy of the dwelling unless a written exception is obtained from the ARB.
- B. Prior to the lease commencement date, any Property Owner that leases his/her property

must supply a copy of the lease agreement to the Security Office. The lease must be for a minimum of 6 months in duration and contain language obligating the tenant to comply with all IRCOA Rules and Covenants. No access decals will be issued to the tenant until all requirements of this paragraph have been met.

- C. In the event a property is sold, the new owner will be allowed access to the property and decals issued upon supplying either of the following to the IRCOA office during regular administrative business hours: (1) a signed deed or (2) proof that the property has been transferred and the seller is satisfied by providing a HUD document signed by both buyer and seller. Security will verify the transaction by contacting seller's attorney before entrance is granted.

3. Contractors—Hours of Operation/Licensing

Builders, landscapers and construction workers are permitted to work between the hours of 7:00 AM and 7:00 PM Monday through Saturday. During all other hours, emergency repairs are permitted with approval from Security and are strictly limited to matters involving mitigation of damages to persons or property. All contractors working within Indigo Run must be in compliance with local, state and federal rules, regulations and laws as well as the IRCOA Rules. Work by contractors is prohibited on Sundays and Holidays observed by IRCOA.

4. Motorized Recreational Vehicles and Bicycles

- A. Recreational vehicles such as motor homes, fifth-wheel campers, pull-trailers and boat trailers are permitted to enter Indigo Run through the main gate when a special “24-hour permit” has been requested and obtained from Security with the approval of the Director of Security or General Manager. Residents may drive their recreational vehicles to their homes for loading and/or unloading. The recreational vehicle must be parked on the resident’s driveway. The main gate must be used to exit Indigo Run and the “24-hour permit” must be returned to Security.
- B. Operators of mopeds, motorcycles, motor scooters and similar motorized recreational vehicles must comply with all applicable South Carolina motor vehicle laws.
- C. Golf carts and bicycles must comply with all South Carolina traffic laws on roadways shared with motor vehicles. Drivers of golf carts must be licensed drivers or must be accompanied by a licensed driver at all times. They are confined to bicycle paths, where available, and are prohibited from Indigo Run Drive, except when crossing.
- D. Residents and their guests may ride their bicycles throughout the Community. Riders must comply with all applicable South Carolina laws regarding the operation of bicycles on roadways shared with motor vehicles. All riding must be in single file, on the right side of the road, with the direction of traffic.
- E. Guests & visitors are not permitted access to the community via bicycle unless sponsored by a resident. Bicycle tours of the community by outside groups are not permitted.

5. Recreational Facilities

A. Golf Courses and Sunningdale Swim and Tennis Club

The Golf Club at Indigo Run and the Golden Bear golf courses, as well as their respective club houses, practice ranges and parking lots are not part of the Common Areas of IRCOA. They are the property of the Indigo Run Asset Corporation (most commonly referred to as CCA). This is also true of the swimming, tennis and playground facilities at Sunningdale Swim and Tennis Club. The use and enjoyment of these facilities is for the members and the guests of these CCA properties only.

1. Residents adjacent to golf course fairways and greens shall refrain from actions that would distract from the playing quality of the golf courses. Such prohibited activities include, but are not limited to, permitting dogs or other pets to interfere with golf course play; running or walking on the fairways; picking up balls, or like interference with play. The walking of pets on golf course paths, on any golf course maintained areas or in and around Sunningdale Swim and Tennis Club is strictly prohibited.
2. Residents may not ride bikes or walk on golf course paths during the hours of play.
3. Registered golfers or their caddies (not golf carts) may enter a lot which is adjacent to the golf course for the purpose of retrieving a golf ball. This action shall not be deemed trespassing. They shall not be play a shot, disturb any plants, or spend an unreasonable amount of time looking for a ball or in any other way be a nuisance.
4. Golf course maintenance operations are allowed to create noise related to normal maintenance from (30) minutes prior to sun up to (30) minutes after sun down.

Additional club information for the Golden Bear, Sunningdale Swim and Tennis Club and The Golf Club is available from the respective clubs.

B. Common Areas

The IRCOA owns a number of common areas which are accessible to all Property owners. Many of these common areas are maintained by the IRCOA but a number are left in their natural state. Use of these common areas is at risk of the Owner; however, use of the common areas should be guided by polite consideration toward the Community as well as observance of the IRCOA Covenants and Rules.

6. Under Age 18 Curfew

It shall be a violation of IRCOA Rules for any person under the age of 18 years to be on the streets, roads, recreational facilities or any common area within the Community between the hours of 12:00 am and 6:00 am unless such person is:

- accompanied by a parent, guardian or legal custodian

- in transit by vehicle directly from a point of entrance to the Community to the person's residence in the Community
- in transit by vehicle directly from a place of employment in the Community to the person's residence in the Community
- involved in an emergency

If any such person is found within Indigo Run in violation of this Rule, at the discretion of Security, this person may be taken into custody and/or transported to his/her residence and left with his/her parent, guardian or legal custodian. If no one is home at the time of the violation, Security will leave a message for the parent, guardian or legal custodian that they are to make contact with Security when they return to the Community. If the person is found to be a guest, he/she shall be transported to the host home. The violation notice may be written against and issued to the parent, guardian, legal custodian or host who is responsible for the person. If the person is found not to have a host or the host does not want the person at their home, then he/she shall be transported to the Security gate and reasonable effort shall be made to contact his/her parents, guardian or legal custodian for pick up and a notice of trespassing violation may be issued. If no contact can be made, the Beaufort County Sheriff's Office will be notified.

Property Rules

ARB Overview

The purpose of the ARB is to enhance the value of each Property Owner's investment by guiding the building design process in order to preserve the environmental ambiance and to facilitate a mutual goal of the development. The Board, in its review process, will not dictate any particular architectural style or hinder personal design preferences as a rule. It will strive to insure a cohesive character in the communities. Traditional design details may be incorporated in the design but "pure styles" which tend to create disharmony are discouraged.

The Indigo Run Covenants, Rules and ARB Guidelines all provide for regulations in order to meet our goal of maintaining a high quality of life and esthetics.

The following Rules #7 through #13 refer to certain ARB Guidelines most likely to be referenced by property owners. Please check our website for the ARB Guidelines in their entirety. Copies are also available at the IRCOA office.

7. Architectural Review Board Property Improvement Approvals

- A. Prior to beginning work, Property Owners must submit plans to the ARB for construction, renovation or modification to the exterior of an existing structure, including painting. Likewise, plans for landscaping, swimming pools and enclosures, satellite dish antennae, solar panels, fountains, statues and play equipment must also be approved by the ARB before installation.
- B. ARB approval must be obtained for the removal of any trees on private property.

- C. IRCOA can provide guidance for ARB approval requirements and/or the need for more information.
- D. Architectural Design Guidelines may be reviewed by visiting the DOCUMENTS section of the IRCOA website or may be obtained at the IRCOA office.

8. Maintenance of Property

- A. Developed lots must be neatly maintained at all times and be consistent with the ARB approved plans and specifications. Substantial contemplated change(s) from approved plans must be referred to the ARB for prior approval. Minor appearance change(s) shall be harmonious with the basic appearance of the neighborhood. Such change(s) are subject to ARB evaluation and may require modification or removal. If you have any questions regarding minor appearance changes, contact IRCOA.
- B. All houses, roofs, driveways and pools must be free of discoloration and/or staining resulting from algae, pinesap, rust or similar consequences. Pine straw on roofs must be removed as needed. Enforcement of these rules will be the responsibility of the Home Inspection Program and the IRCOA General Manager and staff. The Home Inspection Program will be carried out by teams of volunteer inspectors and IRCOA staff, in accordance with established guidelines, and the program shall be under the aegis of the Governance Committee of the IRCOA Board of Directors.
- C. Except in emergency cases, ARB approval must be obtained prior to repairing damaged roofs. No apparent patching of shingles is allowed. All repairs and replacements must be the same color and style shingle that exists on the remainder of the roof surface. In the event the same color shingle is no longer manufactured, the ARB will determine if the proposed replacement shingles match the existing roof. The ARB reserves the right to require a roof to be replaced if a satisfactory match cannot be obtained.
- D. It is the responsibility of Property Owner to maintain gutters and downspouts on the structure including, but not limited to, painting, repair, and replacement. Property Owners shall also be responsible for reattaching any gutter or down spout that becomes dislodged.
- E. Undeveloped lots shall be neat in appearance so as not to detract from the desirability of the neighborhood. Such maintenance shall include periodic bushhogging and removal of fallen trees, limbs and trash. Undeveloped lots will be bushhogged every year unless the condition of the lot requires more frequent bushhogging to maintain a neat appearance. Lot owners will be billed for these services at the prevailing fees.
- F. No yard waste, rubbish, construction material or other debris shall be disposed of by dumping or blowing it into or on any property areas within Indigo Run including all lots, common areas, streets, paths, protected areas, waterways, lagoons and all commercial and recreational land. Proper disposal of such material may be by contract pick-up or carriage to designated disposal areas. Construction and commercial sites must make dumpsters available to collect debris for periodic disposal. Those who hire landscapers are responsible for compliance with these rules. Property Owners and occupants may not collect such materials for the purpose of composting within their own property if such collection is adjacent to, and/or within sight of neighboring property.

G. Storm Shutters or other exterior hurricane protective measures may only be installed when there is a named storm and the community is under a Hurricane Watch or when notified by IRCOA. Storm shutters must be removed as soon as possible after the storm has passed or within two (2) weeks after authorized re-entry into the community.

H. ARB approval must be obtained for the removal of any trees on private property.

9. Signs

A. Signs or advertising posters of any kind, except as required by legal proceedings, are not permitted within any window, on the lawn or on the exterior of any structure without the written permission of the General Manager. This prohibition includes signs on lots with new construction or renovation projects, except for approved standard signboards for the purpose of displaying the contractors name and building permits. The signboards must be removed within eighteen months of lot clearing. The General Manager may remove all unauthorized signs after written notice is given to the owner.

B. Vehicles displaying signs inconsistent with the general intent of this sign rule shall be banned from Indigo Run. Vehicle signs shall be removed or covered while parked overnight in residents' driveways.

C. A realtor or owner with permission from Security may place an Open House sign at the property being sold. The sign may be placed one hour prior to the time advertised and must be removed as soon as the open house has ended. If not removed in a timely manner, Security will remove the sign and the realtor/owner will not be permitted to erect any subsequent signs.

10. Outdoor Play Equipment & Toys

A. Basketball backboards, swing sets, trampolines or other outdoor equipment must be approved by the ARB prior to installation. Application to the ARB must include descriptions/photos of the equipment, its color, type, dimensions and proposed location. The application will require the following:

- Equipment must be "nature blending" in color
- Location should be as unobtrusive as possible and not in any neighbor's view line

B. Portable equipment, such as soccer goals, badminton/volleyball nets and small play equipment do not require ARB approval. Such equipment and toys visible from the street must be removed at night.

C. Tree houses, play houses, swimming pool diving boards/slides and skateboard ramps are prohibited.

11. Hot Tubs/Spas

A. Plans for sunken in-deck hot tubs/spas must be submitted to the ARB for approval before installation.

- B. Above ground hot tubs/spas must be situated on a deck/patio and screened to completely conceal them from golf course views and abutting neighbors and also require approval from the ARB.

12. Mailboxes & House Numbers

- A. For new homes IRCOA will furnish and install a mailbox with post, decals and house number post. For aesthetics, all mail boxes within Indigo Run neighborhoods must be of the same type, size, color and shape and mounted upon a standard type post. All lettering and numbers are standard size and controlled by IRCOA. No additional letters, names, symbols or numbers are permitted on mailboxes or house number signs.
- B. IRCOA shall perform routine maintenance of mailboxes, posts, decals and house number posts. IRCOA reserves the right to charge a fee for repair or replacement if mailboxes, posts or house number posts are damaged as a result of an accident or vandalism.

13. Fencing

- A. Permanent Fencing - Fences or fence structures are prohibited except for fences around swimming pools and hot tubs/spas. The location, design, materials of construction, color and aesthetic appropriateness will require ARB approval. Chain link fencing is prohibited. Buried electronic pet fences that provide an invisible barrier to confine pets are permitted.
- B. Temporary Fencing/Plant Covers - Temporary deer fencing to protect immature plants is permitted. Such fencing must be no more than 42 inches above ground level and must be "earth toned" (unobtrusive). The fencing should be removed as plants mature. Fence posts likewise must stand no more than 42 inches above ground level and must be "earth toned". Temporary plant covers may be utilized in periods of extreme cold/frost. Covers may not be seasonal and must be removed on a daily basis.

14. Parking

- A. Contact Security if parking on the street, related to functions or parties at private residences, is expected to exceed eight (8) vehicles.
- B. At no time shall a parked vehicle block a street, a driveway or the passage of emergency vehicles. Vehicle parking is prohibited:
- overnight in all areas of Indigo Run except for private driveways
 - on residential lawns unless permission is granted by the Property Owner
 - on IRCOA irrigated areas unless permission is granted by the IRCOA
 - on undeveloped lots except the first 10 foot easement, unless permission is granted by the Property Owners

15. Flags

When displaying the American flag, residents are requested to observe the official guidelines established by the United States Government. A copy of these guidelines is posted on the IRCOA website or can be obtained from the IRCOA or the United States Post Office. These guidelines include, but are not limited to, proper lighting of the flag if it is to be flown after sundown or in inclement weather. In addition all flags or banners must adhere to the following standards:

- Flags, including flag decals, are not permitted on mailboxes
- Flags should not exceed the size of 4' x 6' except when mounted on a permanent flagpole, unless otherwise permitted by the General Manager
- Flags must be a minimum of 15 feet from the edge of the front road pavement line and within the owner's established property line
- Permanent flagpoles and size of flags mounted from the pole must be approved by the ARB

Activities Rules

16. Animal Control & Fishing

- A. No animals other than pets deemed "household pets" by Beaufort County shall be raised, bred or kept at any residence. Animals must be leashed or under voice control. Animals will not, among other things, agitate or molest a passerby, attack other animals, trespass on private property, be repeatedly at large, damage private property, or be allowed to disturb the peace.
- B. Persons walking pets are responsible for cleaning up and disposing of excrement in a sanitary manner. Pet owners shall maintain sanitary conditions on all property to prevent the spread of parasites or infectious disease. Dogs and cats three months of age or more are required to be inoculated against rabies.
- C. Animals must not be left unattended for more than 24 hours. After a 24-hour period, if no contact has been made with an owner, an animal control officer will pick up the animal and transport it to an animal shelter.
- D. Menacing alligators or other wild animals should be reported to Security. The feeding of alligators is strictly prohibited.
- E. Any violations of the Beaufort County Animal Code or the Town of Hilton Head Island Animal Control Code will also be deemed a violation of this Rule.
- F. Fishing is allowed in lagoons situated within the common areas of Indigo Run by our residents and their guests. The "Catch and Release" practice is highly recommended since lagoons are filled with surface run-off and recycled "gray" water. Care must be exercised, when fishing, due to the potential presence of water birds and alligators.

17. Home Businesses & Garage/Yard Sales

- A. Each lot/dwelling shall be used for single family residential purposes only. The utilization of any dwelling or other structure or any portion thereof as an office by a Property Owner or tenant thereof shall be considered a violation where such utilization

as an office creates any type of regular customer, client or employee vehicular or pedestrian traffic to and from any such dwelling.

- B. No garage/yard sales are permitted.

18. Solicitation

No solicitation of any kind is permitted within Indigo Run. An exception may be granted for charitable/non-profit organizations, but only after obtaining approval from the General Manager.

19. Weapons & Fireworks

The use of firearms, archery equipment, blowguns, paintball guns, bb guns, pellet guns, slingshots, crossbows, other weapons or fireworks is prohibited within Indigo Run. Violators will be responsible for any damages caused by their actions and subject to applicable law.

20. Nuisances

In addition to those restrictions defined in Article XI, Section 11.09 of the Amended and Restated Declaration of Covenants, Conditions and Restrictions of the IRCOA, any activity which causes embarrassment, discomfort, or annoyance to occupants of any portion of the Community is prohibited.

21. Noise

- A. Excessive noise is prohibited outside of a building after 10:00 pm on weekdays and 11:00 pm on weekends and holidays. Exceptions must be approved by the General Manager.
- B. Mowers, blowers, edgers and similar equipment may not be operated before 7:00 am or after 7:00 pm.

22. Transmitters

- A. In accordance with the Amended and Restated Declaration of Covenants, Conditions and Restrictions, Article XI, Use Restrictions, Part 11.06 Antennas and Transmitters, the following types of electronic transmitters are approved for operation: remote control devices, wireless routers for in-home networks; provided however the wireless home networks shall be encrypted/password protected; gaming and audio/video devices; further provide however, any of the foregoing generically approved transmitters may be prohibited from operation, in individual circumstance, by the General Manager if such transmitter interferes with other properties in Indigo Run.
- B. Dish antennas are limited to one (1) meter in size and should be placed in an area which provides good reception and allows for appropriate screening from view of street, golf course and neighbors.

Digital Sign and Distribution Box Communications Policy

Digital signs located at the entrances to the community and distribution boxes mounted below the mailboxes are used to notify residents of emergencies, upcoming events and important information. The General Manager of IRCOA is responsible for approving communications posted on the signs and placed in the boxes. Communications should be relevant to the community-at-large, Indigo Run Womens' Club, Indigo Run Men, ClubCorp, Neighborhood associations and other community groups.

Motor Vehicle Violations

Any person violating any of the criminal statutes of the state, country or town may be cited. All State vehicle and traffic laws must be obeyed. The Indigo Run Security Department is S.L.E.D. certified and may issue citations whenever state, county or town laws are broken.

Procedure for Violation Notices and Appeal Process

An allegation of a violation of a provision of the Amended and Restated Declaration of Covenants, Conditions, Restrictions and any of the Rules shall be filed in writing with the General Manager. Should the matter ever rise to the level that requires Board or Committee involvement, the allegation should be in writing and signed by the party making the complaint and shall describe the nature of the violation. In rare instances, anonymity may be required. In these cases, the General Manager will so advise the Executive Committee of the Board and the reasons for such action.

A. Violation Notices

If the General Manager determines that a violation has occurred, a meeting with the Property Owner against whom the complaint was made shall be scheduled within ten (10) business days. The General Manager shall attempt an amicable disposition of the matter satisfactory to the Community and the Property Owner. If the parties cannot resolve the matter amicably, the General Manager shall send a letter advising the Property Owner of the violation and the action necessary by the Property Owner to cure the violation. The letter shall provide for a period of up to thirty (30) calendar days for the Property Owner to cure the violation. If the violation is not cured within the prescribed time, a fine may be imposed on the Property Owner. In addition, the letter shall state that the Property Owner may appeal the decision of the General Manager and shall include the appeal procedure.

B. Appeal Process

1. Upon receipt of the letter from the General Manager, the Property Owner shall have fifteen (15) business days to file a written request to the IRCOA Governance Committee for a hearing. The request shall state the grounds for the appeal, the name, address and phone number of the Property Owner making the appeal. The Governance Committee shall notify the Property Owner in writing of the date, time and location of the hearing to be held in Executive Session, and the Property Owner's right to produce witnesses and documents. The Committee's ruling shall be in writing and be part of the minutes of the appeal hearing. The Committee

shall notify the Property Owner by certified mail of the decision and, if necessary, the time to cure the violation and the fines and sanctions if the violation is not cured.

2. If the Governance Committee upholds the determination of the General Manager, the Property Owner shall have the right to appeal to the IRCOA Board of Directors. The request to appeal must be filed in writing with the Board within ten (10) business days of receipt of the determination by the Governance Committee. Such receipt date shall be determined by the return receipt date of the certified mail decision letter. The request shall state the nature of the appeal and the name and phone number of the person to contact. It shall also state the names of any witnesses or attorneys who will appear with the Property Owner.
3. The Board of Directors shall notify the Property Owner of the date, time and location of the Board meeting to be held in Executive Session. The decision shall be part of the Board of Directors minutes and the Board shall notify the Property Owner of the final decision in writing within sixty (60) calendar days.

Fine Schedule

Violation of Rules and Regulations

Description	Notice	Fine
Community Access	Warning	\$100
Property Occupancy	Warning Cease Order	\$100
Contractor Hours	Warning Cease Order	\$100
Motorized Recreational Vehicle & Bicycles	Warning	\$100
Recreational Facilities	Warning	\$100
Under Age 18 Curfew	Warning	\$100
ARB Approvals	Warning Cease Order	\$100
Property Maintenance		
Storm Shutters	Warning	\$100
Tree Removal	Warning/Mitigation	\$100
Other Violations	Warning	\$100
Signs	Warning Removal	\$100
Outdoor Play Equipment and Toys	Warning Cease Order Pending	\$100
Hot Tubs and Spas	Approval	\$100
Mailboxes and House Number Replacement	Warning Cease Order Pending	\$100
Fencing Violations	Approval	\$100
Roadside Parking	Warning	\$100
Display of Flags	Warning	\$100
Animals	Warning	\$100

Home Businesses and Garage/Yard Sales	Warning	\$100
Solicitation	Warning	\$100
Weapons and Fireworks		
Weapons (excluding firearms)	Warning	\$100
Fireworks	Warning	\$100
Nuisances	Warning	\$100
Noise	Warning Cease Order	\$100
Transmitters	Warning Cease Order	\$100
Dish Antennas	Warning Cease Order	\$100

Assessed fines are to be paid to IRCOA. Delinquent fines will attach to the violator's property as a lien with penalties as stated in the Restated Covenants Article IX, Section 9.08 and 9.09.

End of Rules and Regulations