



# OWNER RULES AND REGULATIONS

*Effective Date April 5, 2019*



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## INTRODUCTION, CONTACT INFORMATION, AND DEFINITIONS

### A. INTRODUCTION

1. In order to create a safe and pleasant environment that is respectful of the concerns of our owners, these rules and regulations have been adopted by the Wild Dunes Ocean Club Board of Directors. They apply to owners and their families, tenants, guests, agents, contractors and employees.

### B. DEFINITIONS

1. Manager, Regime Manager, and Regime Management refer to the Regime Management Company of John Poston and Company, Inc.
2. Regime refers to Ocean Club Horizontal Property Regime.
3. Board refers to Wild Dunes Ocean Club Board of Directors.
4. Regime manager's office refers to the office located in the guardhouse at the entry/exit gates to the property.
5. DHEC refers to Department of Health and Environmental Control

### C. CONTACT INFORMATION

#### ***ALL EMERGENCIES – 911***

##### *Wild Dunes Community Association*

Security Gate – Main- Call for noise/security issues 843-886-2128 dial 0 for security officer available 24/7

Office - 843-886-8847

##### *City of Isle of Palms*

Police (non-emergency) 843-886-6522

Fire (non-emergency) 843-886-6522

Isle of Palms Livability Officer (noise, trash) 843-886-8282

##### *Regime Management Company*

John Poston and Company, Inc.

635 Rutledge Avenue Suite 105

Charleston, SC 29403

Onsite Regime Manager – Jane Gottshalk 843-886-2525 available 24/7

Jane@PostonCo.com

Senior Property Manager – Matthew Bennett 843-937-6872 available normal business hours Monday through Friday  
Matthew@PostonCo.com

## ARTICLE I – VILLA RENOVATION CONTROL

### A. Approval Required for Modifications

1. No change in the exterior appearance of any part of a building shall be allowed unless pursuant to an overall plan adopted by the Board.
2. An owner shall not make any modifications to or do any work upon the common elements. Common elements include but are not limited to all common areas, demising walls between units, vertical plumbing shafts and vertical fireplace flue shafts.
3. An owner shall not make any modifications of their Villa without first (a) having the plans and specifications of such addition, improvement, work or alteration approved by the Board of Directors in writing, and (b) depositing with the Board funds deemed sufficient (in the sole discretion of the board) to defray all costs, including attorney's fees, of modifying this Amended and Restated Master Deed and recording such modification if the Board of Directors determines such to be necessary.
4. The Board shall not approve any addition or improvement which in the Board's judgement would jeopardize the soundness or safety of the Property or reduce the value of the Property.

### B. Approval Process

1. Owners shall not perform any interior construction or up-fitting on their Unit ("Interior Work") without first submitting the plans and specifications for such work to the Board of Directors for approval. Owners shall contact the Regime Management Office for a copy of the **Construction Policy**.
2. All forms must be signed and returned to the Regime Office along with the plans and specifications. This shall be accompanied by a construction deposit being the lesser of ten (10%) of the project cost or \$5000 for each individual project.
3. All interior work on the unit shall be conducted in accordance with the **Contractor Policy**.
4. Insurance verification for the contractor must be submitted to the Regime Office prior to start of work.
5. The contractor must list Wild Dunes Ocean Club HPR as an additional insured and have a minimum of \$1,000,000 liability coverage. If, in the opinion of the BOD, advice is needed from an Engineer or Architect, the fee for such services will be passed on to the owner.
6. **Voluntary construction (cosmetic and non-emergency work) is prohibited from Memorial Day through Labor Day and weekend work is prohibited, except as authorized by the Board of Directors. Work hours are 9am until 5pm Monday through Friday for voluntary construction.**
7. Cosmetic interior modifications such as painting, wallpapering and flooring installation do not require approval; however, a description of ALL WORK and proof of insurance must be provided to the Regime Office 48 hours prior to starting work.
8. The following modifications are prohibited:
  - a. Penetration of or alterations to all villa exterior walls, floor slabs, ceiling slabs or structural support is prohibited.
  - b. Common areas, demising walls between units, vertical plumbing shafts and fireplace flue shafts.

9. Approval for interior modifications listed below is required:
  - a. Addition or deletion of walls.
  - b. Modification to windows or exterior doors such as tinting, obstruction, installation of screens, etc.
  - c. Modification to plumbing.
  - d. Modification to electrical wiring.
  - e. Relocating or deleting smoke alarm.
  - f. Modifications that will cause loud noise, generate fumes, or produce dust.
10. Approved plans must be on file in the Regime Management Office at all times.
11. Approval of plans by the BOD does not constitute compliance with applicable building codes. Owners are responsible for being compliant with building codes and to obtain the necessary building permits.

#### **C. General Appearance**

1. The principal objective of establishing architectural control is to ensure the structural integrity and the attractive and consistent appearance of the buildings and grounds. In addition to the specific from the building exterior do not violate these objectives.
2. The outward facing of window treatments must be white or off-white.

#### **D. Signage**

1. No "For Sale", "For Rent" or "Open House" signs or other advertising material will be permitted in any unit or on any part of the condominium property.
2. No sports banners, flags of any kind, political signs, or any other printed materials are permitted.

### **ARTICLE II – BALCONIES**

1. Unit owners and tenants will keep balconies clean and neat and must comply with the following:
2. Furnishings are limited to weather resistant outdoor furniture, accessories and potted plants.
3. Furniture, potted plants and other items should be well secured so they will not blow or fall during windy conditions. **Balconies must be completely cleared when hurricane warnings are posted.**
4. Hanging items on walls, columns, posts and rails are prohibited. These items include but are not limited to flags, banners, signs, clothing, rugs, mats, towels, ornamental items, lights, etc.
5. No awnings or enclosures are permitted.
6. Outdoor cooking on balconies with electric grills (no gas or charcoal) is permissible unless our insurance policies mandate otherwise at some point.
7. Cigarettes, cigars or other items should not be thrown from balconies. Guests should be made aware of this and ashtrays provided.

8. Sweep or vacuum carefully to prevent trash and debris from falling on neighbors' balconies or pedestrians below.
9. Owners are responsible for making sure that the screen and sliding glass door tracks are vacuumed and cleaned so that they are free from sand build-up, which causes deterioration of the wheels.
10. Care should be taken in watering plants and foliage so that water will not run onto balconies or pedestrians below.
11. Owners may not paint, decorate or change the outside appearance of the building without authorization of the Board of Directors.
12. Local ordinances require that exterior beach side lighting be kept off during turtle nesting season.

### **ARTICLE III – BICYCLES, ETC.**

1. Bicycle parking racks are provided near the parking garage on the ground floors of both buildings.
2. Bicycles should not be left anywhere else in the garage or building.
3. No bicycles, roller skates, skateboards, scooters, etc. are to be used in the garage or breezeways within the buildings.
4. Old, rusted bicycles, and bicycles that are no longer usable are not allowed to be left in the bike racks.

### **ARTICLE IV – COMMON AREAS**

#### **A. General Provisions**

1. Common areas include the garage, driveways, elevators, elevator and mail lobbies, breezeways, stairwells, pool and amenity areas, trash areas and boardwalks to the beach.
2. Absolutely NO SMOKING permitted in any of the common areas.
3. Areas should be used for no purpose other than normal transit.
4. There will be no obstruction of the common elements, nor will anything be stored outside the units, including personal items, posters or notices except in the private storage areas on the ground floor.
5. No alterations, additions or improvements may be made to the common elements.
6. Common areas shall not be used as play areas.
7. Garage areas are not to be used for the storage of any items other than properly registered vehicles with current Wild Dunes and Ocean Club decals.

## **B. Pool Rules**

1. Rules within the pool area include but are not limited to all of the posted DHEC rules and regulations for the pool, deck and spa.
2. The pool area closes at 10 PM and shall be vacated at that time.
3. The pool cabana area can be reserved by contacting the Regime Office 24 hours in advance. Grills can be reserved by contacting the Regime Office.
4. The pool access code is given out to all owners and rental companies. Please do not give this code to anyone who is not a resident or guest of Ocean Club.

## **ARTICLE V – ELEVATORS**

1. Use of the elevator facilities should be monitored by owners, lessees and their guests. Under no circumstances should anyone disrupt normal service by propping the door open or by pressing multiple floor selection buttons.
2. Sand from the beach must be washed off before entering elevators.
3. Owners, occupants and their agents must notify management 24 hours in advance of the moving furniture or equipment. Elevator protection pads must be used to protect the elevators.

## **ARTICLE VI – GUESTS**

1. All guests must abide by Ocean Club rules.
2. Owners are responsible for making sure that their rental company/agent is provided with Ocean Club rules.
3. Owners and residents are responsible for their guests' behavior.
4. Any rules that are violated by renters should be reported to Wild Dunes Community Association security.

## **ARTICLE VII – LOADING CARTS**

1. Grocery and luggage carts are for owner and guest use only. These are not allowed for use by contractors, vendors or housekeepers.
2. Grocery and luggage carts must be returned promptly to the ground floor after use. Carts must not be left in elevators or hallways, or kept in a unit overnight for any reason.

## **ARTICLE VIII – MOVING IN AND OUT, DELIVERIES**

1. Owners must notify the Regime Office 48 hours prior to moving in or out, or receiving a large delivery to schedule use of the elevator, and to put up the elevator protection pads.

2. Moving vehicles are NOT PERMITTED in the garage or driveway, and personnel must not block access to entry or exit of building or garage.
3. All moving activities shall be restricted to the hours of 9:00 AM to 5:00 PM Monday through Friday. Weekend and holiday moves require special permission of management.
4. Any damage to property or common areas including walls, carpet, elevator, etc. will be the responsibility of the homeowner.
5. Moving boxes and packing materials shall not be left in the garage, hallways, trash chute rooms, or any other common area. It is the responsibility of the homeowner and their moving company to break down boxes and packing materials and taken off-site. No boxes, trash, or discarded items of any kind can be left in the trash/dumpster rooms on the outside of the buildings.
6. Deliveries of furnishings and appliances are restricted to the hours of 9:00 AM and 5:00 PM Monday through Friday. Saturday deliveries require permission from the Manager. Deliveries are not permitted on holidays. Delivery trucks may not park in the garage, or block the garage entrance or exit.

## **ARTICLE IX – NOISE**

1. Loud noise can easily disturb others in a condo residence. It is important, therefore, to keep the noise level of televisions, stereos, musical instruments, talking, etc. at a reasonable level at all times, including on balconies and in hallways.
2. Noise disturbances should be reported to Wild Dunes Community Association security at the main gate for resolution.

## **ARTICLE X – PARKING**

1. Garage parking is currently unassigned.
2. Only owners with valid decals are allowed to park in the garages.
3. Spaces are not to be used for any purpose other than parking.
4. All garage parking is restricted to automobiles, SUVs, minivans, and standard size pickup trucks. Large trucks, campers, RVs, boat trailers, etc. are not allowed to park in the garage.
5. Golf carts are allowed only in spaces designated for golf cart parking. Trailers and jet skis are not allowed to be parked in the garage.
6. Handicap parking spaces in front of the buildings are restricted for those displaying handicapped tags.
7. All owners must use their assigned parking decals to designate their authorized vehicles. To ensure proper identification of your vehicle, it is imperative that a valid parking decal or guest pass be displayed at all times. The parking decal must be adhered to the inside of the lower front driver side windshield.
8. Decals are registered to specific vehicles and may not be transferred between vehicles.

9. Parking decal applications are available from the regime office annually. Each unit receives two free decals. Additional decals are available for purchase for family members and partners.
10. There are no designated guest parking spaces in the surface parking area. Until the parking lots and overflow lot are full, guests may park as space allows. No parking on non paved or gravel areas is allowed.
11. Vehicles parking in the garage must be operable, properly licensed and insured.
12. Parked vehicles should not unreasonably impede ready access to another parking space.
13. Vehicles may not block the garage Entrance or Exit at any time.
14. **CARS PARKED IN VIOLATION OF ANY OF THE ABOVE RISK BEING BOOTED OR TOWED AT THE OWNER'S EXPENSE.**

**NOTE:** The Regime and Regime Management are not responsible for loss or damage to vehicles or articles within vehicles parked in the garage.

## **ARTICLE XI – PETS**

### **A. Permitted Pets and their Registration**

1. ONLY owners are permitted to have pets in their unit and on the property. Normal household pets are permitted.
2. Pets of renters, guests, non-resident family members, contractors/workmen are not allowed anywhere on the premises.
3. All pets must be in compliance with local ordinances regarding registration and inoculations, proof of which shall be submitted to Regime Management. See attached web page from the City of Isle of Palms regarding dog permit requirements and beach leash laws.

### **B. Pets and the Common Areas**

1. Dogs or other pets are not allowed in any common areas unless carried or on a leash.
2. Common areas include all Ocean Club property including but not limited to hallways, stairwells, elevators, garage, courtyards, walkways, the grounds etc.
3. Pets are not allowed within the pool gates at any time (except for a properly identified service dog).
4. Local ordinance requires owners to pick up after their pets.

### **C. Pet Noise/Nuisance**

1. If a pet is making excessive noise, exhibiting aggressive behavior or in any other way bothering residents, the matter should be reported to Regime Management.
2. The owner must immediately correct the problem or the Wild Dunes Community Association security may require removal of the pet from the premises.

## **ARTICLE XII – SALE OF UNITS**

1. A lockbox may be attached to a unit's door handle. No lockboxes are permitted on the exterior of the building.
2. Public open houses are prohibited.
3. Upon the sale of a unit, Regime Management must be immediately notified in writing of the purchaser's name, contact address, contact phone number, and closing date.

## **ARTICLE XIII – SECURITY**

Security is the shared responsibility of everyone who lives at Wild Dunes Ocean Club. All residents are urged to follow security guidelines. Notify Management or Wild Dunes Security of any suspicious persons or unusual activity within the property. There is no soliciting.

### **A. Gate Entrance Access**

1. Every unit has an access code to get in the entrance gate. Please do not give this code out to anyone other than your personal guests, vendors and contractors. An owner may change this code at any time and may assign multiple codes to different individuals who may need access to their unit.

### **B. Access to Units**

1. The Regime Manager's office must be provided with a key or code to each unit for entrance in case of fire or other emergency. If the situation permits, a reasonable effort will be made to contact the owner and/or resident to inform them of the incident. If contact cannot be made or a key is unavailable, management reserves the right to enter the unit at the owner's expense.
2. In the absence of the residents, Management also has the right to access units for the periodic inspection and application of pest control products if necessary, as well as in anticipation of a storm in case of the need to secure the property.
3. The Regime Management will provide key access to locked out owner/residents as a courtesy during Management office hours ONLY. After business hours, it will be necessary to contact a locksmith to gain access to the residence.

### **C. Garage**

1. Cars should be locked. Do not leave valuables in view.
2. Bicycles should be secured to the bicycle rack.

### **D. Deliveries**

1. UPS and FedEx can leave packages at your unit door if you wish. Notify Management if you receive notification that a package has been delivered to your door when your unit is not occupied.

### **E. Vacant Units**

1. Notify Management if your unit will be vacant for an extended period of time.
2. Shut off the main water supply to the unit if your unit will be unoccupied for more than a week. If your unit is rented, direct your rental company/manager to shut off the water.
3. Position the main electrical breaker for the hot water heater in the OFF position.

## **ARTICLE XIV – STAFF**

Regime employees (Gate Security, Maintenance and Janitorial) are under the supervision of the Manager. The Manager is responsible to the Board of Directors. The Manager (at the direction of the Board of Directors) is the only person authorized to give orders or instructions to the Association employees. Association employees are not permitted to do work in individual units during their regular working hours unless emergencies arise which would affect other areas of the building. In such circumstances, the Manager should be notified.

## **ARTICLE XV – TRASH AND RECYCLABLES**

1. No trash, garbage or other waste shall be left on balconies, corridors, storage rooms, stairwells or garage areas.
2. All trash should be bagged and securely tied in plastic bags before being placed the chute in order to prevent blockage or damage to the chute. No oversized items, loose powder, paint, vacuum cleaner bags, large boxes (pizza), coat hangers, AC filters or other items that could create a blockage or damage shall not be placed in the chute.
3. Larger items that will not fit freely into the trash chutes should be placed directly in the dumpster located in the garage level trash room. Boxes should be broken down before disposal. All items must be placed inside the trash container. Do not leave any items next to the dumpster or outside the rubbish room.
4. RECYCLABLE items such as newspapers, magazines, bottles, etc. should be separated and placed in the recycle containers at the ground floor of the stairwells.

## **ARTICLE XVI – PENALTIES FOR RULES VIOLATIONS**

1. Penalties for Rules and Regulations violations may be imposed by the Board of Directors.

## **ARTICLE XVII – AMENDMENT OF RULES AND REGULATIONS**

2. The foregoing Rules and Regulations are subject to amendment and may also be supplemented by other rules and regulations adopted by the Board of Directors.



**James Schiller**

CHARLESTON SC BROKER



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## DOGS ON THE ISLAND

### Dog Permits

Isle of Palms residents are required to obtain a dog permit from the Isle of Palms Police Department. Applicants must show proof of a current, valid rabies inoculation signed by a licensed veterinarian. Each permit will be good for one (1) year from the date of issuance. The dog permit fee is \$5.00.

### When can dogs be on the beach off leash?

Dogs are allowed to be off-leash from:

**April 1st through September 14th**

5:00 a.m. until 9:00 a.m.

**September 15th through March 31st**

4:00 p.m. until 10:00 a.m.

Dog owners must have leash in hand, have their dog under voice command and must clean up excrement. At all other times, dogs must be on leash and under complete control, even in the water.

Please follow these rules to make sure that your pet is safe and that you are ticket free.

### IOP on Instagram



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