



**Corey Gardens Homeowners Association
300 Amberwood Drive ~ Summerville, SC 29483**

HOMEOWNERS ASSOCIATION (HOA) RULES & INFORMATION PACKET

Please contact Doug Shorter Property Management (DSPM) for assistance with the operations management of Corey Gardens.

Information can be found on their website at:

www.dougshorter.com.

Select the HOA tab across the top and then select Corey Gardens (Summerville) Information posted includes a welcome packet, list of board of directors, covenants and restrictions and approved amendments.

Requests for HOA provided maintenance (for example, roofs, exterior walls, columns, lawncare, etc.) must be submitted via this website.

At the November 2023 Annual HOA meeting, the Board announced an HOA collaboration with Firehouse Towing effective December 1, 2023 (see pages 4 – 6).

Corey Gardens Homeowners Association Rules & Information

The owners of individual units at Corey Gardens have a right to the peaceful possession of their property and the maintenance of the property value. We ask your support in our efforts to maintain this as a desirable community to live by adhering to the following:

1. Front porches are not to be used as storage areas. They should be clean and orderly at all times. Toys, bikes, trash cans and items of this nature are not to be stored in front of your home, as they detract from the beauty of our neighborhood. Flowerbeds and trees planted in the common areas are not to be damaged but maintained to keep our community looking attractive. Everyone must respect other residents' private landscaping.
2. Lawncare by the landscaper is Tuesdays (weather permitting). Back yards must be clear and free of toys, debris, garbage, etc. and especially pet feces on lawn maintenance day. **BE SURE TO UNLOCK YOUR GATE FOR THEIR ACCESS IF YOU WANT YOUR GRASS MOWED.** If your yard is littered with any of the above, it will NOT be mowed. The landscaper does not pick up toys, dog feces, garbage or move lawn furniture.
3. Please do not litter to include throwing cigarette butts on the streets, sidewalks, or in flowerbeds. When you walk your pets, please take plastic bags to pick up after your pet. Dog feces smell and soil our area and also very unsanitary. Please respect other residents who should not have to contend with dog feces in common areas.
4. Trash and recycling pick up day is currently Mondays. Garbage and recycling bins can be put out after 5:00pm Sunday and returned within 24 hours behind your home or fence. Bins should have your unit number painted or stenciled on them. Carolina Waste is the vendor: 843-576-1100.
 - a. All garbage must be in your garbage bin. **THE GARBAGE SERVICE PROVIDER WILL NOT PICK UP ANY GARBAGE LYING ON THE GROUND AND NOT IN YOUR GARBAGE BIN.**
 - b. **DO NOT PLACE HOUSEHOLD GOODS, FURNITURE, VEHICLE PARTS, MATTRESSES, TOILETS, HOME REPAIR ITEMS OUT FOR PICKUP.** You must haul these to the nearest dumpsite. The website is:
<http://www.scdhec.gov/HomeAndEnvironment/Recycling/WheretorecycleLocally/dorchester/>
 - c. The recycling bins with the BLUE lids are for recyclable products only. **SEE PAGE 6 FOR A PRINTABLE COPY OF SPECIFIC PRODUCTS THAT CAN BE RECYCLED** (paper, broken down cardboard, plastics, glass, aluminum and steel). If the recycling bins contain anything other than these items, they will not be picked up by Carolina Waste. **SEE PAGE 7 FOR INFO ON RULES ON DEBRIS DISPOSAL.**
5. No more than 3 household pets (2 dogs) are allowed. Please do not allow your pets to run free. They must be leashed or in your home or yard at all times. Please do not let

excessive barking disturb other residents. Animal Control will be called when unattended animals are running loose.

6. Each unit is permitted 2 parking spaces. Do not use a neighbor's or empty unit spaces without the owner's permission. DO NOT park in the street as this creates a safety hazard as well limited access for emergency responders. The parking area near the Clubhouse is guest parking. Residents should not use this area to park their vehicles. All vehicles must be properly licensed and tagged and in operational condition. Vehicle maintenance is prohibited except for washing. Commercial vehicles, campers/camping trailers, motor homes, vehicle trailers, large trucks, tow trailers, buses, boats, and similar vehicles are not allowed to be parked on the premises. Our streets are too narrow for oversized vehicles. Please refer to pages 4 – 6 for the Corey Gardens detailed towing, impounding, and recovery procedures.
7. All children in our neighborhood need to play and have a good time. They must keep their bikes, scooters, and skateboards off the sidewalks and the ramp to the pool. When the streetlights come on at night, children should be in a safe place (a backyard or inside a home). Because of our narrow streets and parked vehicles, children should not be running between cars or riding various types of toys in the dusk or dark.
8. Front unit windows are to have white or off-white window treatments, curtains, or drapes. Damaged or broken blinds, screens, and windows must be repaired or replaced.
9. No outside antennas or satellite dishes can be erected without permission from the board and should never be installed on roofs. Owners are responsible for any damage/repairs related to the installation of antennas and satellite dishes. Be mindful of your neighbors as excessive/loud noises carry through the units with common walls.
10. If you have a repair the HOA is responsible for (roof, exterior wall, column, etc.) or a complaint, please use the Doug Shorter Property Management portal: www.dougshorter.com. Select the HOA tab across the top and then select Corey Gardens (Summerville). This takes you to our portal within their site. Select the Maintenance tab across the top. Scroll to the bottom for the Maintenance Form.
11. Each unit is authorized one controlled pool pass. Pool passes should have been transferred to homeowners by the previous homeowner at the time of closing. Should you as the homeowner need a replacement pass or an initial issue pass because you were not provided one at closing, please use the following form to request your pass. Replacements are \$10 each. Once your payment has been received by DSPM, a Board Member will activate the pass with Sonitrol Security and deliver the new pass. Past-due regime fees will result in the loss of pool privileges. Owners are responsible for providing pool passes and mailbox keys to new owners when you move or sell.

Anyone who fails to comply with the HOA rules can lose the pool privileges and/or be fined.

Working together makes our neighborhood safe and pleasant for everyone.

Corey Gardens / Firehouse Towing, Impounding & Recovery Agreement:

All towing services are construed in accordance with the laws of the State of South Carolina.

Signs are posted at both entrances to Corey Gardens on Amberwood and Sandlewood Drives advising drivers that towing is enforced at all times within the neighborhood as well as the call-in phone number for towing services/inquiries. Firehouse Towing is authorized to patrol our community on a 24-hour basis.

To report a violation for towing, call 843-291-9170**

Firehouse Towing will respond to towing calls based on the following violations:

License plate violations:

- Expired/suspended plate (minimum 45 days)
- No plate
- Expired/false/altered dealer plates

Parking violations:

- On grassy areas or in common areas
- In fire lanes
- In fire hydrant access space (end of Alyssa Lane)
- At both mailbox areas (on Sandlewood Drive), which prevents mail delivery by the US Postal Service or causes unsafe condition for vehicle traffic and/or emergency response vehicles
- Double parked vehicles (behind another vehicle(s) in parking spots)
- Parked in the back-out lane (end of Sandlewood Drive)
- Repeated parking in guest parking spots/area by residents; **these violations will only be accepted by the affected homeowner**
- In another owner's parking spot without the homeowner's permission; **these violations will only be accepted by the affected homeowner**
- Over a parking line which prevents safe use of parking space(s); **these violations will only be accepted by the affected homeowner**

Abandoned/unsafe vehicle (vehicle on jacks/flat tire(s)/etc.):

- Report these violations to the HOA; coreygardenshoa@gmail.com
- The HOA will give a 24-hour warning notice to the homeowner
 - **After which, the HOA will call Firehouse Towing**

Homeowners are authorized to call in violations; **HOWEVER, the following procedures must be followed to defend the one calling in the violation, the owner of the vehicle, Firehouse Towing, and the HOA.**

Violations called in by a homeowner:

- Callers must identify themselves by name, provide their Corey Gardens address, provide the location of the vehicle in violation, and report it to Firehouse Towing. Then the homeowner must take a selfie picture with their driver's license next to their face showing their address within Corey Gardens, take two pictures of the vehicle (front and back with vehicle plate area and the parking spot number, if visible) and email all three pictures to Firehouse Towing (firehousetowingsummerville@gmail.com). **Firehouse Towing will not respond to the caller until these steps have been completed.**

Violations identified by a renter:

- These violations must be reported by the homeowner. The renter must take a selfie picture with their driver's license next to their face, two pictures of the vehicle (front and back with vehicle plate area and the parking spot number, if visible), email all three pictures to the homeowner with the location of the vehicle in violation. The homeowner calls Firehouse Towing and then takes a selfie with their driver's license next to their face and emails all four pictures to Firehouse Towing (firehousetowingsummerville@gmail.com). Again, **Firehouse Towing will not respond to the homeowner's call until these steps have been completed.**

As required by law, Firehouse Towing must report towed/impounded/recovered vehicles from Corey Gardens to the Town of Summerville Police within one hour of being towed to the impound lot.

If a vehicle is towed/impounded/recovered Monday – Friday before 5:00pm, Firehouse Towing typically will send an email to the HOA that same day. If vehicles are towed/impounded/recovered after 5:00pm, they will send an email to the HOA no later than 9:00am the next day.

Firehouse Towing & Recovery
Hours of Operation/Fees/Impound Lot Locations/Pick-up Procedures

Call-in and Inquiry Phone Number: 843-291-9170**

Firehouse Towing & Recovery is a 24-hour operation. However, when it comes to releasing a vehicle, they do not release vehicles on a 24-hour schedule. This is solely for the safety of the

vehicle owner, HOA, tow drivers, and inspection purposes. They only release vehicles during daylight hours. Vehicles impounded over the weekend are released by appointment only on Saturdays and Sundays (includes an additional fee for the response of an employee certified to perform the release during weekends).

Hours of Operation: Monday through Friday 9:00am to 5:00pm

Weekend Pick-up Hours: 10:00am to 3:00pm by appointment only

Standard Fees (as of publication of this document):

Towing Fee: \$225.00

Drop Fee: \$150.00

Storage Fee: \$40.00 per day

After Hours Weekend Gate Fee: \$35.00

Title Processing Fee (**Required under SC Law **upon** the fifth day of Impound): \$185.00

Firehouse Towing must start and pay for this process on the fourth day.

Main Office and Impound Lot Location:

215 Maplewood Road, Moncks Corner, SC

Impound Lot #2:

888 College Park Road, Summerville, SC

***NOTE: Lot #2 is a convenience lot leased by Firehouse Towing & Brooks Towing which use the same entrance to Westbury's Hardware.

Please do not go into Westbury's Hardware to inquire about your vehicle; they are not associated with the towing companies and have nothing to do with the impounded vehicles.

****If your call goes to voicemail, leave a message to include you are a resident of Corey Gardens, your name, and a contact number. Someone will return your call ASAP.**

Corey Gardens Homeowners Association Rules & Information

Pool Rules and Regulations

Please read and go over these rules with all members and guests of your family.

As a reminder, a portion of regime fees is used for the operation and maintenance of the pool area.

Pool Season: Saturday, April 1, 2023, through Tuesday, October 31, 2023

Pool Open Hours: 9:00am-9:00pm

1. **You must have your pool pass with you when using the pool.** All residents have the right to ask to see any swimmer's pool pass and help enforce the pool rules. Trespassers should be asked to leave the premises and may also be prosecuted for trespassing. The Summerville Police phone number is 843-875-1650, if needed.
2. **Pool guests must be guests in your home. Children may not have guests at the pool when a parent or adult is not home.** The pool is small, so please try to limit the number of guests, especially on weekends. **Pool passes may not be loaned to nonresidents. Children or adults from nearby neighborhoods are not allowed to use the pool, unless they are a guest of an occupant of a unit withing Corey Gardens.**
3. Children under the age of 14 should not use the pool without adult supervision.
4. Skates, skateboards, scooters, bicycles, etc. are not allowed inside the fenced pool area.
5. Running, pushing, shoving, diving, and excessive splashing are not allowed.
6. Anyone using inappropriate language should be asked to leave the pool area.
7. Glass containers are not allowed in the pool area.
8. Radios and other mobile devices must not disturb others at the pool, and if possible, ear plugs should be used with the radio/devices.
9. Please pick up and remove all trash when you depart the pool area. Corey Gardens does not have a cleaning service.
10. Bathrooms must be kept clean. This is every pool user's responsibility. If you use it, clean it!
11. Do not take the soap, tissue, or paper towels from the restrooms. Contributions are greatly appreciated!!
12. **Please take your personal items with you as you leave. This includes floats, swim toys, towels, life jackets, etc. Any items left will be disposed of by the HOA. The HOA is not liable for any items stolen from the pool area.**
13. Pets are not allowed inside the fenced area.
14. Do not remove items from the First Aid kit, except for emergency situations.
15. Do not play with the lifesaving or pool cleaning equipment and supplies.
16. Infants, toddlers, and adults, who are incontinent, should make frequent trips to the toilet and regularly change diapers and underpants (such as "Depends"™) to reduce the chance of pool contamination.
17. The HOA Board must give permission for small birthday parties, etc., but the pool will not be closed to other residents.

The SC Department of Health and Environmental Control (DHEC) will close the pool if the inspectors find any infractions.

FAILURE TO FOLLOW THESE POOL RULES AND THOSE POSTED AT THE POOL, MAY RESULT IN THE LOSS OF POOL PRIVILEGES FOR UP TO 30 DAYS AND/OR FINES.

TAKING CARE OF THE POOL IS EVERYONE'S RESPONSIBILITY

Corey Gardens Homeowners Association

Pool Pass Form

Include your \$10.00 payment with this form.

Homeowners Names: _____

Address (including unit number and street): _____

Homeowner Contact phone number: _____

Homeowner Contact email Address: _____

TOWN OF SUMMERVILLE (www.summervillesc.gov) and CAROLINA WASTE
(843.576.1100)

NEW RECYCLING PROCEDURES

Beginning Monday, June 28, 2021

SINGLE-STREAM RECYCLING

Combine paper products, cardboard, plastic bottles and containers, aluminum, and glass in one recycling bin—no sorting required!!

**PLASTIC BOTTLES & CONTAINERS,
GLASS BOTTLES & JARS**

**Caps, lids & labels can be left on
containers**

ALUMINUM & STEEL

**Aluminum cans, steel cans,
tin cans**

ALL PAPER

CARTONS

**Milk & juice cartons, soup & stock
cartons, paper egg cartons**

PAPER & CARDBOARD

**Corrugated cardboard boxes,
beverage boxes, shoe boxes,
clean food boxes, gift boxes,
paper towel/toilet paper rolls**

DO NOT RECYCLE THE FOLLOWING:

FOOD WASTE	PLASTIC BAGS OR FILM	STYROFOAM	BELTS	
CORDS	HOSE	HOLIDAY LIGHTS	SCRAP METAL	TEXTILES
CONSTRUCTION DEBRIS	MEDICAL WASTE	OIL or GREASE		

RECYCLING CART GUIDELINES:

ONLY CAROLINA WASTE ISSUED RECYCLING CARTS CAN BE USED
Place your cart at least 3 feet from cars, mailboxes, trees & shrubs.
Wheels and handles towards your home.

Corey Gardens Homeowners Association Rules & Information

Debris Disposal Rules

1. **Yard debris** (leaves, lawn clippings) must be placed on the side of Central Avenue at the entrance to Corey Gardens for pick up by the city of Summerville. Yard debris may be placed in recyclable paper bags that can be purchased at Walmart, Lowe's, Home Depot, etc. Lawncare by the landscaper is on Tuesday (weather permitting).
2. **Bulk debris** (limbs) may also be piled neatly and close to Central Avenue at the end of Corey Gardens closest to Summerville. Limbs can be no longer than 4 feet.

ONLY LEAVES, GRASS CLIPPINGS, AND LIMBS WILL BE PICKED UP BY THE CITY

3. Do NOT PLACE HOUSEHOLD GOODS, FURNITURE, VEHICLE PARTS, HOME REPAIR ITEMS OUT FOR PICKUP IN OUR NEIGHBORHOOD OR ON CENTRAL AVENUE. You must haul these to the nearest dumpsite. The website is:

<http://www.scdhec.gov/HomeAndEnvironment/Recycling/WheretorecycleLocally/dorchester/>

**FAILURE TO FOLLOW THESE RULES MAY RESULT IN MONETARY FINES
ON HOMEOWNERS AND LANDLORDS**

**PLEASE WORK WITH OUR NEIGHBORS
TO ENSURE THE UPKEEP OF OUR COMMUNITY**

IMPORTANT INFORMATION FOR RESIDENTS

PREVENT FROZEN PIPES

Taking the following precautions can help prevent frozen pipes and damage to the pipes and your unit.

- ❖ Drip water over night (and during the day if temperatures are not expected to rise above 32 degrees) from faucet(s) on an outside wall(s).
- ❖ Drip warm water upstairs and downstairs.
- ❖ Open cabinet doors under faucets to allow heat to get to pipes.
- ❖ Set your thermostat no lower than 55 degrees.
- ❖ Disconnect outside garden hoses.
- ❖ Wrap outside faucets with a small hand towel or with insulation products made for faucets from Home Depot, Lowe's, etc.
- ❖ Seal all leaks that allow cold air inside, especially near where pipes are located.
- ❖ Allow heat to the laundry room.
- ❖ Insulate pipes in attics and any other accessible places.

If you turn on your faucets and no water comes out, leave the faucets turned on and call a plumber. Turn off water at the main shut-off valve. Turn off the hot water heater breaker.

If you will be out of town during an expected freeze, have a neighbor or friend take the needed precautions for your house.

You could also shut off the water and drain the water system. Turn off the hot water heater breaker if you shut off the water and drain the water heater.

IF YOU NEGLECT TO TAKE THE NECESSARY PRECAUTIONS, MAKE SURE YOUR INSURANCE COMPANY WILL COVER YOUR NEGLIGENCE.