

## River Mill : Community Rules for Residents 2017

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### **Parking:**

River Mill is private property. Parking is limited to residents and their guests only. All other vehicles will be towed. Units are allowed two spaces per unit. Parking at the Mill building is currently unassigned; however, all vehicles must park only in delineated spaces. Recreational vehicles, trailers and boats must be parked in areas nearest Old Falls of Neuse Road.

As of July 1<sup>st</sup>, 2017, all vehicles belonging to residents of River Mill are required to have a community decal visible in the lower right or left rear window.

Townhomes, Even-numbered: Residents and their guests are to park in the two (2) assigned parking spaces in front of each unit. Visitors (with guest passes) may park in the designated Visitor spaces along the drive or in the Mill building lot if all of the Visitor spaces are occupied.

Townhomes, Odd-numbered: Residents and their guests are to park inside and/or in front of their garages. Visitors (with guest passes) may park in the designated Visitor spaces along the drive or in the Mill building lot if all of the Visitor spaces are occupied. Please limit the number of vehicles parked in front of a garage to two (2).

Vehicle requirements: All vehicles parked at River Mill must be in operating condition and maintain a current license tag. This also applies to motorcycles, boats and trailers. Please be advised that any vehicle or trailer not in compliance is subject to removal from River Mill property at the owner's expense. Commercial related vehicles, such as but not limited to dump trucks, wreckers and step-vans may be permitted on the property on an as-needed basis with permission by the HOA.

### **Resident Decals and Guest Passes:**

- Each unit will be provided up to two (2) parking decals and two (2) guest passes. (Please use the attached application to request decals and passes.) Offsite owners should also apply for parking decals or guest passes for their visits to the property.
- Decals are to be placed in the bottom right or left corner of the rear window of residents' vehicle(s). Each decal is numbered and specific to the unit owner/resident.
- Guest passes are to be hung from the rear-view mirror or placed on the dashboard for the duration of the visit. Guest passes have the host unit number printed on them.
- Visitor/Guest passes are to be used only for guests, temporary residents (under 90 days), and offsite owners. They are not to be used by residents.
- Both decals and tags shall be highly visible.
- Guests shall return guest passes to the resident upon their departure.
- Vehicles without a resident decal or guest pass are subject to receive a parking violation sticker, whereby the vehicle make, model, and license plate number will be recorded.
- If a vehicle with a previously recorded violation returns—it will be subject to towing.

*Email address for all parking related issues: [rivermillparking@gmail.com](mailto:rivermillparking@gmail.com).*

- To notify the HOA of possible parking violations
- To notify the HOA when a resident will have more than two guest vehicles on the property for a period of time (not to exceed 48 hours without prior approval)
- To notify the HOA if a resident or guest vehicle has received a violation in error
- For parking related questions or concerns
- To request new or replacement decals or guest passes

## Guests:

Guests are welcome at River Mill provided they do not disturb other residents or act in a disruptive manner. Residents are responsible for any damage caused by guests. Due to the increasing numbers of unauthorized and unaccompanied people on River Mill property, we ask that you assist us in keeping our community a private area to be enjoyed by residents and their guests. We ask, as a courtesy, that you familiarize yourself with the following guidelines:

- Residents are discouraged from allowing their guests to use the Mill property at will and without their express knowledge.
- Residents who have guests staying in their units and using the grounds unaccompanied are asked to notify a board member or email the board at [rivermillparking@gmail.com](mailto:rivermillparking@gmail.com) of their presence at the Mill.
- If you have guests on the property unattended, please have them be prepared to give their name and unit number if a resident approaches them.

## Water:

River Mill purchases water from The City of Raleigh. Our wastewater system is an Aerobic Wastewater Treatment Plant – it is a ‘living’ machine housing a micro-organism bug colony that consumes organic waste naturally and efficiently. These micro-organisms require oxygen and the appropriate ‘food’ (organic waste devoid of toxins) to survive.

In order to keep maintenance and repair costs to a minimum, residents are asked to follow these “Do’s and Don’ts” to effectively care for our living wastewater treatment plant. The term “dispose” means do not wash these items down the drain or flush them down the commode.

- Do not dispose of grease, fats and oils.
- Do not dispose of pesticides, herbicides, medicine or other toxins.
- Use the garbage disposal sparingly. **In fact, consider having it removed altogether.**
- Do not dispose of paints, household chemicals, auto fluids, or discard floor mop water into the system.
- Do not dispose of non-biodegradable items such as cigarette butts, disposable diapers, condoms, feminine hygiene products, hair, coffee grounds, paper towels, bandages, etc., as these will cause pump failure.
- Never use detergents with “built-in” bleach.
- Do not dispose of citrus products: oranges, lemons, grapefruit, etc.
- Do not use drain cleaners or additives for septic systems like “Rid-X” or similar products. These are made for septic systems, not aerobic systems.
- Do not dispose of alcoholic beverages or home brewery waste.
- Do not dispose of strong disinfectants such as Pine-Sol, Clorox or Lysol. Anti-bacterial soaps should be avoided.
- Never use ‘Tidy Bowl’ or other automatic toilet bowl cleaners.
- DO use detergents that are low-suds, low in phosphates, and biodegradable with washing soda ingredients. Fabric softener dryer sheets are recommended.

## Pets:

Dogs, cats and other domestic pets are allowed, provided that they do not disturb or annoy residents or their guests. Any inconvenience, damage, excrement or unpleasantness caused by any pet shall be the sole responsibility of its owner. Owners are responsible for picking up after their pets throughout the entire property. Pets must be kept under the direct control and supervision of their owner at all times. While in the parking lot, it is recommended for the safety of your pet, that dogs remained leashed.

## Noise:

Being thoughtful of one's neighbors is appropriate in our quiet community. We ask that you be aware of loud noises including those resulting from conversations, televisions, stereo equipment, musical instruments, pets, and the like. Any loud disturbances between the hours of 11:00 p.m. and 7:00 a.m. may result in a fine levied upon the offending unit's homeowner.

## Gazebo Use:

You are encouraged to enjoy the gazebo as an addition to the naturalist environment. The adjacent area is the only location that Mill Building units are allowed to grill food outdoors. You are permitted to reserve the gazebo for private functions on a first-come, first-served basis by emailing the board at [rivermillhoa@gmail.com](mailto:rivermillhoa@gmail.com). A current "reserved" calendar will be posted on the [rivermill.org](http://rivermill.org) website. When using the gazebo, you are expected to leave it clean and clear of any trash. Also note that parking behind the Mill building or near the gazebo is strictly prohibited.

## Garbage and Recycling:

We have two separate dumpsters, one for mixed recyclables and the other for household waste. Only household waste is permitted in the garbage dumpster. Other material – wood and metal – must be carried to the landfill. No furniture or other large items are to be left near the dumpsters. Also, please do not leave cigarette butts anywhere on the grounds.

### Recyclable:

- Plastic – Plastic items are recyclable if there are numbers 1-5 on the container (normally found on the base). Please be sure containers are EMPTY.
- Glass
- Aluminum cans
- Cardboard – Corrugated boxes (please break down/flatten all cardboard boxes)
- Paper Products
  - All white & colored paper/copy paper with any color ink
  - Computer paper, blueprints
  - Sticky Notes, index cards, envelopes, Junk mail
  - Notebook paper, fax paper, personal stationary, posters
  - Pamphlets and brochures (glossy included)
  - Paperback books, magazines with glue or stapled binding
  - Construction paper, brown craft paper or envelopes
  - Newspaper, insert ads, phonebooks
  - Paper plates, paper towels, unused napkins

### NOT Recyclable:

- Facial tissues, oily pizza boxes
- Photographs or photography paper
- Paper clips or misc. metal items
- Styrofoam

## Hazards:

The discharge of firearms is not permitted at River Mill. The storage and use of any hazardous material is restricted in type and quantity to those that are appropriate for use in the home.

## Mail:

Mail is delivered by the Wake Forest branch of the USPS (224 E Holding Ave, Wake Forest). Contact the post office for replacement locks and keys. If you receive mail in your box for another neighbor, please deliver the mail to that unit or -- for the Mill Building: place the mail in the parcel box marked MISDELIVERED MAIL. All Mill building residents should check this box regularly for mail.

## Alterations:

All changes to the exterior of units, including but not limited to buildings, decks, fences, antennas and plantings must first be approved by the Board of Directors. Approval is subject to the completion of an Architectural Request form available from Charleston Management.

## Signs:

All “for sale” and “for lease” signs are prohibited at River Mill. Listing information may be posted on the community web site [www.rivermill.org](http://www.rivermill.org) . To list a unit, contact the webmaster at [info@rivermill.org](mailto:info@rivermill.org) .

## Mill Building (only):

The unique nature and number of units located in this building make it necessary to observe the following additional rules and regulations:

- Since construction in the Mill building has been engineered to provide protection to neighbors, no alteration of walls or ceiling may be made without prior approval by the Board, as well as county building permit if required.
- Stairwell and laundry room doors leading into the fire-protected corridors and stairways must remain closed when not in use.
- Laundry activity must be monitored in the shared facilities on each floor to prevent a delay to others that may wish to use the machines.
- Access to the roof is forbidden because of personal safety and damage to the roof covering.
- All personal and household items must be stored in your unit. You are not allowed to store items under the stairs, in stairways or hallways.
- Pets are not allowed to roam unattended throughout any of the building common areas.

## Google Group:

River Mill residents can share information via the River Mill Google Group. Whether it’s an interruption in service during repairs or items for sale, all residents – owners and tenants – are encouraged to join the group as it is the quickest way to notify the community of alerts, changes and events. Request a membership by sending your email address to [rivermillhoa@gmail.com](mailto:rivermillhoa@gmail.com). Existing members can post to the group at [River-Mill@googlegroups.com](mailto:River-Mill@googlegroups.com) .

## Contacts:

**Property Management:** Matoka Snuggs Charleston Management 847-3003 or [Matoka@charlestonmanagement.com](mailto:Matoka@charlestonmanagement.com)

**Wake County Sheriff’s Department:** (non-emergency) 919-856-6911

**River Mill Homeowners Association:** [rivermillhoa@gmail.com](mailto:rivermillhoa@gmail.com)

**River Mill Parking:** [rivermillparking@gmail.com](mailto:rivermillparking@gmail.com)

**President:** Susannah James Holland, Unit 1601

**Website:** <http://rivermill.org>