



HIGH TIDE

ASSOCIATES

Real Estate Services • Brokerage • Regime & Association Property Management

Retreat at Grande Oaks Owners' Association

WELCOME PACKET

August 7, 2021

Dear Retreat at Grande Oaks Owner,

Welcome to Retreat at Grande Oaks. Please take a few minutes to review the helpful information provided in this Welcome Packet. In conjunction with Village Park Homes, High Tide Associates is looking forward to serving your community as your property management company. We also look forward to actively working with owners who are willing to take the time to improve this beautiful property. Your help is greatly appreciated during the start-up phase of this community.

Included in this packet you'll find an **Owners Contact Information Form** and an **ACH Application Form**. If you prefer to have your quarterly HOA fee drafted directly from your bank account simply fill out the ACH form and return it to High Tide Associates in the return envelope provided.

In addition, there are three pages that pertain to **Specific Covenant Obligations**.

Page 1, Significant Tree Obligations

Page 2, Maintenance to Waters Edge Obligations

Page 3, Maintenance of portions of Adjacent Open Space Obligation

Each page lists the Owner's Lot number that is associated with the specific obligation. Please read each page very carefully if it pertains to you.

If you have any questions regarding your property, please feel free to contact your Property Manager, Mark T. Megliore, via e-mail, direct phone line or Fax. Note all contact information is listed below.

Kindest Regards,

Mark T. Megliore, CPM

Property Manager

PO BOX 7665

HILTON HEAD ISLAND, SC 29938

mark@hightideassociates.com

Main HTA Office Phone: (843) 686-2241

Direct Phone for Mark: (843) 686-2217

FAX: (843) 686-2204

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Retreat at Grande Oaks Owners' Association

DEAR HOMEOWNER,

IN ORDER FOR US TO BE MORE EFFECTIVE IN MANAGING YOUR PROPERTY, THE FOLLOWING INFORMATION IS REQUIRED;

OWNER NAME: _____

ADDRESS: _____

UNIT #: _____

PHONE #: (HOME) _____

(CELL) _____

(WORK) _____

E-MAIL: _____

EMERGENCY CONTACT: (NAME) _____

(PHONE) _____

1. DO YOU LIVE IN UNIT? Y N

2. DO YOU RENT OUT YOUR UNIT? Y N

3. IF YES, DO YOU MANAGE IT YOURSELF? Y N

4. IF NO, WHO IS YOUR AGENT? _____

MANAGEMENT CO.? _____

TELEPHONE #: _____

PLEASE COMPLETE AND RETURN THIS FORM AS SOON AS YOU CAN.

THANK YOU

Mark T. Megliore, CPM

Property Manager

PO BOX 7665

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RETREAT AT GRANDE OAKS OWNERS' ASSOCIATION

AUTHORIZATION AGREEMENT FOR DIRECT PAYMENTS (ACH DEBITS)

ALL DIRECT DRAFT TRANSFERS WILL BE DRAWN ON OR AROUND THE 10TH OF THE MONTH OF WHICH IT IS DUE.

I (we) hereby authorize High Tide Associates (HTA), hereinafter called COMPANY, to initiate debit entries to my (our) checking or savings account indicated below at the depository financial institution named below, hereafter called DEPOSITORY, and to debit the same to such account. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

Your Banking Information:

Depository Name: _____ Branch: _____ (Bank Name)

(Location) City: _____ State: _____ Routing Number: _____

Account Number: _____ Checking Account _____ Savings Account _____

This authorization is to remain in full force and effect until COMPANY has received written notification from me (or either of us) of its termination in such time and in such manner as to afford COMPANY and DEPOSITORY a reasonable opportunity to act on it.

If you wish to stop direct draft you must notify High Tide Associates in writing, including the date you would like the services to be discontinued. Your Personal Information: (Please Print) Account Number (Example: ABC1234): _____

Name(s): _____ Phone Number: _____ day
_____ evening

Signature: _____ Date: _____

Signature: _____ Date: _____

**PLEASE ATTACH A VOIDED CHECK TO THE BOTTOM OF THIS
AUTHORIZATION FORM**

**RETREAT AT GRANDE OAKS
SIGNIFICANT TREE OBLIGATIONS**

Specific Covenant obligations for Owners of Lots; 1, 2, 3, 4, 5, 7, 16, 23, 24, 25, 28, 29, 30, 33, and 34

6.14. Trees. No trees that are more than four (4) inches in diameter at a point two (2) feet above the ground shall be removed without the prior written consent of Beaufort County and the Architectural Review Committee. However, no flowering trees, including, without limitation, dogwood trees, regardless of their diameter, shall be removed without the prior written consent of the Architectural Review Committee. Owners of lots 1, 2, 3, 4, 5, 7, 16, 23, 24, 25, 28, 29, 30, 33, and 34 that have significant trees, on or partially on the lot, are required to take special precautions to not damage the tree or the root systems in any way, and to notify the Board if any change in the health or overall condition of the tree occurs. The owners of those lots shall also allow reasonable access to the tree and it's surrounds by Arborist hired by the board to make determination as to the general condition of the tree(s) and to treat, prune, limb, or stabilize the tree at the Arborist discretion.

Note:

These are selected excerpts from the Covenants, Conditions and Restrictions for Retreat at Grande Oaks and in no way relieves the buyer from the responsibility of reading and understanding the entire document with which the property will be bound.

Lot # _____

Village Park Homes Agent

Buyer

Date

Buyer

RETREAT AT GRANDE OAKS

MAINTENANCE OF PORTIONS OF ADJACENT OPEN SPACE OBLIGATIONS

Specific Covenant obligations for Owners of Lots; 23, 24, 25, 26, 27, 28, 30, 31, 35, 36, 37, 40 and 41

SECTION 5

MAINTENANCE & CONVEYANCE OF COMMON PROPERTY TO ASSOCIATION

5.1. Association's Responsibility. The Association shall maintain in good repair the Common Property. This responsibility shall include the operation, maintenance, repair, and replacement of all improvements and landscaping situated on the Common Property as set forth in this Section 5.1 until such time any of the Common Property is deeded or otherwise conveyed to; a governmental entity, Beaufort jasper Water and Sewer Authority (BJWSA) or other utility company.

a. The Association shall own and maintain all roadways, open spaces, and associated drainage within Retreat at Grande Oaks to the extent such maintenance is not otherwise maintained by a governmental entity or BJWSA.

b. The Association shall be responsible for Common Property expenses such as water and landscape maintenance, except on lots 23 thru 28 that adjoin a 20' wide utility open space between the rear property lines, and lots 30-31, 35-36 and 40-41 that adjoin a 20' wide utility open space between the side property lines. The Owners of those lots shall be responsible for watering and maintaining the area from the property line adjacent to the utility open space to the centerline of the utility open space. No fence, shrubbery or trees may be planted in the 20' utility open space that would restrict access thru the open space in any way.

Note:

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Lot # _____

Village Park Homes Agent

Buyer

Date

Buyer

**RETREAT AT GRANDE OAKS
MAINTENANCE TO WATERS EDGE OBLIGATIONS**

Specific Covenant obligations for Owners of Lots; 22, 29, 30, 31, 32, 33, 34, 36, 37, 38, 39, 40, 43, 44, 45, 46 and 47

5.2. Owner's Responsibility. *With the exception of the roadway, associated drainage, landscaping and hardscaping which is Common Property, all maintenance of Lots and all structures, parking areas, landscaping, and other improvements on each lot shall be the sole responsibility of the Owner thereof, who shall maintain such Lot from back of curb to rear property line and from side property line to opposite side property line, in a manner consistent with the Retreat at Grande Oaks Standards and this Declaration. Any Owner of Lots; 22, 28, 29, 30, 31, 32, 33, 34, 36, 37, 38, 39, 43, 44, 45, 46, 47 that is adjacent to a lagoon or pond within Retreat at Grande Oaks shall be required additionally to maintain the area of land that lies between the Owner's property line and the water's edge of the adjacent lagoon or pond. No Owner will be allowed to remove or pump water from any lagoon for any reason. In the event the Board determines that any Owner has failed or refused to properly maintain, repair, or replace items for which such Owner is responsible, the Association may perform such maintenance, repair or replacement for the Owner at the expense of the Owner. Except in an emergency situation, the Association shall give the Owner prior written notice of the Association's intent to provide such necessary maintenance, repair, or replacement. The notice shall set forth with reasonable particularity the maintenance, repairs, or replacement deemed necessary. The Owner shall have seven (7) days after receipt of such notice within which to complete such maintenance, repair, or replacement. If such maintenance, repair, or replacement is not capable of completion within the seven (7) day period, the Owner must commence such work within seven (7) days and shall complete such work within a reasonable time. If any Owner does not comply with the provisions hereof, the Association may provide any such maintenance, repair, or replacement at such Owner's sole cost and expense, and all costs shall be an assessment against such Owner and its Lot.*

Note:

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Lot # _____

Village Park Homes Agent

Buyer

Date

Buyer