

Cornwallis Hills Property Owners' Association

Home Based Business Policy

Effective Date: March 1, 2014

Policy: The primary use of each lot in Cornwallis Hills shall be residential. Home-based businesses in Cornwallis Hills are permitted and must be approved by the CHPOA Board of Directors or its designated committee, prior to operating within Cornwallis Hills. Home-based businesses must comply with all sections of the Declaration of Covenants, Conditions, and Restrictions of Cornwallis Hills Subdivision. The impact of the home-based business on your neighbors' quiet use and enjoyment of their property as well as on neighborhood traffic will be taken into consideration when reviewing applications for approval.

Any owner or legal occupant may request a preliminary determination from the Board or its designee of whether a proposed or planned home-based business complies with these rules and the residential-only nature of Cornwallis Hills. Such a determination is not required but is intended to assist those Owners or legal occupants that are considering operating a business from one of the homes in Cornwallis Hills.

Purpose: To allow the operation of Home Based Businesses on lots within the Cornwallis Hills Community without creating a negative impact on the community in terms of quality of life, maintaining the residential aspect of the Community and not creating an adverse impact on property values within Cornwallis Hills.

Definitions:

- CHPOA – Cornwallis Hills Property Owners' Association
- CHPOA BOD – Cornwallis Hills Property Owners' Association Board of Directors
- CHPOA CCC – Cornwallis Hills Property Owners' Association Covenants Compliance Committee
- NCPCA – North Carolina Planned Community Act

Applicable Legislation/Regulation: CHPOA Articles of Incorporation, CHPOA Covenants, CHPOA By-Laws, NCPCA, NC General Statutes.

Responsible Position/Committee: Property Manager. CHPOA Covenants Compliance Committee and CHPOA Board

Procedures:

A. Home-Based Business Application/Registration Requirements and Process

1. Prior to operating a home-based business in Cornwallis Hills, the property owner or legal occupant must complete an application and registration form (available on the cornwallishills.org website) and submit to property manager at chpoapropman@gmail.com.
2. All home-based businesses currently in operation in Cornwallis Hills are required to complete and submit an application and registration form before July 1, 2014, regardless of the length of time the current home-based business has been operating.

3. The application will be reviewed by the Board of Directors or its designee within 30 days, and notice of approval or disapproval will be mailed to the property owner by the Board of Directors within 10 days after the application review.
4. The potential impact of a home-based business on neighbors' quiet use and enjoyment of their property as well as on neighborhood traffic and parking will be taken into consideration when reviewing applications for approval.
5. The CHPOA reserves the right to cancel any previous approval of a home-based business, if the business results in complaints or obvious violations.

B. Conditions for the Operation of a Home-Based Business in Cornwallis Hills

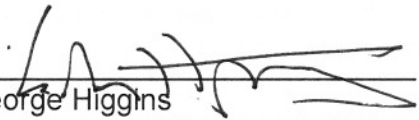
1. No noxious or offensive activity shall be conducted upon any Lot nor shall anything be done thereon which may be or may become an annoyance or nuisance to the neighborhood. This shall include activities which create disturbing noise levels, odors, and/or traffic, taking into consideration the time of day or night. *(per Article VI, Section 3. Nuisance)*
2. No trash, rubbish, stored materials, wrecked or inoperable vehicles or similar unsightly items shall be allowed to remain on any Lot outside an enclosed structure; provided, the foregoing shall not be construed to prohibit temporary deposits of trash, rubbish and other such debris for pick up by governmental and other similar garbage and trash removal service units. Home based businesses must be approved by the CHPOA Board of Directors or its designated committee, prior to operating within Cornwallis Hills. *(per Article VI, Section 3. Nuisance)*
3. No motorized vehicles or trailers may be parked on any lot other than those parked on a parking pad or driveway whose plans and application have been approved by the CHPOA Architectural Committee or the CHPOA Board of Directors. *(per Article VI, Section 11. Vehicles and Trailers)*
4. In the event that any type of alteration to the property is desired to accommodate a home based business, no building, fence, wall or other external structure or improvement of any nature whatsoever shall be commenced, erected or maintained upon the property until the plans and specifications have been submitted to and approved in writing to the Architectural Committee. *(per Article VI, Section 1. Approval of Plans and Architectural Committee)*
5. No signs advertising a home-based business shall be displayed to the public view on any Lot *(per Article VI, Section 6. Signs)*

C. Enforcement

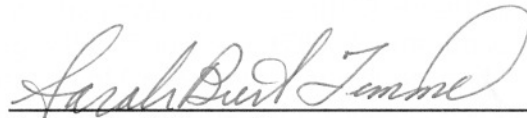
1. Failure of owners of home-based businesses in Cornwallis Hills to submit an application and registration form for home-based businesses will be considered a violation of Article VI, Section 2 of the Declaration of Covenants, Conditions, and Restrictions of Cornwallis Hills Subdivision.
2. The Board of Directors will process violations of the registration requirement and of the conditions for home-based business in accordance with Article IX, General Provisions, Section 1, Enforcement, of the Declaration of Covenants, Conditions, and Restrictions of Cornwallis Hills Subdivision and the laws and regulations of the state of North Carolina.

Related References, Policies and Procedures: Cornwallis Hills Home Based Business Application.

Approved By: CHPOA BOD on March 1, 2014



George Higgins
President, CHPOA Board of Directors



Sarah Burt Timmel
Secretary, CHPOA Board of Directors