

COVES AT LAKES OF CANE BAY

Homeowner Guide



ACCOUNT INFO/ONLINE PAYMENTS

Please visit

<https://cmg.cincweb.com/>

Click the "Account Login/Payments" button and enter your information. Once your information is verified, you will receive your password by email.

Assessment Fee Information

Annual assessments due
January 1st

Send ALL Payments To

*The Coves at Lakes of Cane Bay HOA
P.O. Box 1207
Commerce, GA 30529*

Payment must be received and processed by the 10th to avoid late fees

Board Members

The Developer currently serves at your Board of Directors.

Association Email

TheCoves@cmgcharleston.com

ARB APPLICATION & FEES

You can find the Architectural Review Form at:

<http://cmgcharleston.com/coves-lakes-of-cane-bay/>

There is no fee to perform an architectural review for The Coves at Lakes of Cane Bay Plantation

What does the assessment pay for:

Maintains the common area Landscape maintenance, pond maintenance, street lights, pool/amenity maintenance, insurance on common elements, property tax on common elements, playground maintenance, state/federal taxes, irrigation, sign/entrance maintenance, and street signs, insurance, utilities, administrative costs, postage, invoicing, accounting, reserves for future projects, etc.

FREQUENTLY ASKED QUESTIONS

COVES AT LAKES OF CANE BAY

Key Information: \$25 for replacement. New sales get free fob. Resales must be passed to next owner. You may order a replacement key at <http://www.cmgcharleston.com/lostkeys>

How many keys are allowed per household? One fob per household.

Pool Information

Hours: Dawn to Dusk

How do I rent the pool area? The pool area cannot be reserved. The Pavilion/Concession is available for reservations. See additional information regarding pavilion/concession area noted below.

Pool Rules:

A few things to Remember:

- There is an emergency phone inside the pool gate
- Never swim alone
- Refrain from bringing glass into the pool area
- Children should always be accompanied by an adult
- No diving
- No jumping
- No pets
- No smoking
- No food or drink allowed in the pool

FREQUENTLY ASKED QUESTIONS

COVES

PAVILION RENTALS:

OWNERS— Please visit <http://cmgcharleston.com/coves-at-the-lakes-of-cane-bay-calendar/>

[Renters may book facility, but the homeowner must co-sign application.]

FEES: There is no rental fee . A security Deposit of \$100 is required. Payment may be made via check/money order made payable to Coves at Lakes of Cane Bay. Deposit due in advance with application.

RESERVATION AGREEMENT: Download at <http://www.cmgcharleston.com/CoveOfLakeOfCaneBay/Coves%20Application%20to%20Reserve%20the%20Pavilion.pdf>

Completed application must be received by CMG 7 days in advance. Cancellation of rental agreement must be submitted in writing to CMG at least 7 days before the scheduled event.

Mail to: Coves at Lakes of Cane Bay HOA
349 Folly Rd. Ste 2B
Charleston, SC 29412
Fax to: 843-795-8482
Email to: TheCoves@cmgcharleston.com

ACCESS INSTRUCTIONS: Pool fob is required for access to pool area. If use of the concession area is needed for an event notify our office for arrangements to have the area opened.

TIME CONSTRAINTS: Dawn to Dusk.

GARBAGE: All garbage must be removed from the premises.

CLEANING REGULATIONS: Facility must be returned back to original condition.

DEPOSITS: The security deposit will be returned within 2 weeks if the center is in the same condition as it was when rented, in the opinion of the Manager.

ALCOHOL: Alcohol may not be SOLD on premises. If alcohol is served, a uniformed off-duty police officer must be present AT ALL TIMES.

LIABILITIES: Minors must be supervised. Homeowners must be present at event at all times and are responsible for the behavior of guests. NO Fireworks.

NON-OWNERS—Pavilion only available for rental to homeowners, unless the homeowner co-signs the tenant's application.

FREQUENTLY ASKED QUESTIONS

COVES

ARC Details

What is the Process?— Upon submitting an ARB form with your request for changes/modifications your application will be processed and submitted for review to the Developer. Your request and plans will be reviewed to determine if the proposed modifications comply with the governing documents and regulations as outlined by the developer. You will be notified of the decision to either approve or deny your request within 30 days of submission and involves a number of steps depending upon the details and specifications of your plans. When a decision is made, you will be sent an official letter from the association that you can retain for your records.

Where do I find the form?--- <http://www.cmgcharleston.com/CoveOfLakeOfCaneBay/Coves%20at%20The%20Lakes%20of%20Cane%20Bay%20ARB%20Form-%20ARC%20Guidelines.pdf>

--Important items to remember when filling out form. Make sure you attach copy of plat with a detailed drawing on the actual plat of what you plan to do.

How do I get my plat?—The first place to check is your closing packet. You may have received a copy when you purchased your property. If you are unable to locate it there, contact your builder/developer. If your builder or developer is no longer able to be reached, you can pay to have a surveyor create one for you. Check your local listings for a surveyor.

Where do I send the form?—Coves at Lakes of Cane Bay 349 Folly Rd Ste 2B Charleston, SC 29412 or TheCoves@cmgcharleston.com

Fee?—There is no fee to perform an architectural review for The Coves at Lakes of Cane Bay Plantation.

Important Links

Community Page:

<http://cmgcharleston.com/coves-lakes-of-cane-bay/>

Declaration of Covenants: & By –Laws:

<http://www.cmgcharleston.com/CoveOfLakeOfCaneBay/Coves%20at%20Lakes%20of%20Cane%20Bay%20CCRs%20Recorded%2011-25-14.pdf?x44830>

ARB Form:

<http://www.cmgcharleston.com/CoveOfLakeOfCaneBay/Coves%20at%20The%20Lakes%20of%20Cane%20Bay%20ARB%20Form-%20ARC%20Guidelines.pdf?x44830>

Amenity Reservation Form:

<http://www.cmgcharleston.com/CoveOfLakeOfCaneBay/>

Dates to Remember

Annual Assessment Due Date:
January 1st

Community Management Group

Street address:

349 Folly Rd

Suite 2B

Charleston, SC 29412

Phone: (843)795-8484

Fax: (843) 795-8482

<http://cmgcharleston.com/>

Email address:

TheCoves@cmgcharleston.com

FREQUENT CONTACTS

Coves

Insurance Information

Insurance is currently held by the Developer for amenities and common areas.

Policy is held by The Cincinnati Insurance Company through Palmetto Insurance Associates, LLC at 864-225-1633

Utilities Information

Electric Company Contact: Berkeley County Co-operative
843-553-5020

Water Department Contact: Berkeley County Water & Sewer
843-761-8817

Garbage Collection Contact: Contracted by Berkeley County Water and Sanitation with Republic Services

Other Information

Landscaper— Yellowstone Landscape

Irrigation— Yellowstone Landscape

Pool/Fountains— Sweetwater Pools

Signs down/Trees down/county property— Berkeley County, (843) 719-4234

Berkeley County Water and Sanitation

212 Oakley Plantation Drive

Moncks Corner

(843) 572-4400

www.bcwsa.com

VIOLATION POLICY

Community Management Group is contracted by your Association to perform weekly inspections and to note anything that is in noncompliance to the Governing Documents and Enforcement Policy in place. Once a violation has been noted a courtesy notice is sent, if the same violation occurs a second time a second courtesy notice is sent. After the third occurrence fines begin to incur beginning at \$25 and doubling every 10 days thereafter until resolved.

Web address <http://cmgcharleston.com/coves-lakes-of-cane-bay/>