



# **Rules and Regulations**

(Revised November 2022)

## **Preface**

Litchfield-By-The-Sea is a very special community that offers homeowners, renters, visitors and guests a lifestyle built around beach activities, tennis, golf and other nearby attractions. It has become one of America's finest all-season ocean resorts; attracting visitors from all over the United States, Canada and Europe. To maintain our image and appeal to people of all ages, some common-sense rules are in order for the benefit of all who live and visit this distinctive community.

There are a family of documents that govern Litchfield by the Sea – both Ocean Side and the River Club Golf campus. These documents include the Covenants and Restrictions, the Bylaws, Rules and Regulations, and Architectural Review Board Guidelines.

Specifically, these rules and regulations are necessary and desirable for the safety and protection of all occupants and to maintain the property in good order to assure the comfort and convenience of everyone who enjoys it.

We ask that you abide by these rules and regulations in order to do your part in helping our property owner's association maintain the attractiveness and desirability of Litchfield-By-The-Sea. If we support each other in this effort, Litchfield-By-The-Sea will continue to be a source of great enjoyment for us all.

If you have a rental unit: We suggest posting these rules in your unit in an easy to find location.

## Rules and Regulations

Rules and Regulations governing all common facilities at Litchfield-By-The-Sea and River Club are made by the Litchfield-By-The-Sea Board of Directors and must be adhered to by all property owners, their guests and renters. We suggest posting these rules in your unit in an easy to find location.

### 1. GENERAL

Each owner is responsible for the proper conduct of family members, guests, renters and service personnel. Owner(s) should be certain that they understand and observe all Rules and Regulations and that their renters are advised of, and given a copy of the Rules and Regulations.

### 2. STAFF

The number of employees and/or maintenance sub-contractors permitted in our Budget is limited and each has a full work schedule. Only the Managing Agent or an authorized Board Member may give instructions to the maintenance staff.

### 3. SECURITY

Security is the responsibility of all LBTS residents and guests. Depending upon the situation, owners and guests are requested to notify 911 or the LBTS Main Gate Security of any suspicious people and/or unusual activities.

See the EMERGENCY NUMBERS listed on the last page. The main LBTS Guard House, at the Oceanside campus, is 843-237-2451. This location is staffed 24/7.

#### a. Scanned Passes

Owners have the authority to issue their own guest passes to family members, via the URL that has been provided to them. The URL is user friendly and “should” be used instead of calling the guards to enter a guest request. Passes are for the use of out of town guests or a local guest accompanied by a resident. Scanned passes can be issued for a maximum of 30 days or a minimum of one day. Misuse of this could result in the loss of your ability to issue scanned passes. Please remember to properly check Beach Access, YES or No, on the scanned pass request. If you have any questions, please contact the LBTS Bar Code Administrator at 843-237-9551.

b. Bar Codes

Bar codes are distributed through Waccamaw Management only and for **RESIDENTS, PEOPLE LIVING WITH THE RESIDENT OR SONS, DAUGHTERS AND THEIR SPOUSES.**

Bar codes are to be permanently fastened to the rear passenger side window. Violations of this rule could result in a fine and loss of the bar code.

If a resident purchases a new vehicle, a new bar code must be obtained and a fee of \$20 is due upon application. The application process is outlined on the LBTS website [litchfieldbythesea.com](http://litchfieldbythesea.com).

Bar codes will work in the resident's community, LBTS and River Club, to give LBTS owners access to the LBTS pool at River Club.

Bar codes are **ONLY** issued to LBTS residents or their family as outlined above. Contact Waccamaw Management if you have additional questions on bar codes and scanned passes or go to [litchfieldbythesea.com](http://litchfieldbythesea.com) for more information.

c. Vehicular Traffic

(a) Exceeding the posted speed limit is strictly prohibited.

(b) Georgetown County Sheriff's Office has jurisdiction over the roads in Litchfield-By-The-Sea and River Club (only the roads owned by LBTS, not streets owned by the sub-associations). The main purpose of this is to control speeding and unlawful use of golf carts and other modes of transportation covered by the law at the request of the Association. They will not patrol the roads unless requested, but they will enforce all laws when observed by officers when on the premises at the request of LBTS.

(c) No motorcycles, trikes (three wheeled motorcycles), motor scooters (of any size), mopeds, motorized skateboards, motor homes, campers or buses, or Segway's shall be permitted on Association property. With prior permission obtained through Waccamaw Management, motor homes or campers may be on LBTS property to load or unload for a period not to exceed 24 hours.

(d) As stipulated by the South Carolina Department of Motor Vehicles, a driver's license is required for all the vehicles in (c) above. Only persons meeting the requirements of a licensed driver may operate golf carts on the Litchfield-By-The-Sea Community Association roads. ALL golf carts are to be registered and have Litchfield-By-The-Sea bar codes permanently mounted on the cart (**call Waccamaw Management for details**). **In order to obtain a barcode from Waccamaw Management for your golf cart, proof of insurance is required.**

- Golf carts may not be driven after dark unless equipped with highway headlights and tail lights **on Litchfield by the Sea property ONLY** and may not be driven between midnight and dawn.
- **New S.C. laws state that golf carts may NOT be driven past day light hours (unless on private property such as LBTS)**
- Golf carts driven within Litchfield-By-The-Sea must remain on roadways. Do not drive on bike paths.
- **Gas powered Golf Carts are NOT permitted in the Litchfield-By- the-Sea Oceanside or River Club properties.** (With the exception of commercial landscaping vehicles.)

While it is outside our control, we strongly recommend that golf carts not be used on public roads outside of Litchfield-By-The-Sea. Local traffic conditions make the use of golf carts unsafe.

d. Parking

- (a) As a security measure, keep your automobile doors locked and valuables placed out of sight. Care should be exercised in opening car doors so as not to cause any damage to adjacent vehicles. **PARK AT YOUR OWN RISK.**
- (b) Do not block cars that are not in your party.
- (c) Parking on grass or landscaped areas, including medians, front lawns of resident's property, in front of driveways or in loading zones or fire equipment access areas is strictly prohibited. Vehicles parked in prohibited areas will receive a security warning posted on their windshield, advising the vehicle owner of the violation. Continued parking violations will be subject to a \$25 per day fine. Parking in the circle by the Litchfield-By-The-Sea Beach House is short term, drop off ONLY. All vehicles must be moved within 10 minutes of stopping or will be subject to ticket and towing.
- (d) During certain holiday weekends, overflow parking areas near the Beach House will be opened and vehicles will be allowed to enter and use these areas.
- (e) At all times, a bar code must be affixed to the vehicle or a valid guest pass must be visible on the dash board.
- (f) Some sub-associations have additional parking restrictions and it is up to each owner and guest to learn of those requirements.

e. Vendor Hours

Vendor, contractors and landscapers are restricted to the following hours:

Monday – Friday	7 a.m. to 6 p.m.
Saturday	8 a.m. to 5 p.m.
Sunday	9 a.m. to 5 p.m. for QUIET WORK ONLY

No vendors, contractors or landscapers are allowed on the following holidays except for emergencies:

New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve and Christmas Day.

#### 4. FACILITIES

The facilities of the Litchfield-By-The-Sea Community Association are for the exclusive use of the Association members, lessees, resident house guests, renters and guests, in such manners as dictated by the Association's governing documents. The use of the facilities for any commercial purpose or financial gain by an Association member, lessee, guest or resident houseguest is expressly prohibited. Litchfield-By-The-Sea amenities include the pool located at the River Club, the Beach House and surrounding deck and the public dune cross over walk ways. Tennis and pickle ball courts, the fishing and crabbing docks at Osprey Lake are all additional amenities, as are roads, walking paths and Beach House parking lots. Please remember that some sub associations have their own pools which are strictly for the use of their guests or owners affiliated with that sub association.

#### 5. BEACH HOUSE DECK / SHOWERS

- (a) Bicycles, skateboards, rollerblades are not permitted on the beach house deck.
- (b) The showers on the beach house deck are for rinsing off only (**no bathing or soap**)
- (c) **No smoking** on the beach house deck.

#### 6. TRASH

All persons are expected to share in the responsibility of maintaining clean grounds throughout LBTS. All trash shall be carefully placed in the receptacles provided or taken to your residence for disposal.

#### 7. CHILDREN

Supervision of children by a responsible adult must be exercised at all times when children are playing on the grounds, swimming in the pool, at the beach or using restrooms. Special attention should be exercised while driving within the community to ensure the safety of all children. The Litchfield-By-The-Sea speed limit is 25 mph unless otherwise marked.

#### 8. PETS

- (a) No pets shall be permitted in the Association's pool at River Club area, the tennis courts, or public shower areas.
- (b) No pets shall be permitted on any public portion of Litchfield-By-The-Sea unless carried or on a leash. Unleashed pets are subject to collection by the County Animal Shelter. Reclamation of the pet is the sole responsibility of the Owner.

Georgetown County Ordinance # 2007-06 requires that all dogs must be leashed on Georgetown County beaches between 9:00 am and 7:00 pm year around.

- (c) Excessive barking of a pet or other annoyance to residents may be cause for an order by the Association to remove the pet from the property.
- (d) Pet owners are responsible for cleaning up after their pets. That includes on the public beach as well as Litchfield-By-The-Sea private or common properties both on the ocean campus and at River Club.

## 9. DUNES

Do not walk, play, sit, or lay beach gear on the dunes; use walkways to go to and from the beach.

The launching of jet skis or other watercraft is not permitted over the dunes or the cross-overs or any properties on the Oceanside campus.

There are five beach crossovers inside Litchfield by the Sea. Three are located near the Beach House. There is no automobile parking at the other two: one is located between Bridgewater and Sandpiper and one is located by Shipyard Village. Signage is in place at all locations to guide you.

It is against state law to damage or destroy the dunes or the sea oats and grasses, which grow on the dunes. Heavy fines are levied on all persons who do not observe this law (i.e. a minimum of \$ 200.00 constitutes the state fine.)

## 10. FIREWORKS

Litchfield-By-The-Sea properties are designated “firework free zones”; therefore, the discharging of fireworks is strictly prohibited.

## 11. FEEDING WILDLIFE

The feeding of feral cats, sea gulls and other invasive wildlife is prohibited on all Litchfield-By-The-Sea properties

It should be impressed upon everyone that feeding the alligators can be hazardous to life and limb, and that this activity is prohibited and violates South Carolina Law. Children, especially, should be cautioned as to the dangers of feeding alligators and other wildlife.

## 12. FISHING DOCK/CRABBING DOCK

The fishing and crabbing docks are for the enjoyment of all members and guests. A SC valid fishing license is required for anyone over age 15. Clean up your trash and bait when leaving the dock areas. Cleaning of fish is not permitted at the fishing dock or in

any public area. Recycling tubes for fishing lines are mounted at the fishing dock and crab dock. Please do not dispose of fishing hooks or fishing line in the water. These materials can damage the fountains in Osprey Lake.

13. CARE AND USE OF THE BEACH

- (a) The beach is public property belonging to the state and controlled by Georgetown County. No lifeguards are provided. Be alert to tidal conditions and do not let children wander from your sight.
- (b) All State and County Laws are to be observed.
- (c) Please observe common courtesies. All umbrellas and tents are to be secured in such a manner as to not become projectiles and causing injury for others on the beach. Do not leave umbrellas, other shade providers or beach gear overnight. County Ordinance requires that items left on the beach become the property of Georgetown County and will be removed. Please do your part in keeping the beach clean.
- (d) Glass containers prohibited on all Georgetown County beaches.
- (e) The beach is “fireworks free zone”.
- (f) Per Georgetown County, no holes may remain on the beach overnight and must be filled in. Holes are not to exceed two feet in depth. Only child’s toys or gardening tools under 12” in length can be used to dig the holes – no shovels. Violators are subject to fines from Georgetown County.
- (g) All pets on the beach MUST be leashed.

14. PROTECTING TURTLES (May 15 until Sept 15)

Loggerhead hatchlings (a protected species) may be disoriented by artificial lights. When loggerhead hatchlings emerge from the shell, they are attracted to the blue and green wavelengths of light which are naturally reflected off the ocean through celestial light. They use this natural light cue to navigate from the nest towards the ocean. If an artificial light source on the beach is brighter than the natural ocean horizon, the hatchlings will head towards this artificial source. The causes of these disorientations include street lights, gas station lights, city sky glow, exterior lights on commercial establishments and beach front homes. People on or near the beach carrying flashlights or lanterns and bonfires can also disorient loggerhead hatchlings. **Please take care to turn off any lights that may disorient the turtles.**

15. ROLLERBLADING, SKATEBOARDING AND SKATES

Rollerblading, skateboarding and skating is allowed on LBTS common properties i.e. near the Beach House including the deck area, the circle driveway, and the parking lots.



16 DRONES

Defined as: an unmanned aircraft or ship guided by remote control or on board computers. The use of drones is strictly prohibited on or from any Litchfield by the Sea common area.

17 LITCHFIELD-BY-THE-SEA COMMUNITY SWIMMING POOL AT RIVER CLUB

- (a) Swimming is permitted between the hours of 10:00 am and 10:00 pm.
- (b) No Life Guard on duty. Swim at your own risk.
- (c) A shower must be taken before using the pool.
- (d) Conventional bathing attire must be worn. Children in diapers are not permitted in the pool as required by state regulations unless the child is wearing a “swim diaper.”
- (e) The Board believes that the playing of radios in the pool areas can be annoying to others present. Therefore, the Board discourages the use of radios. If people insist on bringing radios to the pool area, the volume must be kept as low as possible and use earplugs.
- (f) Bottles, glasses or glass objects will NOT be permitted at any time in the vicinity of the swimming pool. Broken glass can cause serious injury, and if glass falls into the swimming pool, the result will be the closing of the pool for several days to a week so that it can be drained and vacuumed. For everyone’s comfort and safety, it is requested that management be notified at once should glass objects ever be seen around any of the pool areas.
- (g) Unreasonable noise, running or skateboards are not permitted at any time. This conduct is dangerous and is annoying to other residents.
- (h) No pets are allowed in the pool area.
- (i) **No smoking** in the pool area.
- (j) Hanging or playing on the safety rope is prohibited.
- (k) The pool house building is to be maintained in a neat and clean manner.
- (l) Pool furniture should be properly cared for. Under no circumstances should the pool furniture be removed from the immediate area, or placed in the pool.
- (m) Non-resident guests may use the pool with the owner’s permission. The owner will be responsible for their guest’s conduct.
- (n) Children are the responsibility of their parents. Unaccompanied minors are not permitted. Swim at your own risk. No lifeguards are on duty.
- (o) Large floatable objects are not allowed in the pool.
- (p) Only aquatic workout equipment i.e. equipment specifically made for water use, is allowed in the pool.

18. TENNIS COURTS on the Oceanside Campus

- (a) Tennis courts will be open between the hours of 7:00 am and 11:00 pm (where lighted).

- (b) The general principles of tennis etiquette, including proper attire, will prevail at all times.
- (c) Tennis shoes and shirts are required.
- (d) To fairly allocate tennis court time, courts must be vacated after 1-½ hours of play if anyone is waiting.
- (e) Two pickle ball courts are available.
- (f) Proper attention should be given to the use of the tennis court lighting system. Players must manually operate the light switch for night playing and the last players must turn off the lights when leaving. The lighting system cannot be operated between 11:00 pm and 7:00 am.
- (g) Please use available trash receptacles.
- (h) No activities other than tennis will be permitted on the tennis courts (e.g. no bike riding, skateboarding, roller skating, etc.)
- (i) The Courts are for members and rental guests only.
- (j) Pets are not permitted on the tennis or pickle ball courts.

## 19. VEHICLE STORAGE FACILITY

- (a) In accordance with the Covenants of the Litchfield-By-The-Sea Community Association, Article II, Section 15, this states: “No trailers, boats, campers, vans or vehicles of any type which are not automobiles shall be parked or stored on the property except in areas specifically designated for that purpose.”
- (b) There are no storage facilities available within Litchfield-By-The-Sea Oceanside Campus except for specific regimes, which may allow boat storage. For those regimes that do permit boat storage, prior approval must be obtained and coordinated through Litchfield-By-The-Sea security to ensure a smooth entry when you arrive. Otherwise, please make arrangements to store your personal property at another location. River Club is allowed to have limited parking concessions. Please see details below.
- (c) Owners will be fined daily for each day the boat/trailer is left on Litchfield-By-The-Sea common property. Owners are responsible for the actions of their guest and renters. Unpaid fines are subject to penalty, interest and liens.
- (d) River Club: No trailers, boats, campers, vans, buses or vehicles of any type which are not automobiles shall be parked or stored on the personal property. With written consent of the RCCO and the LBTS Board, brief exceptions can be considered. For example, 24 hours to load/load boats, RV’s or other campers.

## 20. OWNERS’ OBLIGATION TO MAINTAIN PROPERTY

It shall be the responsibility of each owner and/or individual to prevent the development of any unclean, unsightly or unkempt conditions with respect to buildings or landscaping on owner’s property. All buildings, landscaping and grounds shall be maintained in a manner to preserve the property values for all LBTS owners. If an owner fails to maintain their property in accordance with community standards, the owner will be

notified and given 30 days to correct the sub-standard conditions. If the owner fails to cure the sub-standard conditions, a fine of \$25 per day shall be levied until the conditions are corrected. Failure to pay fines will become a lien against the property including all legal fees necessary to ensure and enforce compliance. An owner's failure to maintain his property may also be abated by the Association with the charges related thereto being the responsibility of the Owner as provided for within the Covenants.

- (a) No noxious or offensive activity shall be carried on upon any of the properties within the Community Association, nor shall anything be done thereon tending to cause embarrassment, discomfort, annoyance or nuisance to the other owners or guests.
- (b) No structure of a temporary character shall be placed upon any property within the LBTS Community Association at any time except in accordance with these and/or an individual Association's Rules and Regulations. This prohibition shall not apply to temporary structures used by a contractor during construction.
- (c) No objects are to be hung or draped over any balcony or deck, including but not limited to, towels, sheets or articles of clothing that is visible while on LBTS common property.
- (d) No signs, advertising or other displays (including political signs, banners or flags) may be placed on lawns, association common property, or on or within a dwelling which can be seen from the exterior of the dwelling. Security Company signs are the exception to this rule.
- (e) Fences and Screening: All fences must be approved in writing by the Architectural Review Board (ARB). Traditional four (4) foot tall black aluminum replica "wrought iron" fencing is the required style. Trash cans, AC units, propane tanks, irrigation pumps and generators must be screened so as not be visible from the street.

## 21. BEACH CLUB RESERVATION AGREEMENT

The Beach Club facility is available to Litchfield-By-The-Sea Community Association members only for parties and special occasions. The north and west decks only are to be used for rented functions (those immediately adjacent to the clubhouse). The remaining deck areas are for the use of Litchfield-by-the Sea members. When there are no functions in the Beach House, all deck areas are open for the members to enjoy.

Information on renting the beach house and a complete list of Rules and Regulations can be found on [www.litchfieldbythesea.com](http://www.litchfieldbythesea.com), homeowners tab. Please contact Waccamaw Management to rent.

## 22. REMEDY FOR VIOLATIONS

Violations of these Rules & Regulations are to be reported to the Managing Agent, who will call the matter to the attention of the violating owner, lessee or guest for corrective action. Any disagreement over violations will be reported to the Board of Directors for subsequent judgment by the Litchfield-By-The-Sea Board of Directors.

Unit occupants violating the Rules and Regulations can result in a per day fine for each second and subsequent day of violations. Owners are responsible for any and all fines levied against their unit due to a violation caused by guest staying in that unit.

Enforcement of the Association's Covenants and Rules and Regulations will be handled through the Managing Agent.

Owners who violate the Covenants will be notified in writing and given thirty (30) days to correct the condition. Failure to respond to the violation notice within thirty (30) days will result in:

- (a) Second notice without remedy of the first offense – \$25.00 per day
- (b) Third notice – under the direction of the Board, the Managing Agent will do the work at the expense of the homeowner.
- (c) Failure to remedy and/or pay fine may result in a lien being placed upon the property and the owner is subject to the legal costs associated therewith.

## 23. RULE CHANGE

The Directors of the Association reserve the right to change or revoke existing Rules and Regulations and to make such additional Rules and Regulations from time to time as they believe are necessary or desirable.

EMERGENCY TELEPHONE NUMBERS

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Fire Department	911
Police	911
Georgetown County Sheriff	(843) 546-5101
Ambulance	
Pawleys Island/Litchfield	911
Hospitals	
Tidelands Memorial Hospital – Georgetown	(843) 527-7000
Tidelands Community Hospital – Murrells Inlet	(843) 651-1000
Grand Strand Medical Center - Myrtle Beach	(843) 692-1000
Main LBTS Gate Security (24/7)	(843) 237-2451
River Club Security	(843) 237-7721
Willbrook Security	(843) 237-2664
The Reserve Security	(843) 235-8703
Managing Agent	
Waccamaw Management, LLC, AAMC	(843) 237-9551 (800) 537-0641

Updated: 02/09/2023