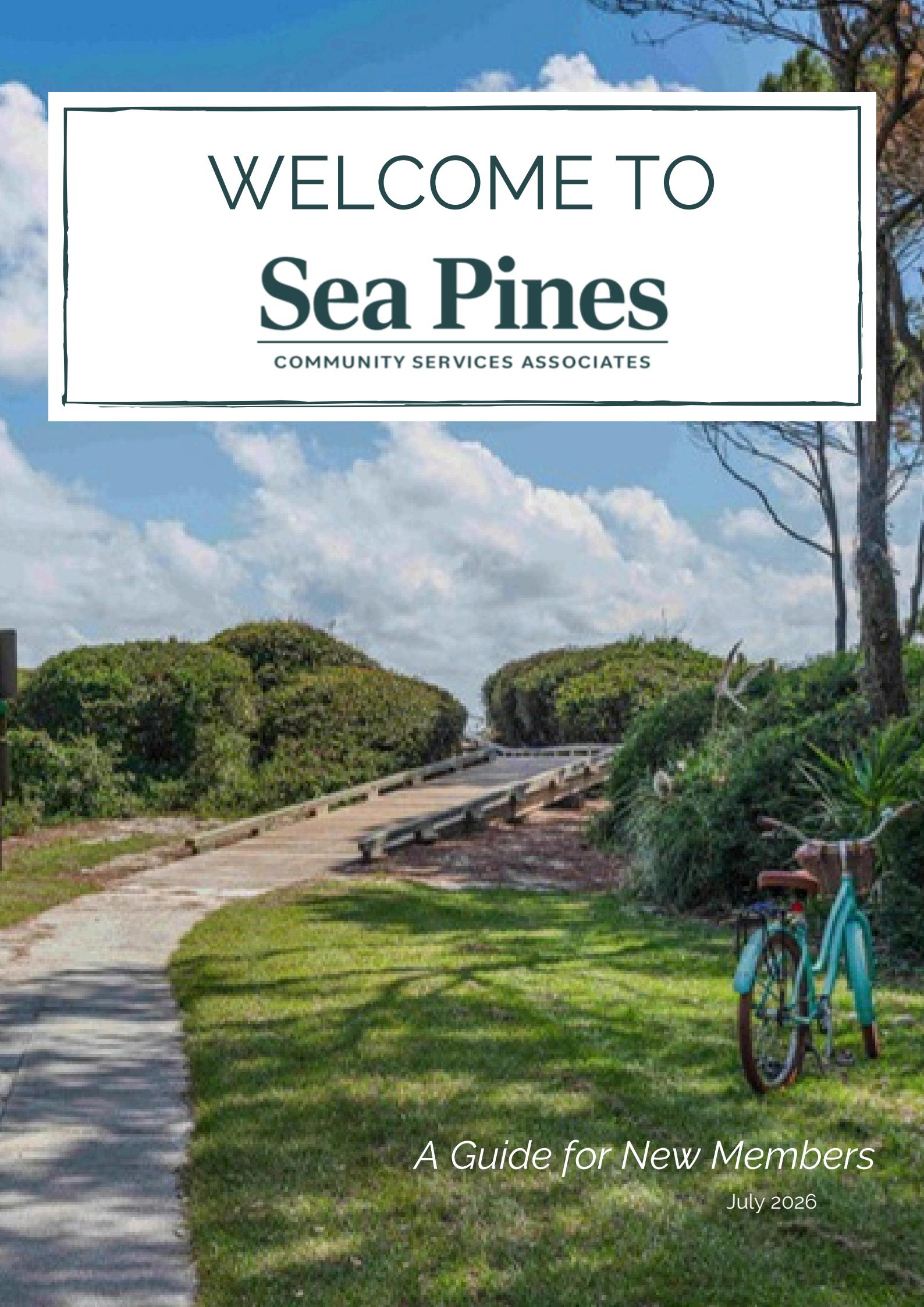
WELCOME TO

Sea Pines

COMMUNITY SERVICES ASSOCIATES



A Guide for New Members

July 2026

Dear New Property Owner,

On behalf of Sea Pines Community Services Associates (SPCSA), I would like to extend a warm welcome to you as you become part of our wonderful community.

As the Sea Pines CSA President/CEO, I want to assure you that our team is committed to maintaining the high standards of our community. This includes the preservation of our natural environment, the maintenance and enhancements of our leisure trails and roads, the safety and security of our property owners and guests, and the promotion of a friendly and welcoming atmosphere.

Sea Pines is a unique and special place, with its beautiful beaches, world-class golf courses, and stunning natural surroundings. We encourage you to explore all that our community has to offer, and to take advantage of the many amenities and activities available to you.

Please do not hesitate to reach out to our team if you have any questions or ideas. We are here to support you, and to help make your transition to Sea Pines as smooth and enjoyable as possible.

Once again, welcome to Sea Pines!

Sincerely,



Sam Bennett
President/CEO

Sea Pines
COMMUNITY SERVICES ASSOCIATES

CONTACT SEA PINES CSA



Sea Pines CSA Administration Office / Community Connection Center
Hours: M-F 7:30 AM - 4:30 PM
Location: 175 Greenwood Drive
Phone: (843) 671.1343
Email: connect@csaseapines.com

Sea Pines Security Dispatch

Hours: 24/7/365
Phone: (843) 671.7170
Email: dispatch@csaseapines.com

Sea Pines CSA Maintenance Office

Hours: M-F 7:00 AM - 3:30 PM
Phone: (843) 671.7849
Email: csamaintenance@csaseapines.com

Sea Pines CSA Community Standards Department

Hours: M-F 7:00 AM - 3:30 PM
Email: communitystandards@csaseapines.com

Sea Pines CSA Gate Pass Office

Open Daily from 7:00 AM – 11:00 PM
Phone: (843) 671.7277

Online Service Requests

seapinesliving.com/request

Connect with us!

facebook.com/seapinesliving
seapinesliving.com

Sea Pines
COMMUNITY SERVICES ASSOCIATES

Mission Statement of Community Services Associates, Inc:

"To protect, maintain, and enhance the resources of Sea Pines for the benefit of the Sea Pines Community."

In September of 1987, Sea Pines Community Services Associates, Inc. (Sea Pines CSA) was formed for the purpose of providing management, protection of property rights, preservation and enhancement of property values and to ensure the continuation of Sea Pines as an integrated resort/residential/recreational community. In December of 1988, Sea Pines CSA accepted title to roadways, leisure pathways, streets, open spaces, lagoons, ditches, and other properties, real and personal, in order to carry out its purpose. In addition to acquiring ownership of said property, Sea Pines CSA assumed the responsibility of collecting and administering the property owner assessments and other revenues to provide for community services.

There are many smaller governing bodies that manage and/or control specific activities and/or properties in Sea Pines. Sea Pines CSA is the only governing body established exclusively for the mutual benefit of all the owners of real property within Sea Pines including single-family residences, multi-family dwelling units, vacation rental homes and villas, business and commercial use, recreational facilities, resort facilities, inns, cemeteries, marinas, golf, tennis, institutional and educational facilities, open spaces, and other purposes as permitted under the existing Covenants and the Master Plan for Sea Pines.

As a not-for-profit organization, Sea Pines CSA must operate in compliance with the regulations that govern such status. Although nonprofit corporations are not prohibited from engaging in commercial activities, the directors of a nonprofit are duty-bound to devote primary attention to the promotion of the mission of the corporation rather than the production of net income.

Federal, State and local governments and their various agencies also have various jurisdictional authorities as set out by law. Due to its coastal locality, many Sea Pines CSA operations and programs fall under the jurisdiction of the South Carolina Department of Environmental Services ("SCDES"), the State's public health and environmental protection agency which provides leadership for public and community involvement in creating and sustaining the public health infrastructure.

Sea Pines CSA employs law enforcement to service the property owners and guests of Sea Pines. The patrol service duties include patrolling the community while being watchful for unusual or suspicious activity to reduce and deter crime. These officers are deputized by the South Carolina State Law Enforcement Division ("SC SLED") and carry the same powers of arrest as those of a deputy sheriff within the boundaries of Sea Pines.

Membership in Sea Pines CSA is required by virtue of property ownership in Sea Pines. Members of Sea Pines CSA are the owners of residential properties, businesses and/or other land in Sea Pines. In general, the community's common property, including most of the roads, are owned and maintained by Sea Pines CSA, who collects assessments from property owners, entry gate fees and other revenues that together fund the essential services the organization provides.



NEW OWNER INFORMATION

New Property Owners may obtain their vehicle decal(s), property owner ID card(s), and guest pass request credentials by scheduling an orientation appointment with our Community Connection Center located at 175 Greenwood Drive, Monday-Friday from 9:00 AM - 3:00 PM. For questions please contact our Community Connection Coordinators by phone at 843.671.1343 or by email at connect@csaseapines.com.

Sea Pines Property Owner Vehicle Decals

Property owners are entitled to decals for their vehicles in accordance with the Sea Pines Gate Entry Policy. These decals permit entrance into the Sea Pines Community. Property Owner decals can be obtained online by visiting **driveseapines.com** and completing a Vehicle Decal application.

The vehicle must be registered in the deeded property owner's name. To enter Sea Pines (prior to receiving your ID card or decal) after business hours or on weekends and holidays, show your closing paperwork to the Gate Officer.

Property Owner ID Cards

Property Owners will be issued a property owner ID card. Sea Pines Property Owner ID cards are used to gain access through the security gates and within Sea Pines, allows access to Tower Beach, acts as a fishing license, provides access to two swimming pools, and allows property owners to receive discounts from some of the merchants and Resort facilities.

Guest Passes

All Sea Pines Property Owners in good standing will be assigned a unique passcode number to request guest passes. These passcodes are issued at the Community Connection Center Guest passes are part of the system designed to ensure that only authorized vehicles are permitted into Sea Pines. Guest passes are valid from 1 to 30 days and prominently display an expiration date. Once vehicles are in Sea Pines, passes help ensure guests depart by the expiration date and park in authorized areas.

Your guests can pick up their passes at the Welcome Center Pass Office drive-through window located at 32 Greenwood Drive. Please note the drive-through window is located in the rear of the building. The Welcome Center Pass office is open 7 days a week and on all holidays. If your guests arrive after operating hours, instruct them to report to the officer at the Sea Pines Gate for assistance.

For additional decal and pass information, please visit driveseapines.com.

Online Guest Pass Requests

Residential property owners may request their guest passes via the CSA360 mobile or web app, in addition to the option of calling in a guest pass. Login credentials will be provided to you when your Sea Pines Property Owner Account is set up. Learn more at seapinesliving.com/passrequest.

Register with a Current Email Address to Receive Sea Pines CSA Updates

To ensure that you receive our weekly news and updates, it's essential to provide a valid email address during the registration process. *Your information will not be shared or distributed without your consent.*

Stay informed about Sea Pines CSA services, procedures, policies, events, and happenings by visiting the Property Owner section on our website at seapinesliving.com.

Update Your Mailbox

Mailboxes in Sea Pines are installed by the Maintenance Department by request for a nominal fee. To have the name plate updated or for any mailbox/post related issues, please fill out the request form at seapineslivng.com/mailbox.

Swimming Pool Access - Swimming Pools are not owned or operated by Sea Pines CSA.

The Harbour Town Pool and South Beach Marina Pool* are available for use by property owners and their accompanied guests in Sea Pines.

- Harbour Town Pool Website: seapines.com/experiences/amenities/pool
- South Beach Marina Pool Website: https://southbeachpool.com/

UTILITIES:

To establish utilities, including trash collection, please contact the individual company listed below. Property owners are responsible for establishing trash collection service unless the regime community provides this as a service.

TRASH COLLECTION:

Trash collection services may be contracted with any of the companies listed on Beaufort County's website here.

- *Note: Private regime communities within Sea Pines may offer trash collection as an included amenity, please confirm with your property management office.*
- *Community Standards Reminder: Trash cans and recycling bins shall be kept in designated service yards at all times. Curbside trash pickup is not permitted in Sea Pines.*

Beaufort County solid waste and recycling offers convenience centers located throughout the county for those that wish to drop off household trash. To view a list of county convenience centers, click here. A Beaufort County Convenience Center Decal is required to use the county's convenience centers. Decal help and information may be found here.

ELECTRIC SERVICE:

Palmetto Electric Cooperative provides residential services in Sea Pines. Visit palmetto.coop to start services or call 1-800-922-5551.

WATER/SEWER:

South Island Public Service District (SIPSD) provides domestic water and sewer service in Sea Pines. Visit sipsd.com to start service or call 843-785-6224.

CABLE TV/HIGH SPEED INTERNET:

There are two providers for cable tv / high speed internet access in Sea Pines.
Spectrum 855-860-9068 or Sparklight 877-687-1332.

Satellite dish providers are also available; however, please contact the Sea Pines Architectural Review Board at 843-671-5533, prior to installing an external dish or antenna as a permit is required.

RENTAL PROGRAMS

Short-Term Rental Program

If you are putting your house on the short-term rental market (1-180 days) and are not using a management company, you will need to contact the Sea Pines CSA Guest Pass Office to be advised of the rules and regulations, sign an agreement, and be assigned a rental control number. The Guest Pass Office is located in the Sea Pines Welcome Center at 32 Greenwood Drive.

Short-term Renter Passes
Rental management companies and Sea Pines property owners who rent their Sea Pines property are encouraged to request rental guest passes for their renter in advance. A weekly rental guest pass voucher can be issued in place of a rental guest pass and is redeemable for any seven-day period. Those requesting a Sea Pines rental guest pass must e-mail the Sea Pines Guest Pass Office two weeks ahead of the guest's visit at passrequest@csaseapines.com. The pass will be mailed directly to the rental management company or the Sea Pines property owner to issue to their renter.

If you are using a management company, that company should handle all pass/gate entry for you. For further details please call the Sea Pines Welcome Center Guest Pass Office at 843.671.7277.

Long Term Rental Program

Residential Property Owners who rent their property long-term (6 months or more) are not to share their guest passcode. The long-term renter should be instructed to visit driveseapines.com to apply for their renter vehicle decal. They will need a copy of their Sea Pines lease, current vehicle registration, insurance, and driver's license. They can purchase up to a maximum of 4 decals.

All renters must follow the same rules and regulations as the property owner.

Annual Rental Registration Program

The Sea Pines CSA Annual Rental Registration Program went into effect on January 1, 2023, for all residential property owners that rent their property (long or short-term) at any time during the calendar year. This program and the associated annual fee will help increase and enhance our security, maintenance, and Community Standards management services, the need for which is in large measure due to the continued growth in the number of Residential Properties being held for renting or leasing.

For more information please visit seapinesiving.com/rentalregistration.

Town of Hilton Head Island: *Did you know that if you own and rent residential property within the town, you are required to obtain a business license?*

- **Apply for a Business License** (This applies to both short term and long term rentals)
- **Short-Term Rental Property Owner Center**
- **Short-Term Rental Permit**



Did You Know...

- Sea Pines is located on the southern tip of Hilton Head Island at Latitude: 32.137245 and Longitude: -80.79449.
- Sea Pines occupies more than 5,000 acres of Hilton Head Island, including views of sea marshes, five miles of beach, maritime forests with palmettos, pines and live oak trees.
- Sea Pines is home to over 30 species of mammals, 133 types of birds, 11 kinds of fish, 37 reptiles, 20 amphibians and various other types of wildlife.

HISTORY OF SEA PINES

Over sixty (60) years ago, it was the vision of Charles Fraser that made Sea Pines what it is today. Realizing the land's potential uses other than for timber and private hunting preserves, Fraser began his quest to figure out how to develop and improve the land for human enjoyment without disturbing the delicate balance between the environment and its inhabitants. Fraser believed his concept could only be implemented if the developer controlled every aspect of planning, from street locations to the design of individual houses. Fraser founded the Sea Pines Company in 1956 with that thought in mind.

Landscape architect Hideo Sasaki created the master plan for Sea Pines and development began with extraordinary care, guarded by land-use covenants. Approximately one-fourth of the land was dedicated to open space, including a 605 acre Sea Pines Forest Preserve, a tract of land that was specifically set aside as part of the grand scheme to preserve and conserve the natural beauty and wildlife habitats of Hilton Head Island. Unlike other beachside communities, there was to be no front row/second row situation.

Roadways, and later golf fairways, were redesigned to steer around the magnificent Live Oak trees. The original plans for Harbour Town Yacht Basin called for the basin to be round. The discovery of a live oak, perfect in shape and size, launched an internal lobbying effort to save it. After a major and expensive redesign of the basin, the tree was saved. Today it is called the "Liberty Oak" and is one of the focal points in Harbour Town. It also happens to be the place where Charles Fraser is buried, the one (and perhaps only) concession that Sea Pines Company made to its strict covenants, i.e. that area is not plated for cemetery purposes.



COVENANT INFORMATION

What are covenants?

Covenants are voluntary contracts between owners of real estate. Usually, they are rules governing the use of the property much like zoning laws. The primary difference is that they are not enacted by a governmental entity, but are the result of contractual agreements between entities that own real estate. Often, as in the case of Sea Pines, the covenants are written by a developer and any entity buying property from the developer agrees to be bound by the Covenants. The Covenants, if recorded in the proper governmental real estate records, are connected to the property, that is they bind all subsequent owners of the property. They are said to run with the land.

What are the Sea Pines Covenants?

Official land records that are publicly recorded documents and can be found at the Beaufort County Register of Deeds office. They are not Sea Pines CSA corporate records (except those that Sea Pines CSA may be a party to), although Sea Pines CSA may have an interest in validated land records that govern Sea Pines.

Where can I find the Sea Pines Covenants?

- **Direct Link: www.seapinesliving.com/covenants**
- The documents are updated as needed. For questions, please contact our Manager of Legal affairs, Documents and Archives at joan@csaseapines.com.

SEA PINES CSA BOARD OF DIRECTORS

We welcome Sea Pines property owners to attend our Sea Pines CSA Board meetings virtually at seapinesliving.com/live. Upcoming meetings are announced on our website and property owners are notified via email. The Board agendas are posted on the website prior to each meeting at seapinesliving.com/boardmeetings.

Any property owner in good standing is eligible to run for election to the CSA Board of Directors. All of the dates and details for this process will be on the website and emailed to all property owners well in advance of the deadlines.

Sea Pines CSA Board of Directors consists of 17 Directors:

- Residential Members (9)
- Commercial Members (4)
- Sea Pines Resort (4)

Visit seapinesliving.com/bylaws to view the Bylaws of Community Services, Inc.

COMMITTEES

We encourage you to take an active role in your community by volunteering for one or more of the Board committees. This will help you become familiar with the processes involved in our governing structure.

Sea Pines CSA Standing Board Committees:

- Executive Committee
- Finance Committee
- Sea Pines CSA Nominating Committee

Per CSA Bylaws (Article VIII, Section 2) Special Committees will be selected, as necessary, by the Sea Pines CSA Board Chairman and approved by the Board of Directors each year. To view current committees: SeaPinesLiving.com/committees.

ARTICLE V

5.4 The CSA Board of Directors shall be comprised of two classes, Class A and Class B. Class A shall consist of nine (9) directors elected by Class A members. Class B shall consist of eight (8) directors, four (4) of such directors to be designated by SPPC or its successors and four (4) of such directors to be elected by owners of commercial property,...

www.seapinesliving.com/covenants



MEMBERSHIP AND VOTING RIGHTS

Class A
Class A members are those owners of single-family lots, single-family dwelling units and multi-family dwelling units. A Class A member shall be entitled to a maximum of one (1) vote for each single-family lot (i.e., unimproved lot), single-family dwelling unit or multi-family dwelling unit.

Class B
Class B members are those owners other than Class A members, including owners of business land and commercial properties and parcels held for development, who are obligated to contribute CSA assessments.

5.0 Community Services Associates, Inc. membership and voting rights in CSA shall be as follows:
5.1 Automatic Memberships. Every owner shall be a member of CSA. For purposes of this Declaration and Agreement, owner shall be defined as follows:

Owner — the owner is shown by the real estate records in the Office of the Clerk of Court for Beaufort County, South Carolina, whether it be one or more persons, firms, associations, corporations, or their legal entities, of fee simple title to any residential lands or commercial lands situated within Sea Pines,...

BOARD APPROVED RULES & REGULATIONS

seapinesliving.com/about/governing-documents

Rules and Regulations:

- Sea Pines CSA Community Standards Rules and Regulations
- Sea Pines CSA Safety and Security Rules and Regulations

Policy:

- Sea Pines Gate Entry Policy
- Sea Pines CSA Road Acceptance Policy
- Sea Pines CSA Outdoor Power Equipment Blower Noise Policy

Procedures:

- Sea Pines CSA Confidentiality Acknowledgement
- Sea Pines CSA Committee Guidelines
- Sea Pines CSA Board of Directors Conflict of Interest Policy
- Sea Pines CSA Board of Directors Disclosure Form

Processes:

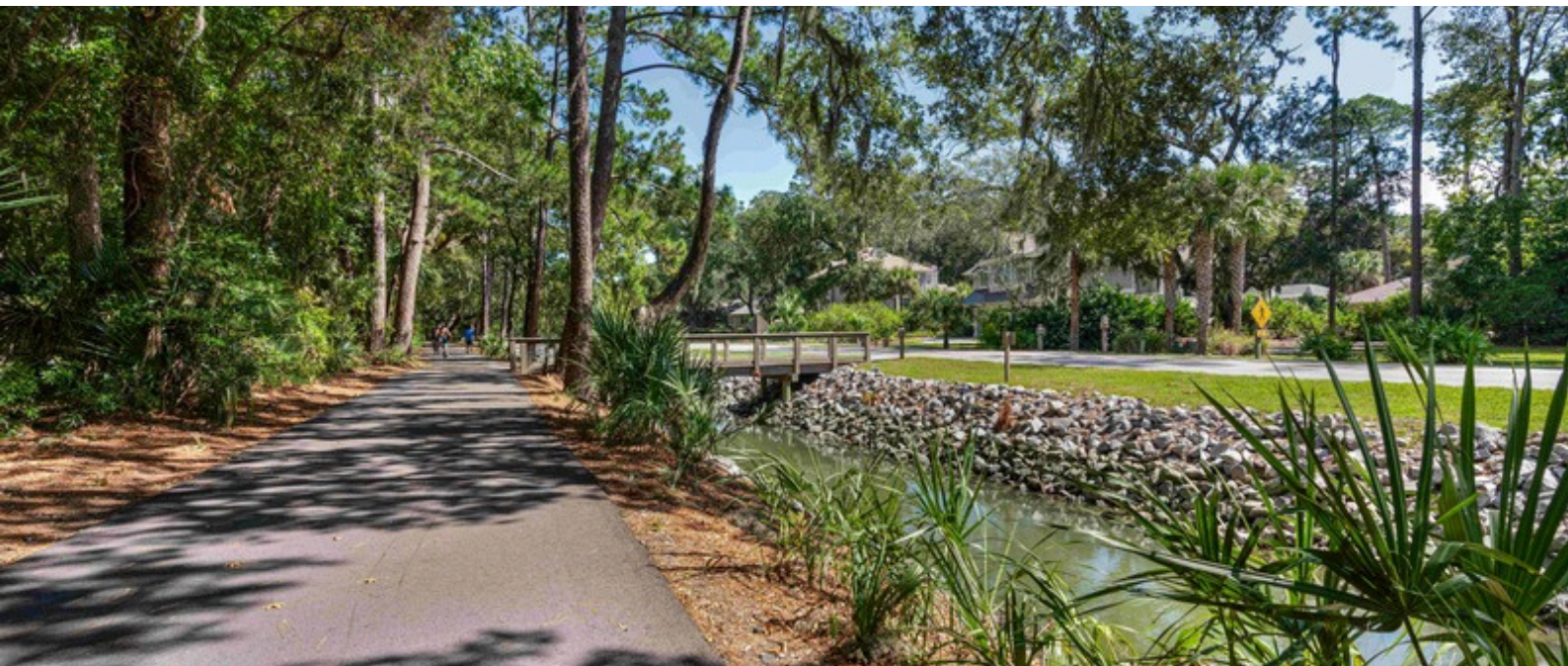
- Process for Encroachment Request for Real Estate Closings
- Approval Process, Boardwalk Construction
- Process for Encroachment Request- Standard
- Process for Encroachment Request Abutting a Body of Water

Additional Resources:

- Sea Pines Architectural Review Board (ARB)
- Sea Pines Covenants and Land Use Restrictions
- Beaufort County Code of Ordinances
- Town of Hilton Head Island Ordinances

SEA PINES CSA SCOPE OF WORK

- 120 Employees (mix of full-time and part-time)
- 15 + Contracted Service Providers
- 1,200 Acres of Open Space and Greenbelts
- 67 Miles of Paved Roads
- 17 Miles of Paved Leisure Trails
- 4 Miles of Beach Access
- 32 Beach Access Paths and Boardwalks
- 3,000 Catch Basins
- 89 Acres of Drainage Lagoons, Canals, Ponds, and Lakes
- 36 Miles of Stormwater Drainage Pipes
- 9 Miles of Stormwater Drainage Ditches
- Active Security Department- Gate and Pass Office Operations, Patrol and Dispatch Operations
- Tower Beach: A Residential Property Owner Amenity on 3.28 acres
- Community Center: Leased Space of 5,200 sq. ft
- Sea Pines CSA Administration Office 10,000 sq. ft.
- Trolley Transportation System & Beach Shuttle Program
- 2 Community Access Gate Houses
- Welcome Center Pass Office: Leased Space
- Maintenance Facility & Vegetative Debris Recycling Facility
- Maintains the 600+ acres of the Sea Pines Forest Preserve and the Six Oaks Cemetery & Park, each of which has its own oversight group.



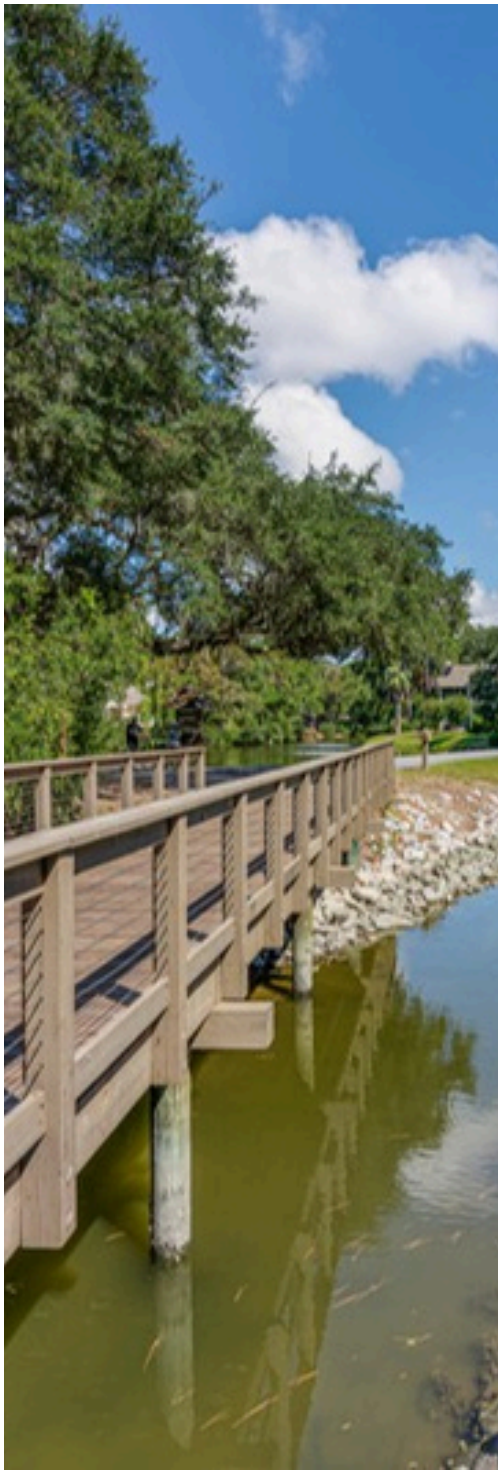
MAINTENANCE DEPARTMENT

The Sea Pines CSA Maintenance Department is responsible for preserving the natural beauty, safety, and infrastructure of Sea Pines. Our full-time team maintains roadways, leisure trails, stormwater systems, lagoons, beach paths, signage, and community open spaces to ensure a safe, attractive, and environmentally responsible community for property owners, guests, and staff.

SERVICES PROVIDED BY THE MAINTENANCE DEPARTMENT

Stormwater and Lagoon Maintenance
Sea Pines CSA maintains 89 acres of lagoons within the master stormwater system. The team operates and monitors approximately 40 water-control structures to regulate lagoon levels and create capacity ahead of major rain events.
Ongoing maintenance includes:

- Nearly 3,000 catch basins
- 36 miles of stormwater pipe
- Regrading of stormwater ditches to remove sediment and improve flow



Roadway Maintenance
Sea Pines CSA oversees maintenance of 67 miles of paved community roadways. Services include resurfacing, striping, crosswalk stamping, pothole repair, sweeping and cleaning, power washing, erosion control, root intrusion removal, and curbing repair.

Leisure Trail Maintenance
The Maintenance Department maintains 17 miles of leisure trails throughout the community. Responsibilities include signage, ADA plate installation and repair, pothole repair, debris removal, sweeping, erosion control, and root intrusion removal.

Beach Path and Board Walk Maintenance
Beach access paths and boardwalks are routinely maintained to ensure safe shoreline access. Services include tree work, sand removal, debris clearing, and concrete beachwalk repairs.

Landscape & Open Space Maintenance
Sea Pines CSA maintains approximately 1,200 acres of open space and greenbelts throughout the community. This includes common areas, roadway corridors, leisure trail corridors, and community entrances. Ongoing work includes turf management, planting bed maintenance, seasonal color installation, irrigation oversight, and preservation of the community's natural character.

SERVICES PROVIDED BY THE MAINTENANCE DEPARTMENT

Mailbox and Signage Replacement
The Maintenance Department's carpentry and sign shop installs replacement mailboxes, mailbox posts, nameplates, select villa signs (name & number – applicable regimes only), and house number signs for Sea Pines property owners at a nominal breakeven fee. To submit a request, visit seapinesliving.com/request.

Neighborhood Debris Collection
Weekly yard waste collection is provided at approved residential drop-off locations throughout Sea Pines. This routine service is for "green material" only, including leaves, branches, and plant debris free of non-organic materials. Items such as plastic, treated lumber, metal, food waste, tree stumps, flowerpots, and concrete cannot be collected. No work order is required. To find the debris drop-off location closest to you, please contact CSA Maintenance at 843-671-7849

Debris Recycling Facility
Property owners may bring vegetative yard debris directly to the CSA Debris Recycling Facility, located off Greenwood Drive near the main trolley lot. Accepted materials include palm fronds, leaves, sticks, and branches under 6 inches in diameter. The facility processes more than 12,000 cubic yards of debris annually, which is recycled into mulch available to property owners upon request. Hours: Monday–Friday, 7:30 a.m.–4:00 p.m. (closed weekends and holidays).

Mulch Delivery Service
Compost mulch produced at the Debris Recycling Facility is available free of charge to property owners and may be ordered by the half or full truckload. Deliveries must be offloaded on a driveway in the front yard of the residence. To schedule a delivery, visit seapinesliving.com/mulch.

Mosquito Control Program
During mosquito season (May–September), the Maintenance Department monitors mosquito populations in coordination with local authorities. When necessary, nighttime spraying is conducted in select open spaces, roadways, leisure trails, beach walks, and the Tower Beach area. Catch basins and lagoons are also treated with pre-emergent products to help manage mosquito activity.

Tree & Forestry Management
Sea Pines CSA maintains and protects trees located on CSA property through proactive trimming, hazard mitigation, storm preparation, and long-term forestry planning. The program also includes annual tree planting initiatives to sustain the community's canopy and preserve the natural forest environment that defines Sea Pines.

Facilities Maintenance & Custodial Services
The Maintenance Department provides ongoing maintenance and custodial services for CSA-owned facilities, including the Administration Building, both main gatehouses, the Sea Pines Community Center, and Tower Beach — the community's resident-only beachfront amenity. Responsibilities include preventative maintenance, building repairs, cleaning services, grounds upkeep, and coordination of capital improvements to ensure these facilities remain safe, functional, and welcoming for property owners and guests.

FINANCE & ADMINISTRATION DEPARTMENT

Finance Department
The Finance Department provides sound financial management to protect, maintain, and enhance the resources of Sea Pines for the benefit of the community. The department complies with generally accepted accounting principles (GAAP) and applicable financial policies and procedures across accounting, asset management, budgeting, internal controls, debt administration, financial reporting, audit, and regulatory reporting. It also delivers accurate, timely, and informative financial information to organizational management, the Board of Directors, board committees, and the community at large.

- **Financial Reports and Budget**
  - To view Sea Pines CSA's Approved Annual Budget, Annual Reports, and Audited Financial Statements, please visit seapinesliving.com/financials

- **Sea Pines CSA Residential/Sea Pines Resort/Commercial Annual Assessment**
  - This annual assessment goes into the Operating Budget. This helps funding for maintenance and facilities, community development, land use management, safety and security, trolley operations, major infrastructure repairs and replacements, and administration. A portion of the annual assessment funds critical infrastructure repairs and reconstruction within the community. Assessment amounts are subject to the annual increase in the Consumer Price Index. To view current Assessment Rates please visit seapinesliving.com/assessment.

Human Resources
Our HR department supports our employees through recruitment, benefits administration, training, and employee relations.

Information Technology
Our IT Manager oversees the technology infrastructure and systems that support Sea Pines CSA operations, including network services, software applications, and technical support for staff.



COMMUNITY CONNECTION CENTER

The Community Connections Center is dedicated to customer and community services, guest access, and property owner support.

Core responsibilities include issuing and managing vehicle decals and property owner identification cards, which are essential to community security and access management. The team processes new owner registrations, updating property records and providing necessary credentials during the onboarding process.

The department handles financial transactions, accepting payment for CSA invoices and merchandise, and issues fishing permits for guest access to community lagoons and Forest Preserve lakes.

During the annual RBC Heritage tournament, the team coordinates the distribution of hangtags to property owners, property management companies, service providers, and long-term renters while managing vendor and company access throughout the event.

The Community Connections Center also administers the annual decal program for service providers, employees, long-term renters, and other authorized users through the DriveSeaPines.com platform, and processes employee bicycle pass applications for workforce access.

Located at 175 Greenwood Drive, the team is available Monday through Friday, 7:30am–4:30pm.



SEA PINES SECURITY

The Security force of Sea Pines provides a varied amount of services to the Sea Pines community. The Safety and Security Department consists of a highly trained and experienced group of professionals, whose mission is to serve the entire Sea Pines community. Our staff operate motorized patrols, provide 24-hour gate access into the Sea Pines Community, manage the Welcome Center Pass Window, and also provide a 24-hour emergency dispatch service.

Armed security officers are on patrol 24-hours per day. Our officers are deputized by the South Carolina State Law Enforcement Division. Within the boundaries of the Sea Pines Community, they have the same powers of arrest as those of a Deputy Sheriff. They operate radar devices, write traffic citations, and act on complaints. The Security force maintains close relationships and coordinates activities with Federal, State, and County agencies.

Our security headquarters is located at the Sea Pines CSA Administration Building at 175 Greenwood Drive, Hilton Head Island, SC.

To contact the Sea Pines Security Department, please call 843.671.7170.



SERVICES PROVIDED BY SEA PINES SECURITY

Absentee Owner House Checks
The Sea Pines Security Department offers a free absentee owner home check service to Sea Pines Property Owners that leave their homes for several days up to a few months. Our security officers will perform door checks and exterior inspections of your property while you are away if you request this service.

If you would like to have your home placed on the checklist, email the Sea Pines Security Office at dispatch@csaseapines.com or call 843.671.7170 to give the dispatcher the necessary information. Your home will be checked on a random schedule during the course of your absence and you will be contacted if there is a concern.

CPR Defibrillator
Located throughout the community and also located in Sea Pines Security patrol vehicles our patrol officers are trained to utilize this equipment.

SERVICES PROVIDED BY SEA PINES SECURITY

Incident/Burglary Report
To report an incident or burglary please contact The Sea Pines Security Department at 843-671-7170. Our security office is open 24 hours a day 7 days a week.

Minor Vehicle Assistance
The Sea Pines Security Department can offer help for minor vehicle assistance like jumping a car battery.

On-Property Vehicle Collision Reports
The Sea Pines Security Department can offer reporting assistance for minor property vehicle collisions.

Wildlife Management / Nuisance Removal
The Sea Pines Security Department offers a free nuisance animal removal service to Sea Pines Property Owners. We employ a full-time Wildlife Officer to assist our Property Owners with these matters.

Please note that the officers will not remove any animal that you have trapped yourself.

- **Alligators**
    - **Click here to view a Digital Guide to Living with Alligators**
    - **Important Safety Tips Regarding Alligators in Sea Pines:**
        - Assume every body of water contains an alligator
        - Stay at least 60 feet (4 car lengths) away from alligators
        - Alligators are ambush predators and can move faster than you or your pets
        - Keep yourself, pets and children away from water's edge
        - Swimming or wading is prohibited in Sea Pines' waterways
        - Feeding or harassing alligators is dangerous and illegal
        - When fishing or crabbing do not throw used bait or fish parts into the water

Immediately call Sea Pines Security at 843.671.7170 to report any aggressive alligator behavior or concerns.

COMMUNICATIONS DEPARTMENT

The Communication Department is responsible for facilitating transparent, timely, and efficient communication to our members, visitors, and stakeholders. This is achieved through various channels such as email, social media, our website, and community meetings.



Sea Pines CSA Website
The Sea Pines Community Services Associates website, seapinesliving.com, is an essential platform for sharing information about our organization. Our website is the go-to source for both members and the general public to learn about various topics related to our community. It enables us to provide real-time updates and timely information, saving time and improving communication.

Our website offers an online request option, allowing members to request new or replacement ID Cards and Decals. Additionally, you can update your contact information and submit requests directly to one of our Sea Pines CSA departments through this platform.

Email Communications
Our community email communications are sent on a weekly and “as need” basis providing relevant, pertinent, and timely information. To view past communications please visit our email archive at seapinesliving.com under “News”.

These emails are sent through Constant Contact, a 3rd Party Email Service Provider, to recipients who have provided Sea Pines CSA with a valid email address.

Facebook
Our Facebook page provides an additional resource in which our members and the public can engage directly with Sea Pines CSA. Follow us at facebook.com/SeaPinesLiving

Board Meetings
The structure of our meetings provides our members a way to stay informed about the current state of our community. Sea Pines CSA staff directors and Board Directors present ongoing and upcoming projects related to CSA activities. All property owners are invited to tune in live to watch the board meetings in real time at seapinesliving.com/live. Following meeting adjournment, there is a Q&A session.

You can watch videos of past meetings and view the Board meeting materials at seapinesliving.com/boardmeetings.

YouTube Channel
Our YouTube channel provides members the opportunity to view both live and recorded board meetings. Additionally, it highlights the different services and projects available through Sea Pines CSA. Be sure to check it out at youtube.com/@SeaPinesCSA.

Community Digital Signs
Sea Pines CSA has 3 digital display signs that run 7 days a week 365 days a year. These signs are located at the following locations: The Greenwood Gate, The Ocean Gate, and The Sea Pines CSA Administration Building.

These digital display signs are an important part of how we communicate Sea Pines CSA news with our property owners, guests, and visitors in real time.

Press or Media Inquiries
All press or media inquiries should be directed to the Sea Pines CSA Communications Department via the Communications Manager.

facebook.com/SeaPinesLiving

youtube.com/@SeaPinesCSA

seapinesliving.com

CAPITAL PROJECTS & COMMUNITY DEVELOPMENT

The Sea Pines CSA Capital Project and Community Development Department is responsible for repairing, rebuilding, and improving Sea Pines CSA owned roads, bridges, leisure trails, beach access points and major stormwater drainage systems throughout the community.

Sea Pines CSA allocates around $1.6 million each year to cover necessary community development projects. Following a referendum in December 2020, 87.77% of Participating Property Owners voted in favor of the Fifth Amendment, which provides an additional $3.5 million annually to support critical Sea Pines' infrastructure improvements each year.

Additional information on current and past projects can be found on our website at **seapinesliving.com/projects**

Lighthouse Lane Infrastructure Improvement Project

The stormwater drainage structures in the Lighthouse Lane area, installed in the mid-1950s, were no longer functioning adequately. Over time, the corrugated metal pipes under the roadways have deteriorated and are nearing failure. The Lighthouse Lane Infrastructure project began in the fall of 2024 and is anticipated to be completed in the spring of 2027. The four-phased project addresses urgent repairs to reduce flooding risks in the area while also focusing on long-term enhancements in safety, aesthetics, and functionality, ensuring lasting benefits for the Sea Pines community well into the future.



Corrugated metal piping under the roadways have deteriorated over time



Excavated stormwater drainage pipes full of sediment



The top section of a drainage pipe discovered to be completely corroded

COMMUNITY STANDARDS DEPARTMENT

The Community Standards Department plays a vital role in preserving what makes Sea Pines the premier community on Hilton Head Island. Our mission centers on promoting aesthetic excellence across all residential properties while encouraging mutual respect among property owners and tenants. Through proactive education and collaborative enforcement, we strive for 100% voluntary compliance with community standards.

The department's authority flows from multiple sources: CSA Bylaws, the South Carolina Nonprofit Corporation Act of 1994, and the restrictive covenants and agreements applicable to Sea Pines property. The Board of Directors retains authority to amend Community Standards Rules and Regulations as necessary to serve the evolving needs of the community.

DEPARTMENT HISTORY

- 2021 Land Use Rules and Regulations adopted; effective July 1, 2021.
- 2023 Department renamed Community Standards to better reflect its mission.
- Nov. 2023 Board approved amendments recommended by the Community Infrastructure Maintenance and Standards Committee.
- Nov. 2024 Rules and Regulations expanded to include Commercial Contractors on Residential Properties.
- Future updates & revisions will be posted to seapinesliving.com/communitystandards.

EDUCATION SERIES

Our community standards team continues to enhance community education efforts to ensure property owners clearly understand applicable standards and available compliance resources. By emphasizing education and transparency, we strengthen a culture in which maintaining Sea Pines' distinctive character is a shared responsibility and source of pride.

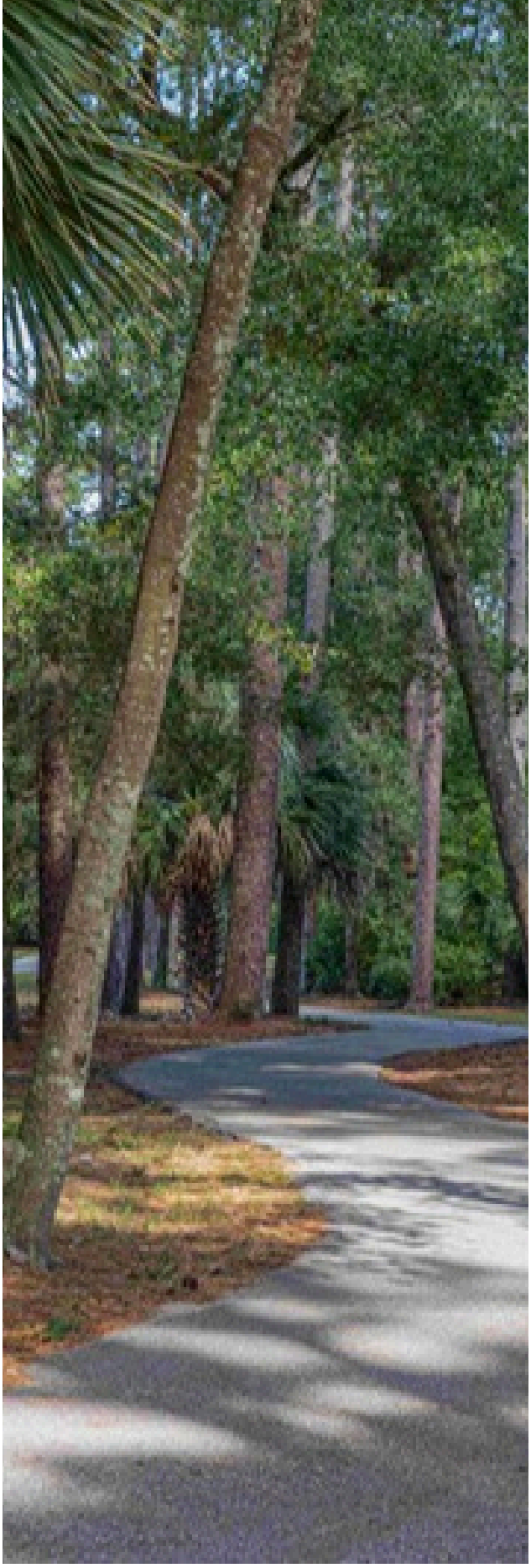


Please visit seapinesliving.com/communitystandards for more information.

How to Contact the Community Standards Department

Email: communitystandards@csaseapines.com
Phone: 843-671-7820
In-Person: 175 Greenwood Drive
Website Contact Form: seapinesliving.com/communitystandards

View the Sea Pines CSA Community Standards Rules and Regulations



LEISURE TRAILS

Every major location and activity within Sea Pines is connected by a beautiful 17-mile network of leisure trails. Biking is a very popular mode of transportation within our community.

Because of the number of owners and guests using our leisure trails to bike, jog and walk, it is critical that you become familiar with Rules of the Road:

- Stay in single file on the right side of the trail.
- Use of roadway, where leisure trail exists, is prohibited.
- Be aware of vehicles. They are not required to stop while you are waiting to cross a roadway.
- Pedestrians have the right of way on trails. When passing, announce “Passing on left”.
- Everyone, especially children, should wear a helmet when biking.
- Obey all state and local traffic laws, including the use of hand signals and observance of traffic signs.
- Guests who leave Sea Pines must obtain a passcode at the gate exits to gain re-admittance to Sea Pines.
- No bike riding on golf cart paths.
- No motorized vehicles on trails (this includes electric and pedal-assist bikes and scooters).
- Maintain a safe speed.
- Lights and reflectors are required when biking at night. Bright clothing is recommended.
- Vehicles should never stop and wave on anyone waiting to cross the roadway. This will, and does, cause accidents in Sea Pines.
- Use of leisure trails in Sea Pines is limited to residents and guests.
- Lock bikes when not in use.



Use of leisure trails in Sea Pines is limited to property owners and guests. In case of emergency: for a fire or medical emergency dial 911; for all other emergencies call Sea Pines Security at 843.671.7170.

Find the leisure trail map below at any of our nine kiosks located along the trails, or online at: seapinesliving.com/maps

THE SEA PINES FOREST PRESERVE

Covering more than 600 acres, The Sea Pines Forest Preserve is “Our Natural Treasure” and is the largest tract of undeveloped land on Hilton Head Island. Hiking, fishing, picnicking and wildlife viewing opportunities are just a few of the popular activities that can be found in the Sea Pines Forest Preserve. Trail maps are available at the entrance to the Forest Preserve. The walking entrance is located on Greenwood Drive, approximately 1 mile from the Greenwood Gate. To get to the driving entrance from Greenwood Drive, turn at The Sea Pines Forest Preserve sign onto Lawton Canal Road. Follow signs to the parking areas.

Fish Island Pavilion

Fish Island, located in the Sea Pines Forest Preserve off Fish Island Trail, sits between the Warner W. Plahs Wildflower Field and Lake Joe. This location offers a covered pavilion, picnic tables and grills, running water and portable restrooms. Fish Island Pavilion is available for rent. Rentals are based on a first-come, first-served basis.

Sea Pines Forest Preserve Foundation & Contributions

The Sea Pines Forest Preserve Foundation is a 501(c)(3) non-profit organization with the major responsibility of ownership, maintenance, and enhancement of the Wildlife Habitat Zone. Contributions are tax-deductible and can be made by going to seapinesforestpreserve.org or mailed to: Sea Pines Forest Preserve Foundation | 175 Greenwood Drive | Hilton Head Island, SC 29928.

For Sea Pines Property Owners

Property owners may store their boats (electric motor only) for use in the lakes of the Forest Preserve. Only boats with decals are permitted to be stored in the Forest Preserve. Registration decals may be purchased at the SPCSA Administration Building Monday-Friday during regular business hours. The money goes to the Sea Pines Forest Preserve Foundation. For additional information call 843.671.1343.

Land Management - Prescribed Burn Program

Prescribed burns are a valuable forest management tool and are an important part of Sea Pines Forest Preserve’s Ecological Land Management Plan. The burns mimic natural wildfires, which have historically shaped habitats in the Lowcountry, but are controlled to occur at the right place and right time. Conducting prescribed burns will help maintain a diverse forest understory and further protect the ecosystem of the Forest Preserve.

SEAPINESFORESTPRESERVE.ORG





FISHING OPPORTUNITIES

Fishing inside Sea Pines is limited to property owners, their accompanied guests, and rental guests.

Fresh Water Fishing
The stocked fishing lakes in the Sea Pines Forest Preserve are reserved for Sea Pines property owners, their guests and resort guests. Minnow bait is not allowed.

Brackish Lagoons and Tidal Waterways Fishing
Brackish lagoons and tidal waterways are desirable locations for crabbing and saltwater fishing. Please be aware that some fishing locations require a South Carolina recreational saltwater fishing license.

Those fishing only on the shore/ocean and not on Sea Pines property ONLY need the State License. Anyone fishing on navigable brackish saltwater (except the shore) must purchase both the State License and a Sea Pines CSA fishing permit. If the brackish / saltwater is not navigable, they only need the Sea Pines CSA fishing permit.

Fishing Privileges

<u>For Property Owners & Their Guests:</u>
Sea Pines CSA Fishing permits are not required for fishing inside Sea Pines for Property Owners & their accompanied guests. Property owners should carry their Sea Pines Property Owner ID Card and can present it in the case that you are stopped by Sea Pines Security.

Property Owners can purchase a fishing permit on behalf of their guest or relative (if the owner does not plan to accompany the guest fishing). If for any reason the Property Owner cannot come by the office, we will accept written confirmation that the owner approves their guest / relative to purchase a fishing permit.

We have limited the number in a group to purchase one fishing permit to a maximum of 5 people. Therefore, up to 5 people fishing pay $5 (cash only) for the group. Between 6 -10 people pay $10 for 2 fishing permits.

WILDLIFE SAFETY

Always Be Aware of your Surroundings
We have chosen to make the beautiful community of Sea Pines our place to live, work, or visit. With this beautiful environment comes an extensive variety of landscape and wildlife, and with that landscape and wildlife comes the responsibility to always be aware of our surroundings.

- **Do not feed the wildlife. Feeding wild animals may seem harmless,** but it teaches our wildlife that people mean food which puts them and the community in danger.
- **Observe wildlife from a safe distance.**
- **Never come between a mother animal and her nest or her young.** Babies of some species are left alone all day and rely on camouflage for protection, while others are tightly supervised by their parent(s).
- **Keep your dog on a leash; never leave pets unattended.** Keep food and water containers indoors, especially at night.
- **If you have bird feeders, be aware that other animals may be attracted to the scattered seed or to the birds that you are feeding.**
- **Walk a safe distance from the water's edge, always assume there is an alligator present.**
- **Use a flashlight so you can see the ground at night in areas where venomous snakes might be present or alligators may be wandering.**
- **Keep your yard and home clear of clutter, it only attracts animals and provides shelter and nesting opportunities.** Do not try to trap an animal yourself without a safe trap and a plan.





SAFETY PRECAUTIONS REGARDING ALLIGATORS:

- Assume every body of water contains an alligator
- Stay at least 60 feet (4 car lengths) away from alligators
- Alligators are ambush predators and can move faster than you or your pets
- Keep yourself, pets and children away from water's edge
- Swimming or wading is prohibited in Sea Pines' waterways
- Feeding or harassing alligators is dangerous and illegal
- When fishing or crabbing do not throw used bait or fish parts into the water

Click here to view the Digital Guide to Living with Alligators

Signs of Aggressive Alligator Behavior or Situations You Should Report to Sea Pines Security:

- Closely approaches humans or pets
- Consistently follows fishermen or pursues hooked fish
- Displays aggression towards humans or pets, including changes in body posture, hissing or slapping tail on water
- You observe an alligator away from water/in an unusual place (e.g. yards, driveways)
- You observe people feeding or harassing alligators
- You observe people approaching alligators too closely (within 60 feet or 4 car lengths)

If you encounter an alligator that you believe is acting aggressively, immediately contact Sea Pines Security at 843.671.7170. Do not take any action on your own. If you see someone in immediate danger, call 911.



PROTECT OUR SEA TURTLES

Any disturbance to a sea turtle nest or emerging hatchlings is unlawful and may harm the animal.

Lights Out, It's the Law

- If your building is visible from the beach, you must turn off your outside lights at 10 p.m. from 1 May – 31 October.
- If any of your interior lights are visible from the beach or cast light on the beach, close blinds or drapes at 10 p.m. or turn them off.

To report a light violation contact Town of HHI Code Enforcement Officers at 843-341-4643.

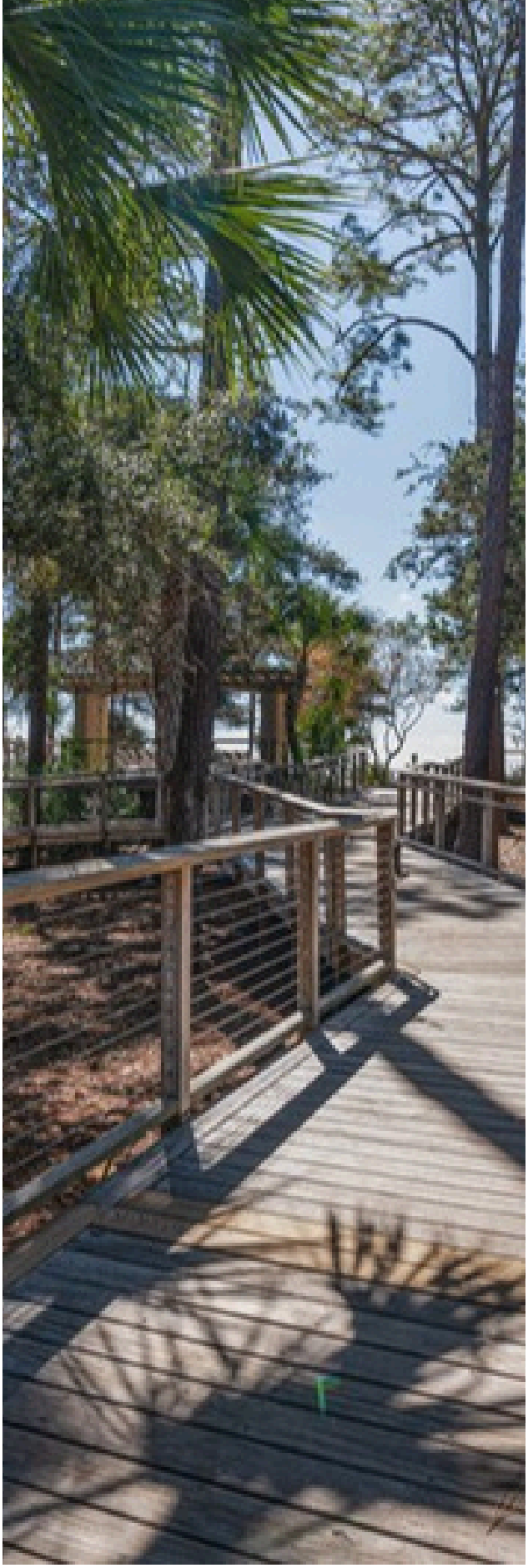
Leave Only Your Footprints On The Beach

- Never leave beach umbrellas, chairs, or any other beach accessories on the beach overnight.
- If you are digging holes in the beach or building sand castles, return the sand to its undisturbed state before leaving the beach.
  - Shovels longer than 30 inches and holes deeper than 12" are illegal on Hilton Head Island's beaches.
- Place all trash and recyclables in the appropriate receptacles.
- Never disturb a sea turtle nest, a nesting sea turtle or a hatchling.

To report dead, injured or harassed turtles contact the SC Department of Natural Resources hotline at 1-800-922-5431.

Turtle Trackers are a volunteer organization in Sea Pines, made up of full-time and part-time men and women. Their mission is to promote Sea Turtle Awareness on Hilton Head. One of our most important and impactful activities is to educate our residents and visitors about sea turtles and the sea turtle nesting season here on Hilton Head Island.

To get involved or to ask questions:
email turtletrackershhi@gmail.com• turtletrackershhi.org



TOWER BEACH

Tower Beach is located at 99 South Sea Pines Drive between Black Duck and Painted Bunting (behind the big blue water tower). This facility is designated for the exclusive use of Sea Pines Residential Property Owners. Renovated in 2014, Tower Beach offers outdoor grills, picnic tables, a shaded pavilion, restrooms, water fountains, an outdoor shower and a boardwalk with direct beach access.

Access

Access to Tower Beach is limited to Sea Pines Residential Property Owners and their accompanied guests. To access Tower Beach by vehicle, property owners must have their property owner ID card or their property owner vehicle with a valid Sea Pines property owner decal. Property owners may not leave vehicle decals or ID cards in a rental unit/property to allow renters, relatives or friends to access Tower Beach. Lost or stolen property owner ID cards should be reported to Sea Pines Security at 843.671.7170. The process to access Tower Beach is subject to additional restrictive changes without notice.

Rentals

Tower Beach Pavilion is available for rent to Sea Pines residential property owners for a fee on a first come first served basis. For the availability calendar, fees and rental terms please contact the Maintenance Department at 843-671-7849 or at csamaintenance@csaseapines.com.

Locker Lease Information

Sea Pines Property Owners may be placed on a waitlist to rent lockers located at the Tower Beach Pavilion. If you are interested in leasing a locker at Tower Beach, please Contact the Maintenance Department at 843-671-7849 or at csamaintenance@csaseapines.com.

Beach Access Chair

Sea Pines CSA has purchased a beach access chair (all-terrain wheelchair) to make it easier to travel through the sand. This beach wheelchair is now available to our property owners to utilize with a reservation. To reserve the beach wheelchair: Contact the Sea Pines CSA Maintenance Department at 843-671-7849 or by email at csamaintenance@csaseapines.com.

THE SEA PINES TROLLEY

The complimentary Trolley service is a seasonal operation with over 71,000 riders each year. We also provide a limited Trolley service during the Holiday Season and a special Trolley schedule is available during the week of the RBC Heritage Golf Tournament. There will be schedules and information concerning the RBC Heritage Golf Tournament on our website close to the annual tournament date.

For a complete trolley schedule or to track the location of the trolley on your smartphone in real time visit: www.seapinestrolley.com.

Trolley Rentals
Rentals are restricted to Sea Pines property owners or sponsored guests.

Sea Pines Trolleys are available for all types of special events on Hilton Head Island.
Please call 843.671.7844 or sptrolley@csaseapines.com for more information on booking a trolley.



Trolley Schedule and Map can be found at:
seapinesliving.com/trolley

BEACH SHUTTLE SERVICE

The beach shuttle service runs seasonally from 9:00 am - 5:00 pm, seven days a week, weather permitting. Pickup is located at Lot 8 off Greenwood Drive near Willow Oak Road West with drop-off service to The Sea Pines Beach Club.

Those permitted access to this service include*:

- Sea Pines property owners
- Sea Pines property owners personal guests and family members
- Sea Pines weekly rental pass guest
- Long term renters and their personal guests

*During hours of operation, a lot attendant will be present and day visitors will not be allowed access.

Items NOT Allowed:

- Tents or shade enclosures
- Kayaks, canoes, bikes, surfboards
- Any items deemed unacceptable by the trolley driver will not be permitted
- Disruptive behavior/ inappropriate language or substances are not permitted

SEA PINES
BEACH SHUTTLE

Track the Beach Shuttle at:
www.seapinestrolley.com

BEACH PARKING REMINDERS & RESTRICTIONS

Beach parking is prohibited on all roads in Sea Pines.

The Sea Pines Beach Club: Located at 87 N Sea Pines Dr, is owned and operated by The Sea Pines Resort. Limited parking is available and is restricted during daytime hours from spring through Labor Day weekend by The Sea Pines Resort.

COMMUNITY RESOURCES

General

- Bylaws
- Community Videos
- Community Rules, Regulations, Procedures & Policies
- Sea Pines Covenants and Land Use Restrictions
- Sea Pines CSA Email Archive
- Sea Pines Maps
- Swimming Pools
- Wildlife Safety

Member Amenities

- Property Owner Amenities

Sea Pines Community Partners

- Architectural Review Board
- Sea Pines Forest Preserve
- Six Oaks Cemetery & Park

Explore Sea Pines

- Harbour Town Yacht Club
- Hilton Head Preparatory School (Private)
- Lawton Stables
- Sea Pines Country Club
- Sea Pines Montessori Academy (Private)
- South Beach Marina Village
- South Beach Racquet Club
- The Harbour Town Lighthouse Museum
- The Sea Pines Resort
- The Shops at Sea Pines Center

Clubs & Organizations

- Sea Pines Clubs & Organizations



HELPFUL CONTACTS & INFORMATION

Beaufort County
(843) 255-2000 or (843) 255-2010 / beaufortcountysc.gov

- New Beaufort County Resident Information
- New Resident Brochure

Beaufort County Sheriff's Office
843-524-2777 (Non-Emergency Dispatch) / bcso.net

Town of Hilton Head Island
843-341-4600 / hiltonheadislandsc.gov

- Hilton Head Island Maps
- Hilton Head Island Hurricane Center

Hilton Head Island Fire Rescue
843-682-5100 / hiltonheadislandsc.gov/firerescue

South Carolina Government Services and Information
https://sc.gov/

SC Department of Motor Vehicles
803-896-5000 / SCDMVonline.com

SC Department of Natural Resources
803-734-3857 / dnr.sc.gov/boating

SC Emergency Management Division (SCEMD)
803-737-8500 / scemd.org

- Online SC Hurricane Guide