

Parkridge Lane Condominium, Association Maintenance Responsibilities and Rules
Revised 9/2025

Parkridge Lane has a Board of Directors serving, inter alia as an Architectural Committee (ARC)/ Maintenance and Covenant Committee and whose responsibility is to enforce the Architectural/ Maintenance Guidelines and all Covenants as explained in the Restrictive Covenants for the community as a whole. Association communications are via eblast to condo owners and tenants who are registered with the management company. Please ensure your e-mail address is registered.

The purpose of these rules is to maintain a specific appearance and sense of well-being in your community; while each home will have its own personality, the control provided by these rules will ensure that property values in the Community will not be negatively affected by any "non-traditional" improvements.

ARCHITECTURAL/MAINTENANCE COMMITTEE

As part of the review process, you are required to submit an Architectural Request Form before altering the exterior of your condominium building or landscape or removing any interior walls that may provide structural building support. This form asks for detailed information about the project, or items you wish to hang or mount. Photos, dimensions, colors, plat plans, engineering evaluation, recommendations, and City of Raleigh permit and signatures of your neighbors are required as part of the application.

The approval of your request does not ensure that your project meets any City, County or State codes, rules, and guidelines. Please contact these agencies to learn what is required of you and to obtain all necessary permits. We advise you to go through this process before sending in your application.

The following deadlines must be met, although every effort will be made to get your answer to you much sooner. After receipt of your request, the ARC Committee will review and respond to you within 30 days after its next regularly scheduled meeting, in writing, with an approval or disapproval.

If you disagree with any comments or requests made by the ARC Committee, you may contact your Board and ask for an opportunity to present written appeal of your concerns with them at the next regularly scheduled board meeting. At that time, they will hear and take into consideration your point of view. They will not be required to make a decision without reviewing relevant legal documents and discussing the matter with the ARC Committee.

OWNER EXPENSES

Unit owners are responsible for the following, at their own expense:

- Maintenance, repair, replacement and keeping in a clean and sanitary conditions, patios and balconies which are limited common areas. These areas must be swept and snow removed by owner as they are limited common elements. Any maintenance provided to these areas is at the digression of the Board of Directors.
- Maintenance of any 'extended terrace or any retaining wall or other supporting structure related to an extended terrace' are the responsibility of each owner as outlined in item J. of the Declaration and shall be assessed against the Owner.
- Maintenance of any blue stone steppingstones installed for exclusive use of your condo by developer or condo owner. Installation of any steppingstones requires ARC approval prior to

installation. Bluestones are the only approved steppingstones in the community. All other materials are in violation.

- Maintenance, repair and replacement of all air conditioning and heating equipment, stoves, refrigerators, fans or other appliances or equipment, including any utility fixtures and/or their connections required to provide water, lights, power, telephone, sewage and sanitary service to the unit. HVAC concrete compressor pads are the responsibility of the owner to replace and maintain. Condo owners may not install oversized compressors. The replacement unit must be the same size as that of the one being replaced.

- A/C Compressor fuse box covers must have doors intact to cover fuse disconnect. If these doors are missing, the owners must replace box cover or box as necessary. These matching boxes are as follows: Midwest P035F Disconnect Switch, A/C, Fused Pull Out, 30A, 1PH, 240VAC, 10kA can be found at: <https://m.platt.com/Products.aspx?pid=41024>

- Air conditioning equipment should be serviced yearly to maintain operation and reduce damage to an adjacent unit. Service technician must clean out drain line from the pan to the common drain line and must clean the common drain line from unit to ground level to prevent blockage. This may be done with a drain clearing snake. It takes only a minute or two to complete this task and it saves your association, and therefore you, money otherwise spent on repairs due to clogged drain lines. Owners can be held negligent for damages resulting from lack of maintenance.

- Maintenance, repair and replacement of storage areas, water heaters areas, fireplaces (direct vent), and related operating equipment. As fireplaces were installed by the developer inside each condo unit, the owner is responsible for maintenance and safe operation of this equipment and replacement if needed.

- When a new water heater is installed, a pan and drain to the outside is recommended to be installed. The pan helps to catch water and then sends it outside in the event of a water heater leak. If a drain line is not installed, an alarm must be installed to alert residents of a leak in the event of a water heater failure.

- Washing machines must have braided hoses to prevent breakage and water damage. These are available at the local hardware or supply store.

- Maintenance, repair and replacement, of the visible surfaces of all walls, ceilings and floors inside the units, including painting, decoration, and furnishings.

- Every owner shall perform all maintenance and repair work as needed, which if omitted, would affect a condominium belonging to another owner. Every owner is expressly responsible for the damages and liability which this failure to do may engender.

- Maintaining, repairing, and insuring any improvements in any limited common element (balconies and patios) adjacent to their unit.

Water Heater Replacement Requirement

Maintenance and replacement of water heaters and other equipment (appliances and fixtures) inside each condominium is the responsibility of the condominium owner. The Association's Declaration requires owners to maintain this equipment, which is outlined in Articles XVI and XIX of the Restrictive Covenants. Due to losses experienced, the Association has adopted a rule requiring water heaters to be replaced at 12 years of age. Failure to complete this work will place you in violation of the Covenants. Violation of this requirement permits the Association to enter your condominium to have your water heater replaced at your expense. You may also be called to

a hearing and could be fined up to \$100 per day until water heater replacement occurs. Please do your part, as burst water heaters and resulting water damage are more than an inconvenience. These are losses that affect the Association's insurance premium and the Association's ability to provide a cost-effective master insurance policy.

The Association requests that you make provisions to replace your hot water heater in a timely manner, as it approaches 12 years of age. Please e-mail your receipt showing proof of this work being completed to Management.

Why has the Association adopted this rule?

Water heater failures and leaks can be unforeseen, even with regular maintenance and servicing by a trained professional. Rust and corrosion continue to occur throughout the system, allowing it to fail without notice. Water heater failures and resulting water leaks can damage your condominium as well as the condominiums below and adjacent to yours, resulting in high insurance claims that can impact the Association's ability to obtain a cost-effective master insurance policy. The Association has adopted this rule to reduce the risk of water heater failures in an attempt to prevent significant damage and inconvenience to fellow condominium owners and to keep Association dues reasonable.

Neglect of maintenance.

If a unit owner fails to perform maintenance or repair of his/her own unit that an owner is obligated to perform and omission of that work caused some part of that unit or building to be damaged or negatively affected, whether structurally, visually, or otherwise, then the Board shall take the following steps.

1. The Board shall describe the required maintenance or repair and give the owner written notice requiring that the work be completed within twenty days.
2. If the owner fails to have the required work completed within that time period, then the Board shall cause the maintenance work to be done at the homeowner's expense.

COMMON EXPENSES

The Homeowners Association and the Board are responsible for the following items:

Maintenance, replacement, and repair of those portions thereof which contribute to the support of the buildings, and all conduits, ducts, plumbing, wiring, mechanical equipment, and other facilities located in the common elements, for the furnishing of utility and other services to the units and said elements.

Incidental damages caused to a unit by the maintenance, replacement, and repair of the common areas or facilities.

Replacement of windows, windowpanes, and exterior doors, unless the damage was caused by the unit owner, resident, or guests.

Maintenance, repair and replacement of doorsteps, stoops, and exterior doors, window frames and panes and screens (if worn out, not torn or cracked).

Maintenance, repair and replacement of any breezeway, stairway, hall and landing located in any building.

RULES AND REGULATIONS

The Rules of this community were put in place to ensure that each resident would be able to live in this community and feel welcome, safe, secure, and in harmony. In addition to the rules covered in the Covenants, your Board has approved additional Rules and Regulations for the community. Rules are listed below.

General Information

Each unit owner and resident shall comply with the Restrictive Covenants and the Rules for the community. Failure to do so shall result in a hearing and fines of up to \$100 per day for non-compliance as outlined by the Condominium Act. If you disagree with any ruling, you may appeal it at the next Board meeting. Please contact your Manager or Board President for date, time, and location of the meeting and to be added to the agenda.

The Association and its management company keep lists of contact information for all owners and residents. Each owner is required to register your contact information along with any tenant information with the Management Company and make sure you advise them of all changes.

Whatever you do, or do not do, within your property lines influences your property values as well as the other condominium owners in your neighborhood. Your Board hopes that you will do your part in this community in a manner that will not detract from the overall style and beauty and comfort level of the community.

Activities

No immoral, improper, offensive, or unlawful use shall be made of any unit or of the common elements, or any part thereof. Laws, zoning ordinances and regulations of all governmental authorities having jurisdiction over condominiums shall be observed.

No unit owner shall permit or suffer anything to be done or kept in his/her unit or on common elements, including any limited common elements, which will obstruct or interfere with the rights of the other occupants of the condominiums. No unit owner shall permit annoyance of other occupants by unreasonable noises, nor shall any unit owner undertake any use or practice which shall create and constitute a nuisance to any other unit owner or occupant. No unit owner shall permit any use or practice which interferes with the peaceful possession and proper use of any other unit or the common elements.

Additions /Changes

All exterior changes to condominiums and property must have approval from the Architectural Committee before any work begins. This includes, but is not limited to the following: excavation in any area of the property, change in grade, plantings, patio steppingstone or walkway improvements, yard ornaments and decorations, flags, mounted planters, exterior shades etc. When in doubt, submit a request form.

Although installation of hard wood floors does not require Association approval, all units with hardwood require that 75% of the flooring be covered by rugs and padding to buffer the sounds below.

Animals

Animals, livestock, or poultry of any kind shall not be raised, bred, or kept in any unit or general or limited common areas and facilities. Dogs, cats, or other household pets must be taken out on a leash, be carried, or otherwise restrained. A maximum of two pets are allowed per unit. Owners are responsible for pet waste. Do not leave pet waste on the general or limited common areas and

facilities. Pet waste stations have been installed to assist residents in complying. Please utilize them accordingly. See [Pets](#) section for additional information.

Auto Repairs

Mechanical repairs to automobiles are not permitted within the community private streets or parking. Any stains to pavement from unauthorized work will be repaired by the Association at the expense of the condo owner. Short appointments (less than a few hours) are permitted for commercial cleaning of exterior vehicle finish and inside cab of automobiles. Owners may also complete their own car cleaning. However, degreasing and engine cleaning is prohibited.

Awnings

Nothing shall be altered or constructed or removed from the general or limited common areas and facilities except upon the prior written consent of the Board. Any and all items hung or mounted must be approved by the Architectural Committee or acting Board. Also see **Balconies and Patios** for additional information.

Balconies and Patios

Balconies and patios must be uncluttered and free of trash. Only patio furniture and planters are allowed in these spaces. Clothes lines and any material hanging over balconies are not permitted. Outside patio or balcony shade awnings or blinds are not permitted in the community. The presence of these items constitutes a violation. Patio umbrellas may be on patios only March 1-November 1st. All umbrellas must be stored away out of sight on any other dates.

Flowerpots and other decorations are not permitted to be placed on balcony rails. These items present a safety hazard and can cause rot/damage to the wood balcony rails.

Wall hangings, such as mirrors, that may present a safety hazard are not permitted on balconies.

BBQ'S/ Grills/Exterior Heaters

Open flame grills such as gas or charcoal are not permitted on patios or balconies of any multi-family dwellings as they are a fire hazard as outlined by the City of Raleigh Fire Code. Please use one of the 8 common area grills provided by the Association. Electric grills with no open flame are approved for use with the requirement that you store the grill when not in use. This grill, although legally permitted, creates confusion to other residents as any other type is not permitted. Having any other type of grill is a safety hazard to all residents and is a violation as well as against fire code.

This list is not necessarily exhaustive, so if a different grill is desired, its specifications and photo can be submitted for approval, in advance.

*George Foreman GFO3320GM, GFO200S I, GFO201R Indoor/Outdoor
Char-Broil TRU Infrared Electric Patio Bistro 180 Grill Outdoor
Gun Metal Electric Grill
Easy Street Electric Cart Grill*

Exterior heaters powered by gas (e.g., propane), fire pits, and exterior accessories that otherwise have an open flame are not permitted on patios, balconies, or anywhere on Association property. Community buildings have wood exteriors and do not have sprinkler systems; therefore, these accessories present a safety concern and are not permitted.

Bikes, Sports or Play Equipment, Patio Furniture, Personal Property

Bikes, sports or play equipment, patio furniture, or other personal property must not be left on the street, sidewalks, pool deck, or other common area grounds. Please ensure that all such equipment is put back on your patio or balcony after use. Only bicycles are permitted to be stored under stairwells. All other items will be removed and disposed of after notice is given to

building residents via community e-mail blasts. Please be sure you have registered your email address with the Association.

Commercial Vehicles

No commercial vehicles or vehicles with signage are permitted to park within the community. Utility trailers are forbidden to be stored on site and will be towed immediately.

Community Watch

A community watch program may be established in Parkridge Lane in consultation with the City of Raleigh Police Dept. Suspicious and unlawful activities, harassment, and any other unlawful behaviors must be reported to the Police Department. The management company cannot resolve these types of problems. If there is a trespasser or you believe you are not safe please report this to the City of Raleigh Police immediately. The Association has a Trespass Order on file with the City of Raleigh Police Department which authorizes them to enter the community property and remove trespassers.

Conduct of Contractors and Hired Helpers

Owners must ensure that all contractors or other hired services control the conduct of their employees while working on your unit. Loud music, profanity, and other unbecoming behavior will not be tolerated. Work must not begin before **8:00AM** and **cleanup must be completed before 6:00PM**, unless there is an emergency.

Contractor trailers are NOT permitted to be parked overnight in the community. Please alert your contractor as these trailers will be towed.

Any interior improvements which require the building water to be turned off must be approved through the management company, as this affects multiple owners. The times identified for this work are 10- 11am and 2-3pm and must be approved before work begins so that building owners may be alerted in advance.

Decorative Flags

Decorative flags must be approved by the Architectural Committee or the Board. Only one small flag is permitted per condominium.

Entry Door Fixtures

Entry door hardware must be gold tone lever handles and gold tone door knockers and must match those currently in use. No other hardware is approved. Any variation request must be submitted to the Architectural Review Committee for review and approval.

Doorbell Options and Requirements

Doorbells that include video capabilities (e.g., Ring, Wyze, Arlo) are allowed to be installed in the community. The doorbell must be mounted next to the door handle. The owner is responsible for patching and painting any areas that are damaged if the doorbell is removed upon move-out or sale. If the video-capable doorbell is hardwired and subsequently removed, the owner is responsible for installing a standard doorbell (see below example) to cover the wire hole. There may be no open areas left by owners from installation and subsequent removal of video-capable doorbells.

https://www.lowes.com/pd/Utilitech-Wired-Black-Doorbell-Button/1000332421?cm_mmc=shp--c--prd--elc--google--lia--204--doorbells--1000332421--0&placeholder=null&ds_rl=1286981&ds_a_cid=112741100&gclid=Cj0KCQjw4cOEBhDMARIsAA3XDRI7pM2mYkX6b37NlwrhAGaBTOEh4Xjx2vC3Cu0xVp6UGlabmIOeH90aAmMwEALw_wcB&gclsrc=aw.ds



Wiring to support hardwired doorbells must come behind the doorbell and may not show in the doorway.



Garbage & Recycling

All waste shall be placed in the proper containers in designated dumpster areas. Do not place trash outside of dumpsters or doorways or any common area. Do not discard your trash, including cigarette butts and pet waste bags, on the grounds. Do not put furniture, metal, construction debris, or other bulk items in the containers. All cardboard boxes must be broken down and flattened prior to placement in recycling dumpsters. The Association, at the expense of all homeowners, may have to clean up any misplaced garbage. If you place items on the ground, you will be charged the cost of a workman to pick up and dispose of these items. Bulk disposal of large items is forbidden. Contact City of Raleigh for assistance.

<https://raleighnc.gov/services/content/SolidWaste/Articles/FreeBulkyLoadPickUp.html>

Gardens/Hanging Plants/Statues/Fences/Wall hangings

No unit owner shall cause any object to be fixed to the common elements (including the location or construction of fences and the planting or growing of flowers, trees, shrubs or any other vegetation) or to any limited common elements or in any manner change the appearance of the common elements or limited common elements without the prior written consent of the association. Flowerpots and other decorations are not permitted to be placed on balcony rails. These items present a safety hazard and can cause rot/damage to the wood balcony rails. You may hang your potted plants on sturdy, firmly mounted hooks above your balcony.

No personal item may be placed or displayed on the front door or stairwell of any residence except a planter and an entry mat.

Holiday and Decorative Lights

Small, clear-bulb, white-light string lights are permitted year-round and must be mounted within balconies and patios. Lights are not permitted to be fixed to common elements or limited common elements. Non-white decorative lights are not permitted, including outward-facing lights mounted inside of windows that can be seen from the exterior of the condominium.

Insurance

No unit owner shall permit or suffer anything to be done or kept in his unit or on the common elements, including any limited common elements, which will increase the rate of insurance on the condominiums. All unit owners are required to carry condominium insurance. **Please make sure you have adequate insurance to cover your personal property, personal liability, unit upgrades, and the master policy deductible of \$10,000 for any incident. Have your agent contact the master insurance agent as listed on our website for details.**

Motorcycles and Motorized Scooters

The operation of any motorized two-wheeled vehicle is strictly prohibited on sidewalks or any Parkridge Lane property other than the private streets. Motorcycles and other two-wheeled vehicles must be parked in the designated parking areas, not on sidewalks, patios, or breezeways.

Noise: Music / TV / Auto/ Animal/ Etc.

Each person has his/her own tolerance level for noise. Please keep your "sounds" to a level that they will not travel to the homes of other residents. City noise ordinance regulations will be enforced by the City of Raleigh Police.

Parking

All parking is unassigned and limited to two spaces per condominium unit. Please use one space per car. Do not park in fire lanes, on the grass, or in front of dumpsters and yellow curbs.

Additional parking is available along the curbs of Washington Street.

Vehicles must not prohibit safe driving on the Association's private streets. Parking between the lines is required to allow all spaces to be used by residents. Improper parking will result in a violation/ parking warning.

Vehicles may not be stored. Vehicles on Association property may not have expired tags and will be towed at owner's expense. It is the owner's responsibility to keep current tenant contact information on file with the management company in an effort for tenants' vehicles not to be towed.

Steps to be taken before towing vehicle are as follows:

1. Association will place a warning ticket on the vehicle and collect tag #, make, and model of car. Warning tickets will have imprinted a phone number and email address of the management company contact in order allow ease of owner communication. This 1st warning serves as the initial enforcement for a vehicle to heed the parking rules. This warning will identify the date the vehicle will be towed if issue is not rectified.
2. Upon Management Company reinspection 7 days later, if vehicle remains in violation a 2nd ticket will be placed on the vehicle again identifying issue to be resolved. This ticket will identify date for vehicle to be towed. Upon issuing a 2nd warning ticketed vehicles may be towed with 5 days of the date of the warning placed on the vehicle with no further contact.

Vehicles with expired tags or without identifiable tags may be towed immediately at the Association's discretion.

Pets

Two pets are allowed per unit. They may not run free in the common area. Pets must be walked on a leash and may never be tied to any fixed object. Pets may not be left out on balconies unattended. The Balcony or Patio may not be used as a pen. Owners are responsible for cleaning up after their pets. When walking your pet, please dispose of pet waste in plastic bags in the pet waste station trash bins or the dumpsters. If you are having a problem with a pet or animal, call animal control. The City of Raleigh Animal Control Unit may fine animal owners for failure to comply with these rules.

Pools

The pool is for the use and enjoyment of the Parkridge Lane residents and their guests. Admittance to the pool is by key FOB only. Do not let anyone into the pool area who does not have a key FOB. Only 2 guests per resident or a maximum of 4 guests per condo are permitted, and only while condo owners/tenants are present at the pool. No glass or pets are permitted in the pool area. Violators will have their pool privileges revoked by the Board of Directors.

Satellite Dishes

Satellite dishes may only be installed inside the patio or balcony area on the white trim in the limited common area of each condo. **Any dishes attached to exterior building walls will be removed without notice to residents as this is a violation.**

Signs

With the exception of for sale or for lease signs, signs are not allowed on the grounds, in the parking areas, or to be displayed on balconies or in windows. One for sale or for lease sign may be displayed in the window of the condominium.

Site Cleanliness

Work sites must be maintained in a clean and orderly manner at all times. No porta potty may be stored on common area grass and are required to be green in color. Duration of temporary storage may not exceed 1 week. Management must be contacted to determine best temporary location.

Smoking

Cigarette butts must not be placed in mulch, landscaping, or other common areas or limited common elements. They are trash and a fire hazard!

Speed limit

When driving through, entering, or leaving the community, the speed limit shall not exceed 10 miles per hour.

Storm Doors & Balcony/ Patio Screens

All storm doors and screens require ARC approval before installation. **The door and repairs and upkeep are the responsibility of the owners. Any storm door in disrepair is a violation.**

The only approved storm style doors for the large condominium buildings are linked below. There are varying qualities and sizes of this same style door by Larson, Anderson and Pella manufacturers. **The specs must be all black, full glass, gold hardware, and lever handles.**

Home depot link

<https://www.homedepot.com/pep/Andersen-3000-Series-32-in-x-80-in-Charcoal-Gray-Right-Hand-Full-View-Interchangeable-Aluminum-Storm-Door-95417/322605736>

Lowes link

[*LARSON 60MT Maximum View 32-in x 81-in Black Aluminum Reversible Hinge Storm Door with Interchangeable Screen \(No handle \) in the Storm Doors department at Lowes.com*](#)



Patio and Balcony Screens

Only white aluminum retractable screens or approved stated screen doors are permitted on balconies and patios.

There are 2 models to select from; one that retracts up and one that retracts side to side.

Pull Down Option- stores out of sight and does not take out space.

https://www.amazon.com/Pull-Down-Retractable-Screen-Door-Black/dp/B00D3NI0QW/ref=asc_df_B00D3NI0QW/?tag=hyprod-20&linkCode=df0&hvadid=309797309456&hvpos=&hvnetw=g&hvrnd=11138821477677486506&hvpone=&hvptwo=&hvqmt=&hvdev=m&hvdvcmdl=&hvlocint=&hvlocphy=9009738&hvtargid=pla-623857774527&psc=1



Pull to Side Option – stores on side of doorway with now area needed to swing out.

<https://www.homedepot.com/p/Andersen-36-in-x-80-in-LuminAire-White-Retractable-Screen-Door-90001/302197300>

Any screens mounted become the maintenance responsibility of the condominium owner.



Termites

There is a contract in place for annual inspections to detect and treat termites. Owners should contact the management company if they see evidence of termites. Owners and tenants **MUST** give termite company access to inspect water closets as required.

Water Heaters

When a new water heater is installed, a pan and drain to the outside is recommended to be installed.

Condo Owners must replace water heaters at or prior to it reaching 12 years of age. When a new water heater is installed, a pan and drain to the outside is recommended to be installed. The pan helps to catch water and then sends it outside in the event of a water heater leak. If a drain line is not installed, an alarm must be installed to alert residents of a leak in the event of a water heater failure.

Failure to complete this work will place you in violation of the Covenants. Violation of this requirement permits the Association to enter your condominium to have your water heater replaced at your expense. You may also be called to a hearing and could be fined up to \$100 per day until water heater replacement occurs. The Association requests that you make provisions to replace your hot water heater in a timely manner, as it approaches 12 years of age. Please e-mail your receipt showing proof of this work being completed to Management.

Windows and Window Coverings

Window treatments, including objects mounted directly on window interiors, must show white to the outside.

Condo Owners who wish to replace windows to upgrade must use the only approved window Pella model 250 replacement windows.