

222 GLENWOOD RESIDENTIAL CONDOMINIUM ASSOCIATION, INC.

HOMEOWNERS RULES AND REGULATIONS

The rules contained herein were formulated by members of the Board of Directors and the property manager of the Association. They include restatements of the Declaration of Condominium and By-Laws. All rules listed apply to owners, renters, and their guests.

WHEREAS, Article III, Section I of the Bylaws states the affairs of the Association shall be governed by a Board of Directors.

WHEREAS, Article V, Section I of the Bylaws states the Board of Directors shall have the authority to make, modify, repeal, and enforce reasonable rules and regulations governing the conduct, use, and enjoyment of Units and the Common Elements; provided copies of all such rules and regulations shall be furnished to all Owners and Occupants.

NOW, THEREFORE, BE IT FURTHER RESOLVED THAT, the 222 Glenwood Residential Condominium Association, Inc. Rules, and Regulations shall be as set forth below:

- I. The Condominium Unit: Its Purpose, Owners and/or Occupants
 - a. The unit should be used only as a single-family dwelling.
 - b. No room(s) within a unit may be rented nor shall any transient tenants be accommodated without possession of a leasing permit issued by the Board of Directors.
 - c. The unit is not to be used for purposes other than as a dwelling including, but not restricted to, commercial, educational, medical, public service, political or religious enterprises.
 - d. Two or more units shall not be joined for the purpose of forming one single-family residence nor shall any one unit be partitioned to provide another single-family unit.
 - e. Move-In Fee: A move-in fee is to cover the cost of reserving the loading dock, padding the elevator and any damage to the building will be charged as follows. With the resale of a unit, the management company will collect a \$250 move-in fee at the closing. For Absentee Owners – Each time a unit is leased a \$500 move-in fee will be charged to the owner of the unit.
 - f. An owner must notify the Management Company:
 - when the sale of his/her unit has occurred
 - of the name of the new owner
 - of the date on which ownership is transferred
 - g. The owners and occupants and all guests are subject to these Rules and Regulations.

II. Leasing of a Unit

- a. Leasing of units shall be governed by the restrictions imposed in the Condominium Documents; page 28, paragraph 15. There can be leasing permits approved by the Board of Director for only 25% of the total number of units. At 222 Glenwood there could be up to 29 units that may obtain leasing permits.
- b. Prospective owners may not purchase the unit as an “investor unit.” Each owner must put the request to lease a unit in writing and submit it to the Property Manager. The Property Manager will then submit the request to the Board of Directors for approval.
- c. According to the Condominium Documents, leasing permits will be revoked in the event of any of the following:
 - i. The failure of an Owner of a Residential unit to lease his or her Residential Unit within one hundred eighty (180) days of the Leasing Permit having been issued.
 - ii. The failure of an Owner of a Residential Unit to have his or her Residential Unit leased for any consecutive one hundred eighty (180) days period thereafter.
- d. The owner of any unit with a lease permit must:
 - i. Submit the lease to Towne Properties for Board approval 7 days prior to entering into the lease agreement with any tenant.
 - ii. Within 10 days after executing a lease agreement for the lease of a unit, the owner must provide Towne Properties with a copy of the lease and the name of the lessee and all other people occupying the unit.
 - iii. The owner must provide the lessee copies of the Declaration, Bylaws and rules and regulations of 222 Glenwood Residential Condominium Homeowners Association, Inc.

III. Pets

- a. No animals, including but not limited to household pets, livestock, or poultry of any kind, shall be raised, bred, or kept in any unit or in the communal areas except in accordance with these Rules and Regulations. Only Two (2) pets per household (not to exceed 50 pounds each) are allowed.
- b. Household pets must be of a domestic variety. No exotic animals, including but not limited to any non-indigenous feline, non-human primate, non-indigenous bear, wolves, and non-indigenous dogs except domestic dogs, any unusual pets as mammals, birds, or reptiles, and any non-traditional livestock such as reindeer, ostrich, and emu, are allowed.
- c. Any household pet must be kept on a leash while inside and outside the building as set forth in the Wake County Leash Law. No animal may be leashed to any stationary object in communal areas.

- d. Pets are not allowed in the pool or on the pool deck
- e. The behavior of pets in the owner's unit and communal areas must always be appropriate, respect for other residents is expected and required. Unacceptable behavior includes but not limited to excessive noise from barking, whining, jumping, and running by the pets, discharge of pet waste or the results of grooming in communal areas and any pet or pet owner actions that present a hazard to other residents.
- f. Any person owning, or in charge of, any animal at 222 Glenwood shall remove the feces deposited by such animal as set forth in the Raleigh City Code, Section 12-3011.
- g. All rules concerning the retention of pets by residents of 222 Glenwood apply fully to the pets of guests or visitors of residents.
- h. There shall be no feeding or housing of birds, squirrels, or any other non-domesticated or stray domesticated animals at 222 Glenwood.

IV. Modifications to a Unit

- a. No major alterations of a unit shall be undertaken without the approval of the Management Company, Board of Directors, and its authorized architect. Major modifications include, but are not limited to, the enclosure of porches, changes in the configuration of walls, plumbing, wiring, ventilation system or anything that may violate structural or esthetic integrity or create a potential hazard. Failure to gain the necessary approvals can result in additional modifications or restoration of the unit to its original condition – all at the owner's expense.
- b. The exterior door of each unit must conform to the architectural standard for exterior doors. The addition of a doorbell must comply with the standard approved by the board of directors.
- c. Realtor key boxes can only be affixed to exterior doors of units that are properly listed for sale or lease. No lock boxes may be placed in any of the communal areas of the building.

V. Storage Compartments

- a. No flammable, toxic or corrosive materials are allowed in any storage area.
- a. No food, seed or any materials that attract rodents or pests are allowed in storage areas.
- b. No storage is allowed in areas outside the confines of the storage unit, including the hallways serving the storage compartment

Common Areas / Units: Alterations, Construction, and Plantings

- a. Nothing shall be altered, constructed in, or removed from the communal areas and facilities or any open porch or patio.
- b. No communal area shall be used for personal storage such as, but not restricted to, boxes, bicycles, wagons, or furniture.
- c. No potted plants shall be in or along passageways or stairs.

- d. Plants in hanging baskets are not allowed on any unit's patio.

VII. Common Areas / Units: General Appearance

- a. No flags or banners shall be flown on or from any communal area or facility or any patio of any unit, except the United States and State of North Carolina flag, which may be flown on all national holidays and at other times permitted by the Homeowners Association. Nor shall windsocks or other decorative items be affixed to porches or patios. Holiday decorations are limited to simple strung white lights. HOA Board of Directors must approve any other holiday decorations.
- b. No signs, including real estate for sale or for rent signs, shall be displayed from any unit, building or other communal areas, except for those that are part of the signage system for the 222 Glenwood Community, such as entrance, building, street, and pool signs.
- c. No rugs, clothing, towels, or other household linens shall be draped over any patio railing or wall of any unit regardless of the length of time. No clotheslines shall be visible on any patio in any unit, regardless of time. Wastewater and other liquids may not be discharged over patios into communal areas.
- d. All windows must have window treatments per page 27 (q) of the Declaration. The color of the window treatments visible from outside the unit must be white or off-white. Bed sheets shall not be used for window treatments. All patio furniture must be in usable and functioning condition. Smoking and vaping are not permitted in any of the indoor communal areas by unit owners, lessees, guests, invitees, or others. Smokers are responsible for properly disposing of all ashes and butts in or around any of the outdoor communal areas. Disposing of ashes and butts in plant beds is prohibited and will result in a fine.

VIII. Common Areas: Parking

- a. Parking at the 222 Glenwood is restricted to parking spaces assigned to each unit and to passenger automobiles, recreational sports vehicles, motorcycles, mini-bikes, vans, bikes, and pick-up trucks no greater in area than a full-size passenger vehicle (see legal documents).
- b. Parking decals must be displayed on vehicles parked in spaces on parking levels 3, 4, 5, and 6. Parking decals must be displayed in the bottom left corner of either the front windshield or back windshield. Parking decals must be visible from the drive aisle, meaning, if you back into a parking space, the decal must be on the bottom left corner of the front windshield, and if you pull into a parking space, the decal must be on the bottom left corner of the back windshield.
- c. Vehicles parked on parking levels 3, 4, 5, and 6 without a parking decal may be towed at the owner's expense.

- d. Vehicles parked in another unit owner's assigned parking space on parking levels 3, 4, 5, and 6 may be towed at the election of the unit owner who owns the parking space at the vehicle owner's expense.
- e. Parking spaces are not allowed to be leased at any time, except in conjunction with the approved lease of a unit as described in Section II above. The use of parking spaces is for the owners and approved tenants of each unit.
- f. Parking vehicles such as, but not limited to, jet skis, trailers, motorhomes, and boats is prohibited.
- g. Storage of items of any kind and for any duration is not allowed in any parking area, assigned or common.
- h. No washing, waxing, or servicing of vehicles is allowed anywhere within the 222 Glenwood Condominium complex.
- i. There shall be no parking of vehicles in any area that is not designated as a parking space. Unit owners and occupants are responsible for ensuring that all guests, visitors, and service personnel abide by this rule.
- j. Commercial trucks, moving vans and service vehicles are not allowed to park in the residential portion of the 222 Glenwood garage.
- k. Disabled and stored vehicles are prohibited from being parked on the Condominium. Vehicles shall be considered disabled if they do not have a current license plate or are inoperable. A vehicle shall be considered inoperable if it remains on the Condominium without being driven for fourteen (14) consecutive days or longer without written permission of the Board of Directors. Vehicles will be tagged and given a notice of the tow date before being towed.
- l. Vehicles parked illegally in "handicapped," or "no parking" areas should be reported to the Management Company. Vehicles parked in reserved or handicapped spaces will be towed immediately at the vehicle owner's expense.
- m. Vehicles leaking oil or other unsightly or hazardous fluids must be removed and repaired off site.

IX. Pool Rules

- 1. The swimming pool is for exclusive use of 222 Glenwood owners, tenants, and their guests. Unit owners shall be responsible for all actions and conduct of their guests and/or tenants.
- 2. The Board of Directors and Homeowners Association assume no liability or risk for any bodily injury, death or loss or damage to any personal property of any person using the pool facility. Any person using the pool area does so at their own risk.
- 3. Pool hours of operation are, and their use is restricted to, between **dawn and dusk**, seven days per week during the pool season. Please remember the building quiet hours are 11 pm to 6 am. The Board of Directors shall determine the pool season. Children under the age of 12 shall not be permitted in the pool or pool area unless accompanied by an adult.

4. No infants in diapers shall be permitted in the pool. Any child who is not potty trained is required to wear a swim diaper.
5. No animals are permitted in the pool or on the pool deck.
6. Proper bathing or swimming attire shall always be worn while in the pool.
7. No running or rough play shall be allowed in or around the pool. Behavior in the pool and on the pool deck should always be appropriate.
8. Diving into the pool is **NOT** allowed.
9. No person under the influence of alcohol or drugs should use the pool.
10. Pool inflatables or flotation accessories are allowed in the pool on weekdays only. Safety flotation devices are allowed every day.
11. No food allowed in the pool.
12. No glass containers are permitted in the pool or anywhere outside the clubroom or lobby doors.
13. Beverage containers and any other trash shall be disposed of properly.
14. Kegs are **NOT** allowed in the pool area. **Kegs will only be allowed in the club room and the room must be reserved.**
15. No radio, tape or CD player shall be played aloud. Any person using a radio, tape, or CD player in the pool or on the pool deck shall use headphones or earbuds. However, the SONOS music system will be available on a first come first serve basis to select music that will play aloud on the pool deck and/or Clubroom.
16. No private pool parties shall be allowed.
17. The Board of Directors reserves the right to refuse entry or deny, suspend, or revoke pool privileges to anyone at the Boards sole discretion.
18. The replacement or repair cost of any property damage caused by a unit owner, or the guest or tenant of a unit owner shall be charged to the unit owner.
19. No smoking or vaping is allowed.

X. Pool Deck and Clubroom

1. The pool deck and clubroom are for the exclusive use of the 222 Glenwood owners, tenants, and their guests. Unit owners shall be responsible for all actions and conduct of their guests or tenants. Owners can reserve the clubroom for up to a four-hour period by using a **Clubroom Reservation Request** form obtained from the Manager at the front desk during business hours or via Buildinglink. Reservations must be made 24 hours prior to a weekday event and no later than Thursday prior to a weekend event.
2. The Clubroom should be cleaned up and left in the manner it was found prior to any event held. The homeowner will be charged a cleanup fee if the Clubroom is found not cleaned properly.

3. The Clubroom may be accessed 24 hours a day, 7 days per week. However, between the hours of 11 p.m. and 6 a.m. no loud noise, no large congregation of people or any inappropriate behavior is allowed.
4. Children under the age of 12 shall not be permitted on the pool deck or in the Clubroom unless accompanied by an adult.
5. No smoking is allowed in the Clubroom or pool deck.
6. No animals shall be allowed on the pool deck and/or Clubroom at any time.
7. Wet bathing suits and bare feet are not permitted in the Clubroom.
8. No glass containers shall be allowed anywhere outside the Clubroom or lobby doors.
9. Beverage containers and any other trash shall be disposed of properly.
10. No radio, tape or CD player shall be played aloud. Any person using a radio, tape, or CD player on the pool deck and/or Clubroom shall use headphones. However, the SONOS music system will be available on a first come first serve basis to select music that will play aloud on the pool deck and/or Clubroom.
11. No private pool parties shall be allowed.
12. Behavior in the pool and on the pool deck and/or Clubroom should be always appropriate. Respect for other residents is expected and required.
13. The replacement or repair cost of any property damage caused by a unit owner, or the guest or tenant of a unit owner shall be charged to the unit owner.
14. The Board of Directors and Homeowners Association assume no liability or risk for any bodily injury, death or loss or damage to any personal property of any person using the pool deck and/or Clubroom. Any person using the pool deck and/or Clubroom does so at their own risk.
15. Please remember the building quiet hours are 11 pm to 6 am.

XII. Fitness Center

1. The Fitness Center is for the exclusive use of 222 Glenwood owners and occupants only. No guests are allowed in the Fitness Center at any time. The Board and the Homeowner's Association assume no liability or risk for any bodily injury, death, loss, or damage to any personal property of any person using the Fitness Center.
2. At no time should the Fitness Center doors be left unlocked or propped open.
3. Children under the age of 12 shall not be permitted in the Fitness Center unless accompanied by an adult.
4. Proper gym attire should be worn at all times. Wet bathing suits and bare feet are not permitted in the Fitness Center.
5. The replacement cost of any property damage shall be charged to the person causing the damage, or if such person is a tenant, then to the owner of the unit.
6. Equipment must be used as intended in the instructions posted in the facility.

7. Please report any damage or non-working equipment to Town Properties at 919-899-1620 or Stephanieware@townproperties.com

XIII. Personal Conduct and Consideration for Others

- a. Consistent with the City of Raleigh's noise ordinance, residents and their guests must minimize noise between the hours of 11:00 p.m. and 6:00 a.m. City Police (919-831-6311) will respond to calls regarding violations of this ordinance. Residents should be especially attentive to the volume of TVs and stereos and their own voices and movements.
- b. Liquids and/or solid wastes are not to be swept or dropped from a unit balcony or caused in any way to pass to the units below.
- c. Use of noisy appliances such as washing machines, dryers, vacuum cleaners, etc., should be used with consideration of neighbors.
- d. Noisy construction and maintenance must be confined to the hours of 7:00 a.m. to 5:00 p.m.
- e. In accordance with the 222 Glenwood Residential Condominiums Declaration, no one should engage in activities that are considered dangerous or offensive (noxious, bad language, obscene) in any unit or in the communal areas.
- f. Fireworks and the carrying or discharging of firearms are strictly prohibited.
- g. Yard sales are not permitted within the confines of 222 Glenwood Condominiums.

XIV. Trash and Recycling:

- a. All cardboard boxes should be broken-down and placed in the cardboard recycling dumpster located outside the building at the end of Lane Street. Only cardboard is to be put in the cardboard recycling dumpster. Cardboard is not to be placed in the household trash dumpsters.
- b. No trash or trash bags shall be placed on the floor inside or around the household trash chute.
- c. Pizza boxes and other large items like such are not allowed in the trash chutes unless broken down into a size that will fit in a kitchen size trash bag. Stuffing items into the chute will damage the chute and may result in the malfunction of the entire chute system.
- d. No liquid may be put down the chute. Please empty all containers prior to disposal.
- e. If keys and/or personal items are dropped down the trash chute, they are not retrieval and will be compacted.
- f. The compactor and dumpsters are not to be used for the disposal of liquid of any type. No flammable, corrosive or poisonous materials of aerosol containers may be put down in the trash chute or in the dumpsters. Also prohibited is the discarding of construction waste or household items such as wood, metal, drywall, paint, applicators, appliances, furniture, carpets, or carpet pads.

- g. The City of Raleigh has programs for disposing of the materials listed in Item (f). Please contact their government entity for information on disposal - www.raleigh-nc.org.

XV. Safety

1. Nothing shall be done or kept in any unit, storage or communal area that creates a potential hazard, that could increase premiums or cause the cancellation of the condominiums' insurance or that constitutes a violation of the law.
2. No items, including but not limited to, potted plants, furniture, decorative objects, bicycles, baby strollers, "welcome mats" or boxes are permitted near stairways and elevators or along common passageways.
3. Each unit must be equipped with and maintain an Underwriters Laboratory approved fire extinguisher and smoke alarm.
4. No storage area shall contain flammable, corrosive, or toxic materials.
5. No alterations to electrical wiring shall be made except by a licensed electrician.
6. The use of outside charcoal or gas grills is prohibited within the unit or on the unit's patio. The use of the gas grill on the pool deck is allowed. Users shall be responsible for cleaning up the communal area after use. At NO time shall the grill be left unattended while in use.
7. The discharge of fireworks or the carrying or discharge of firearms is prohibited.

XVI. Enforcement

- a. The effective date of these rules and regulations shall be upon the date of ratification by the Board of Directors.
- b. The enforcement of the rules and regulations shall be activated within ten (10) days from the receipt of the rules and regulations by owners or occupants.
- c. For the Rules and Regulations to be effective, violations must be reported immediately to the Towne Properties Raleigh District Office (Management Company) at 919-878-8787 or the Building Manager at (919)899-1620. The person(s) reported to be in violation of a rule or regulation will be issued a warning that the violation must be corrected within a specified time. Violations of city ordinances or that pose imminent danger to people or property will require immediate action without warning or grace period.
- d. If the violation for which the citation was issued is not corrected within the specified time, and after notice, the association will proceed with a hearing and fining process. Please note the maximum fine is \$100.00 per occurrence per day the violation exists.

Adopted by the Board of Directors, May 10, 2022

Andy Vu _____ 5/25/2022 _____
Andy Vu, President Date

