

222 GLENWOOD RESIDENTIAL CONDOMINIUM ASSOCIATION, INC.

HOMEOWNERS RULES AND REGULATIONS

The rules herein contained were formulated by members of the Board of Directors and the property manager for 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 to have a supervisor on site during the move-in time, opening the garage, padding the elevator and any damages to the building will be charged as follows. With the resale of a unit, the management company will collect a \$250.00 move-in fee at the closing. For Absentee Owners – Each time a unit is leased a \$250.00 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 status.
- 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 upon the happening of any of the following events.
 - 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 York 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 York 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 common 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 common areas.
- d. Pets are not allowed in the pool or on the pool deck
- e. **Behavior of pets in the owner’s unit and common areas must be appropriate at all times, 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 in common 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 a 222 Glenwood.

IV. Modifications of 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 common area of the building.

V. Storage Compartments

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

VI. Common Areas / Units: Alterations, Construction, and Plantings

- a. Nothing shall be altered, constructed in or removed from the common areas and facilities or any open porch or patio.
- b. No common area shall be used for personal storage such as, but not restricted to, boxes, bicycles, wagons or furniture.
- c. No potted plants shall be located in or along passageways or stairs.
- d. Plants in hanging baskets are not allowed on any unit's patio.

Common Areas / Units: General Appearance

- a. No flags or banners shall be flown on or from any common 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 common 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.
- d. All windows must have window treatments per page 27 (q) of the Declarations. 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.
- e. Smoking is not permitted in any of the indoor common 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 common areas. Disposing of ashes and butts in plant beds is prohibited and will result in a fine..

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 spaces are numbered and assigned to each unit. Parking in these assigned spaces is restricted to the owners of the spaces. Illegally parked vehicles will be towed and/or booted. The owner of the illegally parked vehicles will be responsible for all towing charges and any fees charged by York security. Owners of the assigned spaces must contact York Security at 828-7677 to initiate towing and/or booting.
- c. Unassigned parking spaces are for the use and benefit of residents and / or tenants of two-bedroom and three-bedroom units that are entitled to more than one assigned space as per the sales contract for that unit. Every space on the top level 5 of the parking deck is unassigned, as well as the compact spaces on level 2 and level 4 that are labeled "available."
- d. 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. Use of parking spaces is for the owners and approved tenants of each unit.
- e. Parking of vehicles such as, but not limited to, jet skis, trailers, motorhomes and boats is prohibited.
- f. Storage of items of any kind and for any duration is not allowed in any parking area, assigned or common.

- g. No washing, waxing or servicing of vehicles is allowed anywhere within the 222 Glenwood Condominium complex.
- h. 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.
- i. Commercial trucks, moving vans and service vehicles are not allowed to park in the residential portion of the 222 Glenwood garage.
- j. **Vehicles owned or operated by a permanent resident must display a 222 Glenwood Condominium sticker on the right rear window.**
- k. Unlicensed vehicles, vehicles considered not “road worthy” (e.g. inoperable, flat tire(s)) or 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. Others will be tagged and given a ten 10-day notice before being towed.
- l. Vehicles leaking oil or other unsightly or hazardous fluids must be removed and repaired off site.

VII. 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. All persons using the pool and pool area do so at their own risk.
- 3. Pool hours of operation are, and its use is restricted to, between Sunrise and Sunset, seven days per week during the pool season. The Board of Directors shall determine the pool season.
- 4. Children under the age of 12 shall not be permitted in the pool or pool area unless accompanied by an adult.
- 5. No infants in diapers shall be permitted in the pool. Any child who is not potty trained is required to wear a swim diaper.
- 6. No animals are permitted in the pool or on the pool deck.
- 7. Proper bathing or swim attire shall be worn at all times while in the pool.
- 8. No running or rough play shall be allowed in or around the pool. Behavior in the pool and on the pool deck should be appropriate at all times.
- 9. No diving into the pool is allowed.
- 10. No person under the influence of alcohol or drugs should use the pool.
- 11. Furniture or pool inflatables or flotation accessories (e.g. air mattresses) are allowed in the pool on weekdays only. Personal flotation devices are allowed.
- 12. No food allowed in the pool.
- 13. No glass containers are permitted in the pool or anywhere outside the clubroom or lobby doors.

14. Beverage containers, cigarette butts, and any other trash shall be disposed of properly.
15. No radio, tape or CD player shall be played out loud. Any person using a radio, tape or CD player in the pool or on the pool deck shall use head or earphones. However, the SONOS music system will be available on a first come first serve basis to select music that will play out loud 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.

VIII. 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 a **Clubroom Reservation Request** form obtained from the Courtesy Officer at the front desk during the Courtesy Office hours. 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 clean up 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 10 p.m. and 7 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 animals shall be allowed on the pool deck and/or Clubroom at any time.
6. Wet bathing suits and bare feet are not permitted in the Clubroom.
7. No glass containers shall be allowed anywhere outside the Clubroom or lobby doors.
8. Beverage containers, cigarette butts, and any other trash shall be disposed of properly.
9. No radio, tape or CD player shall be played out loud. Any person using a radio, tape or CD player on the pool deck and/or Clubroom shall use head or earphones. However, the SONOS music system will be available on a first come first serve basis to select music that will play out loud on the pool deck and/or Clubroom.
10. No private pool parties shall be allowed.
11. Behavior in the pool and on the pool deck and/or Clubroom should be appropriate at all times. Respect for other residents is expected and required.
12. 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.

13. 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. All persons using the pool deck and/or Clubroom do so at their own risk.

IX. 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 York Properties at 821-1350 or annaclairemurnick@yorkproperties.com.

X. 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 7:00 a.m. City Police (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 common 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.

XI. 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 the trash chute or in the dumpsters. Also prohibited is the discarding of construction waste such as wood, metal, drywall, paint, applicators, appliances, 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.

XII. Safety

- a. Nothing shall be done or kept in any unit, storage or common 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.
- b. 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.
- c. Each unit must be equipped with and maintain an Underwriters Laboratory approved fire extinguisher, carbon monoxide and smoke alarm.
- d. No storage area shall contain flammable, corrosive, or toxic materials.
- e. No alterations to electrical wiring shall be done except by a licensed electrician.
- f. 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 common area after use. At no times shall the grill be left unattended while in use.
- g. The discharge of fireworks or the carrying or discharge of firearms is prohibited.

XIII. 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. In order for the Rules and Regulations to be effective, violations must be reported immediately to the Management Company (York Properties, Inc. phone 821-1350).

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, the association will proceed with the hearing and fining process. Please note the maximum fine is \$150.00 per occurrence per day the violation exists.

Signature

Date