

RICHLAND RUN CONDOMINIUM ASSOCIATION
RULES & REGULATIONS
(Revised July 21, 2009)

Richland Run condominium homeowners enjoy the graceful and nearly rural environment which our development offers. Our residents will undoubtedly conduct themselves with courtesy and tastefulness in order to preserve the quiet and relaxed dignity of our buildings and our community. The following Rules and Regulations are written supplements to the Bylaws and Declarations of Richland Run. The Board of Directors provides the homeowners with recourse for complaints and suggestions about issues discussed in these regulations. In the event of disagreements between neighbors, it is recommended that the people involved attempt to solve the problems together before bringing the matter to the Board. In all community affairs, each homeowner's sense of personal investment is essential in maintaining Richland Run as a community of the highest caliber.

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RICHLAND RUN CONDOMINIUMS

I. THE GOVERNANCE OF RICHLAND RUN

When you purchase or lease a home in Richland Run, you become part of a community that is governed in accordance with four official documents:

1. The Declaration of Covenants, Conditions, and Restrictions for Richland Run Condominiums.
2. The Articles of Incorporation of Richland Run Condominiums.
3. The Bylaws of the Richland Run Condominiums.
4. The Richland Run Condominium Association's Rules & Regulations

Homeowners who did not receive a copy of these documents upon closing on the purchase of their condo may secure a copy from the management firm for the cost of photocopying or by download from the management company's website.

The Richland Run Condominium Association

The owners of each condominium automatically have a single vote in the Richland Run Condominium Association (hereafter referred to as RRCA). An annual meeting of RRCA is held in January at an announced time and place. A summary of the expenses incurred in the previous year and the budget for the upcoming year is presented, along with other information that may be of interest to the homeowner. Also, an election is held to fill the positions on the Board of Directors that have expired. Occasionally, additional meetings are called to discuss matters of special importance that need attention before the next annual meeting.

The Board of Directors

The Board of Directors (hereafter referred to as the Board) is the governing body of RRCA and makes decisions concerning the raising and the expenditure of funds, the contracts for work done for RRCA, and the establishing and enforcement of the rules of the community. The Board is comprised of five elected members who are homeowners. Terms on the Board are for two years and are staggered so that terms expire each year. The Board meets at a pre-determined date and time declared at the annual meeting. All homeowners may attend the meetings of the Board, but voting is limited to its elected Board members.

Officers of Richland Run Condominium Association

The officers of RRCA include a president, vice-president, treasurer, secretary, and member at large who are elected annually by the Board.

Committees

The Board can establish several committees to assist it in its work. There may be standing committees responsible for architectural control and grounds, budget and finance, recreational areas, and newsletter and welcoming. Occasionally, ad hoc committees may be appointed to study a specific problem that has arisen. Each year the Board may appoint chairpersons of the committees who in turn select the members of the committees. A member of the Board is assigned to work as a liaison with each of the committees. If anyone is interested in working on any of the committees, contact the Management Company or a member of the Board.

Management

In view of the large number of tasks that arise in the day-to-day operation of RRCA, it has been necessary to employ the services of a professional management firm. Among these services are processing of monthly assessments, paying the bills of RRCA, preparing reports on expenditures, keeping records, and undertaking routine repair and maintenance. In addition, it oversees the work of contractors for groundskeeping and landscaping, painting, repairs, and operation of the swimming pool.

Whom to Contact in the Event of a Problem

If a problem arises which may fall within the general responsibilities of the Association, it is suggested that you first call or write the management firm. If you are not satisfied with the response you receive; your next recourse is to contact the Board. Some questions and problems may also be addressed to the chairpersons of the committees.

MANAGEMENT FIRM

Wilson Property Management, Inc.

Property Manager: Jeb Black

Location: 5520 McNeely Drive Suite 100
Raleigh, NC 27612

Email: wpminc@bellsouth.net

Phone: (919) 782-1717

II. LANDSCAPING AND GROUNDS CARE

One of the principal responsibilities of RRCA is to maintain and improve the appearance of the grounds. The Architectural/Grounds Committee assists the Board in fulfilling this responsibility. In addition, the Board, in conjunction with the A&G Committee, has

contracted for the services of a landscaper for assistance in drawing up long-range landscaping priorities and for advice on annual grounds maintenance.

Lawn Care

Lawn care, such as mowing, trimming, and fertilizing, is the responsibility of RRCA. Normally, this work is contracted annually to a lawn care firm on the basis of competitive bids.

Trees and Shrubbery

RRCA is responsible for trimming and replanting shrubs and trees that existed on the property at the time of the transfer from the developer or were added by the Association at a later date. Replacement may be delayed for budgetary reasons or to wait for the proper season for planting.

III. RECREATIONAL FACILITIES AND ACTIVITIES

Swimming Pool

The swimming pool is normally open from May – September. This is a private pool and to be used only by residents of RRCA and their guests. The rules and regulations pertaining to the use of the pool are provided within this document.

Tennis Courts

The tennis courts are open year round. Lights have not been installed for night playing. The tennis courts are private for residents and their guests only and the tennis court rules and regulations are provided within this document.

Play on the Common Ground

The common grounds may be used for play so long as it does not destroy grass and plantings and is not so loud as to be a nuisance or annoyance to the neighborhood.

IV. MISCELLANEOUS INFORMATION

Architectural Control

Any and all changes or additions to the exterior of a condo such as storm doors and windows may be made only with the prior approval of the Board of Directors. Modifications that are not in compliance with RRCA rules must be corrected at the expense of the homeowners.

Assessments

The operation of the Association requires a monthly assessment that is levied on the owners of each condo. The assessment is used for care of the grounds, exterior maintenance of the buildings, upkeep of the recreation facilities, management services, and other expenses incurred by RRCA. The Board sets the amount of the assessment each year, with the maximum assessment limited to a 10% increase without majority Homeowner approval.

Assessments are due on the first day of each month. If not received by the 15th day of the month, they are considered delinquent and are subject to a \$15.00 penalty. If an assessment is not paid within 60 days of the date it is due legal action will proceed.

Exterior Maintenance

RRCA is responsible for exterior maintenance of the buildings as necessary due to normal aging and exposure. The Board determines maintenance procedures and repair methods with the assistance of the Management Company.

RULES AND REGULATIONS

- 1.) Lawn Accessories/Common Areas
No items such as bird baths, lawn decorations, or Christmas decorations may be placed on the common grounds without written permission from the Board of Directors.
- 2.) Gardens
Vegetable/produce gardens are not to be planted on the common grounds. Botanical gardens may be implemented in areas adjacent to ground level decks and wooded areas provided they are maintained by the homeowner and do not interfere with landscape maintenance. Failure to maintain these personal gardens will result in removal at the homeowner's expense.
- 3.) Exterior Plants and Ivy
Ivy and other vines on the exterior surface of the unit are difficult to control, can damage exterior wall surfaces, and increase the cost of maintenance. Homeowners who desire to have such plants must keep them in pots and away from all building surfaces – walls, windows, and frames. If the owner fails to keep them away from the buildings, the management company will remove the vines, and the homeowner will be charged for the work.

- 4.) Stairways and Platforms
Nothing is to be placed on or below stairways or landings.
- 5.) Clotheslines
Clotheslines are not permitted within Richland Run community.
- 6.) Front Porches
The front porches are to be kept clear. Planters and other outside decor that are reasonable in size and do not impede access/egress for any neighbors are allowable. No items are to be placed on the painted front porch railings.
- 7.) Exterior Decks
Individual unit owners shall place an exterior grade carpeting or matt to substantially cover their exterior decks on the 2nd & 3rd levels such that debris does not fall through onto the deck below. Violations may be subject to fines.

Storm Doors

Only a **Full View** door is permitted. Color is to be white, which matches the trim.

- 8.) Curtains/Window Coverings/Drapes
Blankets, sheets, towels and other types of makeshift window coverings are not allowed. All front facing and side window treatment lining or backing shall be white or light beige.
- 9.) Signs
For Sale signs are permitted. Only one sign per unit either in a window or at the entrance to the stairwells is permitted. Sign must be a standard real estate size (2'x 2'). Informative leaflet boxes may be placed adjacent to the entry of the unit being offered for sale. No other signs are permitted such as for rent or political announcements. A sales notice 5x7 card may be posted on the bulletin boards, which are in the mail houses.
- 10.) Outside Lighting
Richland Run is responsible for replacing light bulbs in the exterior walkway and stairwell light fixtures. Exterior lighting is important for both security and aesthetics. Homeowners are responsible for changing the light bulbs they can reach and/or light that can be turned on/off. If a homeowner is unable, please call the Management Company. Lights are to be changed with clear 25-watt bulbs. Please call the Management Company for the lights that are out in the towers.
- 11.) Trash Disposal
A trash dumpster has been placed in central areas for this purpose. Plastic trash bags are recommended to avoid odors, leaking and animal problems. No large items such as furniture, mattresses or box springs are to be placed in or around the dumpster. Homeowners' observed leaving such items may be subject to fines of

up to \$150 per infraction. The City of Raleigh furnishes special pick up by request for furniture and other large items.

12.) Pets

All City of Raleigh leash laws must be observed and all pet waste shall be picked up and properly disposed of by owner. In addition, do not allow your pet to urinate on the grass or plantings. This will kill or severely damage the plants. Pets should be walked in wooded/natural areas away from the buildings and shrubs. In addition, it is the homeowner's responsibility to control their pet such that it does not become a nuisance to other residents. Pet owners who violate these rules may be fined up to \$150 per occurrence.

Children

Supervision of children by an adult should be exercised at all times especially in the tennis court and pool areas.

13.) Parking

No vehicles other than passenger vehicles may be parked in the parking lots. **Only one vehicle per unit should be parked in spaces at the sidewalk.** All other vehicles are to be parked in less congested areas. No vehicles described below shall be stored, allowed to remain, or be parked in the areas unless approved by the Board of Directors.

- a) Boats and/or trailers.
- b) Recreational vehicles, i.e. Campers, motor homes, etc.
- c) Moving trailers, utility trailers and cookers.
- d) Unlicensed, abandoned, disabled vehicles or vehicles with an expired inspection sticker.
- e) Step vans that are not primary transportation.
- f) Commercial vehicles larger than one ton.

14.) Bicycles

Homeowners and their guests may use bicycles and other nonmotorized recreational vehicles within the Richland Run Community, provided they exercise due care and consideration for pedestrians and other motor vehicle traffic. Sidewalks are for pedestrians only!

15.) Architectural/Grounds

No building, fence, sign, wall or other structure is to be erected on the property. Nor shall any exterior addition or alteration be made until the plans and specifications showing the nature, kind, shape, height, materials, and location of the same have been submitted to and approved by the Board of Directors.

16.) Yard Sales

None are allowed at Richland Run without board approval.

17.) Noise

Intrusively loud noises should be avoided at all times. This also includes incessant barking by dogs. Quiet period will exist from 11:00 PM until 8:00 AM without regard to day, holiday, or event. Any homeowner not following these rules may be subject to fines of up to \$150 per occurrence.

18.) Grills

Absolutely no grills (gas or charcoal) are permitted to be operated or stored on exterior decks. The only exception to this is that electric grills may be used and stored on decks. Violation of this rule may result in fines of up to \$150 per occurrence. This rule will be enforced with zero tolerance to protect the safety of all homeowners.

19.) Damages

Any homeowner damaging common property is responsible for repairs and may be subject to fines. Homeowners are responsible for any damage to common property caused by their renters or guests.

20.) Hazards

The discharge of firearms, fireworks or any other noisemaking or explosive device is not permitted at any time within the Richland Run Community.

21.) Speed Limit

For safety reasons, the speed limit on any road within Richland Run shall be 15 mph. Otherwise posted city limits are to be observed.

22.) Rules

The Board of Directors of Richland Run may, at any duly held meeting, make changes to these Rules and Regulations.

23.) Firewood

Firewood must be stored 18 inches from all wooden structures. Only the rear or end balconies are to be used to store no more than ¼ cord (equal to a stack of wood 2' x 2' x 8'). Heavy plastic or metal covering must be under the wood to prevent insect problems and frequent insecticide spraying is recommended. Additional wood may be neatly stacked in the natural areas, if it does not present any hazards or create interference with landscaping crews. It is the responsibility of the homeowners to dispose of any wood that is known to have termites or other insects.

24.) Enforcement of Rules and Regulations

To preserve the integrity of every homeowner's investment, it may become necessary for the Board or its committees to enforce association covenants and rules. The Board is empowered to suspend the voting rights of any homeowner who disregards the Rules and Regulations after a request for compliance has been made. Fines may be imposed of up to \$150.00 per infraction per occurrence. In

addition, all homeowners are subjected to all city, county and state laws and regulations (for other rules see bylaws).

25.) Satellite Dishes

Per FCC guidelines – Satellite dishes can only be installed in an exclusive use area. “Exclusive use” means an area of the property that only you, and persons you permit, may enter and use to the exclusion of other residents, for example, your patio that only you can use. No satellite dishes may be installed in common areas, such as the roof, the stair towers, the walkways, or the exterior walls of the condominium.

RICHLAND RUN CONDOMINIUM ASSOCIATION SWIMMING POOL RULES AND REGULATIONS

The following Rules and Regulations are for the protection and benefit of all to assure safe and sanitary operation of the pool facilities. Your cooperation in abiding by these conditions will afford pleasant recreation for all concerned. Homeowners are requested to caution their children and their guests to observe all Rules and Regulations.

Every Resident has the right and responsibility to see that these Rules are enforced. If a rule is violated, this action should be brought to the attention of the violator. If there is continued misbehavior or a serious violation of the rules it should also be reported to the Board of Directors and/or the Management Company. Further disciplinary action will be taken which could result in being barred from the pool area.

ALL PERSONS USING THE POOL AREA DO SO AT THEIR OWN RISK AND SOLE RESPONSIBILITY. The Richland Run Condominium Association does not assume responsibility for any accident or injury in connection with the use of the swimming pool by any owner or guests.

POOL ACCESS:

All users must have a key to get in or out of the pool area at all times. Pool keys can be obtained from the management company after paying a \$25.00 refundable deposit. If you should lose your key the first replacement key will be \$75. If the key is lost a second time a replacement key will be \$150. Each resident is allowed two (2) guests at any given time. The resident will be held responsible for all actions of their guests. Residents must be with their guests at all times while guests are using the pool. The cost of any property damage will be charged to the responsible party and/or the homeowner. Every resident has the authority to ask unaccompanied non-residents to leave the pool area.

INVESTOR OWNED PROPERTIES:

Only residents have use of the pool, tennis court, or other common facilities.

GENERAL RULES:

- 1.) An adult must accompany all children under 12 years of age to the pool area. An adult is defined as someone 18 years of age or older. CHILDREN LESS THAN 18 YEARS OF AGE ARE NOT ALLOWED IN THE POOL AREA AFTER 7:00 PM DAILY UNLESS BEING ACCOMPANIED BY A LEGAL GUARDIAN.
- 2.) Clean, proper bathing attire must be worn when using the pool.
- 3.) All children not toilet trained must wear swim diapers.
- 4.) Running, pushing, wrestling, ball playing or causing undue disturbance in or about the pool area will not be tolerated.
- 5.) NO abusive or profane language or breach of the peace will be tolerated.
- 6.) NO toys except for water sports toys will be allowed. NO toys may be left unattended.
- 7.) Food, canned beverages and cigarettes are allowed BUT not within three feet of the pool perimeter.
- 8.) Admission to the pool shall be refused all persons having any infectious disease, sore or inflamed eyes, colds, nasal or ear discharges, or any communicable disease, of any kind. Persons with excessive sunburn, open sores, or bandages of any kind will not be permitted.
- 9.) **Absolutely no glass containers of any kind will be permitted in the pool area.** Glass containers in the pool area will result in immediate shutdown of the facility if observed by Wake county inspectors. Also, in the event of glass breakage the pool may have to be shut down and drained in order to insure that no glass has entered the pool. This will be a lengthy process and will likely result in a long term shutdown. Members shall not litter pool area (containers are provided for refuse). Chairs and surrounding area shall be cleaned after they are used. Cigarettes shall be extinguished in suitable containers.
- 10.) Intoxicated persons are not permitted within the pool area.
- 11.) Any person caught damaging or removing pool property is in violation of the pool rules and will be subject to disciplinary and legal action.
- 12.) The Homeowners Association will not be responsible for loss or damage to personal property of any kind.
- 13.) No pets of any kind are allowed within the pool area at any time.
- 14.) The pool may be closed at any time due to breakdown, other operational difficulties, or inclement weather.
- 15.) Pool is open at all times except for daily maintenance periods from May – September.

NO LIFEGUARD ON DUTY!!! SWIM AT YOUR OWN RISK!!!

TENNIS COURTS RULES AND REGULATIONS

The purpose of the following rules and regulations is to maximize the use of the tennis court at Richland Run. Your cooperation in abiding by these rules and regulations will afford a high level of enjoyment of the tennis facilities. Every resident has the right and responsibility to see that these rules are enforced. If a rule is violated, this action should be brought to the attention of the violator. If there is continued misbehavior or a serious violation of the rules, it should also be reported to the Board of Directors and/or Management Company. Further disciplinary action will be taken which could result in the resident being barred from the tennis court.

WHO MAY USE THE COURTS

Only residents and guests will be granted use of the tennis courts. It is the responsibility of the unit owner to give his lessee a copy of the rules and regulations. Each resident is allowed up to three (3) guests at any given time. The resident must accompany his guests while they are playing. The resident will be held responsible for all actions of his guests. Persons from the neighborhood who are not residents of Richland Run may use the courts only when they are guests of a homeowner.

PRIORITIES

Adults (18 years and older) shall have priority on the courts after 6:00 PM every day of the week. The priority available to adults shall also apply to one adult who is playing with one or more non-adults.

Court usage shall change on the hour regardless of time played by relinquishing players.

GENERAL USE AND CONDUCT ON COURT

- 1.) Smooth sole shoes must be worn on the courts at all times.
- 2.) No glass will be permitted in the tennis court area at any time.
- 3.) No pets are allowed on the courts under any circumstances.
- 4.) Players shall not litter the court area. Containers are provided for used cans, balls and other refuse.
- 5.) No unreasonably loud music will be permitted at the court area.
- 6.) No skating, bicycling, skateboards or any similar activity will be permitted on the courts at any time.