

**RULES AND REGULATIONS  
GREENSBORO CONDOMINIUM OWNERS ASSOCIATION**

**Adopted by the Board of Director November 16, 2017**

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## **1. GENERAL RULES**

- 1.1** Units are to be used by owners and occupant exclusively as private single family dwellings. No business, trade, occupation or profession of any kind whether carried on for profit or otherwise shall be conducted maintained or permitted in any unit or Common Areas and Facilities; except an Owner or Occupant may use the Unit for home office purposes as long as such use is incidental to the residential use of the Unit, does not involve physical alteration of the Unit, and does not involve any observable business activities such as signs, advertisings, bulk deliveries or increased traffic to and from the Unit.
- 1.2** No use shall be made on the Property which would violate any existing ordinances or state or federal laws, nor shall any act be permitted which would cause a material increase in insurance rates on the Property or otherwise tend to cause liability or unwarranted expense for the Association or any Owner or Occupant.
- 1.3** No alteration or improvement, structural or aesthetic, of any type, temporary or permanent, shall be made by any Owner, Occupant or their guests in any part of the Common Area or Facilities without prior written authorization from the Board of Directors.
- 1.4** Owners are responsible for the behavior, conduct, safety and welfare of their occupants, guests, and children, and the pets of any occupants or guests. Any damage or injury caused by any occupant and/or guest, or fine for any violations of the Association's governing documents, will be the responsibility of the Owner.
- 1.5** Exterior doors to buildings must remain closed and secured at all times.

## **2. COMMON AREAS / BUILDING EXTERIORS**

- 2.1** Signs visible from the exterior of the building are not permitted.
- 2.2** "Open Houses" are only permitted on Sundays between the hours of 12:00 pm and 5:00 pm, unless approved in writing by the Board of Directors. During the period of an open house, a sign is permitted to be displayed. "Agent Open Houses" are only permitted on Tuesdays from 12:00 pm to 5:00 pm, unless approved in writing by the Board of Directors.
- 2.3** Lock boxes are not permitted to be kept on the exterior of apartment style condominiums.
- 2.4** No Owners, Occupants, or their guests are permitted to be on the roof of any building within the Property.

- 2.5 Shades, curtains, awnings, or any other type of sunscreens are prohibited from being attached to balconies or patios. Foil window coverings are also prohibited.
- 2.6 Balconies must be kept free from snow and ice.
- 2.7 No laundry, clothes, rugs, mops, towels, or any other item may be hung from windows, balconies, building facades, or stairwells. Clotheslines are also not permitted on the Property.
- 2.8 No personal items, bicycles, or any other item not a seasonal accessory or furniture may be kept on a balcony or patio. Additionally, no items in excess of 250 lbs. can be kept on a balcony.
- 2.9 Barbecue grills and cooking devices of any kind are prohibited on balconies and patios. The use of barbecue grills is permitted on the ground level of the Property if 25 feet away from any structure and the recycling bin area. No cooking/barbecue related items may be left unattended at any time.
- 2.10 Holiday decorations are permitted on balconies and patios within thirty (30) days of the holiday and must be removed within thirty (30) days after the holiday.
- 2.11 No statues or figurines in excess of thirty (30) inches may be visible from the exterior of the Property.
- 2.12 Flower pots and plantings are allowed on balconies and decks if kept in a neat and orderly manner, free from clutter, and if on railings they must be adequately secured to prevent damage or injury to Units below.
- 2.13 Garage sales/estate sales/moving sales are prohibited, unless organized by the Association.
- 2.14 Smoking is prohibited in all common areas, interiors of buildings, the Community Center, and the balcony of the Community Center and railing by side door of the Community Center.
- 2.15 Offensive and disruptive conduct is prohibited anywhere on the Property.
- 2.16 Sport activities are not allowed anywhere on the Property except racquet and paddle sports on the courts and swimming in the pool or areas designated by the Association from time to time for other approved activities.
- 2.17 Bird feeders are not allowed on the property.

### **3. PETS**

- 3.1 No pet or animal of any kind may be kept or bred on the Property for any commercial purpose.
- 3.2 Only common household pets may be kept on the Property, this includes only

dogs, cats, fish and birds. No other pets are permitted.

- 3.3** The maximum number of pets which may reside in any Unit is: one (1) dog; two (2) cats; or a combination of one (1) dog and one (1) cat.
- 3.4** No dog residing in a Condo Unit may be in excess of thirty (30) pounds. The Townhomes have no dog weight limit.
- 3.5** All pets must be under the control of the Owner or Occupant at all times and dogs must always be on a leash or carried when in Common Areas or on the Property. Pets are not permitted in the swimming pool area, tennis courts, or the Community Center. No pets may be tethered or left unattended at any time on Common Areas.
- 3.6** Pet owners shall be responsible for immediately cleaning up after their pets in all circumstances. The owner of any dog, or any person having custody or control of any dog, shall be responsible for immediately cleaning up any feces of the animal and disposing of such feces in a clean and sanitary manner.
- 3.7** Pets must be walked to the area behind the south garages of the community to urinate or defecate.
- 3.8** Pets shall not be allowed to be a nuisance, cause a disturbance, or interfere with another Owner or Occupants use and quiet enjoyment of their Unit.

#### **4. PARKING / VEHICLES**

- 4.1** No Unit may have in excess of two (2) vehicles parked in the parking lot. Vehicles parked in front of the 3 Bedroom Townhome garages shall not be considered to be in the parking lot unless the Associations restricts some parking by the 3 Bedroom garages. However, the parking in front of the 3 Bedroom garages shall be used only by the residents and guests of that Townhome.
- 4.2** No vehicles may be kept in the parking lot without being moved in excess 72 hours, unless written permission is provided by the Board of Directors or management and arrangements are made to provide keys to on-site staff so vehicles can be moved for maintenance or emergencies.
- 4.3** Only passenger vehicles may be parked in the parking lot. Motorcycles shall park in designated motorcycle parking areas. Commercial vehicles, recreational vehicles, pioneer and collector vehicles, trailers, and boats are prohibited from being parked in the parking lot. Commercial vehicles are identified as vehicles with commercial licenses issued by state agencies.
- 4.4** No maintenance, repairs, or washing of vehicles is permitted on the Property or in

the garages.

- 4.5 Guests of residents who are visiting the Community Center or staying overnight must park their vehicles on the city street.
- 4.6 No vehicles shall be parked in such a manner as to block stairways, block garages, or to impede access to or from a building or garage.
- 4.7 Vehicles must be driven in a safe and orderly manner on the Property at all
- 4.8 For sale signs may not be displayed on vehicles on the Property.
- 4.9 Any violations of these rules and regulations may result in towing of a vehicle, without notice, at the cost of the vehicle owner.

## **5. GARBAGE AND RECYCLING**

- 5.1 All trash and recycling shall be properly secured and sealed in leak proof bags before depositing into appropriate receptacles. All Owners and Occupants must sort and deposit items in the appropriate containers.
- 5.2 Christmas trees must be wrapped to prevent needles and debris from falling and are to be placed next to the trash containers.
- 5.3 Owners and Occupants must notify management or on-site staff in advance of any large trash pick-up items that do not fit in containers. Additional charges for large trash items will be assessed back to the responsible Unit.
- 5.4 No electronics or devices containing refrigerants (TV, computers, refrigerators, and microwaves or any similar items) may be left by the trash containers.
- 5.5 No personal property is to be abandoned or left on or near any of the dumpsters Areas or in any Common Areas.
- 5.6 Garbage, debris, trash, personal items, or anything else shall not be left in any common areas or on the exterior grounds of the Property.

## **6. SATELLITE DISHES**

- 6.1 Satellite dishes may not be installed on common areas of the Association without approval from the Board of Directors or management as to the installation location and specifications.
- 6.2 The Association may require use of a specific vendor for installation and removal of satellite dishes. All costs incurred in the installation, removal, or in repairing damage to the common areas caused by the installation or removal of a satellite dish will be charged to the Owner.

- 6.3** Cabling or other type of connecting systems for any type of Internet, satellite or other devices cannot be adhered to or drill into or through any Association common element. The Association can remove these connecting systems and repair the Common Components at the Owner/violator's cost and expense.

## **7. LEASING OF UNITS**

- 7.1** No Unit may be leased for transient or hotel purposes. All leases of a Unit of a Unit must be in writing, for a term of at minimum six (6) months, be for the entire Unit and not a portion thereof and provide the following:
- a) subleasing is not permitted; and
  - b) that the lease is subject in all respects to the Association's governing documents and rules and regulations, and that the failure of any tenant to comply with said documents constitutes a default under the lease.
- 7.2** All Owners must provide a copy of the current lease to management and provide management with the following:
- a) the Owners current address, phone number and contact information;
  - b) the tenants/occupant's names, contact information, and vehicle type(s) and license numbers; and
  - c) acknowledgement that all tenants/occupants have been provided a copy of the Association's governing documents, including rules and regulations.
- 7.3** Garages may be leased to an Owner or Occupant of a Unit within the Association. In this event, a copy of the lease must be provided to management.
- 7.4** All maintenance requests to the Association must be made by the Owner of the Unit.

## **8. MOVING**

- 8.1** A move-in/out fee of \$150 is charged to a Condo Apartment Style unit and \$ 75 for a Townhome Unit anytime the occupant of the Unit changes.
- 8.2** Controlled entry doors may not be blocked or propped open at any time.
- 8.3** Motorized vehicles and trailers are only permitted to be on driveway and parking lot asphalt.
- 8.4** Moving items through windows or balconies is prohibited.
- 8.5** Portable storage containers are prohibited, unless prior written approval is given

by management or the Board of Directors. However, under no circumstance may a portable storage container be left on the Property in excess of 72 hours.

## **9. LAUNDRY**

- 9.1** Laundry facilities may only be used by persons residing in a Unit.
- 9.2** Laundry may not be hung to dry in the laundry rooms or in any common areas.
- 9.3** No person may use more than two washers and two dryers in the building at the same time.
- 9.4** Laundry rooms may not be used between 11:00 pm and 7:30 am.
- 9.5** Laundry room doors must be kept shut at all times.

## **10. MAINTENANCE / UTILITY INSTALLATIONS**

- 10.1** Window mount style air conditioners are prohibited on the Property. Apartment style condominiums must use the air-conditioner sleeve for installation and may only use an air conditioner approved by the Association. All air conditioner models must be 220V type.
- 10.2** Townhouse style condominiums may only install a rooftop style furnace/air conditioning (HVAC) unit that installs directly on top of duct work on the roof. Owners must obtain approval for the HVAC model and style from the management and must schedule installation with management.
- 10.3** Entry door keys/fob/entry system for the Apartment style units, in any of the four buildings, may not be distributed or duplicated. Owners requesting an entry door key/fob/entry system for a renter or non-owner must provide written authorization to the Association to provide a key/fob/entry system and must provide an acknowledgment to the Association upon receipt of a key/fob/entry system.
- 10.4** Heat deflectors on the baseboard heating systems in the four Apartment style buildings can be adjusted to allow more heat to discharge from the baseboard heating system. The damper can be adjusted to minimize the amount of heat discharged into the unit. The damper shall always remain adjustable and if the damper is painted the paint shall not interfere with the operation of the damper and/or baseboard heating system. Home furnishings should be placed in such a manner as not to interfere with distribution of heat. Damage to the baseboard heating system, including deflectors, will be repaired by the Association and the costs/expenses charged back to the unit's owner.
- 10.5** Owners must notify management of any work to be performed within a Unit which requires water shut-off. Water shut-off may only be conducted between the hours

of 10:00 am and 4:00 pm, and proof of work to be performed by a licensed and insured contractor must be provided to management.

## **11. COMMUNITY CENTER**

- 11.1** Furniture must be put back the way it was found. Furniture may not be taken out of the Community Center or moved to the balcony.
- 11.2** Those using the Community Center or who have reserved the Community Center for an event must clean and restore the Community Center to its original condition by 10:00AM the following day.
- 11.3** All Community Center events must conclude by 1:00 am.
- 11.4** No commercial activities are permitted at the Community Center. The sale of alcoholic beverages is explicitly prohibited.
- 11.5** Use of the swimming pool is prohibited by those reserving the Community Center.

## **12. SWIMMING POOL**

- 12.1** The pool area may only be used during season when it is open between the hours of 9AM and dusk.
- 12.2** Only two guests per Unit are permitted at the pool on weekends and holidays. Up to four guests per Unit are permitted during the week, Monday through Friday.
- 12.3** Residents must shower before entering the pool and must wear appropriate swim attire made from materials which will not clog pool filters or impact the pool water.
- 12.4** Alcoholic beverages are prohibited in the pool area.
- 12.5** No glass containers of any type are permitted to be in the pool area.
- 12.6** No food is permitted in the pool area.
- 12.7** No furniture may be removed from the pool area or placed in the pool.
- 12.8** Audio and visual equipment, including radios, may not be used in the pool area unless used with individual headsets.

## **13. TENNIS / PICKLEBALL COURTS**

- 13.1** Tennis/pickleball courts may only be used by residents. Guests of residents must be accompanied by a resident to use the tennis court.
- 13.2** Tennis court hours are 7:00 am to sundown, April through October.



**13.3** Food and beverages are not permitted inside the tennis court, except bottled water or a sport/energy type drink. No alcohol is permitted inside the court area.

**13.4** Only athletic non-marking shoes may be used on the tennis/pickleball courts.

#### **14. SAUNA**

**14.1** The saunas may only be used between the hours of 8:00 am and 9 pm.

**14.2** Food and alcoholic beverages are prohibited. No glass containers of any kind are allowed.

#### **15. COMMON AREA PICNIC / GRILL AREAS**

**15.1** Audio and visual equipment is prohibited.

**15.2** Residents must clean and leave the picnic grill areas and grills in a clean condition.

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