

Townside Terrace Condominium Association
Rules and Regulations
Adopted December 6, 2011

According to the recorded Bylaws of the Association, Article 3, Section 6 (e), With the consent of the Unit Owners having 80% of the total vote, the adoption and amendment of such reasonable rules and regulations as it may deem advisable for the maintenance, conservation, and beautification of the Property, and for the health, comfort, safety, and general welfare of the owners and occupants of the Property.

1. **Alterations:** Prior to any exterior alteration or additions to the buildings, an Architectural Request Application that must be submitted in to the Management Company. The Management Company will forward the request to the Board of Directors of Townside Terrace for approval. These are:
 - a. If a resident would like to add screens to their windows they must be black screens with a frame to match existing.
 - b. Storm doors. The frame must match the exterior of the home and requires approval prior to installation.
 - c. Satellite dish installation. Any damage caused by the installation will be the responsibility of the owner.
2. **Automobile Washing/ Water Spigots:** Car washing is prohibited within the community. Water usage from any exterior water spigots will not be permitted for vehicle maintenance and/or washing.
3. **Parking:** Each Unit Owner has designated parking spaces. Visitor's spaces are for visitors only. If someone is visiting for more than 48 hours to ensure vehicles do not get towed, they must have a visitors pass. If a visitor does not have a pass and is parked in a visitor's parking space, it will be subject to towing. If an owner parks in the visitors space, it will be also be subject to towing.
4. **Damage:** Any damage to the exterior of any building, fence or common property shall be charged to the responsible party. Breakage and maintenance of exterior glass, screens, door locks, outside hose faucets, HVAC units, outside fans, decks and deck enclosures, outside wiring, wiring connections (electrical, telephone, cable, etc.) will be the responsibility of the homeowner.
5. **Renters:** If you rent your unit, please be aware that you are responsible as the landlord to ensure your tenant understands the Rules & Regulations of the Association. All owners shall provide a copy of the community Rules & Regulations to their tenants. Any

damage and/or fines for violations caused by tenants shall be charged to the respective unit owner.

6. **Flag & Signs:** Decorative flags and signs are not permitted for display in common areas, easements and right a ways. Political signs are permitted however regulated time-frame displays of such signs are more than 45 days before, or 7 days after an election.
7. **Patio & Porches:** All patios, porches, decks and walk up sidewalks are to be kept clean, free of clutter, trash and debris. All structures and additions must be submitted and approved by the Board of Directors. (Refer to Rule #1.)
8. **Holiday Decorations:** Exterior holiday decorations including, but not limited to, wreaths, lights, ornaments, etc, will be acceptable during specific times of the year in which a National Holiday exists. Exterior decorations shall not be erected more than 30 days prior to, and should be removed no later than 10 days after the holiday.
9. **Toys:** Bicycles, skateboards, etc. should be stored on the rear deck of said unit or in the bike racks provided in the community. Remember that skateboards are not allowed on the sidewalks or parking lots in Townside Terrace.
10. **Pets:** Dogs, cats and other domestic pets are allowed, provided that they do not disturb or annoy residents or guests. Any inconvenience, damage, excrement or unpleasantness caused by any pet shall be the sole responsibility of its owner. All dogs and cats shall be kept under the direct control of their owners at all times and shall not be allowed to run free or otherwise interfere with the comfort and convenience of any resident or guest.
 - a. **Exterior housing for pets and pet kennels are not allowed.**
 - b. **Pets are not permitted at any time to be restrained or chained outside in the common areas or near the buildings.**
 - c. **All pets must be on a hand-held leash and accompanied by their owner when they are outside of the owners unit.**
 - d. **All pet owners are responsible for clean up immediately after their pets.**
11. **Laundry:** Laundry or other personal articles shall not be hung for any purpose from the outside of condominium. Outside shall include patios, porches and sidewalks. Clotheslines are prohibited within the community.
12. **Dwellings:** Each home shall be used for residential purposes only.
13. **Hazards:** The discharge of firearms, fireworks or other noise-making device is not permitted at any time within the boundaries of Townside Terrace.
14. **Common area:** Every homeowner should protect his interest in the common areas. Please do not abuse these areas by littering or in any way restricting the enjoyment of the area. If unit owners or their visitors damage the grounds, they will be responsible for any costs incurred in repairing the damage.

15. **Window Air Conditioners and Window Coverings:** Window air conditioners of any type are not permitted.
16. **Trash:** Trash, garbage and other waste shall be properly bagged, secured and removed in a clean and safe manner into the trash receptacles provided in the community. The only items to be placed in the dumpsters are household trash. DO NOT put cardboard, plastic, metal, newspapers, house hold items such as furniture, plumbing fixtures, plants etc. into the dumpster. Cardboard must be placed in the recycling dumpster. No litter or trash shall be left in any common areas, porches, patios or decks. **Violators are subject to fines.**

Trash/Recycling Guidelines:

- A. Construction debris, furniture and other items that will not fit in the dumpster or recycling unit need to be taken by the owner to the County facility listed below:

Orange County Landfill
1514 Eubanks Road
Chapel Hill, NC 27516-8124
(919) 932-2989

- B. If you have items that will not fit in the dumpster and need to have items removed, please call Joes Hauling at 919-423-7479 or 919-423-2592 or Cedar Grove Maintenance at 919-644-1590.
- C. No trash or debris should be left outside the dumpsters or recycling unit.
- D. Attempts to close the doors of the dumpsters should be made after depositing trash.

17. **Fines and Penalties:** Homeowners violating the Rules & Regulations and/or the Declaration of Covenants will be issued a letter requesting them to correct or discontinue the violation. Should the first letter be ignored and the homeowner remains in violation, a second letter stating a deadline will be issued. Should the second letter continue to be ignored, the Board of Directors reserves the right to request a hearing to implement a resolution or an initial fine. Fines up to \$100 can be charged to a homeowners account for non-compliance per day/ per violation. Legal action will follow should no resolution be made to correct violation.