

Crystal Pines Homeowners Association Inc.

Rules and Regulations

1. AUTHORITY

The following Rules & Regulations have been adopted by Crystal Pines I Homeowners Association Board of Directors in accordance with Article X, Section 4, of the By-Laws of the Association. The Rules & Regulations are intended to:

- Assure quiet enjoyment for all residents
- Minimize problems for the Association
- Provide for the architectural integrity of the buildings and grounds.

Compliance & cooperation by each homeowner and/or renter will prove to be beneficial for all.

2. TENANTS

All tenants must comply with the Rules & Regulations, as well as the By-Laws of the Crystal Pines I Homeowners Association. Tenants must be informed of their responsibilities and be provided with a copy of the Rules & Regulations by the homeowner. Any violation of these Rules & Regulations by tenants may result in fines or penalties against the homeowner. It is the responsibility of all homeowners who rent their units to provide Elite Management with the names and phone numbers of all tenants.

3. DUES

Homeowner Association dues and/or special assessments are due on the 1st of each month. Dues are considered late if not received by the 30th of each month, at which time a 8% late fee will be added to your balance. Dues not received by the last day of the month will be considered delinquent. Accounts that become delinquent beyond 90 days will be subject to further collection efforts, including lien and foreclosure. Costs of collection, including legal fees and court costs, are the responsibility of the delinquent homeowner and will be added to your account.

Dues are a monthly obligation incurred with the ownership of your townhome. Withholding payment of dues is not an acceptable means of communication with the Association, the Board of Directors or Elite Management.

4. ALTERATIONS

No exterior alterations, modifications or additions are allowed with the Crystal Pines I Community without the PRIOR written consent of the Board of Directors. A request must be made in writing & sent to Elite Management for Board approval. The Board may or may not approve requests. After your request is received by the Board, you will receive a written reply within 30 days following the next monthly Board meeting.

5. MAINTENANCE & REPAIRS

The homeowner is responsible for all interior maintenance, plumbing and repairs, along with your windows, skylights, screens, exterior doors & any additions that are made to the exterior of the unit by the previous owner or current owner. This would include attic fans (including flashing), any decks or patios, and plants & trees on your property. All heating, air conditioning and electrical apparatuses are the responsibility of the homeowner. Window air conditioners are

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not permitted in Crystal Pines I. The Association is responsible for exterior maintenance and repairs, including siding, roofing & gutters.

Any damage caused by an owner or resident to the exterior of any building or to the common areas, will be the responsibility of the homeowner. The Association may repair the damages and charge the cost of the repairs to the unit that caused the damage. This includes damage to the parking lot.

6. COMMON AREAS

Each homeowner or tenant should protect his interest in the common areas. Do not abuse the common areas by littering, or in any way restricting the enjoyments, or doing harm to the appearance of said areas.

Additionally, each resident should not store or keep personal belongings in the common areas of the property, including but not limited to tools, brooms, mops, toys and furniture. These items should be stored inside the unit, within the enclosed patio or exterior storage closet or in a way not visible from the parking lot (for example, behind a bush) No storage units are permitted in the community without prior approval by the Board.

7. PARKING

For your convenience and due to limited parking availability, (1) parking space has been assigned to each unit. These spaces are clearly marked with the address number of the units. In the event you have more than one vehicle you may park one additional vehicle in a visitor space as available. If you have more than two vehicles for more than 72 hours, you must park the additional vehicles on the street or elsewhere. Please ask your visitors to park in the spaces marked VISITOR and not in the numbered, reserved spaces. Crystal Pines has limited parking, so residents should avoid regularly parking in multiple visitor spaces to allow room for all guests.

Parking is not allowed on any grass area, curb area or behind cars in parking spaces.

Parking is limited to passenger cars and trucks not to exceed "Class Two" (GVWR<=10,000 lbs, this is typically trucks with only two wheels per axle). All recreational vehicles, including boats, campers and utility trailers are prohibited from parking in the common lot.

All vehicles parked within Crystal Pines I must be operational, properly licensed, inspected and insured.

If you encounter a parking problem in your area, please try to rectify the situation with your neighbors. If the problem persists, please call Elite Management and they will try to correct the problem. Any vehicle in violation of the above mentioned guidelines could be subject to towing after proper notice.

8. AUTO REPAIRS

Minor vehicle repairs such as oil changes, tire changes, spark plug changes, etc. are allowed. Major repairs such as engine overhauls, rear-end repairs and transmission repairs are not allowed. Any damage to the parking lot or common areas, including oil spills as well as oil leaks

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are the sole responsibility of the homeowner. Vehicles are not allowed to be left up on jacks or blocks.

9. NOISE

Being thoughtful & considerate of ones neighbors is especially important within a small community such as Crystal Pines I. Loud noises from televisions, stereo equipment, musical instruments, annoying pets and other disturbances should be avoided at ALL times, especially between the hours of 11PM and 8AM. If you are disturbed by noise, first attempt to notify the disturbing party. If the disturbing party is uncooperative and the problem is severe, contact the Durham Police Department. The next business day, please contact Elite Management and/or a member of your Board to advise them of your problem.

10. INSURANCE

The Homeowner's Association maintains hazard and liability insurance for Crystal Pines I. This policy does not cover belongings inside each unit. A policy specifically designed for townhome owners is recommended from your private insurance company.

11. PETS

Per Durham County's municipal code:

Sec. 4-86. - Dogs at large.

It shall be unlawful for any person owning, keeping, possessing or maintaining a dog in this county to intentionally or negligently allow the dog to run at large

Since much of the area around the units is considered "common area", all animals should be walked on a leash and remain under the owner's control at all times. Any droppings must be collected and removed immediately by the owner of the pet.

12. TOYS

Bicycles, skateboards and other toys should not be left in common areas or in front of your home when not in use including on the grass, sidewalks or streets, or in the way of grounds maintenance.

13. MAILBOXES

Federal law prohibits any unauthorized entry of mailboxes. Any person in violation will be reported to the Federal Postal Authorities. Please discard any unwanted mail properly. Do not leave unwanted mail on top of or around the mailboxes.

14. HAZARDS

The discharge of firearms, fireworks or any other noise-making or explosive devices is not permitted at ANY TIME within the boundaries of the Crystal Pines I Townhome community.

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15. TRASH & RECYCLING

Curbside garbage pick-up is provided by the City of Durham on Thursday. Recycling materials are also picked up every other Thursday. Do not set out trash bins prior to noon on Wednesday. Remove bins by 8 am Friday morning. All garbage and trash container shall be placed in the back of the unit, to the side of the unit (flush to the wall, neatly placed, not very visible from the parking lot) or an enclosed or landscaped area so as not to be seen from the street or adjacent properties except on days of garbage/trash pick-up. If this poses a difficulty or hardship, contact Elite Management for alternative arrangements. **THE HOMEOWNER IS RESPONSIBLE FOR ARRANGING FOR PICKUP AND DISPOSAL OF LARGE ITEMS WHICH DO NOT FIT IN THE BINS.** If owners fail to comply, fines may be assessed at the Board's discretion.

16. CLOTHES LINES, WIRES & ANTENNAS

Satellite Dishes are permitted and may be placed in the back of the units only. All efforts should be made to have the dish mounted on a pole secured in the ground. If that is not possible, the dish should be placed only on the roof of the unit which the dish serves and not visible from the front of the unit. All cables should be secured and neatly run along the side of the unit and/or buried underground in a manner to not cause disturbance to landscaping and other services or utilities. **NO CABLE OR LINE SHOULD BE PLACED IN GUTTERS OR DOWNSPOUTS.** This is for the safety of all homeowners and residents within Crystal Pines I.

17. PLANTINGS

Subject to prior approval as set forth in Rule #4, planting may be allowed in the plant beds in front of each home. The unit's patio may be planted at your own discretion so long as it is not unsightly, damaging or potentially damaging to the property or common areas. Plantings outside your patio, or the removal of said planting require the written prior consent of the Board of Directors. All plantings added by the individual homeowners become the responsibility of the owner for maintenance and replacement.

18. GRILLS

A newer North Carolina State Law prohibits the use of grills inside enclosed porches, patios and upper and lower decks. Grills must be placed at least 10 feet from any unit. Please abide by this law for the safety of all residents. In the event you witness someone not abiding by this law, please remind them that it is indeed an N.C. State law & if the problem persists, for the safety of the community, do call the Fire Department.

19. YEARLY TERMITE INSPECTION

Crystal Pines I HOA currently has a termite warranty with Kil-Mor Pest Management, which includes a yearly termite inspection for the community and treatment of any termite activity. During this mandatory inspection, it is required that owners leave their storage rooms unlocked or have someone present to allow access. If owners fail to comply and do not leave the storage room unlocked for the mandatory inspection and termite treatment, fines may be assessed at the Board's discretion.

Elite Management Professionals Inc. 919.233.7660
Danielle Thomas, Community Manager daniellethomas@elite-mgmt.com