

Guidelines for living at Park Place

March 2010

Frequently Asked Questions

Why are these guidelines important to me?

The BOD (Board of Directors) has developed and approved the guidelines for living in Park Place in order to assist you. The guidelines present a skeleton summation of the Covenants as interpreted and understood by the present BOD. These guidelines are important for achieving the goal of ensuring that all homes conform to the community standards and are maintained appropriately to protect our mutual investment. It is important to study these guidelines in order to promote a greater sense of harmony in the community. In the unusual circumstances when a resident will not comply with the Park Place Covenants, the BOD reserves their legal right and responsibility to take reasonable action to resolve the infraction.

How can I avoid upsetting the harmony of the neighborhood?

First and foremost, take the time to get to know your neighbors and your community. Treat neighbors as you would like to be treated and understand them well enough to understand the kinds of things that are important to them. Please show your respect for your neighbors by reading and adhering to the Park Place HOA Covenants available online at: www.grandchestermeadows.com (Click on Park Place link). These are two great ways that you can help preserve the harmony in the neighborhood.

Who is the management company?

The BOD employs a management company to oversee the day-to-day maintenance of the town homes, the landscaping, and the financial administration. The current management company is Grandchester Meadows, Inc. The phone number is 919.757.1718, on the web at www.grandchestermeadows.com/ and the email is manager@grandchestermeadows.com.

What do my homeowner assessments pay for?

The monthly assessments paid to the homeowners association are actually an installment of your annual assessment. The association uses this money to maintain the exterior of the buildings and common areas. The street lighting, certain building maintenance, painting, clubhouse, management, pool, liability insurance, and landscaping contracts are just some of the expenses that are paid from the monthly assessments. Please refer to the Park Place Covenants for a precise description of the common expenses.

How much are the assessments?

The BOD has the fiduciary duty to prepare an annual budget and set the assessment for the fiscal year prior to the annual meeting of the members. The dues vary each year. Please check website for current information. If an assessment is increased you will receive a notice at least thirty days before the first installment is due.

Who, when, and where do I pay my assessments?

Make your check payable to Park Place Home Owners Association (Park Place HOA). You may mail the check to: Park Place Home Owners Association, 415 Center Pointe Drive Cary NC 27513 or simply use the “drop” box located at the pool clubhouse. The assessments are due on the 1st of each month and considered delinquent after the 15th of the month. A late fee of \$15.00 is assessed each month any balance is in arrears.

What do I own of my town home?

You own the entire structure of your unit and the land that it sits upon. Refer to your deed for the exact plot plan. It is critical that your home owners' insurance policy is for a single family town house and not a condominium. The insurance policy needs to cover the entire structure and contents of your town home. As per the Declaration of Covenants, the Association is responsible for the maintenance and replacement of the exterior of the units, **except for stormdoors, windowpanes, screens and driveways.** A town home community is normally designed to provide for the exterior maintenance for consistency purposes. This is to ensure that all units are maintained equally to help preserve and protect all property values.

Where is the common area of the association?

It is the area outside of the individual town home plots. The HOA (Home Owners Association) owns the common area, in totality. You are a member of the HOA if you own a town home in Park Place. All owners have equal rights to use the common areas unless those rights have been suspended by the BOD in accordance with the Covenants and By Laws. No one owner owns any portion of the common area exclusively.

Who determines what maintenance gets done and when?

The Board of Directors has the responsibility to allocate funds, as they are available to pay for building and common area maintenance. This is done within the scope of an annual budget and maintenance plan, but in the event of an emergency problem, action will be taken to properly maintain the property. Each owner has the responsibility to report any problem in writing to the manager or the BOD, whether that problem is with a building or with some common area maintenance item.

Common Area and Maintenance Guidelines

Regulations and procedures for the common areas were developed with the goal of allowing you as much leeway as possible, yet maintain enough consistency to increase the value of our shared investment. The following guidelines have been adopted under the authority granted by the Declaration of Covenants and including the applicable Town of Cary ordinances.

I. Parking Guidelines

Each owner of a town home per the covenants is entitled to the use of two spaces (driveways and garages are considered spaces). We DO NOT PRESENTLY have assigned parking in Park Place. There are some unique situations where one or two spaces have been assigned to alleviate some parking conflicts. Please be considerate of your neighbors and try to work out parking issues among yourselves. Most homes have adequate parking directly in front of them. However, there are a few buildings where parking is limited, so please be extra considerate in these cases. If you have more than 2 cars or are expecting guests, please park extra cars in spaces that are not being used by other owners on a regular basis. If parking becomes a significant problem, the BOD may choose to assign spaces. Per the covenants, the Board of Directors can permanently assign one space to each town home.

Cars must be parked in one space only. Parking your car in the center of two spaces or on an angle is prohibited and inconsiderate.

Parking in areas not specifically designated for parking is prohibited. For example do not:

- Double park
- Park in emergency vehicle turnaround areas at the end of courts
- Park in front of mailboxes
- Park in the overhanging of any portion of a sidewalk or steps
- Park on grassed areas

Parking of Inoperable or Unregistered Motor Vehicles

You should not park an inoperable or unregistered motor vehicle, or a motor vehicle that does not display current license plates, in any common area or on the private streets of Park Place without prior written approval of the BOD. Otherwise, these vehicles will be towed at the owner's expense.

Boats, Campers, Trailers & Over-sized Vehicles

Park Place does not offer any areas for the parking of these types of vehicles. Therefore, you may not park such vehicles on any private street or parking area in Park Place except as a vehicle in transit and then for only a very limited time. These vehicles will be towed at your expense.

Vehicles in Transit

A vehicle in transit is one that will be parked for more than 48hours and no more than 96 hours. You must have prior written approval of the BOD (i.e. moving vans, visitor with mobile home, large trucks, etc.) for longer stays.

Repair of Vehicles

Minor or emergency repairs to vehicles are allowed in the paved common areas (ex. changing a tire, light bulb). Repairs such as oil changes and major repairs that require the vehicle to be jacked up are prohibited. Owners are responsible for damage to common areas from any repairs and/or leakage.

II. Building Guidelines

Use of Units

The units at Park Place are for residential home purposes only. You may not conduct any obnoxious, offensive, illegal activity, or anything that may become a nuisance for your neighbors.

Leasing of Units

Owners are responsible for the behavior of their tenants. Leases with a rental period of less than 3 months are prohibited.

Business Activities

No business activities may be conducted or operated from any home. This particular item in the Declaration of Covenants refers to activities that will attract customers and inventories that will be delivered to and from the premises. This does not refer to a person who works at a computer from home. Examples of prohibited business activity include but are not limited to: day care on premises, advertising unit as place of business and storing inventory on premises.

Signs

If your unit is for sale or rent, you may have one sign at the front of your unit. **Open House** signs on the common area and entrances are permitted only on weekends Friday thru Sunday. No other signs are permitted.

Noise

Residents and guests at Park Place must adhere to the Town of Cary Noise Ordinance. Please be respectful of your neighbors.

III. Pet Guidelines

These guidelines are intended to reflect the rights of the pets and their owners, as well as the rights of those residents who choose not to be pet owners. Please remember that in most cases the Town of Cary ordinances specify the responsibility of pet owners. These responsibilities include the following:

- Only household pets may be kept in your unit. You may not keep an animal for commercial purposes.
- Pets may not be housed on the decks, patios, or common area without the PRIOR written approval of the BOD.
- You are responsible for the cost of repairing any damage to common area caused by your pet or pets belonging to your tenants and guests.
- Pets must be kept on a leash at all times.
- **Pets must be walked to the exterior perimeter of the grounds for elimination purposes and not allowed to repeatedly eliminate near buildings. You must pick up any droppings left by your pet.**

For complaints pertaining to pet behavior, the management company will send the owner one warning letter as a courtesy. If the owner of the pet is allowing behavior that is against a Wake County pet ordinance – please call the Wake County Animal Control, as the management company cannot enforce Wake County ordinances.

The Town of Cary ordinance reads:

“Sec. 4-9. Defecating on private or public property... it shall be unlawful for any owner, possessor, or harbored of any animal to allow such animal(s) under his or her control, whether at large or under restraint, to defecate on the property of another or upon any public property or public right of way.”

IV. Exterior Appearance and Architectural Changes

TV Antennas/Satellite Dishes

Antennas and other devices for the transmission of television signals or any other form of electromagnetic wave or radiation may not be erected, used or maintained on any portion of the limited common or the common area without the PRIOR approval of the BOD. They may be installed on the roof of your house as long as they are not visible from the street.

Clotheslines

Clotheslines and the airing of clothes, rugs, fabrics from decks and patios are prohibited.

Storm Doors/Screen Doors

The “approved” storm door is a full glass door with white trim. There are several different models, so please tour the neighborhood and look at the other storm doors in the community prior to purchasing the storm door. You will be responsible for the installation and the maintenance of the storm door.

Architectural Changes

No addition, changes or alterations are permitted without the PRIOR approval of the BOD. Refer to article V, Section 1, and PG 14 of the Declaration of Covenants: *‘No building, fence, wall or other structure, ... shall be commenced, erected, installed, ...nor shall any exterior addition to or change...be made until the plans and specifications...shall have been submitted to and approved in writing...’*. Use **Architectural Request Form** found on Grandchester Meadows website, to outline desired changes, and submit form to Architectural Committee.

No permanent attachments (such as window boxes) are allowed on the exterior of the home. But, non-permanent decorations such as wreaths, flags, and plaques are permissible

Landscape Changes

For the homeowner to change any shrubbery in the front of his townhome, he must have the prior written approval from the landscape chairman. Changes to the vegetation in the rear of a townhome, may be done without approval, provided the changes are not visible from the street. Original landscaping will be maintained by the association. The homeowner must maintain any landscaping that they initiate.

Use **Landscape Request Form** found on Grandchester Meadows website to outline desired changes and submit form to Landscape Committee. Possible exceptions to the use of the Landscape Form might be seasonal flowers planted along borders or in planters. Homeowners are encouraged to grow flowers, but no artificial flowers are allowed.