

Wendy Ridge

Community Guidelines

Adopted June 29, 2005

Purpose of the Guidelines

Wendy Ridge is a Residential Condominium Development. Simply stated, this means that the original tract of property was designed and approved as a self contained, deed restricted community, having its own covenants and order of rule under which all property owners would live and abide and which would provide for the maintenance of all Common Areas and improvements thereon. Restrictions were established so that aesthetics, appearance, and continuity could be defined and written based on the covenants. These guidelines provide an overall framework and comprehensive set of standards and procedures for the development of the community in an orderly and cohesive manner. In addition, these Design Guidelines are established to give the homeowner some degree of assurance that the actions of all members of the community would be directed so as not to adversely impact their enjoyment or property values.

Guidelines

Trash and Recycle Pick-Up - All garbage, waste, recycling, etc. pick-up are on Thursdays. If there is a holiday or weather interruption during the week, curbside pick-up is eliminated for that week. Please check the schedule given by the City of Raleigh. Homeowners are requested to wait until 6:00 p.m. on the day before curbside pick-up to put out trash. Trash that is not picked up should be removed by the homeowner 24 hours after it is placed at curbside. Yard trimmings should be placed separately for pick up.

Parking Rules - Street parking is discouraged. It is requested that Owners use their driveways and carports for parking and the overflow spaces are for visitors. All recreational vehicles and boats must be parked in the overflow parking lot behind the tennis court next to the beltline. Vehicles will be towed at the Owners expense.

Carport Rules - Carports may only be used for cars, motorcycles, bicycles, tricycles, hanging baskets, plants and garbage cans. Please abide by these guidelines to maintain the aesthetics of the neighborhood.

Animal Rules - Please be courteous and pick up after your pet. Additionally, the City of Raleigh Leash Law applies to Wendy Ridge. All loose animals are subject to pick-up by the City Humane Officer. Visitor's pets are the responsibility of the homeowner being visited.

10-11-2011

Swimming Pool and Clubhouse Rules - New homeowners should obtain a key to the pool area from the previous unit owner. Otherwise, a key may be obtained from the management company. The following rules apply to the pool and clubhouse area:

- A. There is no lifeguard on duty at the pool. All persons swim at their own risk. Children under 14 must be accompanied by an adult.
- B. Only residents and their guests shall use the pool. No parties of six (6) or more of invited guests are to be held at the pool without prior reservation of the clubhouse. All guests must be accompanied by residents.
- C. No bicycles, tricycles, or animals are allowed around the pool area.
- D. No trash (cups, bags, cans, bottles, etc.) is to be thrown around the pool area or in the pool.
- E. No glass containers of any type are allowed in the pool area.
- F. The gate shall be closed and locked at all times.

Clubhouse Rentals - The clubhouse is available to rent through the management company. A \$250.00 deposit must be paid when picking-up the clubhouse key; \$10.00 is non-refundable and is used to defray clubhouse expenses. Clubhouse parties must end no later than 11:00 pm and the clubhouse and pool areas must be cleaned and returned to normal order by noon of the following day.

Building Alterations - Article VII, Section 10 of the Bylaws states: "No unit owner shall make any structural addition, alteration, or improvement in or to his unit without prior written consent of the Board of Directors." Homeowners who wish to make modifications or changes to the exterior of their units, including exterior storm windows, must obtain the prior permission of the Board of Directors. Requests for exterior modifications should be directed to management.

Repairs and Maintenance - The Homeowners Association is responsible for exterior maintenance to each building in the community. This includes painting, repairs, replacement and care for roofs, gutters, downspouts, exterior building surfaces, trees, grass, walks, and other exterior improvements. For repair and maintenance, the Association is also responsible for concrete steps and stoops, railings and sidewalks and routine caulking in conjunction with exterior painting. In addition, repair and maintenance of each of the following is the responsibility of the individual homeowner: weather stripping on front doors and sliding glass doors; door locks, door bells or buzzers; replacement of light bulbs in exterior lights; all windows, including screens, sashes, panes, and muntins; storm windows and doors; heating, hot water, and air conditioning equipment serving a single unit; utility services serving a single unit, such as

electricity, water and sewer located in the interior walls or ceiling of the unit; and damages to paint, wallpaper, or sheetrock resulting from maintenance items for which the Homeowners Association is not responsible.

Insurance - The Homeowners Association maintains an insurance policy which provides coverage for all common areas, building replacements, and other damages. In addition, it is the responsibility of each homeowner to obtain, at his or her own expense, liability and personal property insurance which covers his or her ownership and/or use of unit.

Violations process

1 - A letter will be issued to the owner noting the violation with a request that it be brought into compliance within a certain number of days. A written response to Management's office from an owner expressing a good faith effort to resolve will result in a reasonable extension.

2 - If the Owner does not bring the violation back into compliance within the allotted timeframe and no contact has been made by the Owner a 2nd letter will be sent stating they will be invited to a hearing if not completed by a second date.

3 - Upon expiration of the given date the owner will be invited to a hearing; prior to being assessed a penalty. The homeowner will receive a letter stating the time, date and location of the hearing. This hearing will be with the Board of Directors, for the homeowner to be heard and to present evidence. Failure to appear will result in the fine of up to \$150 per day beginning to accrue on the day after the hearing.

4 - After the hearing the Board will respond in writing within five (5) days. The amount of the penalty and the date it will start or have started will be stated in the letter. The penalty will continue until the violation is corrected. Statement is made that the Association will continue action via applying penalty and, where appropriate, through court action or direct action by HOA to correct violation.

*It is noted that anywhere during the process owners are strongly encouraged to contact the Association to discuss and/ or arrange for compliance.