

# **THE VILLAGE at COLLEGE DOWNS**

## **HANDBOOK**

Revised January 1, 2018

## Table of Contents

<b>PREFACE .....</b>	<b>3</b>
<b>MANAGEMENT COMPANY.....</b>	<b>4</b>
<b>RULES AND REGULATIONS .....</b>	<b>5</b>
<b>CHANGES TO THE RULES AND REGULATIONS.....</b>	<b>5</b>
<b>VEHICLES AND PARKING.....</b>	<b>6</b>
<b>WATER USAGE .....</b>	<b>6</b>
<b>NOISE .....</b>	<b>7</b>
<b>PETS .....</b>	<b>7</b>
<b>NUISANCE AND VANDALISM .....</b>	<b>8</b>
<b>SIGNS .....</b>	<b>8</b>
<b>GARBAGE AND LITTER .....</b>	<b>9</b>
<b>RECYCLING .....</b>	<b>10</b>
<b>MAINTENANCE.....</b>	<b>11</b>
<b>SATELLITE DISHES .....</b>	<b>12</b>
<b>CABLE .....</b>	<b>12</b>
<b>FIRE SAFETY .....</b>	<b>13</b>
<b>SECURITY .....</b>	<b>13</b>
<b>UNIFORM APPEARANCE OF TOWNHOMES.....</b>	<b>14</b>
<b>MONTHLY ASSOCIATION DUES .....</b>	<b>14</b>
<b>DUES PAYMENT POLICY .....</b>	<b>15</b>
<b>STATEMENTS.....</b>	<b>15</b>
<b>COMMUNITY LAYOUT .....</b>	<b>16</b>
<b>COMMUNITY INFORMATION.....</b>	<b>17</b>
<b>APPENDIX A – PET POLICY.....</b>	<b>18</b>
<b>APPENDIX B – TREES AND SHRUBS .....</b>	<b>19</b>
<b>APPENDIX C – CHARCOAL GRILLS .....</b>	<b>20</b>
<b>APPENDIX D – STORM DOOR .....</b>	<b>21</b>

## PREFACE

If you are a new homeowner or resident of The Village at College Downs, we welcome you to our community. This is a private townhome community that was built in 1984 and this handbook with the rules and regulations was developed at that time. When you purchased your townhome, you also contracted to abide by the Covenant and By-laws of this Homeowners' Association. Because we value a high quality of life in our community, we ask that you join with us in following the guidelines provided in this handbook.

This handbook provides **Basic** information about practices and policies at The Village at College Downs and has been revised numerous times to reflect changes in the information and to comply with the NC Laws that govern Home Owners Associations. Each homeowner should become thoroughly familiar with this handbook, as well as the Association's CCR's, By-laws and Policies that are listed on our website at [www.collegedowns.net](http://www.collegedowns.net).

The By-laws contain information regarding ownership, elections, general rules, etc., not contained in this handbook. Each owner will be held accountable for the enforcement of the Rules and Policies of our community. Copies of this handbook, the By-laws, CCR's and Policies not covered in the handbook can be obtained from our web site at [www.collegedowns.net](http://www.collegedowns.net).

Adherence to the Policies, CCR's and the By-laws, combined with a spirit of consideration and willingness to work together, will ensure the kind of community in which all residents are happy to live.

## MANAGEMENT COMPANY

1. The Village at College Downs is managed by Sonny Edwards. Our Property Manager has served our Association for several years in many ways. His knowledge of our history is invaluable, and his response to our issues is always courteous, timely, and professional.
2. Mr. Edwards's services include:
  - Accounting and bill payment.
  - Correspondence concerning collection of monthly homeowner dues and other assessments.
  - Procurement and management of agents hired to perform landscape services, property repairs, and maintenance functions.
  - Handling complaints and inquiries.
3. Mr. Edwards should be immediately contacted in the event of an emergency.
4. Non-emergency requests, and questions related to the Homeowners' Association, should be transmitted to The Property Manager in writing via USPS, or email.

The Village at College Downs Association  
P.O. Box 484  
Newell, NC 28126

Phone: 704-578-6583

Email: [collegedowns@collegedowns.net](mailto:collegedowns@collegedowns.net)  
(Include in subject line: "COLLEGE DOWNS")

## **RULES AND REGULATIONS**

1. Because association living may be a new experience for many of you, this set of rules and regulations has been adopted to enhance the enjoyment of the association way of life for homeowners, tenants, their families, and guests.
2. It is the ultimate responsibility of the homeowners and tenants to make their guests aware of applicable association rules. Homeowners will be held accountable for compliance.
3. If you have any questions or suggestions, please refer them to our/your Property Manager.

## **CHANGES TO THE RULES AND REGULATIONS**

1. The Board of Directors may, in accordance with the By-laws, amend, revoke or add to the Rules and Regulations for the preservation of safety and order in the Association; for its care and cleanliness; or for the protection of its reputation.
2. When notice of any alteration, amendment, revocation, or addition is given to any resident, whether homeowner or tenant, it shall have the same force and effect as if originally made a part of these Rules and Regulations.
3. The Rules and Regulations will be reviewed periodically by the Board of Directors. The Board of Directors will amend the rules and regulations if the change will enhance the comfort and safety of the residents or maintain/increase the investment value of the property.
4. These Rules and Regulations shall remain in full force and effect unless amended or revoked by the Board of Directors.

## VEHICLES AND PARKING

1. Your vehicle should only be parked in your assigned parking spaces.
2. The “Visitors” spaces are for visitors only. Do not use these spaces as a third parking space for any unit.
3. Parking in any of the following ways is STRICTLY PROHIBITED:
  - Horizontally behind one or two cars
  - Along the curbs and entry way
  - In the yellow tow-away zones
  - In front of the mailboxes
  - On the grass in the common areas
4. The “Overflow Lot” cannot be used for storage of inoperative vehicles, tractor trailer cabs, trailers or recreational vehicles of any kind.
5. Long term storage of vehicles is not permitted in parking spaces.
6. All vehicles must be free of leaks – oil, antifreeze, grease, or any other compound, which can damage the asphalt paving.
7. Vehicle repairs are NOT allowed on the premises. Changing oil, flushing radiators, wheel grease packing, etc. must be done elsewhere.
8. **All vehicles on the property must be currently licensed, inspected, insured and operational.**
9. Failure to comply with these rules and regulations can result in assessments being levied and/or the vehicle being towed at the owner’s expense – no exception will be made. ART patrols and tows vehicles that are parked illegally.
10. Residents should contact ART at 704-537-7355 (24-hour service) to tow a vehicle which is illegally parked.

## WATER USAGE

Water meters have been installed in each unit and is monitored by YES Energy Management. Each unit will receive a water bill from YES Energy for their usage. The association still pays the Master water bill each month and is reimbursed by YES Energy. (YES customer service 1-888-990-4421)

## NOISE

1. The Covenant of The Village at College Downs in Article VIII, Section 2 states: “No noxious, offensive, or illegal activity shall be conducted on any lot; nor shall anything be done thereon which may be or may become an annoyance or nuisance to the neighborhood.”
2. The city of Charlotte enforces a Noise Ordinance. The city’s quiet hours are from 9:00 p.m. to 7:00 a.m. Complaints about noise can be referred to the police who can issue a citation.
3. Immediate compliance is expected after any reasonable request to control noise. If compliance is not met, a written complaint should be forwarded to the Property Manager.
4. The homeowner is ultimately responsible for the conduct of anyone in the unit, or on the property. Fines can be assessed at the discretion of the Board of Directors.
5. The following noises are governed by the ordinances:
  - Loud music, including boom boxes
  - Noisy parties
  - Barking dogs
  - Any other disturbing noises

## PETS

1. Household pets are allowed at the discretion of the homeowner. Please be courteous of your neighbors and confine your pet to **your own yard**.
2. **No pets of any kind exceeding 50 pounds may be kept without the prior written consent of the Board of Directors**
3. Allowing your pets to “relieve” themselves in other homeowners’ yards **or in the common areas** without picking it up is not allowed (Covenant Article VIII, Section 2, Nuisance and Section 6, Animals). This is a health hazard and violations will be dealt with.
4. Charlotte City Ordinance (#1419, Chapter 3, Nuisance, Section 24) also requires citizens to remove waste deposited by dogs in their possession. If you allow your pet to “do its business” in your yard or back patio, you must clean up its waste deposits.
5. Dogs must be on a leash when taken outside, per city ordinance.
6. For a more in-depth understanding see the Pet Policy in “**Appendix A**”.

## **NUISANCE AND VANDALISM**

1. This complex does not have a play-ground or a designated area for children to play, and therefore, absolutely no activity (such as football, basketball, baseball, softball, rollerblading, bicycling, skateboarding, throwing Frisbees, etc.) is allowed in front of the units, in the parking lots, or in the common areas between and behind the units.
2. In the past, these activities have resulted in damage to vehicles, siding, personal property, and landscaping and are no longer allowed on the premises of the Village at College Downs. Please confine play activities to your unit's fenced patio area, or move these activities to nearby parks:

Back Creek District Park	Briarwood Park
Newell Park	Toby Creek
UNCC Fitness Fields	University Meadows Park
Unity Park	Viewmont Park
Reedy Creek District Park and Nature Preserve	
3. The following are strictly prohibited:
  - Movement of the rocks which have been placed to control erosion
  - Throwing of rocks, glass bottles, or any other projectile
  - Climbing in the trees, bushes, or on the mailboxes
4. The cost to repair vandalism of any nature area will be assessed to the homeowner.

## **SIGNS**

1. Signs (For Sale, For Rent; Roommate Needed) should be placed only in the windows of the units. They are NOT permitted in the common areas or the front yards of the units.
2. Small security signs may be placed in the front yards.
3. Signs soliciting business, or advertisement of any nature, are prohibited.
4. Stickers, other than security stickers, should not be affixed to the doors, storm doors, or windows. There should be no more than one security sticker placed on the doors or windows.



## GARBAGE AND LITTER

Should the Board of Directors be forced to hire a special service to replace your roll out behind your unit or clean garbage, trash, or debris from around or behind your unit, your account will be assessed to cover the maintenance cost.

IN ORDER TO KEEP OUR COMMUNITY CLEAN, AND TO ENSURE OUR PROPERTY VALUES, THESE RULES WILL BE STRICTLY ENFORCED.

1. **The rollout cart must be removed from the front of the unit by midnight of the day of the pickup.** Current collection day is on Monday.
2. Homeowners are responsible for the proper handling of rollout carts should their tenant vacate.
3. The rollout cart must display the unit number. To this end, it is the homeowners' responsibility to mark the rollout cart which has missing or faded numbers.
4. The rollout cart should be stored in the rear of the unit until the night before trash pickup. It should be placed in your assigned parking space for pickup. The city has advised that bags full of trash placed beside the rollout cart will not be picked up.
5. If your rollout cart needs repair, or needs replacement, call 311.
6. If an item is too large to be bagged and placed in the rollout cart (e.g. mattresses, discarded furniture, etc.), schedule a bulky item collection by calling 311, or at [www.charmeck.org/Departments/Solid+Waste/CurbIt/Bulky+Items/Home.html](http://www.charmeck.org/Departments/Solid+Waste/CurbIt/Bulky+Items/Home.html). Place these items in your assigned parking space for pickup **only** on the night before pickup. Glass on the item should be secured with tape. In the event that the glass is broken, responsibility for clean-up rests with the homeowner or resident.
7. Debris of any kind in and around the front porches, in the patio areas, or spilling out onto common areas is not allowed.
8. Every resident, including children, should properly dispose of trash.
9. Cigarette and cigar butts are considered litter. If you and/or your guests smoke, please provide an appropriate container for the disposal of the butts. Do not throw the litter in the grass, in the parking spaces, or on the sidewalks.

If you witness illegal trash dumping, please report it to the Property Manager.

## RECYCLING

1. Recycling bins should be properly labeled with the unit number.
2. The green rollout Recycle cart should be stored in the rear of the unit until the night before pickup. It should then be placed in your assigned parking space for pickup.
3. The recycling bins must be removed by midnight of the day of pickup and stored in the rear of your unit.
4. Recycling bins can be obtained by calling 311.
5. The city will not collect construction debris, paint, oil, or any other hazardous material. It is the responsibility of the homeowner or resident to dispose of these items off premises.
6. Recyclables include:
  - Newspapers and magazines
  - Glass jars and bottles – all colors accepted. Rinse out and throw away the lids.
  - Mixed paper – office paper, junk mail, envelopes, cereal boxes (with out liners), phonebooks, paper bags, gift boxes, dry food boxes, beer and pop cartons, mail tubes, paper towel rolls, index cards, file folders, paper egg cartons, paper food trays.
  - Aluminum, tin, and steel cans – Rinse out food or beverages.
  - Cardboard – Cardboard boxes should be empty and cut into pieces no larger than 3' x 3' and stacked neatly at curbside beside your recycling bin. It should not be contaminated with food residue or non-recyclable items, such as Styrofoam. Styrofoam should be bagged and placed in the rollout cart. Boxes should not contain loose garbage, bags of garbage, bulky items, and/or packing materials. Pizza boxes should be placed in the rollout cart.
  - Plastic bottles – All plastic codes are acceptable.
  - Spiral paper cans – frozen juice cans with lids. Rinse out food or beverage.

## MAINTENANCE

1. Emergency repairs (e.g. broken water pipe) should be immediately reported to the Property Manager. Non-emergency requests should be reported in writing via mail, or email. Maintenance and repair work, for which the Association is responsible, is handled under the direction of the Board of Directors.
2. Notices concerning maintenance issues that fall within the realm of the homeowner will be sent by Property Manager. If remedy does not occur within a timely manner, the Board of Directors may issue a fine of up to \$100.00 **per day** until the item is brought into compliance.
3. Property rounds will be conducted periodically by the Board of Directors to search out any neglected homeowner responsibilities.
4. Repairs to the following have been, and remain, the responsibility of the homeowner. These components should be in their proper place and in working condition at all times.
  - Town home doors and door frames (including the small windows on the door)
  - Windows and window frames
  - Window screens
  - Outside water faucets
  - Storage building. Including doors, door frames, roofs and etc.
  - Doorbells
  - Carriage lamps (porch lighting; when replaced, relatively the same style and color should be used, e.g. not brass, but black)
  - Dryer vents (including the removal of lint from the flower bed)
5. Reseeding of grass and replacement of plantings damaged by children's (resident or guest) play activities are NOT considered "maintenance". The homeowner is responsible and will be assessed the expense of correcting the damage.
6. Replacement of the line fences is an Association capital expense.
7. Issues concerning the back patio, e.g. erosion, steps, etc. are the responsibility of the homeowner.
8. Graffiti removal from fences, rollout carts, storage buildings, etc. is the homeowner's responsibility.
9. Tenants should notify the landlord or their rental management company if repairs of any kind are necessary, NOT the property Manager.
10. No trees were planted by the Association within the fenced area of the rear patio and the Association is not responsible for the maintenance or removal of these trees. For additional information please see the Tree Policy in "Appendix B".

## **SATELLITE DISHES**

1. The homeowner must send a letter to the Board of Directors via the Property Manager requesting permission for the placement of the dish.
2. The dish must be professionally installed (no wires on the ground).
3. The dish cannot be installed in front of the unit.
4. The dish cannot be installed in or over-hang into the common area.
5. The dish cannot be attached to the roof, siding, brick, or moldings of the unit.
6. Generally, the best solution is installing the dish on a pole in the patio area or, on the Fence as long as the dish does not hang into the common area
7. Removal of improperly installed dishes will be at the homeowner's expense.
8. Any damage to the roof, siding, brick, or moldings caused by the removal of improperly installed dishes will be assessed to the homeowner's account.

## **CABLE**

1. It is the responsibility of the homeowner to coordinate proper installation of cable with the cable company.
2. Cable cannot be punched into the siding to access upper stories. Expense to correct damage caused by improper installation will be assessed to the homeowner's account.
3. After installation, cable must be buried within 30 days. The homeowner is responsible to monitor the cable company.
4. Exposed cable is considered a danger for our homeowners, maintenance workers, and landscaping crews. The Board of Directors will have the cable removed.

## **FIRE SAFETY**

### **1. INDOOR FIREPLACES**

- a. Do not take several days-old ashes for granted. Eight-day old ashes may contain coals hot enough to start a fire.
- b. Never put ashes in anything other than a fire-proof container
- c. Do not place containers with ashes on patio decks, front or rear. Keep them away from the building.
- d. Do not dump ashes in the rollout cart unless they are completely extinguished. Wet them down if necessary.
- e. Firewood should be stacked securely and neatly only on your rear patio or deck area. Do not place firewood on the common area or store it at front entrances. (Please dispose of unused wood as soon as possible to prevent termite and roach infestations).

### **2. OPEN-FLAME GRILLS AND PORTABLE GRILLS**

- a. **NO CHARCOAL or WOOD BURNING grill, smoker, fire pit, etc. is allowed to be used or stored on the property.**
  - b. **PROPANE** grills are allowed behind your unit.
  - c. Propane grills cannot be operated at the front of any unit or within ten (10) feet vertically and horizontally of any unit.
  - d. Propane grills cannot be stored on the common area or in front of any unit.
  - e. LP tanks cannot have water capacity greater than 2 ½ pounds.
3. For a more in-depth understanding see the Charcoal Grills Policy in “Appendix C”.

## **SECURITY**

1. Call 911 to report any suspicious activity.
2. It is recommended that homeowner’s keep the porch light on at all times.

## UNIFORM APPEARANCE OF TOWNHOMES

1. Curtains and blinds should be white, off-white, beige, or tan as seen from the outside of each unit. Tenants should be advised.
2. Broken blinds, sheets, towels, blankets, plastic bags, and aluminum foil are not appropriate window treatments. Tenants should be advised.
3. All windows must have Screens installed.
4. No window fans or window air conditioners are allowed.
5. Worn and dirty doormats should be replaced. Tenants should be advised.
6. Patio areas must be kept clean and orderly. Discards, indoor furniture, mattresses, and other items should not be stored in the patio area. Tenants should be advised.
7. It is the homeowner's responsibility to check behind a vacating tenant.

## MONTHLY ASSOCIATION DUES

Each homeowner is assessed monthly for the operations of the Association.

This assessment covers but not limited to:

Fixed Monthly Bills

Water/Sewer/Storm Water Tax (includes curbside garbage pickup and bulky item collection)

County taxes

Insurance

Parking lot lighting

Management company fee

Grounds maintenance

Mowing

Edging

Litter/clippings removal

Trimming of shrubs

Capital Replacement

Roofing

Painting

Paving

Fencing

Aluminum siding

Other

Legal fees

Miscellaneous (postage, office supplies, etc.)

Repairs (vandalism, etc.)

Exterior building maintenance

Landscape supplies (outside the contract)

Re-seeding

Pine needles

Straw  
Fertilizer  
Herbicide  
Plant replacement  
Removal of fallen trees

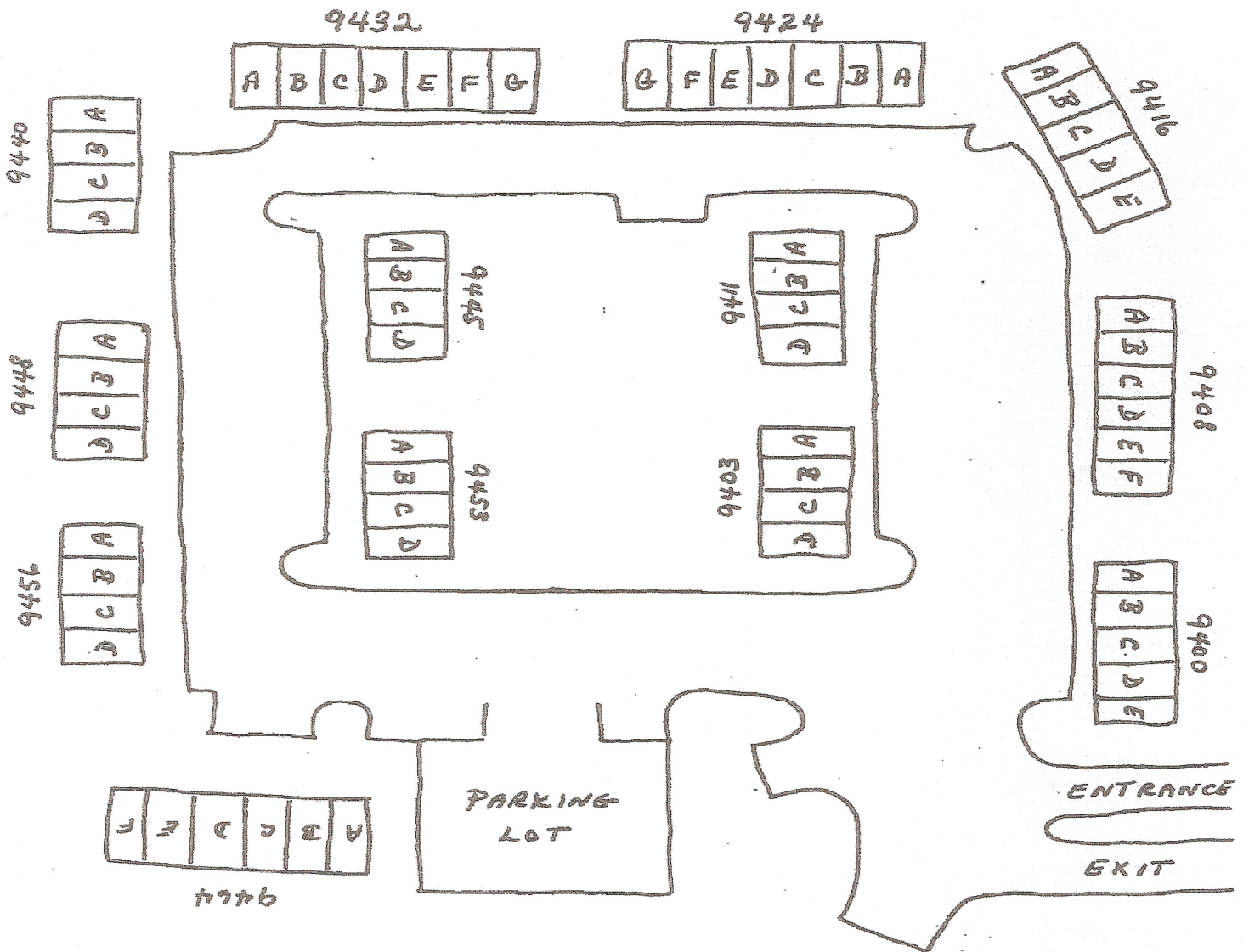
## **DUES PAYMENT POLICY**

1. Your payment is due on the 1<sup>st</sup> day of each month.
  - a. Please makes checks payable to: “College Downs Association” or “The Village at College Downs”
  - b. Please identify your Unit Number on the check.
  - c. Mail to: The Village at College Downs, P.O. Box 484, Newell NC 28126
2. Late Payments: If it is not received in the office of the Property Manager by the 10<sup>th</sup> day of the month, a \$35.00 late/delinquent processing charge will be added to your account.
3. Should your delinquency result in the Association having to enlist the services of an attorney to collect past due monies, an administrative fee of \$75.00 will be added to your account. Plus, all attorney fees and any other costs associated with the collection will automatically be added to your account.
4. All late/delinquent notices will be sent in compliance with 15 U.S.C. 1692 (g). All charges and fees are in accordance with the Homeowners’ Association documents and have been duly adopted by the Homeowners’ Association Board of Directors.

## **STATEMENTS**

1. Statements for your unit are available upon request by the homeowner.
2. Homeowners should inform the management company of the pending sale of a unit prior to the closing date. In this way, the financial status of all units can be kept up-to-date.

# COMMUNITY LAYOUT





## COMMUNITY INFORMATION

### Utilities

Duke Power	704-594-9400
Piedmont Natural Gas	704-525-3882
Bell South	888-757-6500
Water/Sewer Service	704-336-2211
Water Emergency	704-336-2564
Time Warner Cable	704-377-9600
Recycling	311
Bulky Item Collection	311

### Government

Auto Tags	704-399-8306
State Driver's License	704-547-5786
Voter Registration	704-336-2133
Police (non-life threatening)	311
Life-threatening	911
Charlie One District	704-432-3801
Report Drug Activity	311
Noise	311
Fire Department	911
City/County Information	704-336-7600
Board of Education	704-343-6220

### Hospitals

University Hospital	704-548-6000
Carolinas Medical Center	704-355-2000
Mercy Hospital	704-379-5000
Presbyterian Hospital	704-384-4000

### Post Offices

Harris Houston	704-547-0369
Newell	704-596-1651

### Libraries

University Branch	704-595-9828
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### Towing Service

ART	704-537-7355
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# Appendix A – Pet Policy

## PET POLICY

*Note: The Board of Directors used the following to establish this policy:*

- Declaration of Conditions and Restrictions for The Village at College Downs
- By-Laws of The Village Townhome Association, Inc.
- Opinion of legal counsel

The Board of Directors of The Village at College Downs, at a meeting duly called and held in July 2009, and pursuant to Article VIII, Section 2 of the Association's Covenants, Conditions, and Restrictions and Article VIII, Section 1 of the Association's By-Laws, adopted the following regulations on the keeping of pets by owners (or their tenants).

1. No animals (including, but not limited to horses, fowl, reptiles, insects, or poultry) may be kept within the complex, except that domestic dogs, cats, birds, fish and other household pets may be kept as household pets within the complex, provided that: a) they do not create a disturbance; and b) provided that they are not kept, bred, or raised for commercial purposes or in unreasonable quantities. "Unreasonable quantities" limits the number of dogs and cats to two (2) each, and no more than three (3) in total
2. No dangerous or wild animals may be kept, including but not limited to wild cats, poisonous snakes, scorpions, tarantulas, or animals known to carry disease that may be transmitted to other animals or humans.
3. No pets of any kind exceeding 50 pounds may be kept without the prior written consent of the Board of Directors.
4. It is required that all animals be under leash at all times, and under the control of a responsible adult, when on any part of the common areas, or streets, of the complex. Within the definition taken from our documents, "Common area" is defined as all real property owned by the Association for the common use and enjoyment of the owners (Article II, Section 3 of the By-Laws).
5. Allowing pets to "relieve" themselves in other homeowners' yards or in the common areas is not allowed (Covenant Article VIII, Section 2, Nuisance and Section 6, Animals). Owners (and tenants) must immediately clean up any waste left by their pets in the back patio or common areas. Charlotte City Ordinance also requires citizens to remove waste deposited by dogs in their possession.
6. The cost of repairing any damage caused to the common areas, front or back lawns, or living units by a pet shall be born by the owner of the unit where the pet is harbored. Such cost, including any costs of collection or reasonable attorney's fees, shall constitute an assessment against the owner's unit as defined in Article VIII, Section 1 of the Association's By-Laws, and the Association shall have the remedies set forth in Article XII, Section 1 of the Association's Covenants, Conditions, and Restrictions.
7. The Association has the right to cause any animal which creates a nuisance, or disturbs other owners, to be removed within five days after written notice from the Board of Directors to the responsible owner. According to Charlotte City Ordinance "nuisance" is defined as having an animal which disturbs the rights of or threatens the safety of a member of the general public, or interferes with the ordinary use and enjoyment of their property. See also <http://www.charmeck.org/Departments/Animal+Control/Local+Ordinances/Nuisance+Animals.htm>
8. The Board of Directors has the sole authority to interpret these regulations and determine whether or not a violation exists. Any determination of the Board with respect to these regulations shall be final and non-appealable.

# Appendix B – Trees and Shrubs

## The Village at College Downs

### Policy: Trees – Shrubs

*Note: The Board of Directors used the following to establish this policy:*

- Declaration of Conditions and Restrictions for The Village at College Downs
- By-Laws of The Village Townhome Association, Inc.
- Opinion of legal counsel

### Existing Plantings:

1. **No trees were planted by the Association within the fenced area of the rear patio and the Association is not responsible for the maintenance or removal of these trees**
2. Trees **within the fenced area of the rear patio** have been planted by former owners
  - The current owner is responsible for monitoring the growth of these trees with the intent of preserving the building foundation and aluminum siding
  - The owner is responsible for the trimming, pruning, or removal of existing trees
  - Please Contact the Property Manager before you begin trimming, pruning, or removal of existing trees. All debris disposal will be the responsibility of the owner.
  - Contractors must be bonded and insured

### New Planting:

1. Contact the Association prior to planting new trees or shrubs
2. Size and growth will be a factor in determining approved choices
  - The owner is responsible for the trimming, pruning, or removal of existing trees
  - Contact the Property Manager before trimming, pruning, or removal of existing trees.
  - Contractors must be bonded and insured

## Appendix C – Charcoal Grills

### OPEN-FLAME GRILLS AND PORTABLE GRILLS POLICY

*Note: The Board of Directors used the following to establish this policy:*

- Declaration of Covenants, Conditions and Restrictions for The Village at College Downs
- North Carolina State Fire Prevention Code Section 504.8
- Charlotte FD Fire Code Information and Regulations Sections 308.3.1, 308.3.1.1

The Board of Directors of The Village at College Downs, at a meeting duly called and held April 8, 2013, and pursuant to Article VIII Section 12 of the Association's Declaration of Covenants, Conditions and Restrictions for The Village at College Downs, adopted the following standard for open-flame grills and portable grills (charcoal grills, liquid petroleum ("LP") grills, hibachis, smokers, any appliance which uses an open flame, and portable electric grills if the grill contains loose heat storage material such as lava rocks).

- No charcoal grill is allowed.
- Open-flame grills and portable grills must be attended at all times when in use.
- Open-flame grills and portable grills cannot be operated on combustible surfaces (e.g. wooden decking; pine straw; pine bark; other combustible landscaping materials; motor vehicles).
- Open-flame grills and portable grills cannot be operated at the front of any unit or within ten (10) feet vertically and horizontally of any unit.
- Open-flame grills and portable grills cannot be stored on the common area or at the front of any unit.
- LP tanks cannot have water capacity greater than 2 ½ pounds.

Any owner who fails to comply will be fined an amount not to exceed \$100 (or \$100 per day for continuing violation) in accordance with N.C.G.S. § 47C-3-107.1.

**COMPENSATION FOR DAMAGE, TO ANY AND ALL AFFECTED AS A RESULT OF OPEN-FLAME GRILLS OR PORTABLE GRILLS, WILL BE THE RESPONSIBILITY OF THE OWNER THAT CAUSED THE DAMAGE.**

Adopted April, 2013

## Appendix D – Storm Door

### STORM DOOR POLICY

*Note: The Board of Directors used the following to establish this policy:*

- Declaration of Conditions and Restrictions for The Village at College Downs
- By-Laws of The Village Townhome Association, Inc.

The Board of Directors of The Village at College Downs, at a meeting duly called and held October 8, 2012, and pursuant to Article V and Article VIII Section 10 of the Association's Covenants, Conditions, and Restrictions, adopted the following standard for storm doors:

1. Storm door must have ***full-view glass***.
2. Storm door ***frame color must be white, beige, or black only***.
3. Storm door ***must be fully operable at all times***.
4. ***Existing storm doors are NOT grandfathered***.

**Storm doors that are not in compliance with these standards must be removed no later than March 31, 2013.** Property rounds will be conducted in April, 2013; all storm doors will be inspected for compliance.