RULES AND REGULATIONS OF BILTMORE PARK TOWN SQUARE CONDOMINIUM ASSOCIATION, INC.

These Rules and Regulations apply to and are binding upon all persons owning, occupying, or otherwise using a Unit or the Common Elements within Biltmore Park Town Square, a Condominium ("Condominium"). These Rules and Regulations shall supplement and apply in addition to the restrictions on use and occupancy of the Units and Common Elements set forth in Paragraph 14 of the Declaration of Condominium for Biltmore Park Town Square, a Condominium ("Declaration"). In the event of a conflict between these Rules and Regulation and the Declaration, the provisions of the Declaration shall control.

Owners are responsible for and shall be held accountable for the conduct of their families, guests, invitees, employees, lessees, and other persons occupying their Unit or over whom they exercise control and supervision while such persons are using the Units and Common Elements, including the recreational amenities, within the Condominium, All such persons are required to abide by these Rules and Regulations. Permitted users of the Condominium facilities, other than Owners, are referred to in these Rules and Regulations as "Occupants."

The board of directors ("Board") of Biltmore Park Town Square Condominium Association, Inc. ("Association"), reserves the right to modify, amend, or supplement the Rules and Regulations without the consent of the Owners, as it deems necessary or appropriate in the exercise of its reasonable discretion. Any such modification, amendment, or supplement to the Rules and Regulations shall be binding upon all Owners and Occupants.

The Association's Board is responsible for administering and enforcing the Rules and Regulations pertaining to the use of Units and Common Elements within the Condominium, including the use of Limited Common Element balconies, terraces, porches, patios, stoops, or rooftop decks (collectively referred to in these Rules and Regulations as "Balcony" or "Balconies").

1. Association Personnel

- A. Association employees, agents, contractors, and subcontractors, including the Association's manager, act at the direction of and under the supervision of the Board. Owners and Occupants shall not direct, supervise, interfere with or, in any manner attempt to assert any control over, Association employees, agents, contractors, or subcontractors.
- B. Complaints regarding any services or the condition of any portion of the Condominium shall be made in writing to the Board.

2. Use of Common Elements Generally

- A. Common Element walkways, hallways, and entrance areas may not be obstructed or encumbered or used for any purpose other than ingress and egress. Doormats and decorative items are not permitted in the hallways or unit doorways. Townhouse owners are permitted to use doormats at the entrances.
- B. Except for parking of motor vehicles in parking spaces and use of Balconies as permitted under Paragraph 3, no portion of the Common Elements may be used for the storage of Owners' or Occupants' personal property; provided, personal property may also be stored in garages assigned as Limited Common Elements. All other personal property must be stored within the Owner's or Occupant's Unit or within designated storage areas.
- C. No planting, gardening, or landscaping shall be done or maintained upon the Common Elements other than landscaping installed by the Declarant or the Association and maintained by the Association and container plantings permitted on Balconies under Paragraph 3(a).
- D. Smoking, or the use of an e-cigarette, vape pen or e-hookah, is prohibited in all portions of the Common Elements, including Balconies.
- E. All common area furnishings must not be moved or changed, unless approved in advance by the Board of Directors, and are the property of the Condominium Association.

3. Balconies

See Paragraph 14(u) of the Declaration for additional restrictions on use of Balconies.

- A. All Balconies shall be used only for the purposes intended, shall be kept in a neat and orderly condition (as the Board may determine). No objects other than potted plants, bicycles, and patio furniture shall be placed on a Balcony. This prohibition applies to objects such as, but not limited to, grills (excluding electric grills), birdfeeders, umbrellas (excluding townhouse decks), temporary or permanent structures. Balconies shall not be used for hanging garments, towels, or other objects, or for cleaning rugs or other household items. Attaching flags, flagpoles, or banners, is prohibited. The Board may limit specifically the size and/or number of potted plants or other things that may be placed or kept on a Balcony based upon the structural capacity of the Balcony.
- B. All furniture kept on a Balcony shall be specifically designed for outdoor use, shall be harmonious with the building exterior, and shall be heavy enough so as to not be susceptible to being blown from Balconies by wind.

- C. Objects shall not be permitted to hang from or be attached to any Balcony wall, railing, or ceiling in such a way that they protrude outside of the vertical plane formed by the exterior boundary of the Balcony. Except that planters may be hung on the outside of the Balcony railings in street level Units. Townhouse owners may hang flower baskets from the corner supports on front porches. Penetration of the surface of a floor, ceiling or wall is prohibited. Decorative items harmonious with the building exterior (as the Board may determine) may be attached to balcony walls using only adhesive or hook-and-loop fasteners (for example: Command Hooks and Velcro adhesive products).
- D. As per the Declaration, owners bear responsibility for damage caused by any items falling or being blown by the wind from the Balcony.
- E. Enclosure of a Balcony or Balcony railing is prohibited. Screening to provide safety for small pets may be allowed with Board approval.
- F. No music shall be played from any Balcony.

4. Access Fobs

Access fobs may be required in order to access all or any part of the Condominium and access may be restricted to Owners and Occupants presenting a valid access card or fob. The Board may charge a reasonable fee for the issuance of replacement or additional fobs.

5. Animals and Pets

See Paragraph 14(c) of the Declaration for additional restrictions relating to animals and pets.

- A. No pet shall be kept or left on any Balcony or tied to any structure outside a Unit when the pet owner or other responsible person is not present. Litter boxes are not permitted on any Balcony or any other portion of the Common Elements.
- B. The Board may designate specific areas of the Condominium Common Elements for walking of dogs and, in such case, dogs shall be kept out of other lawns and landscaped areas within the Condominium. At all times when pets are in the Common Elements, they shall be kept on a leash or otherwise be under the complete physical control of a human being. All pet owners shall clean up after their pets.

6. Damage to Property

Owners shall reimburse the Association or third parties for any damage to Association property (including Common Elements and Limited Common Elements) or to the property of any third party caused by such Owner or the Occupant of the Owner's Unit.

7. Electrical Devices

No electrical device creating electrical overloading of standard circuits shall be used within any Unit or the Common Elements. Any abuse of appliances or fixtures within a Unit or use thereof in a manner which adversely affects other Units or the Common Elements as determined by the Board is prohibited. Total electrical usage in any Unit shall not exceed the capacity of the circuits as labeled on the circuit breaker boxes.

8. Flammable and Toxic Substances

Carrying, storing, keeping, or using flammable, combustible, explosive, or other harmful fluids, chemicals, or substances, or any toxic or hazardous waste or substance is prohibited within the Condominium (including in parking areas and storage areas), except as necessary and appropriate for permitted uses of a Unit; provided, the Association may use such substances in connection with the maintenance and operation of any of the Condominium or adjacent properties.

9. Barbecues

Barbecues and grills (other than electric grills) of any kind are prohibited on any Balcony. Barbecues and grills of any kind are prohibited on the Common Elements other than on those areas designated by the Association.

10. Garbage and Trash

See Addendum A for additional rules governing garbage and trash.

Garbage and trash shall be regularly removed from the Unit and disposed of properly and promptly in containers, compactors, or dumpsters provided by and located in areas designated by the Association. The placement or storage of trash in hallways or on Balconies is strictly prohibited. Only ordinary household trash, sealed in plastic trash bags, shall be disposed of in the compactor.

11. Controlled Substances, Firearms and Fireworks

- A. Controlled substances (as defined by state and federal laws), other than those prescribed by a physician for medical reasons, are not permitted on or within any portion of the Condominium.
- B. The display or discharge of firearms or fireworks within the Common Elements or Limited Common Elements is prohibited; provided, the display of lawful firearms on the Common Elements is permitted for the limited purpose of transporting the firearms across the Common Elements to or from an Owner's Unit.

12. Governmental Requirements

Each Owner and all Occupants shall at all times comply with all statutes, ordinances, rules, regulations, and requirements of all applicable governmental authorities having jurisdiction over the Condominium.

13. Keys

Each Owner must provide the Board a key to their Unit. No Owner shall alter any lock or install a new lock on any door leading into a Unit without the Board's prior consent. If such consent is given, the Owner shall provide the Board or the Association's manager with a key for the Association's use. In the event the Board is not provided with a key to the Unit, the Owner shall pay the cost incurred by the Association to gain entry into the Unit. Except in the event of an emergency, the Association shall not enter a Unit without the Owner's prior consent.

14. Noise and Nuisance

- A. No noxious, offensive, unsightly, dangerous, or unsafe activity or condition may be carried on in any Unit, nor shall anything be done which may be or become an annoyance or nuisance to the other Owners or Occupants. All radio, television or other electrical equipment of any kind or nature installed or used in each Unit shall fully comply with all rules, regulations, requirements, and recommendations of the local fire department authorities and public authorities having jurisdiction over the Condominium. No Owner, Occupant, or guest shall make or permit any disturbing noises or activity in the Condominium or do or permit anything to be done therein that will interfere with the rights, comforts or conveniences of other Owners.
- B. No Owner, Occupant, or guest shall play upon or cause to be played upon any musical instrument or otherwise operate or permit to be operated any radio, stereo, phonograph, television, loudspeaker, or other sound amplification device in such Owners' Unit or within any portion of the Condominium if the same shall disturb or annoy any other Owners or Occupants of the Condominium. Quiet hours are between 10:00 p.m. and 8:00 a.m. the following day.
- C. Due to the close proximity of the Units to one another, noise and vibrations may be detectable between Units and the Common Elements. Therefore, no music or other sounds produced by musical instruments, radios, stereos, phonographs, televisions, loudspeakers and other sound amplification devices shall be allowed on or within any of the Common Elements or Limited Common Elements or be allowed to be generated or produced from any Units to the extent such sounds can be heard outside of such Unit, including, but not limited to, capable of being heard or felt in any adjacent Unit (above, below, or to either side), the interior hallway, and the exterior of the building.

15. Construction/Repair

A. No construction repair work or other installation work involving noise shall be conducted in or upon any Unit except on weekdays and Saturdays (but not including legal holidays) and only between the hours of 8:00 A.M. and 6:00 P.M., unless such construction or repair work is necessitated by an emergency;

provided, the foregoing shall not be applicable to actions undertaken by the Declarant or the Association.

- B. Owners may not make any improvements, renovations, or alterations within Units which involve (i) drilling, penetrating, invading, or otherwise altering in any way any portion of the structure (i.e., floor, ceiling, columns, beams, etc.) comprising the Unit or (ii) connecting to or relocating pipes, lines, conduits, and/or other apparatus for access to common utilities, without the prior consent of the Association. As a condition of approval, the Association may require a certificate of insurance from the Owner or the Owner's contractor which names the Association as an additional insured. Each Owner shall be responsible for any damage to other Units or the Common Elements caused by work performed by the Owner, the Owner's employee or contractor, or otherwise performed at the request of the Owner.
- C. Carpeting in a Terrace Unit may not be replaced with tile or hardwood floors without permission of the Board.

16. Vehicle Maintenance

The repair and/or maintenance of any car, truck, boat, or similar vehicle on any portion of the Condominium is strictly prohibited except in emergency situations. Car washing within the Condominium is prohibited.

17. Parking

See Addendum B for additional rules governing parking.

- A. All "No Parking" and "Handicapped" restrictions shall be observed.
- B. Parking within designated parking areas within the Condominium which are not assigned as Limited Common Elements shall be on a "first come, first served" basis. Parking in any space or garage which has been assigned as a Limited Common Element is reserved to the Owner and Occupants of the Unit to which such space has been assigned.
- C. Posted speed limits throughout the Condominium shall be observed.
- D. Vehicles left unattended on any portion of the Common Elements other than designated parking areas are subject to being towed at the expense of the owner thereof. If a vehicle is parked in a fire lane, is blocking another vehicle or access to another Owner's Unit or parking space, is obstructing the flow of traffic, is parked in a parking space that has been assigned as exclusively serving another Unit, or otherwise creates a hazardous condition, no notice shall be required, and the Board or agent of the Association may have the

vehicle towed immediately. If a vehicle is towed in accordance with the Declaration and these Rules, neither the Association nor any officer or agent of the Association shall be liable to any person for any claim of damage as a result of the towing activity. Notwithstanding anything to the contrary in these Rules, the Board may elect to impose fines or use other available sanctions, rather than exercise its authority to tow or boot vehicles.

18. Holiday Decorations

Holiday decorations that are visible from outside of a Unit and are of the kinds normally displayed in Condominium communities, as the Board may determine, are permitted from November 1 to January 31 and otherwise one week before to one week after nationally recognized holidays. In any event, however, lighting and other decorations may not be hung or otherwise attached to windows, or Common Element hallway walls. No decorations are permitted in the Common Element areas outside unit doorways except that holiday wreaths on unit doors are permitted provided they cause no damage.

19. Private Parties

The Clubroom may be available for short term, exclusive use or rental for Owners and Occupants. An Owner or Occupant desiring to give or host a private party in the Clubroom shall file a written request to do so with the Board and, if required, shall pay such fees and post a security deposit in such amounts as may be required by the Board.

20. No Solicitation

Soliciting of any kind within the Condominium is prohibited without the Board's prior written consent. The term "solicit" shall include any door-to-door (i) selling, demonstrating, or otherwise marketing of consumer products or services; (ii) requesting of monetary donations; or (iii) dissemination of informational materials.

21. Signs and Notices

No signs of any character shall be erected, posted, or displayed upon, in or from any Unit or the Common Elements without the Board's prior written approval.

22. Unsightly Material

The Common Elements shall be kept free and clear of refuse, debris, garbage, trash, and other unsightly materials. Nothing shall be altered in, constructed in, or removed from the Common Elements by an Owner or Occupant, or any guest of an Owner or Occupant. No offensive or unsightly appearance shall be maintained or permitted to exist on any portion of a Unit or the Limited Common Elements visible from the exterior of the Unit.

23. Unit Maintenance

- A. Units shall be kept in a good state of condition, repair, and cleanliness. No dirt or any other substance may be swept or thrown from a Unit or a Balcony. Each Unit's stove screen and dryer filter shall be used and kept clean and in good order and repair. Water closets and other water apparatus within a Unit or otherwise located within the Unit shall not be used for any purpose other than those for which they were constructed.
- B. No items affecting the exterior appearance of a Unit or any Limited Common Elements reserved for the use of such Unit shall be constructed or installed in any Unit or Limited Common Elements without the Board's prior written consent as required under the Declaration or as installed by Declarant as part of the initial construction of the Unit.

24. Use of Pool

See Addendum C for additional rules governing pool use.

USE OF THE POOL FACILITIES AND SWIMMING IS AT THE SOLE RISK OF EACH OWNER AND ALL OTHER USERS, OCCUPANTS AND GUESTS. Each Owner and all Occupants, as well as any other Persons permitted under the Declaration utilizing any of the recreational facilities which are a part of the Common Elements (including all guests), shall abide by the following rules:

- A. Pool Hours: Swimming is permitted only during open hours of the pool. Pool hours and days shall be established by the Board and are subject to change from time to time. The Board may also establish times when the pool area shall be considered off-limits except for traveling to or from the work out facilities.
- B. Swimming Attire: All swimmers must wear appropriate swimming attire. Cutoffs, dungarees, thongs and Bermuda shorts are not considered appropriate swimwear.
- C. Showers: Showers are required before entering the pool to remove all oils and suntan lotions.
- D. Diving: No diving shall be allowed in the pool.
- E. Health Precautions. Persons with apparent or known infectious conditions, whether the same be a skin disease, sore or inflamed eyes, cough, cold, nasal or ear discharge, or any other type of communicable disease, shall not utilize any of the pool facilities.
- F. Children: Children under 16 years of age must be supervised by an adult at all times. All children wearing diapers must wear diapers specifically designed for use in swimming pools to enter the pool. All children must be properly dressed in swimming attire at all times.
- G. Flotation Devices: Flotation devices are permitted for non-swimming children up to the age of five years and as otherwise permitted by the Board. Adult flotation devices, including, but not limited to, air or neoprene mattresses and tire inner tubes are not permitted except as permitted by law.
- H. Cleanliness: All persons using the pool area shall keep the area clean by properly disposing of towels, cans, trash, etc.

- Food and Beverages: Glass objects, drinking glasses, sharp objects, food, and tobacco products are not permitted in the pool area except in designated areas. Smoking, or the use of an e-cigarette, vape pen or e-hookah, is prohibited in the pool area
- J. Music: Radios and other sound emitting devices may only be used with earphones. The Board reserves the right to prohibit radios and other music devices on or within the pool facilities.
- K. Guests: The Board, in its sole discretion, may limit the number of guests that any Owner or Occupant may have in the pool area at any one time.
- L. Running and Dangerous Games: Running and noisy or hazardous activity will not be permitted in the pool area. Pushing, dunking and dangerous games are not permitted. The throwing of balls, Frisbees, wet clothing, or other things is not permitted at any time in the pool area.
- M. Offensive Activity: As a reminder, pursuant to Paragraph I4(j) of the Declaration, no Owner or Occupant, or any of their guests, shall use or allow the use of the of the Condominium in any way or for any purpose which may endanger the health, unreasonably annoy or disturb or cause embarrassment, or discomfort to other Owners or Occupants, or in such a way as to constitute, in the sole opinion of the Board, a nuisance.
- N. Animals: Animals of any kind (other than service animals) are prohibited in the pool area.

25. Use of the Clubroom

- A. The Clubroom located adjacent to the pool is for the exclusive use of Owners, Occupants, and their guests. Proper attire is required for the use of the Clubroom. Shirts and shoes shall be worn at all times while in the Clubroom. Persons shall not enter the Clubroom while wet. Anyone bringing food or beverages into the Clubroom shall dispose of them properly. Personal items (including food and beverages) may not be stored in the Clubroom. Only persons of the age of 18 and above are allowed to be unaccompanied in the clubroom and children under the age of 18 must be accompanied by an Owner or Occupant adult, 21 years of age or older.
- B. No Owner or Occupant shall exercise exclusive dominion over the use of the Clubroom unless and until such Owner or Occupant has reserved the Clubroom in accordance with the procedures established by the Board. The Clubroom shall not be reserved for periods of more than four consecutive hours except with the prior approval of the Board. The Board may require a security deposit to reserve the Clubroom and may withhold a portion of the deposit in the event of any damage to the Clubroom or if the Clubroom is left in a unsatisfactory condition. The Owner or Occupant reserving the Clubroom shall be solely responsible for any damage to the Clubroom and for the behavior and actions of all guests. The Board may also charge a non-refundable fee for reserving the Clubroom. Such fee shall be used for the sole purpose of maintaining and upgrading the Clubroom.

26. Use of Fitness Center

USE OF THE FITNESS CENTER IS AT THE SOLE RISK OF EACH OWNER AND ALL OCCUPANTS AND GUESTS. ANYONE UNDER THE AGE OF 16 MUST BE ACCOMPANIED BY AN ADULT. It is the responsibility of all users to consult a physician before using any facilities of the fitness center. All persons using the fitness center shall be in good physical condition and have no physical, medical, or psychological conditions, disabilities, impairments, or ailments, chronic or otherwise, which would preclude, impair, or prevent use of the fitness center, or participation in active or passive exercise. Any person with health or physical problems should obtain his or her physician's permission before using the fitness center.

- A. Hours: The fitness center is currently open 24/7. The Board may change the open hours and days from time to time as necessary.
- B. Workout Attire: Safe appropriate attire and stable, closed-toe footwear commonly acceptable in public fitness facilities is required. Persons shall not enter the fitness center while wet.
- C. Use of the Facilities: No smoking, or the use of an e-cigarette, vape pen or e-hookah, is permitted in the fitness center. No clothing or personal articles may be stored under benches other than while using them. Children under 16 years of age are not permitted to use the fitness center unless accompanied and supervised by an adult. No one under 16 years of age is allowed on the treadmill. Radios and other sound emitting devices may be used only with earphones. The Board may impose time limits or other rules upon an individual's use of high-demand equipment. All weights and other equipment must be returned to their proper places at the completion of use, and treadmills, TV's and lights turned off. All persons using the fitness center assume full risk of loss and responsibility for damage to their health. After each use, equipment must be wiped free of any sweat and sanitized using the wipes located in the fitness center.

27. Leasing

No more than 25% of the total number of Units in the Condominium may be leased at any one time unless a hardship has been approved by the Board. The Owner and lessee shall comply with all of the provision of Paragraph 14(r) of the Declaration.

28. Move in or Move out and deliveries/removal of appliances or large items:

A. No complete moves or deliveries and removal of appliances or large items shall be made without the proper authorization from the Property Manager obtained in advance of the move. Maximum of two (2) Units can move in one (1) calendar day. Unit Owners must contact the Property Manager and submit a completed Moving Application Form at least one (1) week in advance of the anticipated move. For emergency deliveries and removal of large items due to appliance failure, owners must contact the Property Manager as soon as possible. Unit

Owners are responsible for notification to the Property Manager when their tenants are moving in or moving out. The Property Manager shall have the authority to prohibit entire moves, deliveries or removal of large items that have not been properly authorized.

- B. For all moves, a fee of \$100.00, shall be due from the Unit Owner before a move will be permitted. Fees shall be payable to Biltmore Park Town Square Condominium Association, Inc. and must be received by the Property Manager at time of application. Anytime a move in or move out is planned the Unit Owner must be solely responsible for the payment of the move fee. If non-compliance to these Rules and Regulations is found, and the fee is not paid, the fee and an additional \$50 fee will be assessed to the Unit Owner's account.
- C. Established hours for moves are 9:00am to 5:00pm Monday through Saturday, (no moving is permitted on Sundays or Holidays). The Board of Directors may assess rule violation charges, not to exceed \$50 for violation of the moving days and hours rules set forth herein.

29. Storage Spaces

- A. Storage spaces shall be used solely for the purpose of storing any personal property or inventory belonging to the Owner or Occupant of the Unit to which the storage space is assigned as a Limited Common Element.
- B. No Owner or Occupant shall store any explosives, or any flammable, odorous, noxious, corrosive, hazardous, or pollutant materials or any other goods in the storage space that would cause danger or nuisance to the Condominium.
- C. The storage space shall not be used for any purposes unlawful or contrary to any ordinance, regulation, fire code, or health code. If hazardous substances are stored, used, generated or disposed of on or in the storage space or if the storage space becomes contaminated in any manner for which the Owner or Occupant is legally liable, Owner or Occupant shall indemnify and hold harmless the Association and the Board from any and all liability, including attorneys' fees, as a result of the contamination by Owner or Occupant.

30. Antennas

No exterior television or radio antennas or satellite dish of any sort shall be placed, allowed, or maintained upon any portion of the improvements located upon any portion of the Condominium, including any portion of any structure on the Condominium, except as otherwise must be permitted pursuant to C.F.R. Part 1, Subpart S, Section 1.4000 (or any successor provision) promulgated under the Telecommunications Act of 1996, as amended from time to time, by any other law, and pursuant to such rules as the Board may adopt.

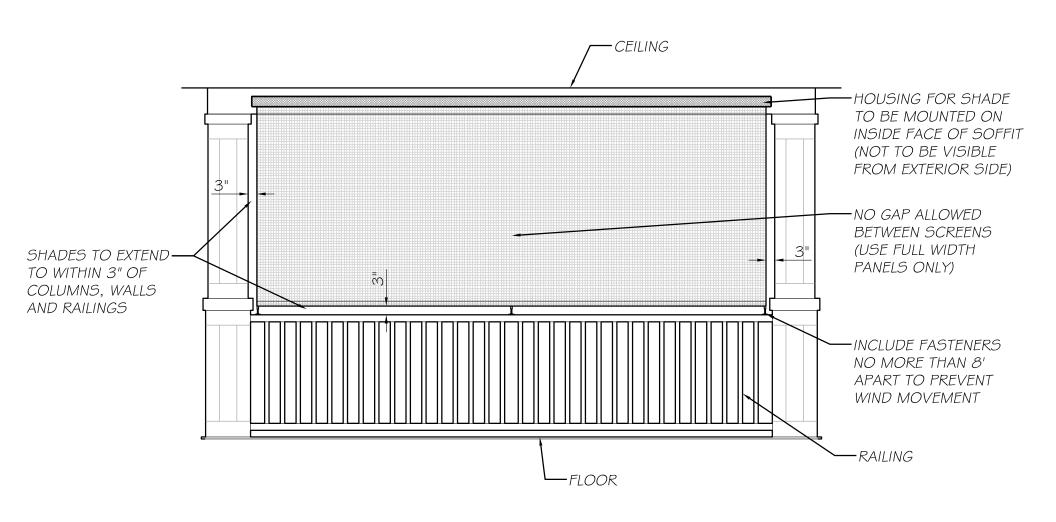
Rules And Regulations of Biltmore Park Town Square Condominium Association, Inc.

The "Rules And Regulations" of Biltmore Park Town Square Condominium Association, Inc., Item 3 <u>Balconies</u> is hereby amended as follows as of April 1, 2016.

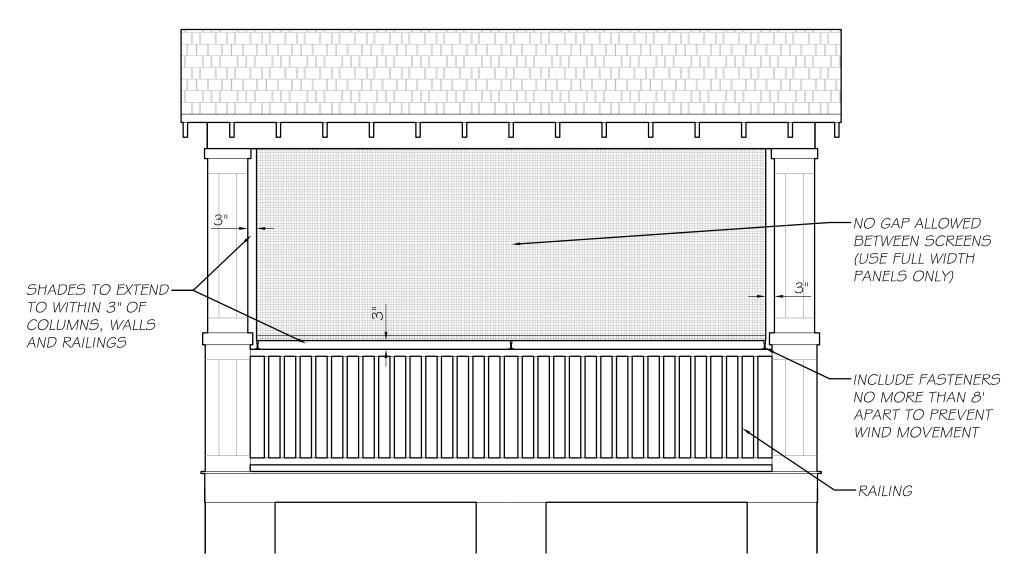
Whereas the Rules And Regulations, Item 3, currently state that, "Objects shall not be permitted to hang from or be attached to any Balcony wall, railing, or ceiling or otherwise protrude outside of the vertical plane formed by the exterior boundary of the Balcony. Objects shall not be permitted to hang over any Balcony wall or railing. Penetration of the surface of a Balcony wall, floor or ceiling is prohibited. Enclosure of a Balcony is also prohibited." This paragraph is hereby amended to read as follows,

"Other than those Patio Shades described in paragraph (a) below, no objects shall be permitted to hang from or be attached to any Balcony wall, railing, or ceiling or otherwise protrude outside of the vertical plane formed by the exterior boundary of the Balcony. Objects shall not be permitted to hang over any Balcony wall or railing. Penetration of the surface of a Balcony wall, floor or ceiling is prohibited. Enclosure of a Balcony is also prohibited.

(a) Patio Shades. Patio Shades are permitted to be installed on the exterior patio area of Buildings 4A and 4B provided that the Patio Shade does not protrude outside of the vertical plane formed by the exterior boundary of the Balcony. All Patio Shades must be one-piece Shades; multi-shades (i.e. Shades with more than one fabric piece, spliced or dually independent) are prohibited. Further, Patio Shades must be secured to the wall and exterior stud in such a manner as to conceal the Patio Shade fastening system and prevent the operating equipment for the Patio Shades from being visible from the street/exterior of the Balcony and recessed above the Balcony soffit area. The Patio Shades must be secured at the top and bottom of the shade so that Patio Shade cannot be permitted to be blown uncontrollably by wind. The Patio Shade must be secured in-place at the Balcony handrail. The Patio Shade must be returned to its CLOSED position with the Patio Shade rolled up into the storage apparatus when Owner/Occupant is not present on the Balcony. The color of the Patio Shade shall be similar to "Oyster/Beige" or "Light-Beige" and such color choice shall require approval of the Association Manager prior to installation. All installations and penetrations, and maintenance thereof, into the surface of Balcony wall, floor, or ceiling for purpose of Patio Shades installation and proper securing thereof shall be the responsibility of Owner. Installation shall be performed by an insured, professional contractor."



PORCH / BALCONY SHADES INSIDE VIEW



PORCH / BALCONY SHADES OUTSIDE VIEW

Biltmore Town Square Condominium Association Recycling Guidelines

Please help greater Asheville and your condo community by preparing your recyclable material as requested by the City of Asheville.

The process of preparation and separation of recyclables is important as manufacturers require clean and contaminant free recycled products in order to reuse them to make new products.

The condominium Recycle area is for the disposal of household glass, paper, cardboard, metal and plastic on the list of allowable items published by City of Asheville and is not a dumping ground for your unwanted furnishings, appliances, plant material, etc. This document attempts to summarize the items that are acceptable and not acceptable for pickup by our recycling contractor. Additional details on recycling in the City of Asheville and Buncombe County can be found at www.ashevillenc.gov/recycling and

www.buncombecounty.org/Governing/Depts/SolidWaste/Solidwaste recycling.aspx.

WHAT CAN BE RECYCLED AND PLACED IN THE RECYCLE ROOM

Containers don't need to be squeaky clean just get most of it scraped or emptied. No need to remove caps, lids or pumps just toss them in the bin on the container.

- Corrugated Cardboard Must Be Broken Down and Flattened
- Metal Cans (aluminum, steel, tin and EMPTY aerosol cans)
- Plastic Containers (egg cartons (clear plastic not styrofoam), yogurt cups, bottles with a #1 - #7 on the bottom)
- Milk, Juice, Beverage, Cereal and Frozen Food Cartons
- Glass Bottles and Jars (brown, green and clear only)
- Newspaper and Newspaper inserts
- Envelopes (paper, with plastic flaps, manilla w/clasp)
- Brown Paper Grocery Bags
- Catalogs, Magazines, Paperback Books, Phone Books
- Construction Paper, Glossy Paper, Office Paper, Wrapping Paper, Junk Mail
- Shredded Paper (must be in bag with top closed)

REMEMBER

- Do not place your recyclables on top, or in front of the Recycle bins unless you have determined that all four bins are filled to the very top.
- No corrugated boxes of any size in the recycle bins
- No styrofoam or plastic packing material in the recycle bins. These
 products cannot be recycled and may be put in the compactor.

WHAT CANNOT BE RECYCLED

These items cannot be recycled and should be placed in the compactor.

- All PLASTIC bags garbage, grocery, zip lock etc.
- · Styrofoam, Packing Peanuts, Bubble Wrap
- Plastic and Metal Hangers
- Medical or Hazardous waste plastics
- Plastic Containers or Tubs Without Recycling Symbol on Bottom
- Video (VHS) or Cassette tapes
- Compact Disks (CDs, DVDs)
- Plastic, six- and eight-pack Beverage Rings
- Styrofoam Egg Cartons
- Plastic Wrap
- Metal Utensils
- Mirror Glass or Broken Glass
- Any Type of Light Bulb incandescent, Florescent, Halogen except for Compact Fluorescent Light Bulbs (CFL's). (For proper displosal, please see http://www.ashevillenc.gov/Departments/Sanitation/HouseholdHazardousWaste.aspx#CFL)
- Cookware, Dishes, Drinking Glasses or Mugs
- Hardcover Books or Spiral Bound Notebooks
- Dog or Cat Food Bags
- · Ice Cream Cartons
- Fast Food Cold Drink Cups
- Take-Out Food Containers
- Cardboard Cans such as Pringles, Mixed Nuts or other Snack Cans
- Paper Towels, Tissues (Kleenex & Bathroom)

ITEMS LISTED BELOW MUST NOT BE PLACED IN THE RECYCLE AREA.
YOU ARE RESPONSIBLE FOR PROPER DISPOSAL
SEE RESOURCES AT END OF THESE GUIDELINES.

IMPORTANT

Neither the trash service, Waste Management, nor Cubie will take those items listed below which will result in the association having to contract with someone to take them to the Landfill or Transfer Station at additional cost to **all** homeowners.

- Rigid Plastic such as trash cans, laundry baskets, flower pots, storage tubs, etc.
- Paint Cans with or without paint
- All household items, i.e. fans, ironing boards, lamps, or other light fixtures, coffee makers, furniture (indoor or outdoor), mops, brooms, etc.
- Electronics, i.e. computers, printers, TV's, CD or tape player, etc,
- Construction materials (e.g, scrap wood, drywall, joint compound), tools, etc.

RECYCLING RESOURCES

The following retailers have started providing recycling opportunities:

Best Buy

Accepts a variety of electronic items. Just stop by the store with the item. There is a \$10 recycling fee for computer monitors and televisions that are brought to the store, but you will also receive a \$10 gift certificate. For more information, visit their website, http://www.bestbuy.com/, and the link to information recycling is under the "Service" tab.

Dell and Goodwill Industries

These two entities teamed up to provide the Reconnect Program. Goodwill locations will accept all computer equipment in any condition and cable ready working televisions from consumers. These items will be recycled for free. For Goodwill drop-off locations, visit their website, www.goodwill.org/.

Harris Teeter

Harris Teeter partnered with Engaged Recycling to accept a variety of electronics. Use the Engaged Recycling website, http://www.engagedrecycling.com/, to determine which electronics are accepted. Participants are provided with a postage-paid shipping label to print and can ship the electronics free of charge.

Lowes

Lowes has installed a recycle center in their stores to provide a one-stop recycling destination. In addition to recycling shipping materials such as pallets, wraps and cardboard, they also recycle mobile phones, batteries and CFL bulbs. For more information, visit their website.

http://www.lowes.com/cd_Recycling+Center+Locator_713510976_

Office Depot

Office Depot has an electronics recycling box that can be purchased ranging in price from \$5 - \$15. Simply fill the box with the electronics and return it to the store. For more information, visit their website.

http://www.officedepot.com/a/promo/pages/0912 green/

Staples

Staples accepts small electronics for free if you drop them off at their store. For computers and printers, there's a charge of \$10 per item. For more information, visit their website.

https://www.staples.com/sbd/cre/marketing/easy-on-the-planet/recycling-and-eco-services.html

BUNCOMBE COUNTY SOLID WASTE MANAGEMENT

TRANSFER STATION

190 Hominy Creek Road, Asheville, NC 28801

www.buncombecounty.org/Governing/Depts/SolidWaste/SolidWaste transfer.aspx

DIRECTIONS TO THE TRANSFER STATION

From I-240

From I-240, take exit 1B (Brevard Road/Hwy. 191). At the traffic light, take Highway 191 North.

Turn left onto Shelburne Road. Turn left onto Hominy Creek Road.

The Transfer Station will be on the left.

From I-40

From I-40, take exit 47 (Brevard Road/Hwy. 191). At the traffic light, take Highway 191 North.

After crossing I-240, turn left onto Shelburne Road. Turn left onto Hominy Creek Road.

The Transfer Station will be on the left.

Landfill

81 Panther Branch Road Alexander, NC 28701

www.buncombecounty.org/Governing/Depts/SolidWaste/SolidWaste_landfill.aspx

DIRECTIONS TO THE LANDFILL

From I-240, take 19/23 North and then take the UNC-A University exit. Turn left at the stop sign and go through the red light onto Riverside Drive. Go 10 miles north then turn right on Panther Branch Road. The landfill will be on the right.

The new landfill is six miles north of the old landfill.

POOL POLICY

- 1. The swimming pool area (which does not include the club room) is for use by Biltmore Park Town Square Condominium Association, Inc. owners; Biltmore Park Apartment residents and their guests.
- 2. You must have your **key fob** and **photo identification** with you at all times while at the pool.
- 3. The door to the club room **must remain closed** at all times. The club room is for the exclusive use of condo residents.
- 4. The pool area cannot be reserved for exclusive use by owners or residents.
- 5. Guests may use the pool but they **must be accompanied** by their host. There is a maximum limit of 4 guests at any time per condo unit or apartment unit.
- 6. The gates to the pool area **must be kept closed** at all times except to pass through.
- 7. Any owners/residents using the pool are responsible for securing the gate, lowering of umbrellas, and removal of personal items and trash when leaving the pool area.
- 8. POOL HOURS are from 8:00 am to 9:00 pm. The pool gates are "locked down" electronically between the hours of 9:00 pm and 8:00 am. No **swimming, grilling, or remaining in the pool area** is allowed during non-pool hours.

9. POOL HEALTH

- a. Swimmers and bathers are required to shower before entering the pool. This is the best single means of safeguarding health.
- b. In consideration of your own health, maintaining pool cleanliness and the health of others using the pool, use of the swimming pool immediately following any illness is inadvisable. In particular, individuals having infections of the skin, eyes, respiratory or gastrointestinal systems, open lesions, wearing bandages, or having coughs or colds, should refrain from entering the pool.
- c. Spitting, spouting of water, chewing gum, or blowing the nose in the pool are strictly forbidden.
- d. For health reasons, all children wearing diapers must wear diapers specifically designed for use in swimming pools to enter the pools. It is the responsibility of the parents to provide their children with swimming diapers.
- e. **Animals are not allowed** in the pool or pool area. Service Animals certified in accordance with Chapter 168. of the North Carolina General Statues will be allowed in the pool area, but not in the pool and must be suitably restrained at all times.
- f. All injuries occurring on the premises must be reported immediately to the IPM at 828-650-6875.

10. SAFETY

- a. <u>No lifeguard or attendant is on duty. Therefore, users swim at their own risk.</u> <u>Swimming alone is unwise and strongly discouraged.</u>
- b. Since water is a ready conductor of electricity, to avoid risk of death or injury, the pool cannot be used during an electrical storm. Wait 30 minutes after thunder is heard before entering the pool.
- c. Children under 16 must be supervised by an adult at all times.

- d. Running, boisterous or rough play is prohibited.
- e. The use of wheeled toy vehicles including skateboards and heelies is prohibited.
- f. Glass bottles, glassware, or breakable items are NOT allowed in the pool area.

1. COURTESIES

- g. The use of tobacco products is prohibited in the pool area and all portions of the condominium common elements.
- h. All sound emitting devices (radio, CD/tape players, I-pods, etc.) are to be operated using headphones so as not to disturb others. The speakers from the club room may not be used for the pool area except for events to which all condo owners are invited.
- i. Grills are to be left clean **after each use**. Trash and litter shall be discarded in the containers provided. Please help KEEP YOUR ASSOCIATION'S FACILITY CLEAN.
- j. All pool equipment (chairs, tables, umbrellas, etc.) is available on a first-come, first served basis
- k. The use of profanity is prohibited.
- l. All swimmers must wear appropriate swimming attire. Cutoffs, dungarees, thongs, and walking shorts are not allowed.
- m. Water toys and water and lawn/sidewalk games are prohibited except for floatation devices for non-swimming children **5 years of age and under**. Small pool toys (e.g., the little torpedo toys and small water balls) may be played with in the pool itself, so long as they do not create a nuisance to other users of the pool at that time.
- n. No wet bathers or wet clothing allowed in club room which shall not be used in conjunction with pool use or as a pass through to Building A.

1. GENERAL

- a. The facilities of the Association including the physical plant, decorations, signs, equipment, trees, and plant life are an expensive asset of the Association. Destruction or damage of Association property by individuals is an encroachment upon the rights and investment of the entire membership. Property damage will be charged to the responsible member(s) of the Association or resident of the Apartments.
- b. The State and local Police are authorized to enter the Association facility premises at any time and exercise the same authority as in any public place.
- c. The Board of Directors shall act upon situations not specifically covered in these Rules and Regulations. The Board of Directors is also empowered to amend, add, or delete rules, as they deem appropriate for the good of the membership.
- d. All complaints or concerns regarding the association facilities and their management should be in writing and mailed to the Board of Directors, c/o IPM Corporation, P.O Box 580, Arden, NC 28704. Their fax number is 828-650-6875 or you may send email to them at info@ipmhoa.com.

Failure to observe the rules subject the owner or resident to payment for the damages, fines, or suspension of use of the amenities by the Board of Directors. Biltmore Park Town Square Condominium Association Inc., property owners who are delinquent with their assessments, are not allowed to use any association amenities.

Biltmore Park Town Square Condominium Association, Inc. Moving Application Form

The following application for moving in/out of the Biltmore Park Town Square Condominium Association, Inc. must be filled out completely and submitted to the management agent, together with a fee of \$100.00. Fees shall be payable to Biltmore Park Town Square Condominium Association, Inc. and must be received by the Property Manager in order for the move to be authorized.

DATE:	_UNIT NUMBER:
OWNER NAME:	
TELEPHONE NUMBER:	
EMAIL ADDRESS:	
NAME OF TENANT (if applicable	e):
MOVE IN/OUT DATE AND TIME	<u>=</u> :
Description of Items if only a delitems:	ivery or removal of appliances or larg