

Beaucatcher House Condominiums

Rules and Regulations

9 Kenilworth Knoll
Asheville, NC 28805

As of June, 2019

- Property Management Contact Information

Cedar Management Group LLC 828.333.4404 support@mycmg.com
Megan Cravener, Property Manager
mcravener@mycmg.com
828.253.2348 (office)
Beaucatcher office is located on the lower/basement level of the building. The Property Manager is on a part-time basis. Call or email Cedar Management for all questions or concerns.

- Forms that can be found outside the office:
 - Additional Rules and Regulations
 - Unit modification request

General

1. The unit owner or tenant understands they are looking solely to the Asheville Police Department for protection.
2. Any emergency occurring in a common area or individual unit of the condominiums should be reported immediately to **911**.
 - a. Any non-emergency situation witnessed in the common areas (such as inappropriate behavior or excessive noise), should be reported immediately to the Asheville Police Department's non-emergency number: **828.252.1110**.
 - b. Please follow up with the property manager.
3. Locked entry doors are for your safety and convenience. **DO NOT** provide door keys to anyone other than close family members or other residents.
4. Greet guests and deliver/service staff at the main door and see them out.
5. Ensure main entry doors are closed and locked at all times. Do not prop open any of the main entry doors, at any time for any reason.

6. Per the Asheville City Fire Marshall: hallways and door alcove areas must be completely clear of trash, furniture, decorative items and clutter at all times.
7. Fire alarm procedures: if the fire alarm goes off, take it seriously and **leave the building.**

INDEX

- I. Common Areas
- II. Common Area Event Use & Reservations
- III. Unit and Limited Common Area Regulations
- IV. Porches/Balconies
- V. Decorations
- VI. Fitness Center
- VII. Leased Units
- VIII. Move In/Move Out
- IX. Parking/Vehicles
- X. Pets
- XI. Pool/Spa
- XII. Smoking Restrictions

I. Common Areas (Hallways, Exercise Center, Building Exterior, etc.)

1. Anyone under the age of 12 must be accompanied by an adult at all times, when in the lobbies, corridors and courtyard.
2. While in the pool area and *fitness areas*, anyone under the age of 14 must be accompanied by a resident or a designated family member/representative over the age of 18 at all times.
3. Common and limited common areas are there to be used by unit residents and their guests only. Guests must be accompanied by the resident.
4. Ensure all entry doors to the condos are always **closed and locked**. Do not prop open the building entry doors or your condominium door, any time, for any reason.
5. Do not use common areas for storage of personal items, decorations, or as a holding place for any refuse. Items left in the common area will be removed.
6. All trash and recycling (including broken down boxes) must be taken to the dumpsters provided in the north parking lot:
Furniture, bedding (mattresses, box springs, frames), construction materials, appliances, electronic equipment, medical waste, etc. should **not** be placed in the dumpsters or left outside of the dumpsters.

Please make arrangements to have these materials hauled away.
7. Business cards, advertisements or any form of solicitation in or outside of the building, including the mail kiosk area are not permitted.
8. For Sale or Lease signs in common areas or in windows of units are not permitted.
9. No loud music, running, jumping or loud boisterous behavior is allowed in the common areas (hallways, lobbies, court yard and pool areas).
10. Proper attire (such as shirts, shoes, pants/shorts or skirt) must be worn at all times outside your unit. such that you would wear in public.
11. There is no alcohol use in any of the common areas (lobbies, pool) *unless approved by the Board.
12. Lost items box for items of value, is located in the lobby. It is checked daily and items will be placed in the office. Contact Property Manager during regular hours.

II. Common Areas – Event Use

1. Lobby areas at Beaucatcher House are now only available for use by Residents gathering with other residents or an Association sponsored event. (Main, 1st, 2nd 3rd and 4th floors).
2. There are no private parties allowed in the pool or spa area.
3. Spending the night sleeping in the lobbies is forbidden.

III. Unit and Limited Common Area Regulations

1. **No alterations** are to be made to the common elements, this includes placing items/moving items in the common areas. (Approval of an Unit Modification Request is required in order to alter limited common areas.)
2. **All upgrades and/or construction** must be requested by the owner by completing and submitting the Unit Modification Request form, found on the website at www.beaucatcherhouse.com or the form can be obtained from property management.
3. For consistency in exterior appearance, the following rules apply:
 - a. Only approved 2-inch, off-white horizontal blinds are allowed to show in windows. No other window coverings may be used.
 - b. No items may be hung between the blinds and the windows (such as stained glass).
 - c. No items may be displayed on window sills (such as flower pots) that are visible from the outside.
 - d. No items may be attached to windows, such as decals.
4. No fans or air conditioning units are allowed in the windows.
5. By notifying the Property Management prior to work being done in a unit, vendor vehicles are allowed to park in regular parking spaces, on a temporary basis, while providing services.

In order to avoid being towed, the vendor vehicle must be indicated by the use of an orange cone placed at the rear of the vehicle.
6. Hours of work are 9am to 5pm, Monday through Friday (unless arranged with management) and all vendors must clean up anything left in the common areas.
7. No more than two units shall be owned by an entity, corporation or individual.
8. As a courtesy, if you are having a guest for an extended period, please let management know.

IV. Porches/Balconies

- 1. Unit porches/unit balconies are NOT to be used as a storage area. Keep your porch/balcony free of trash, boxes and clutter.**
- 2. No smoking on porches or balconies.**
- 3. No items are to be tossed over the balcony such as plants, food, cigarette butts, Christmas trees, etc.**
- 4. Be considerate of your neighbors when watering your plants or cleaning your balcony.**
- 5. At no time should items such as hanging baskets or birdfeeders on your porch extend beyond or past the railing
(Clarification: Anything attached to porches must be hanging on the inside. This includes, but is not limited to: Birdfeeders, flagpoles and chimes – due to danger in high winds and necessity for uniformity in the exterior appearance of the building. Flowerboxes on the exterior of unit railings are not allowed).**
- 6. No loose items shall be placed on top of a railing, as this is a safety hazard. It is not permissible to drape any items such as a towel or clothing over a porch or railing.
(Clarification: Outdoor and indoor coverings of any kind, including but not limited to, hanging shades, roll up shades, blinds/curtains, strung beads, sheets, blankets, towels, native cloths, clothing, sunshields, netting, rattan shades, gates above or below the railings shall not be used).**
- 7. Any damage caused by attachment of items to the limited common elements such as porches must be repaired or replaced at the cost of the owner.**
- 8. Screen doors and ceiling fan light kits (standard ones have been approved) are permitted with the board's approval. Information available in the office and website. A Unit Modification Request form is required.**

V. Decorations

1. Per the Asheville Fire Marshall, **no items** may be placed in the hallway door alcoves. This is to insure there is nothing to interfere with emergency personnel being able to access the unit.
2. Hallway doors of individual units may have only one piece of art and/or one wreath as door decoration at any time.
3. String or decorative lights are not allowed in hallway alcoves.
4. Small floor mats are allowed outside unit hallway door.
5. String and decorative lights are not allowed on the balconies/patios or windows except during the December holiday season (December 1 to January 14), at which time light decorations must be removed.

VI. Fitness Center: Beaucatcher Condominiums Owners' Association is neither responsible nor liable for any accidents or injuries that may occur when using the fitness room.

1. No one under the age of 14 is allowed in the fitness center unless accompanied by an adult, 18 years or older.
2. No more than two (2) guests per unit are allowed. The unit owner or tenant must accompany the guest.
3. The resident will be responsible for any damage to the fitness room or its contents caused by an owner or guests.
4. The code to enter the Fitness Center is 2525.
5. Full gym attire, including shirt, is required at all times.
6. Adjust music and TV volume to a reasonable level. Consider using earbuds.
7. Replace free weight equipment, etc., back in an orderly manner.
8. Wipe down equipment after use.
9. Turn off lights, equipment and television and make certain that doors are closed when leaving the fitness center.
10. Bathroom facilities are located across the hall from the Fitness Center.
11. Bicycle storage is provided in the locked Fitness Center.

Anyone found not complying with these rules will be asked to refrain from using the fitness center.

VII. Leased Units

1. A Unit may only be leased in its entirety and for no time period shorter than twelve months.
2. Units may only be leased for residential purposes.
3. **Subleasing of units is strictly prohibited.**
4. **“Home Exchange”, (or any other term used to mean “swapping” homes such as AirBNB and VRBO), is strictly prohibited.**
5. The North Carolina lease agreement or the lease used by a Property Management company may be used.
6. **Prior to the tenant occupying the property**, a copy of all leases and contact information for the tenants (phone numbers, emergency contact numbers and email) must be provided to the Property Manager.
Failure to do so may result in a **fine up to \$100 per day** to the owner of the unit, after a hearing has been held.
7. Occupants and visitors of leased units must abide by all Beaucatcher House covenants and Rules and Regulations.
 - a. Lessees must sign a copy of the Rules and Regulations acknowledging that they have read and understand them.
 - b. The signed copy must be provided to the Property Manager within **one (1) week** of move-in.
 - c. Dogs are permitted in leased condos, with the permission of the owner(s) and adhere to the weight and breed limitations.
8. Once an owner leases their unit, they forfeit all rights to use amenities at Beaucatcher House (i.e. the pool, fitness center, parking or use the common areas).

VIII. Move in/Move out: Notify Property Management

1. A **48-hour notice** to Property Management is required prior to a move in or a move out of Beaucatcher House.
2. Move in/ move out hours are 8 AM to 8PM.
3. The freight elevator, **number two (2) in the lobby**, is the only elevator to be used for moving boxes/furniture as it is larger and an elevator must be kept free for residents' ingress and egress.
 - a. Do not prop open the elevator doors or the front entrance door at any time.
 - b. Prior arrangements can be made through the property management office to have the front door post temporarily removed to facilitate moving furniture in and out.
4. Moving vans and other moving vehicles may be parked in the front turnaround area while furniture is being moved.
5. Holding an open house for realtors or homeowners is prohibited.
6. For sale or rent signs are prohibited.

IX. Parking/Vehicles

1. All vehicles belonging to owners and renters must have a current annual parking sticker affixed to the lower right rear window on the passenger side. New, interior parking stickers are available in the office and recommended so they cannot be peeled off. **Vehicles without the sticker will be towed.** Parking stickers will be renewed every two years during the month of December and can be obtained from the Property Manager and updated contact information will be required. Stickers are only given to those residents for own cars being parked at the Beaucatcher House.
2. There is a limit of two (2) vehicles allowed per unit.
3. Park only in striped parking spaces in the north or south parking lots.
4. Parking in the front of the building (turnaround area) is for drop off/ pick up and loading/ unloading. **Hazard lights must be on. 20 minutes maximum.**

5. Motorcycles are to be parked in the farthest resident parking spaces on the north lot.
 - a. If the owner of the motorcycle is a guest, that vehicle is to be parked in the visitor spaces by the dumpster in the north lot.
 - b. Motorcycles may have a tarp for protections from the elements but no other vehicles may be covered unless Board approved.
 - c. Motorcycle owners must keep other residents in mind and avoid making unnecessary or excessive noise.
6. Bicycles: see Fitness Center.
7. Parking on the street between the parking lot entrances and/or where there are yellow curbs is not permitted.
8. It is prohibited to market or sell vehicles on the property.
9. It is prohibited to work on vehicles or wash vehicles on the property.
10. No recreational/oversize vehicles (such as boats, work trucks, trucks with trailers) may be parked at Beaucatcher house, except vendors here to provide services.
11. Vehicles owned by residents may not be stored in any parking space for more than 72 hours without prior Board approval. If approval is received, then the vehicle being stored will be parked at the farther ends of the parking lot designated by the Board.
12. Vehicles improperly parked, inoperable or in violation of any of the parking rules will be towed at owner's expense.

X. Pets

1. Number of pets: Each unit is restricted to no more than two animals, not to exceed 50 pounds combined weight when fully grown, unless approved by the Board.
2. Exotic pets (such as snakes, lizards, ferrets, raccoons, mice) are not allowed.
3. Prohibited dog breeds: Pit Bull types, Doberman, Rottweiler, Chow Chow or any other breed deemed to constitute a possible risk to residents.
4. Aquariums over 15 gallons are not allowed. If there is any doubt, obtain board approval.
5. Pet owners must hold a leash hooked to their pet at all times when outside of their unit. This includes all indoor and outdoor common areas except for the dog park, dog park rules withstanding.
6. Pet area/dog park: There is a pet walking and waste area to the right as you exit the main lobby doors just across the south parking lot.
 - a. This area is for use by residents only.
 - b. Pet owners assume full responsibility of pet behavior while in fenced area.
 - c. A pet waste pole has been installed to make it easier to dispose of pet waste. Waste pick up bags are supplied. Do your part to keep this area clean and pick up after your pet.
7. Never use grassy areas for any solid or liquid pet waste on Beaucatcher House property.
8. Pet noise/aggression: If incidences occur with excessive noise or aggression, report the incident to **Buncombe County Animal Services** at 828.252.1110 as soon as possible. Follow up with property management.

XI. Pool/Spa

Note: There is no lifeguard on duty at the pool at any time. swimming is at one's own risk. Beaucatcher Condominiums Owners Association is not responsible, nor liable for any accidents or injuries that may occur when using the pool or spa, or for any damage to pool, pool area or spa caused by an owner or guests.

1. The unit owner or tenant is ultimately responsible for their guests and family members, when using the pool.
 - a. It is not recommended to swim alone.
 - b. Proper bathing attire is required at all times.
2. Pool and spa hours are 8 AM to 9 PM.
 - a. If for any reason the pool or spa is closed, do not attempt to use them.
 - b. Gates are to be closed and latched at all times per NC Pool Statutes.
3. The resident or a designated family member/representative, over the age of 18, must accompany any guests under the age of 16.
4. A pool pass will be issued to each unit and must be presented, if requested. Any member of management staff or a member of the Board may request the pool pass.
5. Up to two (2) non-family member guests per unit are allowed at any one time, accompanied by resident.
6. If the unit owner leases their unit, they forfeit all use of pool privileges to the tenant(s).
7. For safety reasons, the following rules apply:
 - a. **No glass** or breakable containers are allowed in the pool area per NC Pool Statutes.
 - b. No diving, running or horseplay is allowed in or around the pool or spa.
 - c. Do not use the spa/hot tub while under the influence of alcohol, tranquilizers or other drugs that cause drowsiness or that raise/lower blood pressure.
8. For health reasons, the following rules apply:
 - a. Everyone must shower prior to entering the pool or spa.
 - b. No animals or pets are allowed in the pool area or courtyard.
 - c. Persons with skin, eye, ear or nasal infection or persons with any communicable disease are asked to refrain from using the pool or spa.
 - d. Diapered children in the pool area must be outfitted with a swim diaper.
 - e. No alcohol is permitted in the pool area.

9. Smoking is not allowed in pool or courtyard area.
10. Pool furniture must be at least six (6) feet from the edge of the pool.
11. All trash and personal items must be removed from the pool/spa area.
12. Do not add water, soap, bath oils or anything to the pool or spa.
13. No more than six (6) people are to use the spa at one time.
 - a. Store spa cover to the side of the spa when the spa is in use.
 - b. Spa cover must be replaced after each use.
14. Bathroom facilities for the pool are located on the basement level across from the Fitness Center.
15. A gas grill is provided for use by owner/resident. Please leave the grill clean and close it when finished using it.
16. Table umbrellas should be closed and tied down before leaving the pool area.

Anyone not complying with the rules may be asked to refrain from using the pool and/or spa.

XII. Smoking Restrictions

1. Owners may smoke within their own unit. Owners can decide if tenants are allowed to smoke in the unit.
2. There is no smoking in the limited common elements, such as porches, balconies of individual units or common areas.
3. There is no smoking in any of the interior common areas.
4. There is no smoking in any of the exterior common areas of the pool and courtyard.
5. Outside smokers must stay 50 feet away from the building and dispose of cigarette butts in an appropriate receptacle. Cigarette butts are NOT to be thrown down on the common elements.

Important General Items

1. **Utilities:** If damage results from electric service not being on or the minimum temperature not being set, the owner is liable for any damages that occur to any unit.
 - a. All unit owners must maintain the electric service of their unit at all times.
 - b. Unit thermostat setting must be set no lower than 55° during winter months.
 - c. As a safety precaution, seasonal residents must turn off the cold water valve feed, gas valve to the fireplace and circuit breaker to water heater when departing. *As well as those going away for more than two or three days.
 - d. All residents should turn off gas valve once cold weather has passed.
2. **Maintenance:** The owner is responsible for all maintenance on the interior of the unit.
 - a. Annual maintenance is recommended for HVAC units.
 - b. All air conditioning units are located on the roof of the building and the attic access doors are locked at all times.
 - c. One week prior to scheduling HVAC maintenance, contact Property Management to coordinate access for your service provider.
 - d. Residents are responsible for any damage or clean up.
3. **Sound:** Sound easily travels between floors.
 - a. "Surround Sound" or other sound bars are not permitted.
 - b. As a courtesy to your neighbors, please monitor the volume of TV (please consider headphones), music and musical instruments.
4. **Storage Lockers:** a limited number are available
 - a. Lockers are located on the basement level of the building.
 - b. Lockers are for rent by unit owners only.
 - c. Only one locker per resident.
 - d. There is an annual rental fee to be paid to Property Management. The rental amount depends on the size of the locker rented.
5. **Carts:** A limited number are available and are to be shared by all residents
 - a. Carts are stored in the second floor storage room beside the elevators.
 - b. The code to the storage room door is 2121.
 - c. Carts are for short-term use and should not be taken until they are needed and should be returned to the storage closet immediately after use.
 - d. Carts should never be taken off Beaucatcher House grounds.
6. No solicitation of any kind is permitted on the property.

7. No skating or skateboarding on the property.
8. No modifications may be made to the exterior of the building, including information signs.
9. No writing, tagging or drawing on any common area surface, whether permanent or temporary, is allowed.
10. Decorative items and furnishings belonging to the condominium (ie: lobbies, bathrooms, fitness center) are not to be moved and/or rearranged.
11. Thermostats in common areas should not be altered.
12. All unit owners should have insurance coverage described as an HO6 with a Supplemental Loss Assessment of up to \$10,000. Failure to purchase such a policy will not negate the requirement of the owner to pay the deductible if an accident should occur.

I/We have received and reviewed a copy of the Beaucatcher House Condominium Rules and Regulations:

Printed names of each owner/tenant and unit #:

Signature and date of each owner/tenant:
