



Living Together At Fifth & Poplar

The **Fifth and Poplar Community Policies Guide** is provided to all residents of Fifth & Poplar in order to create a common understanding of the community policies. These rules and regulations apply to all Owners and their families, tenants, and guests. These policies are in place to help maximize enjoyment, maintain values, and assure the continued aesthetic beauty of our community.

Every Fifth & Poplar resident has the right to enjoy:

- A clean, well-maintained luxury environment
- An atmosphere of respect, reflecting maturity and good judgment
- Appropriate and reasonable use of amenities, facilities and common space by neighbors
- Responsive, friendly and qualified residential association board and property management staff
- Efficient and prudent use of RCOA funds and resources
- Maximum return possible on investment
- Clear, consistent and prompt enforcement of policies

Some plain speaking about living together:

- We live in a luxury community and we all play a role in maintaining it
- Monthly dues pay for our property management staff, insurance, landscaping and the overall maintenance of our building and amenities.
- Carelessness and irresponsibility cost us all time, money and property value
- Treat your neighbors, the building and grounds with respect and common courtesy
- If you witness a policy violation notify the property management staff immediately
- Policy violations will be responded to aggressively by the property management staff and Residential Condominium Owners Association (RCOA)
- Fines will be levied up to \$100 per occurrence and are enforceable by law

We Are All Neighbors, We Are All Investors
There is no “They” ...There Is Only “Us”

Fifth and Poplar Community Policies

Noise & Disorderly Conduct

- No loud, offensive or unlawful activity or behavior
- No activities should endanger the safety and health of any owner
- No illegal or unlawful activities or items shall be done or kept on the property

Owners and Tenants Use of Amenities

- If a condominium owner elects to lease their unit to a tenant, the condominium owner relinquishes the use of the amenities to their tenant. Owners with tenants may not have use of the amenities at Fifth and Poplar*
- All homeowners, tenants of homeowners or St. Peter's members who are delinquent in payment of HOA dues (or St. Peter's membership fees) greater than 60 days will not be entitled to the use of any of the amenities until all arrears have been paid in full. (i.e. Internet café, fitness center, media room, pool, etc.)

**St. Peter's owners may convey the use of amenities to their tenant or may retain the use for themselves, but not both.*

Club House

(Lobby, cyber café, lounge coffee bar, fitness center, media & billiards room)

- All of our interior amenity areas are smoke-free
- Pets are never allowed into the Clubhouse area.
- Number of guests is limited to 2 persons

Fitness Center

- Use of the fitness center, equipment and facilities is strictly at your own risk
- It is expressly understood that you shall hold Fifth and Poplar harmless for any and all injuries, accidents or loss suffered by you or your guests while using the facilities
- Fifth & Poplar makes no warranties concerning the equipment or facilities and you agree no representations are being made to safety, desirability or quality of said equipment or facilities.
- The cost of any repair or service on equipment or facilities due to misuse by you or your guests will be charged to you
- Fifth and Poplar is not responsible for any lost or stolen items
- Persons under the age of 16 must be accompanied by an adult
- Shirts and shoes are required while in the Fitness Center
- All equipment is to be wiped down after use
- Free weights are to be put back on the racks after use

Fitness Center continued

- All persons are required to clean up after themselves, i.e. dispose of any trash, etc.
- Number of guests is limited to 2 persons
- Dangerous horseplay, running etc. is prohibited
- Violations of any policy can result in loss of rights to use any of the amenities

Fifth and Poplar reserves the right to refuse admittance or eject any persons failing to comply with the above rules or safety regulations

Pool Policies

- A resident card is required for admittance to the pool
- NO GLASS of any kind is allowed in pool area, including anything breakable at the wet bar and grill areas (bottles, cups, jars, platters, dishes, etc.)
- Pool Hours are 6:00am – 10:00pm
- According to NC law, under no circumstances are pets allowed within the pool area (even if you are just walking through)
- No more than 2 adult guests per unit are allowed at any time
- All children 16 and under require adult supervision at all times
- Any intoxicated person is prohibited from the pool area
- Swim at your own risk, there is no lifeguard on duty
- No games (ring toss, football, Frisbee, etc.) or roughhousing at the pool
- Children's pool toys are allowed
- No swimsuits or bare feet are allowed in the clubhouse
- Grills are to be cleaned and covered after each use
- Leave the amenities ready for the next resident to use (grill, bar, chairs, tables, etc)
- When listening to music, please keep the volume low or use personal headphones
- The pool may not be reserved for any private events
- Lounge chairs may not be reserved or saved for anyone
- No nudity or partial nudity
- Toddlers and infants must wear swim diapers

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Courtyard Policies

- Activities such as ring toss, football, Frisbee, bean bag toss etc. may be held in the lower level of the courtyard next to the dog park
- No more than 2 adult guests per unit are allowed at any time
- Any intoxicated person is prohibited from using the courtyard
- The courtyard may not be reserved for any private events

Pets

- Pet owners must clean up after their pets at all times (including the pet park)
- Pets are prohibited in flower beds, the courtyard lawn areas, and grass
- Pets must be kept on a leash at all times in all common areas including the courtyard, violations will result in a fine
- According to NC Law, under no circumstances are pets allowed within the pool area or in the fountain at any time
- Pets shall be controlled so as to not create a nuisance or unreasonable disturbance (including loud and excessive barking)
- Pets are never allowed in the interior amenity areas (clubhouse, lounge, cyber café, fitness & media centers)
- No more than two (2) pets are allowed per unit
- Pets must be registered and inoculated as required by law
- Only common household pets allowed
- The Association maintains the right to require the owners/residents to permanently remove the pet from the Condominium for violation of these policies twice in a twelve (12) month period

Private Events

- \$250 deposit is required for private events held in the media room and terrace, to be returned after the area as been inspected and returned to original condition
- Residents must be in good-standing with the RCOA to be eligible to host private events
- Media Room and Patio Terrace are available for private events
- Residents must submit a reservation form (available upon request), or on-line through MyBuilding.FifthandPoplar.com at least thirty (30) in advance for review and approval by the Executive Board
- Any damage, cleaning charges or replacement costs incurred in excess of the deposit will be charged back in full to the resident, in addition to being fined where appropriate
- The Executive Board reserves the right to revoke permission for use at any time during any event
- Events are limited to no more than twenty (20) participants

Parking

- Vehicles must be parked only within designated parking spaces and must display provided parking stickers, in a visible location at all times
- No vehicles shall block any entrances, drive aisles, or fire lanes
- The RCOA has the right to tow any vehicle in violation at the owner's full expense

Balconies & Terraces

- Balconies and terraces shall be kept neat, clean, and orderly
- Do not store items on your balcony (garbage, laundry, bicycles, exercise equipment, or interior furniture)
- Do not throw cigarettes from balconies
- No towels or banners shall be hung on the balcony railings
- Planter boxes must face inside of the balcony; planters are not allowed to be placed on top of balcony walls
- No open fires are permitted
- According to NC law, LP-gas grills are permitted on patios only, to be used ten feet away from the building
- Only electric grills are permitted on balconies

Trash

- Trash should be deposited in appropriate trash chutes located on each floor
- Boxes are to be placed in the loading dock dumpster in the parking garage, not in the recycling bins or on the floor of trash rooms

Move-In/Out and Loading Dock Procedures

- Move-ins and Move-outs are only to take place Monday thru Friday between the hours of 9:00–1:00; 1:00-5:00 and 5:00-9:00. Any violations will result in a fine
- Residents must use a reservation form (available at concierge desk), or through the MyBuilding.FifthandPoplar.com website to reserve the loading dock and freight elevator at least fourteen (14) days in advance
- A \$250 deposit is required for use of the loading dock and will be returned (within 7 days) after the common areas have been inspected by the property manager or a staff member
- Any damage, cleaning charges or replacement costs incurred in excess of the deposit will be charged back in full to the resident, in addition to being fined where appropriate
- All moves must use the freight elevator regardless of the proximity to other elevators
- Loading dock doors must remain locked and secured between loading and unloading intervals
- Furniture and other large items must be covered with protective pads
- No furniture or other household items are to be left by residents

Common Elements and Limited Common Elements

- Common areas and limited common elements include: entrances, lobbies, stairwells, hallways, sidewalks, driveways, parking areas, and balconies & terraces
- Shall not be used for storage of personal property of any kind
- Shall not be used for any marketing, flyers, communications, or postings of any kind by residents or 3rd parties without prior approval and consent of the Executive Board
- Shall not be obstructed in any way at any time
- Harris Teeter shopping carts are not allowed into the building for any reason at any time

Appearance, Use, and Maintenance

- No signs, flags, or other advertising, are allowed on or about the exterior of any Unit.
- Units are for single residential purposes only
- No business, trade, industry, occupation or profession of any kind, whether for profit or not for profit, may be conducted, maintained, or permitted on any part of the Condominium Property (except within the Office Unit) unless permitted by the Executive Board
- Units shall be kept in a clean, neat, and a good state of maintenance and repair
- Each owner shall obtain and maintain public liability insurance coverage in the amount of at least \$100,000 for bodily injury, including deaths of persons and property damage, arising out of a single occurrence
- Each owner shall file a copy of each such individual policy with the Executive Board within thirty (30) days after purchase of a Unit and shall provide, upon renewal, evidence of such renewal

Lease of Units

- All lease agreements shall be in writing with a copy given to the management office
- All lease agreements are subject to the terms of the Condominium Documents
- Failure of lessee to comply with terms of the Condominium Documents shall constitute default of the lease agreement
- No residential unit shall be part of a time share program

Windows

- Only curtains or draperies with white lining or backing facing the exterior of the Unit are allowed
- Storm windows are not allowed

Antennas/Satellite Dishes

- No individual satellite dishes are to be installed on or in any common areas, limited or otherwise (including balconies or planter beds)
- There is a common satellite dish for all residents located on the roof