

KAREN LAKE CONDOMINIUMS



HOMEOWNERS ASSOCIATION RULES AND REGULATIONS

05/30/2023

**THIS REVISED RULES AND REGULATIONS ARE EFFECTIVE
IMMEDIATELY AND SUPERCEDE ALL PRIOR DOCUMENTS**

KAREN LAKE CONDOMINIUM RULES AND REGULATIONS

TABLE OF CONTENT

Introduction_____	3
General information_____	3
Exterior Maintenance_____	4
Grievances_____	4
Violations_____	4
Rules and Regulations Statement_____	5
Occupancy_____	5
Speed Limit_____	6
Vehicles_____	6
Pets_____	7
Trash Compactor/Dumpster_____	8
Common Areas_____	8
Patio/Balcony Area_____	8
Grills and Combustible Materials_____	9
Exterior of Buildings_____	10
Noise_____	11
Solicitation_____	11
Pool & Clubhouse_____	12

INTRODUCTION

The purpose of this manual is to provide a concise explanation of rules and regulations governing residents of Karen Lake Condominiums (KLC). Any questions regarding the Covenants, By-laws or Regulations should be directed Board of Directors or **Block & Associates Realty**.

Every unit owner/resident shall comply with the KLC Rules and Regulations as set forth herein, and all KLC Rules and Regulation that from time to time may be adopted and or amended. Failure of a unit owner/resident to comply shall be grounds for action which may include without limitation, an action to recover sums due for damages, injunctive relief, fines Imposed for infractions and any combination thereof.

Any violations of the KLC Rules and Regulations bears a minimum fine of \$25 and a maximum of \$100 per day if the infraction continues. The KLC association will accept only personal checks or money orders. The Board of Directors will determine whether a fine is to be imposed or not.

KLC Association dues will be considered late after the 25th of each month. A fine of \$25 will be imposed on the first day of the following month.

Contractors are used for many maintenance projects at Karen Lake Condominiums. When the Board of Directors contracts someone to do work on the premise, their specific task and responsibilities have been outlined between the Board of Directors and the contractor. Owners/Residents have no authority to direct the work of the contractors employed on behalf of the KLC Association. If you have any concerns or issues regarding contractual work, contact Block & Associates Realty, 4310 Cumberland Rd., Fayetteville, NC 28306, or call (910) 764-1622.

Under no circumstances should a contractor be approached directly. Use of foul language, swearing, racial comments or any other disrespectful behavior towards a contractor will not be tolerated.

All the KLC Rules and Regulations shall apply to all unit owners and residents. The Board of Directors shall be permitted, but not required relief from specific KLC Rules and Regulations upon written request with good cause shown in the sole opinion of the Board of Directors.

GENERAL INFORMATION

Karen Lake Condominiums is a community of privately owned condominiums and is private property.

Non-owner residents and property managers should bear in mind that Karen Lake Condominiums is not a rental apartment complex, but rather a community of individually owned homes, some of which are rented by the owners or by their designated representatives. All streets/parking spots are owned by Karen Lake Condominiums are subject to the KLC Rules and Regulations.

Common areas are defined as any area outside of patios or balconies, to include the streets inside the community, landscaping, breezeways, clubhouse, pool area, the areas surrounding the patio/balconies.

Karen Lake Condominiums is in the City of Fayetteville. The street name is Sardonyx Road. Zip Code 28303-5860.

Police and Fire protection is provided by City of Fayetteville. The Fayetteville Police Department phone number is (910) 433-1529 (non-emergency). KLC is located in the Central patrol zone the nearest substation is 3811 Sycamore dairy rd., Fayetteville NC 28303. Please call 911 for any emergency assistance.

If an owner/tenant loses their mailbox key or the mailbox lock does not work properly, a locksmith must be called to correct the problem. All costs are the responsibility of the owner or resident.

EXTERIOR MAINTENANCE

The KLC Association shall provide exterior maintenance for each unit of the building which is subject to assessment hereunder as follows, paint repair, replacement and care of roof gutters, downspouts, exterior building surfaces, trees, shrubs, grass, walks and other exterior improvements. Such exterior maintenance shall not include glass surfaces.

If the need for maintenance, repair or replacement is caused through the willful or negligent act of an owner, their tenant, family, guest, or pets, the KLC Association will bill the owner of the unit for any cost to make said repair.

GRIEVANCES

Condominium unit owners/residents are encouraged to settle problems through open communications among themselves. If one party is still not satisfied with the results achieved through open communication, owner/residents are welcome to present their grievances or suggestion to the Board of Directors in writing. Submit any correspondence to **Block & Associates Realty, 4310 Cumberland Rd, Fayetteville, NC 28306**. Grievances will be forwarded to the Board of Director once received and addressed at the next board meeting.

VIOLATIONS

Your Board of Directors welcomes the assistance of all unit owners in the enforcement of these KLC Rules and Regulations. Violations should be reported to or **Block & Associates Realty, 4310 Cumberland Rd, Fayetteville, NC 28306, (910) 764-1622**. Unit owners are responsible for the compliance of the KLC Rules and Regulations by tenants and guest as set forth by the KLC Association.

Violators will be sent a warning letter, requesting compliance with the KLC Rules and Regulations. If the problem remains uncorrected, the owner and/or tenant will be assessed a minimum fee of \$25 with a second notice. After 72 hours of the issuance of the second notice, if the violation remains uncorrected, the KLC Association will take corrective action on its own, including the towing of vehicles, property liens, loss of privileges, or any other action deemed appropriate by the Board of Directors. The cost of such action will be billed to the unit owner and /or legal action may be pursued. In the case of repeated offenses, the warning process may be forgone and fines applied immediately. The Board of Directors may impose fines up to \$100 a day after a warning letter is sent; a minimum fine is assessed if the infraction/violation continues.

Please note that these notices do not pertain to KLC Association dues.

RULES AND REGULATIONS STATEMENT

In accordance with the Covenants, the Board of Director is empowered to establish additional rules and regulations, as well as guidelines to fulfill the obligations of the Association. This is necessary and very important since this type of community has many areas of concern that override the individual needs. Since we live in close proximity to one another, if one unit deteriorates it effects everyone. The Association must protect the facilities so that all may enjoy them. These rules, regulations and guidelines have the same effect as the Covenants when officially adopted by the Board of Directors and may be enforced as provided by the Law.

The following rules, regulations and guidelines have been officially adopted to cover the entire development. These are subject to review and change by the Board of Directors at any time. You will be notified of any official changes. Your cooperation in adhering to these rules is mandated.

OCCUPANCY-SINGLE FAMILY DWELLING

- A Karen Lake Condominium unit is limited to four people with no more than two adults per residence.
- A \$100 fine will be assessed to the owner who fails to give pertinent information to the KLC Association when a unit is rented
- Owners are responsible for fines incurred by their tenants

SPEED LIMIT

- The speed limit throughout the development is **15 miles per hour**

VEHICLES

- Two vehicles are allowed per unit. Each vehicle must have a KLC parking sticker affixed on the lower left-hand corner of the windshield. Vehicles are to be parked in the unit's designated numbered space or a parking space marked "R-#". (Example R-1). Motorcycles are to be parked in the unit's designated numbered spot, as far forward as possible. The kickstand must always have a board under it to prevent damaging the pavement. If possible, the resident's vehicle may be parked behind the motorcycle as long as it does not unreasonably, at the Board of Directors discretion, impede the driveway.
- **NOTE; MOTORCYCLES CANNOT BE PARKED IN BREEZEWAYS, UNDER STAIRWELL OR ON PATIOS AS THIS IS A FIRECODE VIOLATION**
- Guests must park in designated "VISITOR" parking spaces. Guests parked in designated resident spaces are subject to towing with no notice at the owner's expense. If a guest wants to stay more than 5 days, a resident can obtain a "Visitors" car decal pass reflecting the number of days the guest will stay.
- Vehicles must be registered within 14 days from the date of occupancy. Please contact **Block & Associates Realty, 4310 Cumberland Rd, Fayetteville, NC 28306, (910) 764-1622** for registration information. All occupants of the rental unit must be on the lease in order to register the vehicle.
- Vehicles must have fully operational mufflers.
- All vehicles are required to be licensed, always insured and display proof of current registration from the licensing state at all times. Vehicles with expired tags/registration will be towed without notice at the owner's expense.
- Vehicles that are not operational are not permitted to be parked on Karen Lake Condominium premises and are subject to towing without notice at owner's expense
- Changing of vehicles fluids and working on vehicles in any parking area is prohibited.
- Vehicles leaking fluid are prohibited. Repair of the damaged pavement will be billed to the vehicle's owner.
- Storage of non-resident vehicles is prohibited.
- Only private passenger vehicles are permitted to be parked on KLC premises. Vehicles such as campers, trailers, jet skis, buses, boats, etc. are prohibited

- Washing of resident vehicles is to be done in the designated areas located on the backside of the KLC Clubhouse. **Washing of non-resident vehicles is not permitted.**
- Vehicles shall not be allowed on any unpaved areas. Keep all vehicles and vehicle tires off the grass. Vehicles shall be parked only in designated parking spaces. Failure to do so may result in towing without notice at the owner's expense.
- Vehicle sound system's volume must be turned down upon entry into the community so the audibility is within the confines of the vehicle only.

PETS

- Household pets are limited to two per unit. All pets must be registered with the management company within 14 days of occupancy (attachment #2)
- North Carolina, Cumberland County, and City of Fayetteville Leash laws for both dogs and cats will be strictly adhered to. Owners and tenants are encouraged to call Animal Control at ((910) 321-6852 4704 Corporation dr, Fayetteville, NC 28306 for information on these laws
- Dogs may not exceed 30 lbs. The following breeds or breed mixes are prohibited in this community: Pit Bull, Rottweiler, German Shepard, Doberman, Chow, and all other disallowed by the homeowner's insurance companies.
- All solid waste left by pets **must be picked up immediately** and placed in an airtight bag that can be tied or ziplocked for disposal.
- For the health and safety of the community and the animal, pets are not to be left unattended on patio/balconies or allowed to urinate/defecate on said premises.
- Pets are not to be left unattended on any restraining device tied or connected to poles, trees, chairs, stairway, etc.
- Any pet showing aggressive behavior and/or becomes a danger/safety issue to other residents should be reported to KLC property manager contact **Block & Associates Realty, 4310 Cumberland Rd, Fayetteville, NC 28306, (910) 764-1622 and animal control.**
- Pet owners are responsible for all damages caused by their pets,
- The maintenance, keeping, boarding, hoarding and/or raising of animals (other than aforementioned pets), livestock, poultry or reptiles, with the exception of aquarium fish, shall be and are prohibited within any unit or on the common areas.
- If any of the above pet rules are violated, see violation section on page 4.
- Refrain from allowing to defecate within 10 feet of patios and bushes around the unit.

TRASH COMPACTOR / DUMPSTER/ RECYCLING BINS

- Household trash only allowed in the compactor. The Recycle Bins are for Recyclables ONLY!
- **All boxes must be broken down** to prevent compactor from becoming jammed.
- Military members recycling: Fort Bragg Recycling Center 5506 Rock Merritt Ave, Fort Liberty, North Carolina, United States
- Trash must be bagged and placed in the Compactor. Failure to do so will result in a \$25 fine and a charge of \$35 for clean up
- For pick up of large items i. e. bedding, furniture, etc. please contact **Block & Associates Realty, 4310 Cumberland Rd, Fayetteville, NC 28306, (910) 764-1622** or take to City of Fayetteville Solid Waste, 698 Ann St, Fayetteville, NC 28301, or call (910) 321-6920 for disposal instructions.

COMMON AREAS -SIDE WALS, BREEZEWAY, ENTRANCES, ROADWAYS, ETC

- Only a doormat, chair/bench, wreath or plague on the door or wall beneath the porch-light, a plant or holiday ornaments (during the season) are permitted in the breezeway. Any deviation must be addressed and authorized by the Board of Directors. Please submit your request in writing to contact **Infinity Real Estate, Inc. 4310 Cumberland rd, Fayetteville, NC 28306** to be forwarded to the board.
- No Yard ornaments are permitted in the common areas
- No paper, cigarette butts, or trash of any kind shall be thrown on KLC premises.
- No carpet cleaning companies, movers, etc., are to park their vehicles on the grass and /or sidewalk.
- Refrain from allowing pets to defecate within 10 feet of the bushes around the unit.

PATIO/BALCONY AREAS

- Only patio type furniture and potted plants are permitted on patios and balconies. Beach chairs are not considered patio furniture. Birdfeeders, wind chimes and patio accessories are allowed.
- No trash is to be left on the patio/balcony or breezeway at any time. Mops, brooms, garbage cans, gas cans, or any cleaning supplies may not be left on the patio, balcony, or breezeway at any time.
- The personal property of the unit owners/tenants must be stored in the respective units. No yard ornaments of any kind are permitted in the common areas.
- No Tikki torches or any other combustible apparatus are allowed to be affixed to any portions of the building.
- Decorative Flags are not allowed. The American flag is allowed providing it does not exceed the dimension of 3' x 5'

- Folding lawn furniture, low beach chairs, bicycles, bicycle racks, coolers, toys, shoes, boots, trash bags, brooms, mops, field gear, picnic tables, inside furniture or anything that is not porch furniture or potted plants and not permitted to remain on any front porch or balcony. None of the previous articles mentioned may be left in the yards in front of any unit which is part of the common grounds of the Association. Clothing, field gear, tarps, clotheslines, blankets, rugs, etc. may not be hung over balconies or porches nor to be used to store furniture. Junk, boxes, unsightly/unsanitary items, or items which may cause a potential hazard or damage to the porch or balcony surfaces, fences, or exterior of the buildings.
- Hanging of blinds, curtains, and awnings is prohibited on the patios and balconies.

GRILLS AND COMBUSTIBLE MATERIALS

- The State Fire Protection Code will be strictly enforced. Any fine levied in the KLC Association by the City of Fayetteville concerning this Code will be billed to the violator.
- **NO PROPANE OR CHARCOAL GRILLS** are to be stored or used on the second level unit balcony.
- Storage of tanks or other combustibles is prohibited in any storage room, unit, or common area.
- Only electrical grills without loose heat storage materials such as lava rocks are permitted on second level units.
- Only ground level units may have propane gas grills. Each grill must have a cover over it when not in use. The propane tank must remain disconnected and capped when not in use.
- Charcoal and Gas Grills may only be used when they are placed ten feet away from the buildings and/or any combustible materials such as pine straw, trees, etc.

EXTERIOR OF BUILDINGS

- Nothing may be attached to the exterior of the buildings except for patio decorations as outlined in prior section.
- No exterior TV antennas or Satellite dishes may be attached to the buildings, patios, or balconies. Satellite dishes may be installed in common areas as approved by the board with a \$100 refundable deposit. No refund will be made if the satellite dish is not removed from the unit. Please contact **Block & Associates Realty, 4310 Cumberland Rd, Fayetteville, NC 28306, (910) 764-1622** for approved installation instructions.
- Mini-blinds must be white and remain visible from the outside of the building. Curtains must appear white, off white, or bone in color or must have lining of these colors. which shall remain visible from the outside of the building. The use of window bars and or grates, window fans, a/c units or any other item between the blinds and the outside of the building is prohibited. **Damaged mini-blinds must be replaced immediately by the owner of the unit.**
- Sweeping of balconies must be done in a manner that nothing falls from the balcony.

- No reflective substances or materials are permitted to be placed on the windows.
- Only hanging plants, wind chimes, and bird feeders are permitted to be hung from the wood strip above the railing on second level units. For ground level units, use the top edges of the patio. When in doubt please contact **Block & Associates Realty, 4310 Cumberland Rd, Fayetteville, NC 28306, (910) 764-1622** for approved installation instructions.
- Unit owners are liable for all damages caused to the buildings by receiving deliveries, moving, and removing furniture and other articles going into and out of building.
- Storm doors may be placed on exterior doors. The standard used by most residents and generally acceptable is white, full glass front storm doors. Other styles will be considered but must be approved by the Board of Directors prior to installation.
- Unit owners/tenants are not permitted on roofs for any purpose, except as otherwise permitted or specified by the Board of Directors.
- No sign, advertisement, notice, or other lettering shall be exhibited, displayed, inscribed. Painted or affixed in, on or upon any part of a unit or common area without written permission from the Board of Directors except for "For Sale/Rent" signs as outline in the Bylaws. No signs shall be displayed in the condominium windows of any kind without approval of the Board of Directors.
- Storage of items such as grills and bicycles under the stairs is prohibited.

NOISE

- No unit owner, nor his tenant, family, guests, invitees shall make or permit any disturbing noises in the buildings or upon common areas, nor permit any conduct by such persons that will interfere with the right, comforts, or conveniences of other unit owners. No unit owner shall play or permit to be played any musical instruments, nor operate or permit to be operated a phonograph, television, radio, sound amplifier or other sound equipment in his or her unit or vehicle in such a manner as to disturb or annoy other unit owners. No unit owner shall conduct, not permit to be conducted vocal or instrumental instruction or practice at any time which disturbs other unit owners.
- Minimum volumes of all sounds and sound producing equipment may be permitted in any unit that interferes with the television or radio reception of other units.
- **All vehicles entering Karen Lake Condominium property must turn down their vehicle volume.**
- Any resident that owns a vehicle producing loud noise from a faulty /modified muffler or lack thereof must correct this problem within ten business days to ensure compliance.

SOLICITATION

- Door to door solicitation is not allowed on the Karen Lake Condominium premises. Christmas caroling and Halloween trick-or-treating is not considered solicitation.
- If someone comes to your door for the purpose of solicitation, please advise him or her that they are trespassing and must leave the community immediately. If they do not, you may call the Fayetteville Police at (910) 433-1529 to request they be removed. If they indicate that they have a permit, please advise that Karen Lake Condominium is private property so the permit is not valid inside the gated area.
- **Be aware and cautious.** Solicitors are sometimes thieves casing the area. Please do not give out information about yourself or your neighbors to complete strangers. Question these individuals and if necessary, call the Fayetteville Police.

POOL AND CLUBHOUSE RULES

- Observance of these rules shall be mandatory. Failure to adhere to all the Clubhouse and Pool rules is an automatic \$50 fine. When a new homeowner/tenant moves into a condominium unit, they should contact **Block & Associates Realty, 4310 Cumberland Rd, Fayetteville, NC 28306, (910) 764-1622**. A fob deposit of \$50 is collected for the activated fob. This is a refundable deposit that will be returned when the fob is turned in at end of lease or sell of property in order to facilitate the reissue to the next owner or tenant. If lost or damaged a replacement fee of \$50. The cost is to be paid by the homeowner or tenant.
- The clubhouse may not be reserved on an ongoing basis. Professional and Business reservations are not allowed.
- Any owner/resident may reserve the Clubhouse for a private party, but they cannot deny other residents access to the pool or facilities. The person going to the pool or facilities cannot interfere with the private part in progress at the Clubhouse. All decorations, sound equipment and food service are to be restricted to inside of the clubhouse.
- Future recreational facilities will be used in a normal, quiet manner in order to allow the maximum use and enjoyment of others and shall be subject to the rules of the KLC Association.
- Adult supervision is mandatory of anyone under 14 years of age. Supervision of children under 14 years of age must be by an adult 18 years of age or older.
- The KLC Association shall not accept any responsibility for the safety of any person using the facilities offered by the Karen Lake Association, Inc.
- **Smoking is prohibited in the KLC Clubhouse**
- Furniture items may not be moved from the KLC Clubhouse outside to the pool area.
- KLC Clubhouse facilities are for the use of the residents and their guest only. The KLC Clubhouse is not to be used for commercial purposes that are open to the public, unless sponsored by the KLC Association. Homeowners /tenants may not charge guest.
- Homeowners/tenants are always responsible for the conduct of their guest and for any damage that is done. The homeowners/tenants must be present while their guest is at the clubhouse or pool.
- Each unit's residents are limited to two guests. Request for exceptions to this rule must be submitted to a board member either written or verbally.
- **Only authorized personnel are permitted in the pool pump room.**

- Showers are required before entering the pool. Suntan lotion and oils can permanently damage the filter system and should be showered off before entering the pool.
- Each owner/tenant will be responsible for cleaning up after themselves. This includes cigarette butts, drink containers, food wrappers, and bottle caps. Failure to do so will result in violator being billed for cleanup service.
- No pets are allowed in the KLC Clubhouse or pool area at any time.
- No alcoholic beverages, glasses or bottles are permitted in the pool area. This is to prevent broken glass from causing injury to sunbathers or swimmers.
- Anyone acting in an inappropriate manner will be barred from further use of the KLC recreational facilities.
- No nude sunbathing, swimming, foul language, or public intoxication allowed
- Any residents utilizing the Clubhouse after dusk must keep vacate the pool and keep the noise to a minimum so as not to disturb the neighbors. Pool hours are from 9 am to Dusk as per the state guidelines.
- Parties are to be brought into the clubhouse at dusk. (When street lights come on)
- The Clubhouse hours are 9:00 am to 10:00 pm Sunday through Thursday. 9:00 am to 11:00pm of Friday and Saturday.
- Anyone found in the pool area after closing will be prosecuted for trespassing.
- No running, rough playing, foul language, frisbees, bikes or skateboards are allowed in the pool area.
- Street clothes or undergarments cannot be worn in then pool. Proper swimming attire is required.
- The gates to the pool area must always remain locked. If you find the gate unlocked, please contact any member of the Board of Directors or **Block & Associates Realty, 4310 Cumberland Rd, Fayetteville, NC 28306, 764-1622.**
- **There is no lifeguard on duty.** Owners and tenants swim at their own risk. Signs are posted to that effect.
- **Parties may be held at the KLC Clubhouse only after obtaining a permit from Block & Associates Realty, 4310 Cumberland Rd, Fayetteville, NC 28306, (910) 764-1622. A deposit of \$250 (refundable if no damage) and a \$50 usage fee is required. Deposit is to insure clean up and preservation of the Clubhouse area to include the exterior around the clubhouse. If damages are found to be in excess of the deposit, the homeowner/tenant who signed for the reservation of the KLC Clubhouse will be billed.** Further use of the KLC facilities by homeowners/tenant responsible will be at the discretion of the Board of Directors. Deposits will be held until inspection is made and passed. The permit given to hold a party must be posted on the Clubhouse Door for the duration of any function. Again, registered parties cannot prohibit other residents' simultaneous use of the pool or facilities.
- **The front door of the KLC Clubhouse must remain locked at all time.** The door must close and not be stopped from closing after each entry and exit of persons accessing the doorway. For the safety of the residents each person should ensure the front door is closed after they pass thru. **Trespassers will be prosecuted.** Signs are posted to that effect.

Karen Lake Condominium Homeowners Association Owner's Rental

The owner's rental form is to be completed by the owner/representative and returned to **Block & Associates Realty, Inc. 4310 Cumberland Rd, Fayetteville, NC 28306, (910) 764-1622**

Unit Owner's Name_____

Unit address building _____ **unit** _____ **Sardonyx rd, Fayetteville NC 28303**

Owner's contact information Name: _____

Address_____

Phone_____ **Email Address**_____

Representative (property manager/Realty co)

Name: _____ **Manager**_____

Phone: _____ **Email**_____

I, the above-named owner/representative have given my lessee a copy of the Karen Lake Condominium Rules and Regulations, which is to be given to the person(s) renting the condominium.

Signature of Owner/ Representative

Tenant Information

Name of Person(s) Leasing Unit:

1: _____ **Cell**_____ **Email**_____

2: _____ **Cell**_____ **Email**_____

I the above-named Lessee(s) have received and read a copy of the Karen Lake Condominium Homeowners Association Rules and Regulations (revised 05/30/2023)

Signatures _____

Karen Lake Condominiums
Pet Registration

All dogs and cats living in the Karen Lake Condominium community must be registered with **Block & Associates Realty, Inc. 4310 Cumberland Rd, Fayetteville, NC 28306, (910) 764-1622. Weight and Height are required for dog only.** Please complete and submit this form with proof of rabies vaccination and city license to **Block & Associates Realty, Inc. 4310 Cumberland Rd, Fayetteville, NC 28306, (910) 764-1622.**

Resident Name_____

Building #_____ **Unit #**_____ **Telephone**_____

Are you Owner / Tenant

Pet #1

Dog / Cat Breed_____ **Color**_____

Age_____ **Weight**_____ **Height at Shoulder** _____

Registered Service Animal yes / no

Pet # 2

Dog / Cat Breed_____ **Color**_____

Age_____ **Weight**_____ **Height at Shoulder** _____

Registered Service Animal yes / no

I have read the Rules and Regulations concerning pets. Including height / weight (max 30 lbs) restriction. Leash law adherence and violation fines.
I certify that the information provided is accurate.

Name

Date