



Rules and Regulations
All Residents, Owners and Guests
must adhere to these rules and regulations.

Violations of these Rules and Regulations are subject to fines.

Condominium living necessitates rules and regulations to insure the comfort and safety of all residents and to protect the investment of all owners.

In order to create a congenial and dignified residential atmosphere, your Board of Directors has adopted rules and regulations for the guidance of all owner, residents and guests. These rules and regulations may not please everyone entirely nor were they designed to satisfy individual personal desires. This building is not a dormitory and if you are a resident renter, you are expected to treat it with the same respect as if it were your own home.

1. Renting of Units

Owners are responsible for their resident's compliance with the rules and regulations of the Association. *Any violation of the rules and regulations and any fines issued will be the responsibility of the unit owner.* Unit owner (or their rental agent) is responsible for incorporating these rules and regulations into their leases and forwarding a tenant and owner acknowledgement to the Association Management Company.

2. Parking And Use of Vehicles

Parking is by assigned parking only. Any vehicle parking in another space without permission is susceptible to towing. This space is your responsibility. If an unauthorized vehicle is parked in your space you will need to call Schroeder Towing (803) 772-7930 and have the vehicle towed. When the tow truck arrives, you will need some type of identification to show the driver.

Automobiles in a state of disrepair or not having current tags shall not be left on Plaza Centre property. Any automobiles not being used on a regular basis shall not be stored in the parking area. All commercial vehicles, campers, boats and trailers are prohibited from parking on any portion of the condominium property.

Because of the critical need of access for fire equipment and trash removal trucks, vehicles parked anywhere other than the marked spaces will be towed. There will be no parking in the driveway or access ways.

Motor vehicles may not be washed, waxed or repaired on the premise.

Motorcycles, mopeds and bicycles shall be parked in assigned area only and shall not be brought into hallways, elevator or into individual apartments or parked on sidewalks.

Any motor vehicle in violation of parking rules will be towed at car owner's expense.

3. Solicitation

Businesses shall not advertise their products, services or functions in Plaza Centre. This includes using hang tags or posting anything on or under unit doors. Residents or unit owners may advertise their units and other personal property for sale by using only the bulletin board provided in the lobby. All postings must be dated the day they are posted and can remain up for 60 days. All postings without dates and postings with expired dates will be removed. Nothing should be posted anywhere in the building other than the bulletin board except if posted by Association Management.

4. Roof

The roof is off limits except for needed maintenance of unit air condensers. If a unit owner needs access to the roof for maintenance, the owner or the repair company must call the management company for verification and access. In no

circumstances is there to be “dead” equipment or parts left on the roof. Everything must be removed by owner or Repair Company. If “dead” equipment is left, there will be a \$100 disposal fee charged back to the owner.

5. Annoyances

Being thoughtful of one’s neighbor is essential in a multi-family community. Therefore, excessive disturbing noises in dwellings of the common elements that interfere with the rights, comforts or other conveniences of neighbors cannot be allowed.

Noise from televisions, stereo equipment, people, etc., should be kept to a minimum at all times and especially during the hours of 10:00 p.m. through 8:00 a.m. After 10 p.m. customers of the commercial units must be served within the business location and not loitering outside commercial units.

The Columbia Police Department will be notified when excessive noise occurs. Owners will be held responsible and notified of complaints against their residents. Disturbances caused by any residents will result in police and/or Board action.

The use of weapons or noise makers is prohibited.

6. Pets

No pets (cats, dogs, birds, reptiles or other animals,) shall be brought, kept, maintained or harbored in the building by resident, owner or guest. Anyone not in compliance will be subject to an *immediate* fine of \$100. This fine will increase by \$100 for every day and/or occurrence that the pet is still found to be on premise after the initial letter to have pet removed. There is no such thing as a “visiting” pet. Any pet that is a registered pet of the disabled must be registered with the Association Management Company.

7. Signs

No sign, advertising or notices of any kind or type, including but not limited to “For Rent” and “For Sale” shall be permitted or displayed on the exterior of any residential unit nor shall be displayed in any manner as to be visible from the exterior of any unit. Commercial Units are to limit signage to their windows and the main sign marquee. No signage, banners, lights or other items should be hung from the railings, bottom of awning, fence or placed on sidewalks. Sidewalks must be kept clear at all times.

8. Smoking in building

Smoking is permitted in the units only or outside the building. There is NO smoking permitted in the halls, stairwells or elevator.

9. Conduct Of Children, Guests, Employees and Customers

Residents and/or Business owners are responsible for the general conduct of their children, guests, employees and customers at all times. Damage to the common elements, limited common elements or personal property of other residents is the responsibility of the Resident or business owner. Resident/Business owner is responsible for stopping any seen violation by these parties. Any violations by these parties are still subject to fines issued to the unit/business.

10. Exterior Items

No radio or television antenna or wiring for any such purpose may be installed on the exterior of the building. No mops, clothing, rugs, banners, or any other item shall be hung inside or outside windows or railings in public view. No clotheslines are allowed. All window treatments (curtains or blinds only) from outside view should be white, off white or natural in color. No bed sheets, blankets, flags or banners should be used as window treatment or viewable from windows. Window and sliding door screens are the responsibility of the unit owner and should be in kept in good repair.

11. House Keeping/Pest Prevention

Residents shall: (1) comply with all provisions of building and housing codes materially affecting health and safety; (2) keep the unit reasonably safe and clean; (3) regularly dispose from unit all garbage, rubbish, and other waste in a reasonably clean and safe manner.

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13. Trash

Disposal of trash shall be by the use of the garbage chutes on each floor, or by the dumpsters provided in the outside parking lot. Boxes, mops, brooms or other large items are not to be put into the chutes. These items must be carried down to the dumpster located in the parking lot. All house hold trash **MUST** be secured in bags. Commercial Units are not to use chute and dispose of all trash by way of dumpster.

14. Inappropriate or Illegal Activities

The conduction of any illegal activity or fighting on the property is prohibited. There is to be no skateboarding, on the property, this includes the access road at the front of the building. There is to be no washing of vehicles on the property.

15. Liability

The Association assumes no liability for any loss or damage to articles or personal property stored in any common or other storage area.

16. Littering or Release of Bodily Fluids in common areas

There is to be no littering or releasing of body fluids in any common areas which include halls, stairwells, elevator, etc. This includes but is not limited to: trash, drinks, spitting, urinating and vomiting. Violation of this rule will be considered vandalism and have an automatic fine of \$1,000.

17. Building Access/Security

The interior front door in the lobby area must remain locked at all times, as must the stairway doors opening into the garage. Propping any of these doors open is a direct violation of this rule and will result in fines. This includes commercial units propping door open for deliveries. Residents must not allow access of doors to visitors or patrons of commercial units. Elevator access from the garage is for residents only. Any resident, owner or guest allowing uninvited individuals or homeless people entry into the building is a direct violation of this rule and will result in fines.

18. Commercial Unit Hours of Operation

The hours of operation for any use of commercial space shall be between the hours of 7:00am and 10:00pm and deliveries to the Commercial spaces and ingress and egress of patrons and other invitees or licensees must be made through the front entrance of the commercial space.

19. Trespassing

Any unauthorized person found on the premises of Plaza Centre will be reported to the police and repeat violators will be prosecuted to the fullest extent of the law.

20. Building Damage

Any damage to common, limited common areas or other units is the responsibility of the offending party and will be considered vandalism with a minimum \$1,000 fine plus the cost of repairs. Residents or Owners are responsible for any damage caused to common areas by their guests.

21. Fire Procedures

If you discover a fire in your unit, please do the following:

- A. Immediately call the Fire Department (911) and tell the dispatcher the floor and unit number, as well as the buildings name and address – Plaza Centre, 2009 Greene Street.
- B. Without further delay, leave your apartment and be sure to close your door behind you.

C. Alert the other residents on your floor by striking the nearest fire alarm along your exit route.

D. Use the nearest stairway to leave your floor. DO NOT USE THE ELEVATOR

If it is documented that you or your guests are discovered within the building, in the garage area or entering the building during a fire alarm, and the “all clear”, has not been given by the HOA or the Fire Department, a fine of up to \$250 per person, per incident, can be applied.

The Penalty For Falsely Pulling A Fire Alarm OR Tampering With Any Fire Equipment Is A Fine Of \$1,000. This Is A Misdemeanor Offense Punishable by Law.

22. Alterations

Interior architectural alterations to units are not permitted without the written approval of the Board of Directors. Any approved alterations, additions, etc. must comply with local business codes.

No alteration or addition to any of the common elements or limited common areas shall be made by any owner or resident. All such work is the responsibility of the Board of Directors acting on behalf of the Association.

23. Occupancy

No one bedroom unit may be occupied by more than two persons, small (corner) two-bedroom units may be occupied by no more than two persons. Large two-bedroom units may be occupied by no more than three occupants.

24. Rule Changes

The Board of Directors reserves the right to change or revoke existing rules and regulations and make such additional rules and regulations from time to time, as in their opinion, shall be necessary.

Residents and owners are encouraged to enforce these rules and regulations through notification of the Board, Managing Agent or Columbia Police Department, as necessary

Violation of these Rules and Regulations, Master Deed or By-Laws will result in the following fines:

1st offense - written warning

2nd offense - \$100 fine

3rd offense - \$200 fine and possible legal action by Board of Directors

These fines are in effect for all violations except where individual fines are stated in each section.

Managing Company for Plaza Centre:

Association Management Professionals, LLC.
1905 Sunset Blvd. Suite E
West Columbia, SC 29169
Office: (803) 547-2442

After hours emergencies: Dial (803) 547-2442

What are after hour emergencies?

1. Unknown water leaking into hallways, common areas or your unit and you are unable to contact the person above or next to you.
2. Someone trapped in elevator call 911 then call emergency number.
3. Fire call 911.

These rules and regulations are made for your enjoyment and safety. Your cooperation in observing these rules will avoid confusion and possible embarrassment. Any expense as a result of a violation of these rules will, insofar as feasible, be assessed against the resident responsible.