

*Renaissance*  
ON CHARLESTON HARBOR



**RULES AND REGULATIONS**

## *INTRODUCTION*

*The Renaissance on Charleston Harbor is one of the Charleston areas most beautiful and desirable places to live. Rules and regulations have been established to ensure that the buildings and grounds are maintained and altered in a manner that will only enhance the initial design and construction, and in addition provide for an outstanding living environment with the goal of serving the best interest of the owners and residents. It is in this spirit that compliance by all residents is necessary.*

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*Article I - ARCHITECTURAL CONTROL*

In accordance with article VII Section 7.1 and 7.2 of the Master Deed, approval for all exterior and interior construction is required as follows:

**A. Approval Required for Exterior Changes**

“ No exterior construction of any nature whatsoever, except as specified in the Regime Documents, will be commenced or maintained upon any building, including without limitation, the Limited Common Areas, nor will there be any change, modification or alteration of any nature whatsoever of the design and appearance of any of the exterior surfaces or facades, nor will any Owner paint any gate, fence or roof, nor will any Owner change the design of the exterior lights, nor will any Owner install, erect or attach to any part of the exterior any additions or changes until after the plans and specifications showing the nature, kind, shape, height, material, color and location of the same will have been

submitted to and approved in writing as to harmony of exterior design, color and location in relation to the surrounding structures by the Board of Directors. The aforesaid approval will be in addition and antecedent to any such approval required under the Bridgeside CC&Rs.”

**B. Approval Required for Interior Changes**

“Owners shall not perform any interior construction or up-fitting on their Unit (“Interior Work”) without first submitting the plans and specifications for such work to the ARC for approval. All interior work on the unit shall be conducted in accordance with the Rules and Regulations of the Association. Insurance certificates for the contractor(s) or resident, naming the Renaissance on Charleston Harbor as the additional insured, and meeting the requirements of Article II-2 and Article II-16 must be submitted to management.

**C. Approval Authority**

The Board of Directors has delegated the responsibility for review and approval, or non-approval, of plans and specifications for all changes to The Architectural Review Committee.

**D. Approval Process**

**1. Preliminary Approval**

a. The Unit owner must submit an ARC form to the Architectural Review Committee (ARC) for approval. When properly filled out this form should contain:

- The Unit Number

- The Unit owner's name, address, and phone number.
- A brief description of the project/type of construction
- The Name of the contractor/company doing the work
- The contractor's address
- The contractor's phone number
- The contractor's license number
- The contractor's insurance company.
- Unit owner's signature

b. ARC room-by-room checklist. This checklist is available on the RCH website. The unit owner must complete the ARC room-by-room checklist and attach it to the ARC form.

c. Both the ARC form and the ARC room-by-room checklist must be submitted at the Palmetto Building Concierge Desk marked: "ATTENTION ARCHITECTURAL REVIEW COMMITTEE."

d. Preliminary approval of the ARC form is required prior to development of project plans and specifications.

e. Preliminary approval of the ARC form is required prior to the start of any demolition.

**NOTE: Incomplete ARC forms will be returned to the Unit owner without action.**

## **2. Final Approval.**

To receive final approval for their project, the Unit owner must submit the following:

a. A complete set of plans and specifications for interior construction or up-fitting to the ARC for approval.

b. The name and telephone number of the unit owner and anyone else who would have knowledge of the planned changes and information on the availability of the site for inspection must be submitted along with the plans and specifications.

c. Plans and specifications must be submitted at the Palmetto Building Concierge Desk marked “ATTENTION ARCHITECTURAL REVIEW COMMITTEE”.

**NOTE: If, in the opinion of the ARC, advice is needed from an Engineer or Architect, the fee for such services will be incurred by the owner.**

d. Approved plans and specifications will be stamped “Approved by Renaissance Architectural Review Committee” and signed.

**NOTE: Approval of plans by the ARC does not constitute compliance with applicable Town of Mount Pleasant (TOMP) building codes. Owners are responsible for their project being compliant with TOMP building codes.**

**NOTE: Unit owners are responsible for obtaining all required building permits.**

**NOTE: Unit owners are responsible for ensuring that approved plans and specifications are available on the job site at all times.**

**3. Cosmetic interior modifications.** Cosmetic interior modifications such as painting, wallpapering or carpet installation do not require ARC approval. However, an ARC form with a description of ALL WORK and proof of insurance must be

provided to the RCH manager 48 hours prior to start, failure to provide this information could delay approval to start.

4. ARC approval, for interior modifications listed below, is required:

a. Penetration of or alterations to perimeter walls, floors, ceiling or structural supports. **Note: Penetrations or alterations to post tension slabs (ceilings and floors) is PROHIBITED.** This includes, but is not limited, to drill holes, screws, nails, saw cuts, etc.

**Note: Penetrations of one-half (1/2") inch are allowed for screws and/or nails securing the top plate and floor plate of framed walls to post tension ceiling and floor slabs.**

b. Addition or deletion of walls. (ARC Room-by-Room Checklist)

c. Modification to gas piping. (ARC Room-by-Room Checklist)

d. Modification to windows or exterior doors such as tinting, obstructing, installation of screens, etc. (ARC Room-by-Room Checklist)

e. Modification to ventilation or plumbing chases.

f. Modification to plumbing. (ARC Room-by-Room Checklist)

g. Modification to exhaust ventilation ductwork. (ARC Room-by-Room Checklist)

h. Relocating or deleting fire alarm or sprinkler system. (ARC Room-by-Room Checklist)

i. Relocating or deleting smoke alarm. (ARC Room-by-Room Checklist)

j. All common areas or limited common area modifications or additions.



k. All modifications that will cause loud noise generate fumes or dust must be specifically identified. (ARC Room-by-Room Checklist)

l. Policy on repair of leaking shower pans, drains, and connections, see Policy Manual.

**E. General Appearance**

The principal objective of establishing architectural control is to ensure the structural integrity and the attractive and consistent appearance of the buildings and grounds. In addition to the specific requirements of this article, care must be taken to ensure that window treatments and furnishings visible from the building exterior do not violate these objectives. “For Sale”, “For Rent” signs or other advertising materials are NOT permitted in any unit or on any part of the property except for the bulletin board with management approval. Other information on construction requirements is contained in section V.

***Article II - CONTRACTORS***

Prior to accomplishing work at The Renaissance, owners and contractor personnel should read and understand fully the rules and regulations specified below.

1. ARC approval must be obtained, permits issued and owners must schedule work with the building manager a minimum of 48 hours prior to start of any work.
2. All contractors (including those doing repairs and service work) must be licensed and have workers compensation insurance as required by the state of South Carolina (except as noted in 2(a) below) and a minimum of \$2,000,000 Aggregate general liability insurance including \$1,000,000 per occurrence. A Certificate of Insurance must be submitted to management with the Renaissance on Charleston Harbor shown as an additional insured prior to beginning work.
  - a. Contractors who are not required to carry workers compensation by the state of South Carolina due to having a limited number of employees will not be required to have workers compensation to work in Renaissance but all employees working in Renaissance (including the owner) of such company are each required to sign the Renaissance “Release of Liability” document.
3. Work hours are 9:00 A.M. to 5:00 P.M. Monday through Friday or after hours as follows: After hours work, Monday through Friday, 5 PM – 8 PM is limited to quiet work, i.e. painting, wallpaper or carpet cleaning. No noise producing work i.e. hammering, sawing, etc. is allowed. All after hour workers must check in with the office before 5:00 PM, obtain and wear a Renaissance ID Badge while working and turn it in to the owner after working. The owner will turn the badge in the next day. Quiet work only may be scheduled with management for Saturdays from 9:00 A.M. to 4:00

P.M. All Saturday work must be approved by management by 1:00 P.M. Friday.

4. Each day before starting work, the supervisor or lead worker must check in at the managers office located just inside the entrance on the plaza level and obtain identification badges for each member of the crew.
5. All workers must wear a Renaissance identification badge while on the premises. Anyone without a badge will be required to leave the property.
6. If the common areas used by the workers to gain access to a unit are not kept clean by the workers or if any contractor rules are violated, a fine of \$50.00 will be charged and work stopped until compliance. If a second violation occurs, a fine of \$100.00 will be charged and work cannot continue until fine is paid and compliance is met. A third violation on any one job will be cause for an additional fine of \$200.00 and the contractor being prohibited from working in The Renaissance for a period of six months. Contractor parking is limited to designated spaces in the parking garage and Plaza level parking.
7. Contractor entrance is through the garage ONLY. Under no circumstance is the Plaza Level entrance to be used when carrying any type of large tools, products or equipment. (Ladders, dollies, tool boxes, etc.)
8. Contractors must use service elevators 2 or 5 only, except for access to “C” units, elevator 3 is to be used in the Crescent Building and elevator 4 in Palmetto Building. Prior to using elevator 3 or 4, Renaissance personnel must install protective covers to prevent damage.
9. Material or equipment is not to be stored in stairwells, halls, landings or elevators. If a temporary short-term storage area is required, it must be arranged with the manager.

10. Any loud construction work must be specifically scheduled with the manager.
11. The fire alarms are very sensitive. CARE MUST BE TAKEN TO AVOID SETTING OFF A FALSE FIRE ALARM. Spray painting, sanding, or similar work can cause the alarm to go off. PROTECTIVE MEASURES MUST BE TAKEN AND THE MANAGER MUST BE NOTIFIED PRIOR TO THE START OF ANY WORK THAT HAS THE POTENTIAL FOR CREATING AN ALARM.
12. Smoking is not allowed anywhere in the buildings including the parking garage.
13. Workers are not permitted to bring pets on the property.
14. Owners are responsible for any damage that may be caused by the contractors they employ.
15. All on-site work for a unit owner must be accomplished within the unit or in the designated workspace in the garage. The exception of tile and woodcutting is permitted on the balconies to prevent dust. In this case, management must be notified at least 3 days prior to warn neighbors of possible disruption.
16. Certain vendors may be allowed to work on-site without meeting the requirements of items 2, 4, 5 and 6. Such vendors must be on-site to perform only non-construction type activities for the owner or tenant. The following are approved vendor types for this exemption provided the owner/tenant is on-site and assumes the responsibility for the vendor and the owner/tenant takes the actions noted in (c) and (d) below:
  - a. Estimators for contractors who are visiting strictly to develop an estimate for a job to be done later.

- b. Interior decorators, housekeepers, window washers, carpet cleaners, handyman and repairmen.
  - c. The owner/tenant may do a one-time registration for their housekeepers who are cleaning on a regular basis. The owner/tenant is responsible for any problems occurring with the housekeeper(s) and for assuring that the housekeepers are not left to roam in our buildings. It is also highly recommended that entry codes not be given to any non-resident of our buildings as that impacts the security of our complex. It is the responsibility of the owner/tenant to advise management when they have discontinued the services of housekeepers who are registered in this manner.
  - d. For all vendors listed in (a) and (b) above, except housekeepers, the owner/tenant assumes responsibility for the vendor personnel while they are on-site.
  - e. Owners/tenants who utilize the above registration options but do not follow the procedures as outlined will not be allowed to register future vendors under this section 18.
18. Contractors are not allowed to place any debris removed from the Owner's units into any of the dumpsters located in the garage area of the building. All tear out and construction debris is the responsibility of the Contractor and must be removed, by them, from the premises.

### ***Article III - BALCONIES***

Unit owners and renters will keep balconies clean and neat and must comply with the following.

1. Furnishings are limited to weather resistant outdoor furniture, accessories and potted plants. Pots must have saucers.
2. Outdoor furnishings and plants must be placed, or removed, so that they will not blow or fall during normal or high winds. Balconies must be completely cleared when hurricane warnings are posted.
3. Hanging items of any kind on walls, overhead, columns, posts and rails are prohibited, except as specified in “4” below. These items include but are not limited to: flags, banners, signs, clothing, rugs, mats, towels, ornamental items, lights, etc. Floral hanging baskets are limited to railings only.
4. Decorations are permitted on rails only during the holiday season. They may be installed after Thanksgiving and must be removed by the 7<sup>th</sup> of January. If lights are used, white is encouraged
5. No awnings, projections, umbrellas or enclosures are permitted. Barriers to contain pets on porches may be permitted with Board approval.
6. Open flame grills are not allowed. ONLY electric grills and other non-open flame grills such as infrared gas-powered grills are allowed.
7. Cigarettes, cigars or other items are not to be thrown from balconies.
8. Sweep and damp mop balconies to prevent trash and debris from falling on neighbor’s balconies. For sanitary reasons, balconies should not be used as relief areas for pets. In the event of a pet accidentally relieving itself on a balcony, swift action should be taken by the resident to clean and sanitize the soiled area with care taken to prevent any runoff during the cleanup. Except for natural rainwater, water flow from residents’ balconies is strictly prohibited for any reason, except during scheduled

deep cleaning periods. Management will schedule a deep cleaning day quarterly per year at which time all owners who wish to may wash their balconies down. A floor-by-floor time schedule (top to bottom) will be distributed for such wash-downs. These wash-downs will be scheduled on the Saturday one week prior to the exterior window cleaning. Management will give thirty (30) days notice as a reminder to the homeowners.

9. Feeding wildlife on balconies is prohibited.

#### ***Article IV – BICYCLE REGISTRATION***

All bicycles stored in the garage area must be registered with the regime management. A Bicycle Registration form is available at the management office and upon completion, a Bicycle Permit numbered decal will be provided for each bicycle. This decal should be placed on the front of the frame post just below the seat.

#### ***Article V – INAPPROPRIATE BEHAVIOR***

##### ***And/or COMMUNICATION***

Any owner bothered by a disturbance should immediately call the police and the Association Manager. The Board/ Management will not police disputes between unit owners unless it directly impacts the operation of Association business.

#### ***Article VI - GRAND RENAISSANCE ROOM & GUEST SUITES & GUESTS***

##### **A. Grand Renaissance Room (Clubroom)**

The Grand Renaissance Room provides owners or lessees with a suitable area for social entertaining. In addition, the room is to be used to conduct Association Members' Meetings.

The Grand Renaissance Room may be used by a Renaissance resident or group of residents, at no charge, provided that all Renaissance residents and their guests are invited, and all other applicable rules are observed. Non-residents may be invited by the host or hosts. The owner must be present during the event. The room is not to be used for commercial purposes. Event set up cannot begin any earlier than 11:00 am on the day of the event.

Any resident or lessee may reserve the Grand Renaissance Room for private functions provided the date does not fall on Fourth of July, HOA Christmas Social, or any other date set aside for community functions. Reservations can be made up to six (6) months in advance by completing a reservation form available at the management office. The fee of \$100 will be charged to the owners regime account upon receipt of their signed reservation form. Lessee(s) must submit a check as payment of the \$100 fee with their signed reservation form. The fee is returnable if the reservation is cancelled a minimum of thirty (30) days prior to the reserved date or on shorter notice if management can reschedule a reservation for those dates. The fee is NOT a deposit and will not be returned after the cancellation date. An owner who leases his/her unit transfers their rights to the amenities to their lessee.

1. A \$100 deposit for residents with an immediate family reservation of less than 25 people. The \$100 deposit is for damage or rules violations and/or janitorial service. The deposit is refundable if there is no unreasonable wear



and tear of the room or rules violations. The Resident can choose to have the janitorial fee taken out of the deposit or the Resident can choose to clean the room. This reservation is limited to twice per year.

2. A \$100 fee for Residents with a non-immediate family reservation of less than 25 people. There is a \$250 deposit for damage or rules violations and/or janitorial service. The deposit is refundable if there is no unreasonable wear and tear of the room or rules violations. The Resident can choose to have the janitorial fee taken out of the deposit or the Resident can choose to clean the room.

3. A \$250 fee for Residents to reserve the room for 26-50 people with a \$500 deposit. The deposit is refundable if there is no unreasonable wear and tear of the room or rules violations. The Resident can choose to have the janitorial fee taken out of the deposit or the Resident can choose to clean the room.

4. A \$500 fee for Residents to reserve the room for over 50 people with a \$1,000 deposit. The deposit is refundable if there is no unreasonable wear and tear of the room or rules violations. The Resident can choose to have the janitorial fee taken out of the deposit or the Resident can choose to clean the room.

All Hosts/Hostesses must comply with all of the rules listed on the Clubroom Reservation Agreement.

**Note:** *Private parties are parties with an exclusive list of invited guests from Renaissance or elsewhere.*

1. Hosts/Hostesses must be a resident or lessee of The Renaissance. Dependent children will not be allowed to reserve social rooms unless the parents/owners are present always.
2. Hosts/Hostesses are responsible for actions of their guests, consumption of alcohol, and any damages, which may occur.
3. If off-street parking is required, the host/hostess must make arrangements and apprise the Manager of the specifics a minimum of two weeks prior to the party.
4. Changes in arrangement of furniture in the clubroom are to be approved by the Manager and supervised by the Maintenance Supervisor. Furniture within the pool enclosure is not to be moved from that area.
5. Decorations are permitted on the day prior to the party if there is no conflict in scheduling. Care must be taken not to damage structure or furnishings. Owner will be held liable for any decorations, rentals or supplies left unattended in the clubroom prior to an event. The clubroom entry code cannot be temporarily changed.
6. At the conclusion of the Activity, the following items should be confirmed: the temperature in the clubroom must be set at 78 degrees Fahrenheit (65 winter); all trash shall be bag tied and removed from the Facility; all doors locked and lights and audio equipment to be turned off.
7. The room may not be used for commercial activity.

**B. Guest Suites**

There are four guest suites available for residents to accommodate their overnight guests.

1. The reservation fee is \$80 for the first night and \$30 for each consecutive night for up to seven (7) nights, at which point, the reservation can be extended if there are no conflicts in scheduling. In this case, the fee for the 8<sup>th</sup> day is \$80, and \$30 for the 6 days following.

2. The fee for the large guest suite in the Crescent Building is \$130 for the first night and \$60 each additional night for up to seven (7) nights. This room can also be reserved as just the bedroom portion for \$80 for the first night and \$30 for each consecutive night up to (7) nights.

3. Should you reserve three or four guest suites simultaneously, only two of them will be confirmed. The remaining two will be confirmed one week prior to your reservation date.

4. The fee will be charged to the owner's regime account upon receipt of their signed reservation form. Lessee(s) must submit a check as payment for the fee with their signed reservation form.

5. Homeowner or Lessee must be present during the reservation period of their guests

6. Reservations can be made 90 days in advance. The fee is refundable if the reservation is canceled a minimum of twenty-one (21) days prior to the reserved date. In addition, the fee will be refundable on shorter notice if management can reschedule

a reservation for those dates; or if at the time of the reservation cancellation there had been no other request for the guest suite on the same dates by another owner.

7. Priority will be given to residents who within a (6) six-month period have not made previous reservations. However, once we are within 21 days of the reservation the owner can not be bumped.

8. Keys are to be picked up no later than 4:30 pm on the day of your reservation and returned by 10:00 am on the day the reservation ends. For a Saturday or Sunday arrival, the key must be picked up by 4:30 p.m on Friday. If circumstances prevent compliance with these times, call management for instructions.

9. At the time keys are picked up, the guest suite is to be inspected by a member of The Renaissance staff and the resident. The facility will also be inspected, and a property inventory will be taken before and after the reservation. Should any damages occur during the reservation period, the resident is responsible for repair and/or replacement costs.

10. One (1) set of clean linens and four (4) sets of towels are provided per duration of a stay up to one week. Fresh towels will be provided every 3 days. Maid service, if needed, is the responsibility of the resident who made the reservation.

11. Resident owners who find it necessary to vacate their unit in order to accommodate construction work being handled by the HOA (including insurance and maintenance/repair projects) may temporarily use one guest suite at no charge to the owner based on guest suite availability. Such temporary accommodation may

continue upon the approval of the Board of the HOA and may be withdrawn at any time.

12. No pets are permitted in the guest suites.

**C. Condominium Guests in the Absence of Owners or Lessees**

1. Any owner having a guest staying in their unit when not present must register with the management office.
2. A guest parking pass must be obtained from the management office and prominently displayed when the vehicle is in any RCH parking space in the garage.

***Article VII - ELEVATORS***

Each building is equipped with six (6) elevators. Elevators number 1, 3, 4 & 6 are designated for passenger use only with the exceptions noted in Article 2.8 regarding contractors.

Owners are to ensure that delivery personnel, movers and contractors remove all debris and elevators are left clean after each use.

Management must be informed of all moves and large deliveries so that elevators can be properly padded to prevent damage.

### ***Article VIII - FITNESS CENTER***

The fitness center facilities are provided for individual use and enjoyment. Equipment will be used only for its intended purpose and in accordance with the posted and manufacturer's instructions. The fitness center may not be utilized by any non-resident unless they are an overnight guest of the resident. The facility may not be used for commercial purposes at any time. Trainers may only use the fitness center in the training of a resident. Equipment will be used at the sole risk of each user. The association will not be liable for injuries caused from use of the equipment.

Children under 15 years of age are not permitted to use the fitness center unless accompanied by an adult who remains with and supervises them.

After use, users of the fitness center are requested to wipe down equipment they have used with the disinfectant wipes provided in the center. Please turn off electrical equipment prior to leaving.

### ***Article IX – SPA***

The Spa room can be reserved for services through the management office Monday through Friday between the hours of 9:00- 5:00 PM.

### ***Article X- GROUND***

The Homeowners Association will maintain the grounds. Grounds are not to be altered in any way. Flags, monuments, signage, ornamental items, tents, trash bags or any kind of storage are prohibited. Gardening, pruning of trees or shrubbery is also prohibited. Grounds will be used for casual recreational purposes only. Car washing/Detailing is prohibited on the Renaissance grounds except where specifically designated by the Board of Directors.

Children are not allowed to play in the garage area. No skateboarding or bike riding in the garage.

### ***Article XI - LEASING OF UNITS***

Section 9.4 of the master deed states: “Any owner will have the right to lease or rent his unit; provided, however, that all leases and rental contracts must be in writing, be for a lease term of 12 months or greater and will require the lessee to abide by all conditions and restrictions placed on the use and occupancy of the unit and the Common Area by the Regime Documents. Any listing of Renaissance units on any short-term rental, home exchange, or similar website or publication will be immediately fined \$1,000 and \$100/day until the listing is removed. All other provisions regarding fines will also apply. The Board of Directors will have the right to approve the form of all leases and rental contracts at any time if it elects to do so. Occupancy by a tenant or renter under any such approved form of lease or rental contract is subject to continuing approval of the Board hereunder, which may be removed at any time by the Board for any violation by any such tenant or renter of the Rules and Regulations of the Association.” The lease must be a valid South Carolina Lease. Section 10. of South Carolina lease shall not be more than 7 days.

Prior to tenant moving in, the owner must submit to management a copy of the lease agreement for Board approval and a \$3,000 security deposit. The tenant must also complete orientation with management and receive a copy of RCH Rules and Regulations. Any owner who does not comply with this regulation will be fined \$1,000. \$1,500 of the security deposit will be retained by RCH until the lease is terminated and/or tenant moves out. The deposit is also refundable should a tenant move out prior the twelve months and the condominium remains unrented for the remainder of the lease. Deposit refunds are subject to the owner being current on all association assessments at the end of the twelve-month term. Any deposit refund due will be issued after deduction of all outstanding balances due to the HOA. The tenant agrees to be responsible for any damages caused by tenant, pet, or guest brought on the property by fault or negligence.

## ***Article XII - MOVING IN AND OUT AND DELIVERIES***

### **A. Moving In and Out**

A \$500 refundable deposit for moves, and a fine of \$100/hr. in increments past 5 p.m. when the move occurs in order to enforce the provisions of Rule 12(a) and (b). The deposit will be refunded after inspection of any damage and other deductions, if any, for excess time violation. There will be no warning letters. The deposit must be paid, and a reservation of the loading dock must be scheduled in advance with the office, and the “Moving Day sheet” must be signed. If a tenant move is scheduled, the \$3000 or \$1500 applicable deposit



must be on file, and the \$500 will be waived. All other provisions of rule 12 will remain in effect.

Moving will not be permitted until an appointment has been made with the Manager's office and final approval has been given. All moving activities are restricted to the hours of 9:00 A.M. to 5:00 P.M., Monday through Friday. Saturday and Sunday are strictly prohibited. Moving is not permitted on the holidays observed by Renaissance personnel. In addition, prior to anyone moving into a leased unit, the lease must be submitted to the Managers office to verify compliance with section 9.4 of the Master Deed. All moves must be scheduled with the management office.

Use of designated freight elevators. If freight elevator is not available, the private elevators will be padded.

The above rules are equally applicable to moves within the Renaissance buildings.

Move-ins must have all keys pertaining to the unit being moved into. Keys will not be provided on site. The moving company must sign in at the front desk and wear a badge while on the property. Moving vehicles must back down to the left side garage gate and unload there. Care must be taken not to block access to other gates. Moving vehicles are NOT PERMITTED in the circular drive on the Plaza Level. Under NO CIRCUMSTANCES are any moves to be made through the front lobby.

Move-ins will not be allowed without full compliance with the rules and regulations listed on the Moving Agreement.

**OWNERS/TENANTS MUST SUPERVISE MOVE IN AND MOVE OUTS.**

**B. Responsibilities**

Owners are responsible for ensuring that moving and delivery personnel take the necessary precautions to avoid any damage to Renaissance property. If necessary, protective covering or other safe guards are to be installed and removed immediately by moving or delivery personnel. Clean up is also the responsibility of the mover or delivery personnel. If damage occurs or clean up is required by Renaissance personnel, owners will be charged accordingly.

**C. Deliveries**

Deliveries of furnishings and appliances are restricted to the hours of 9:00 A.M. to 5:00 P.M., Monday through Friday. Saturdays 9:00 A.M. to 1:00 P.M. are allowed with prior permission from management. Sundays are strictly prohibited. \$50 fine for the first violation of delivery of large items such as furniture and appliances after 5:00 pm M-F, and \$100 fine for subsequent violations. This would exclude normal deliveries made by USPS, FED-EX, UPS or deliveries made prior to 1:00 pm on Saturday with permission. Deliveries are not permitted on holidays observed by Renaissance personnel. Delivery personnel must sign in at the front desk and wear a badge while on the property. Delivery vehicles must back down to the left side garage gate and unload there. Care must be taken not to block access to other gates. Delivery

vehicles are NOT PERMITTED in the circular drive on the Plaza Level. Under NO CIRCUMSTANCES are any deliveries to be made through the front lobby without prior approval. This excludes USPS, FED-EX, and UPS. Management should be contacted for Saturday deliveries to arrange in advance.

**D. Elevators**

In addition to the rules outlined in section VI, management must be informed of all moves and large deliveries so that the elevators can be properly padded to prevent damage.

***Article XIII - PARKING***

Parking on the Plaza level will be limited to only the spaces designated by the marked lines on the level. Plaza level parking is provided for short duration visitors or short duration Guest Suite stays on the Plaza Level throughout the day. Resident's use of the Plaza Level parking is limited to a maximum of 15 minutes, as needed. Parking in the small circles is strictly prohibited. Exception: (Contractors can park along the outer main circle if they are pulling a trailer or have a truck too tall to park in the garage. Parking in this area is limited to Monday - Friday 8:30-5:00 P.M.) Underground garage parking is provided for owners, lessees, long duration guests, contractors, service personnel and short duration guest overflow, except for club room guests. Contractors and service personnel are to park in designated areas only. All vehicles, other than maintenance vehicles, are to remain on paved surfaces always.

Parking for club room guests is plaza level or across the street parking that must be arranged in advance. Parking in the circles for the club room is strictly prohibited. Valet services, if desired, are to be arranged and paid for by the party host.

Each residential unit can have a maximum of two vehicles per unit unless a third car parking spot is available. All third car vehicles must be registered with management prior to occupying a third vehicle parking spot. Parking decals will be issued for these spaces. These decals must be affixed to the lower right-hand side of the front passenger side windshield of each vehicle. Vehicles must be registered at the management office to permanently park on the premises. All vendors, contractors, and overnight guests will be required to obtain temporary parking passes from the management office. Overnight parking is permitted in the garage only, except for those persons utilizing the guest suites. Garage parking is unassigned. The exception to this limitation is the short-term (maximum of 30 days) storage of building materials to be used for modifications to Renaissance units. This temporary storage will be allowed if space is available and arrangements are made with management.

All parking is restricted to resident's vehicles. Large trucks, campers, RV's, boats and trailers are not permitted. Golf carts are permitted only as outlined below under third vehicle parking. Construction equipment used in the actual repair, construction or maintenance will be permitted on a limited basis, but only in the assigned contractor parking area.

Vehicles parked at The Renaissance must have current state registration and required insurance. It is suggested that large pickup trucks, large SUVs (i.e. Tahoe's, Yukon's, Humvee's, Suburbans, and Yukon XL's etc.) park in the designated spaces for such

vehicles. Motorcycles and mopeds must park in spaces designated for their parking. Bicycles are to be parked in the bike racks provided throughout the garage. Owners must take care to park their vehicles between the lines so as not to block the parking space next to you.

If you are going to be away for an extended period of time (exceeding one week), you **MUST** park your vehicle(s) along one of the two exterior walls of each main garage thus allowing your neighbor everyday access to parking spaces near entrance doors.

On a strictly space available basis at the pleasure of the Board, golf carts or a third car will be allowed to park in the garage. This special privilege is subject to change or elimination at any time with a thirty (30) day notice. Anyone desiring to utilize such parking allowance must apply to the management and sign an additional parking agreement. Owner-residents will be given priority over tenant-residents in the initial sign-up for this program. This additional parking allowance program will be limited to a maximum of ten spaces only and applies to autos, pickups, motorcycles and golf carts only. No owner or resident may have more than one additional space. These decals are non-transferable to another owner or resident.

There will be a parking fee of \$50 per month per space for the use of these additional parking spaces. Additionally, there will be a \$15 per month fee for electric golf carts, or any other vehicle that uses electricity, which is to cover cost of electricity. If you own a plug-in hybrid or fully electric car the fee is an additional \$50 per month. Any vehicle assigned as a third vehicle must park in one of the ten spaces designated for this purpose. Parking of these vehicles in any other space will result in the loss of this privilege.

Residents may have an occasional need for a third parking space on a temporary basis. Residents should contact management for a temporary pass of up to fourteen (14) days. A temporary or guest pass cannot be used in order to circumvent the two vehicles per unit allotment. Owners are not allowed to loan or otherwise allow other residents to use their parking decals for additional vehicles.

Violating vehicles will be towed, after reasonable efforts to contact the owner or host to whom the vehicle is registered. Cost of towing will be at the owners' expense.

#### *Article XIV – PETS*

##### **A. Pets Allowed and Their Registration**

Normal household pets owned and under the control of owners/residents or their guests are permitted. The number of pets is limited to two dogs and two cats maximum. Pets of contractors/workmen are not allowed on the premises, including garage, common areas, and/or individual units.

All pets owned by residents must be registered with the regime management. Management should be informed of pets of guests and how long they intend to stay. No animals, livestock or poultry of any kind will be raised, bred or kept on any part of the Condominium, except that dogs, cats or other normal household pets may be kept by the respective Owners inside their respective Units provided that they are not kept, bred or maintained for any commercial purpose and do not create any health hazard or, in the sole discretion of the Board of Directors, unreasonably disturb the peaceful possession and quiet

enjoyment of any other portion of the Condominium by other Owners and lessees of Owners, their families, invitees and guests. Owners of pets must at all times comply with the Rules and Regulations pertaining to pet ownership and maintenance. All pets must be in compliance with local ordinances regarding inoculations, proof of which may be required from time to time.

**B. Pets and Common Areas**

Registered pets are not allowed in the common areas except to enter and leave the building through specified entrances/exits, and they must be on a leash or carried at all times. No animal may be left unattended, whether tethered or not, in any portion of the common areas. Pets are not allowed in and out of the buildings through the Plaza entrances unless carried. Persons living on the Plaza level can walk their dog to the nearest service elevator and exit through the Terrace level. Only service elevators are to be used by pets.

**C. Pet Toileting**

Pet toileting may be accomplished on the north end of the Palmetto Building on the Terrace level and at the south end of the Crescent Building, Terrace level, and on the Bridgeside POA Common Areas. Solid pet waste must be properly disposed of by the owner.

Pet owners are to use service elevators where direct access is available from their unit. Pets in “C”-Units may use elevator #3 in the Crescent Building and #4 in the Palmetto Building. When in common areas, owners are, to the maximum extent possible, to ensure that pet toileting does not occur and that

the pet paw prints, nose smears, etc. are not left behind. In the event that any of the above does occur, owners are responsible for immediate clean up.

**D. Pet Behavior**

*Noise/Nuisance:* If a pet is making excessive noise, showing any aggression or in any other way bothering residents, this should be reported in writing to the Association Manager, and the owner will be notified. If the pet owner does not immediately correct the problem, the Association may require permanent removal of the pet from the premises.

***Article XV - SECURITY***

Locked entrances are for the security of the residents here at the Renaissance. The system is set up where one must enter a code to enter the building and use the elevators. You may also use your code to enter the garage gates, use your fob, or “easy pass” RFID sticker. For information regarding how to use your code, please see management. It is requested that building security not be compromised by sharing your code with others.

In the event you are entertaining, you may have a temporary code programmed for the occasion. You may also have a code programmed for maid service, etc.

To ensure security in the building, please notify management should you see a contractor not wearing a badge. Should there be any person on the property which you may have a question or concern, notify management.



### ***Article XVI- SMOKING***

Smoking is prohibited in all common areas and elevators, except grounds. Prohibited areas include but are not limited to: entry, vestibule, lobby, concierge area, elevators, fire control room, library, guest suites, bathrooms, utility rooms, corridors, nooks, social room, club room, fitness center, storage areas, trash rooms, parking garage and pool area inside fence. Cigarette butts are to be disposed of appropriately in all cases.

### ***Article XVII - STORAGE SPACES***

Each unit will have one storage space assigned for use by the owner or their lessee. Chemicals, gasoline and other flammable or combustible items, which might constitute a fire hazard, are prohibited in storage spaces. Storage spaces are to be kept neat and clean.

Use of the storage rooms is at the owner or lessees' risk. The Renaissance assumes no responsibility for any items placed there.

### ***Article XVIII - STORM SHUTTERS***

Windows and doors of The Renaissance on Charleston Harbor are designed to withstand a sustained wind force of 130MPH in addition to the built-in safety factor. In view of the design criterion, the cost of storm shutters, the fact that our insurance

premium is currently the lowest rate available and the undesirable look, storm shutters are not authorized.

***Article XIX - SWIMMING POOL AND DECK AREA***

1. There should be no solo swimming.
2. There should be no running, boisterous, or rough play.
3. No person under the influence of alcohol or drugs should use the pool.
4. There should be no spitting or blowing nose in pool.
5. Persons with diarrhea illness or nausea should not enter the pool.
6. Persons with skin, eye, ear or respiratory infections should not enter the pool.
7. Persons with open lesions or wounds should not enter the pool.
8. Animals/pets, glassware, underwater breathing apparatus, rubber rafts, balls, knives and potentially dangerous items are not allowed within the fenced pool area. Small toys, small floats, noodles are allowed.
9. No children should be in the pool without supervision. Children under the age of 15 are not permitted in the pool area unless accompanied by an adult.
10. You should take a shower before entering the pool.
11. Pool is open from 8:00 am to 10:00 pm. The manager or DHEC may close the pool for reasons such as weather, mechanical failure, pool water quality, etc.
12. The maximum number of swimmers allowed in the pool is 181.
13. A first aid kit and life safety equipment are located at the pool entry gate.
14. An emergency phone is located at the pool entry gate.

15. The Certified Pool Operator at this facility is Meadows Pool State Certified
16. Except by prior arrangement with the manager, residents of any one unit may be accompanied by no more than four (4) guests at any time.
17. Running, water fighting, excessive noise and unruly behavior are strictly prohibited.
18. Residents and guests use the pool at their own risk.
19. The pool and deck area can not be reserved for private functions.
20. Food and beverage for large parties must be contained in the clubroom and/or the sidewalk area. Personal food and beverage for individuals are allowed in the pool area except for #8 whereas no glassware is permitted within this area.
21. Diving is not permitted.
22. Loud behavior and/or other behavior which is outside normally acceptable standards of public conduct which is disturbing to other residents is not permitted within the confines of the residences, common areas, and limited common areas. MUST BE A COLLECTIVE COMPLAINT.
23. Appropriate cover-up should be worn in all common areas of our buildings at all times. Residents and guests should have some type of shirt on when in the common areas.
24. Home owners must accompany their guest(s) to the pool, including family members, unless they have filled out the (Guest Stay Form greater than or less than 7 days) and staying in a guest suite or with an owner.

***Article XX - TRASH DISPOSAL***

1. Trash should be placed and tied in heavy-duty plastic bags and put down a chute. Chutes should not be used before 9:00 am or after 9:00 pm.
2. Large bottles, coat hangers, boxes and /or other objects, which might cause an obstruction, are to be disposed of in the dumpster located at the terrace level garage entrance. The area around the trash chutes should be kept clean and full access maintained.
3. Doors to the trash rooms are to be kept closed at all times. Trash chutes are to be kept locked when not in use.
4. Items such as newspapers, bottles and tins, etc. should be put into designated recycling bins in the garage.

### ***Article XXI - UNOCCUPIED UNITS***

To minimize possible leakage and moisture problems in our humid environment, owners of units that will be unoccupied for a period longer than 7 days are requested to:

1. Shut off main water supply to unit. The cut off valve is located up stream of the hot water heater.
2. Position the main electrical breaker for the hot water heater in the OFF position.
3. In winter, set the heating and air conditioning system to HEAT with a thermostat setting of 50 degrees F or higher.
4. In summer, set the heating and air conditioning system to COOL with a thermostat setting of 80 degrees F or lower.
5. Notify management of your extended absence.

## ***Article XXII – ENFORCEMENT***

According to Section 7.2 (D) of the By-Laws, homeowners in violation of the regime documents will be sent a letter outlining the infraction. The homeowner may submit a request to the Board of Directors within 15 days to be heard in person, orally or in writing. Otherwise, the Association may impose the following remedies at its sole discretion:

1. Impose fines to compel compliance, such unpaid fines could result in a lien on your property (*see Section 15.1 of the Master Deed*)
2. Bring an action in court to compel compliance and for damages (*see Section 15.5 of the Master Deed*)
3. Suspend your enjoyment of, and access to, the Common Area amenities (*see Section 15.5 of the Master Deed*)

The following is the sequence of actions, unless otherwise specified, which will take place in regard to violations of the established rules of the Renaissance on Charleston Harbor:

First Rule Violation: A letter will be sent to the violator and/or owner. The violator will also receive a call from management.

Second Rule Violation (of the same rule): The violator will be fined \$100. If the violator is a lessee, the owner will be notified.

Third Rule Violation (of the same rule): The violator will be fined \$250; and will be referred to the Board for action. If the violator is a lessee, the owner will be notified.

Any additional costs, which accrue to the HOA as a result of rule violations, will be passed back to the violator and/or owner responsible for such costs.

Residents are responsible for their guests. If a guest is the cause of a broken rule, the resident will be notified in accordance with the above and will be responsible for any fines, etc. Owners are responsible for their lessee. If the responsible party is a lessee and does not pay the fine within 30 days the owner will be held responsible and billed.

The implementation of this policy does not remove or in any way eliminate the Board's responsibility and authority to handle egregious or blatant rule violations by other methods as are allowed under the By-laws of this organization.