

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 Board of Directors for approval. All interior work on the unit shall be

conducted in accordance with the Rules and Regulations of the Association.” Insurance verification for the contractor or resident must be submitted to management. The contractor must list the Renaissance on Charleston Harbor as an additional insured and have a minimum of \$1,000,000 liability coverage.

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

Plans and specifications for interior construction or up-fitting together with the name and telephone number of the owner, anyone else who would have knowledge of the planned changes and information on the availability of the site for inspection are to be submitted at the Renaissance Concierge Desk marked “ATTENTION ARCHITECTURAL REVIEW COMMITTEE”. If, in the opinion of the ARC, advice is needed from an Engineer or Architect, the fee for such services will be passed on to the owner. All contractors must be insured and bonded or homeowner must provide proof of sufficient liability coverage of at least \$1,000,000.

Cosmetic interior modifications such as painting, wallpapering or carpet installation do not require approval, however a description of ALL WORK and proof of insurance must be provided to the building manager 48 hours prior to start, failure to provide this information could delay approval to start. ARC approval, for interior modifications listed below, is required:

1. Penetration of or alterations to perimeter walls, floors, ceiling or structural supports. This includes, but is not limited, to drill holes, screws, nails, saw cuts, etc.
2. Addition or deletion of walls.
3. Modification to gas piping.

4. Modification to windows or exterior doors such as tinting, obstructing, installation of screens, etc.
5. Modification to ventilation or plumbing chases.
6. Modification to plumbing.
7. Modification to exhaust ventilation ductwork.
8. Relocating or deleting fire alarm or sprinkler system.
9. Relocating or deleting smoke alarm.
10. All common areas or limited common area modifications or additions.
11. All modifications that will cause loud noise generate fumes or dust must be specifically identified.

Approved plans and specifications will be stamped "Approved by Renaissance Architectural Review Committee" and signed. Approved plans must be on the job sites at all times.

Approval of plans by the ARC does not constitute compliance with applicable building codes. Owners are responsible for being compliant with building codes and to obtain the necessary building permits.

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 insure 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 with the exception of the bulletin board with management approval.

Other information on construction requirements is contained in section V.

Article II - 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.
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 7th of January. If lights are used, white is encouraged
5. No awnings, projections, umbrellas or enclosures are permitted.
6. Open flames, such as gas or charcoal grills, are prohibited. ONLY electric grills are acceptable.
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 neighbors 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. With the exception of 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 III – 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 place on the front of the frame post just below the seat.

Article IV – INAPPROPRIATE BEHAVIOR And/Or COMMUNICATION

Owner and/or Resident acknowledge that all notices required to be given shall be given in writing. Owner and/or Resident agree to handle his communications and conduct with the HOA Board and Management, including, but not limited to, occupants or guests in a lawful, courteous and reasonable manner. Owner and/or Resident shall not engage in any abusive behavior, either verbal or physical, or any form of intimidation or aggression, directed at Management, its agents, its employees or vendors or directed at any other owners, residents, occupants, guests or any other person on the property. If requested by HOA Board and/or Management, the Owner and/or Resident agree to promptly conduct all further business in writing, except for in emergency situations. Owners and Residents agree not to damage any portion of the Community, including, but not limited to, the physical facilities, buildings, trees or landscape.

Additionally, 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.

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.

Any violation and/or any acts of abusive behavior whether verbal or physical by Owner and/or Resident or Owners and/or Residents family or guests shall be reported to the HOA Board. All owner and/or Residents family or guests shall be reported to the HOA Board. All Owner and/or Resident will comply strictly with the By-Laws and with the Rules and Regulations of the Association, as either of the same may be lawfully amended from time to time, and with the covenants, conditions, and restrictions set forth in the Master Deed. Any owner in violation of the forgoing shall be penalized by forfeiting rights to the amenities, rights to vote, to hold any office as a Board or Committee Member and/or may be fined. Any owner will be liable for the actions and penalized for any violation of their resident and/or lessee.

Any owner witnessing a disturbance should immediately call the police and the Association Manager.

Article V - 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 (includes those doing repairs and service work) must be licensed, have workers compensation (except as noted in 2(a) below) and a minimum of \$300,000 liability insurance. A Certificate of Insurance must be

obtained by management with the Renaissance 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. Work may be scheduled with management for Saturdays from 9:00 A.M. to 4:00 P.M.
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. A \$50.00 deposit must be posted with the manager by the owner or contractor before work can start. If 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, the \$50.00 deposit will be forfeited and work stopped until an additional \$100.00 deposit will be required before work can continue. If a second violation occurs the \$100.00 deposit will be forfeited and an additional \$200.00 deposit will be required before work can continue. A third violation on any one job will be cause for the \$200.00 deposit to be forfeited and the contractor being prohibited from working in The Renaissance for a period of six months. After work in completed any deposit not forfeited will be refunded.
7. Contractor parking is limited to designated spaces in the parking garage. One vehicle per company will be allowed in the garage.
8. Contractor entrance is through the garage ONLY. Under no circumstance is the Plaza Level entrance to be used.

9. Contractors must use elevators 2 or 5 only, except for access to "C" units, elevator 3 is to be used. Prior to using elevator 3, Renaissance personnel must install protective covers to prevent damage.
10. 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.
11. Any loud construction work must be specifically scheduled with the manager.
12. 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.
13. Smoking is not allowed anywhere in the buildings including the parking garage.
14. Workers are not permitted to bring pets on the property.
15. Owners are responsible for any damage that may be caused by the contractors they employ.
16. Contractors who need a workspace or an area to stage equipment will be charged \$10.00 per day for one space or \$20.00 per day for two spaces.
17. All on-site work for a unit owner must be accomplished within the unit or in the designated workspace in the garage.
18. Contractors who work regularly (defined as any Contractor/Vendor who has worked at the Renaissance at least once per week for a full quarter) may be allowed to Pre-Qualify at the Renaissance. Pre-Qualification will be based on the following:
 - a. Contractor requests that they be Pre-Qualified
 - b. Contractor has not been cited for Rules Violations within the prior 3 months.
 - c. Contractor has filed all information required in Sections 2 and 3 above.

Once a Contractor is Pre-Qualified, such contractor may operate under the following guidelines:

- a. Contractor will be issued up to two permanent ID Badges for use when working in Renaissance. Each Badge must be issued to an individual.
- b. Contractor may call the Renaissance office the day before they plan on working in Renaissance to advise that they will be working the next day (also can be done the day they are working). When Contractor arrives at the Renaissance, they must advise the Renaissance office by phone of their arrival and they can go directly to their job without checking in at the office. When Contractor is finished working for the day, they must phone Renaissance office and advise that they are leaving for the day.

Contractors who are Pre-Qualified and do not work within the rules as outlined above will lose their Pre-Qualification for a period of time as set by the Board at the time of the incident.

19. 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 at a later date.
 - b. Interior decorators, housekeepers, window washers, carpet cleaners.
 - c. The owner/tenant may do a one-time registration for their housekeepers who are cleaning on a regular basis. Once registered, the housekeepers will be given a special id badge which they can keep and use on each visit. 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 may obtain an id badge from management prior to the arrival of the vendor. Name, company, date and estimated time of the visit is all that is required for the issuance of such badge. The owner/tenant assumes responsibility for the vendor personnel while they are on-site and agrees to return the badge(s) as soon as the vendor leaves, giving management the approximate time of departure.
- 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.

20. 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 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 house (overnight) guests are invited and all other applicable rules are observed. Non-residents may be invited by the host or hosts.

Homeowners are allowed to sponsor one event, free of charge, per year for a tax-exempt charitable organization, with a maximum a six (6) per year on a first come first serve basis. All event supply rentals will be chargeable and all Renaissance rules apply.

Any resident or lessee may reserve the Grand Renaissance Room for private functions provided the date does not fall on New Year's Eve, Super Bowl Sunday, Valentine's Day, St. Patrick's Day, Fourth of July, Halloween, Thanksgiving, Christmas, 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

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 at all times.
3. Hosts/Hostesses are responsible for actions of their guests, consumption of alcohol, and any damages, which may occur.
4. Hosts/Hostesses must be in attendance during the event.

5. If off-street parking is required, the host/hostess must make arrangements and apprise the Manager of the specifics a minimum of two days prior to the party.
6. Changes in arrangement of furniture in the club room are to be supervised by the Manager. Furniture within the pool enclosure is not to be moved from that area.
7. 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.
8. No glass is allowed beyond the covered walkway.
9. Music is restricted to small groups and low amplification.
10. Music and guests are permitted no later than 12:00 A.M.
11. Proper clean-up procedures are to be carried out immediately after the event and finalized no later than 9:00 A.M. the following morning.

B. Guest Suites

There are four guest suites available for residents to accommodate their overnight guests. Reservations can be made up to ninety (90) days in advance by completing a reservation form available at the management office. Reservations for a Sunday arrival require including Saturday in a minimum two (2) night reservation. The reservation fee is \$75 for the first night and \$25 for each consecutive night up to a maximum of seven (7) nights. 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. Priority will be given to residents who, within a twelve month period, have not made previous reservations. Residents who have not made a reservation within the previous twelve (12) months may make a reservation ninety (90) days in advance. Residents who have made a reservation within the previous twelve (12) months may make a reservation thirty (30) days in advance.

Should you reserve all four guest suites simultaneously, only two of those four will be confirmed. The remaining two will be confirmed one week prior to your reservation date. Homeowner or Lessee must be present during the reservation

period of their guests. The fee is returnable if the reservation is cancelled a minimum of fourteen (14) 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.

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 will be discontinued at any time the guest suite is requested by another owner in accordance with the guest suite policy outlined in this Article V, Section B. All rules regarding the use of the guest suites apply and the temporary use of a guest suite by an owner under this paragraph is subject to the continuing approval of the Board of the HOA and may be withdrawn at any time.

Keys are to be picked up no later than 5:00 pm on the day of your reservation and returned by 10:00 am on the day the reservation ends. If circumstances prevent compliance with these times, call management for instructions. 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. 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 before and after the reservation. Should any damages occur during the reservation period, the resident is responsible for repair and/or replacement costs.

No pets are permitted in the guest suites.

C. Guests

1. Guest(s) who will be using a condominium unit in the absence of the unit's owner(s) or lessee(s) for less than seven days must be pre-registered by an owner or lessee before the arrival of these guests. Information given to

management must include (but is not limited to) names, relationship to the owner or lessee (relative or friend), length of stay, contact information at the unit (land line or cell number of an adult guest), vehicular information (make, model, year, color) and a copy of a Drivers License or Photo ID. It is the Owners responsibility to review the Renaissance Rules and Regulations with all such Guests.

2. In addition to #1 above, for Guests whose stay will extend over seven days in the absence of the unit's owner(s), an Owner/Guest Certification Form must be completed and signed by the Owner and Guest(s). The Guest must also complete orientation with management and receive a copy of the rules and regulations. If the Owner/Guest Certification Form is not completed and signed by both the Owner and the Guest, it is assumed that such Guest(s) is a Tenant and the Owner will be assessed for the \$3,000 security deposit as noted for Tenants in Article IX of the Rules and Regulations. If the security deposit is not received within five (5) days of occupancy of the unit, the use of all common area amenities will be suspended for such unit until such deposit is received.
3. 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 4.9 regarding contractors.

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

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 cleaning liquid and towels provided in the center. Please turn off electrical equipment prior to leaving.

Article IX – GROUNDS

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. No person may interfere with proper use by others or commit any vandalism. Horseplay or loud boisterous behavior is strictly prohibited. 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.

Article X - 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. 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.”

Prior to moving in, the owner must turn into management a copy of the lease agreement for approval and their \$3,000 deposit. The tenant must also complete orientation with management and receive a copy of the rules and regulations. Any owner who does not comply with this regulation will be fined \$1000. The \$3,000 deposit is refundable provided the tenant remains for the duration of his/her twelve-month lease term. The deposit is also refundable should a tenant move out prior the twelve months and the condominium remains vacant for the remainder of the period. 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.

Article XI – LIBRARY

The libraries are provided for use by residents and their guests. All borrowed material is to be checked out on the log-out sheet located in the library and returned within 14 days. Contributions of books, periodicals, out of state newspapers, etc. are encouraged. Materials that are being contributed should be delivered to the office for stamping, sorting and placement in the library. Exclusive use of the library will be limited to 4 hours per day at a charge of \$15 per hour. Excessive use by one individual will be reviewed by management.

Article XII - MOVING IN AND OUT AND DELIVERIES

A. Moving In and Out

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. Saturdays 9:00 A.M. to 4:00 P.M. are allowed with prior permission from management. Sundays 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.

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 are not available 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 above.

B. 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 4:00 P.M. are allowed with prior permission from management. Sundays are strictly prohibited. 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.

C. 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.

D. Elevators

For use of elevators see section VI.

Article XIII - PARKING

Parking on the Plaza level will be limited to only the spaces designated by the marked lines on the level. Off street parking is available to Renaissance owners, lessees, guests, contractors and service personnel. Plaza level parking is provided for short duration guests in front of the main entrance to both the Palmetto and Crescent Buildings. 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.

Parking for club room guests is plaza level or on street. Valet services, if desired, are to be arranged and paid for by the party host.

Spaces are allowed for parking of up to two vehicles for each residential unit at no additional charge. Parking decals will be issued for these spaces. These decals must be affixed to the lower right hand side of the rear window of the vehicles. The owner or lessee only has rights to the use of the number of parking spaces which match the number of the vehicles which the owner or lessee is garaging at the Renaissance. See

below for parking of additional vehicles. Vehicles must be registered at the management office in order 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, with the exception of 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 pleasure type vehicles and pick up trucks. Large trucks, campers, RV's, boats and trailers are not permitted. Golf carts are permitted only as outlined below. Construction equipment used in the actual repair, construction or maintenance will be permitted on a limited basis.

Vehicles parked at The Renaissance must have current state registration and required insurance. Motorcycles must park in regular vehicle parking spaces. Bicycles are to park in the racks provided in the garage.

Owners should take care to park their vehicles between the lines so as not to block the parking space next to you. Vehicles may not park in "no parking" areas or in such a manner as to block access to garage, other parking spaces, fire hydrants, sidewalks, pedestrian crossing areas, designated fire lanes, or clear two lane passages by vehicles on road and drives. Handicap parking and loading areas are restricted to those purposes. As a courtesy to other homeowners, if you are going to be away for an extended period of time exceeding one week, please park your vehicle(s) near an exterior wall rather than near the entrance doors.

All vehicles, other than maintenance vehicles, are to remain on paved surfaces at all times.

On a strictly space available basis, we will allow for golf carts or a third car to be parked in our garage area at the pleasure of the Board. This special privilege is subject to change or elimination at any time with thirty (30) days 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 spaces are non-transferable to another owner or resident.

There will be a parking fee of \$35 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. Golf carts and third automobiles must only be parked in spaces which are designed for this purpose. Parking of these vehicles in any other spaces 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 thirty (30) days.

Owners are not allowed to loan or otherwise allow other residents to use their parking spaces 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. Reptiles and any animal with an aggressive temperament are prohibited. Pets of contractors/workmen are not allowed on the premises, including garage, common areas, and/or individual units.

Any and all pets, including those of guests, must be registered with the regime management; registration of a residential pet includes photo identification and payment of registration fee. No animal of any kind that has venomous or poisonous defense or capture mechanisms will be allowed on the premises. All pets must be in compliance with local ordinances regarding inoculations, proof of which may be required from time to time. Pets may not be kept, bred, or maintained for any commercial purposes.

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. Registered pets are not allowed in and out of the buildings through the Plaza entrances.

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. 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. When in common area 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 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.

Aggression: Any act of aggression by a pet should be reported to the Association Manager. Residents must compensate any person hurt or bitten by their pet whether while in their immediate care or the care of a designee, and will hold the Association harmless from any claim resulting from any action of the pet. Animals that have demonstrated aggressive behavior must then be covered by a pet liability policy by the owner or removed from the premises, at the discretion of the Association.

Article XV - SECURITY

Locked entrances are for the security of the residents here at the Renaissance. It is setup where one must enter a code to enter the building, or use the elevators. You may also use your code to enter the garage gates or use your swipe card or garage door opener. 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.

In order 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.

Article XVII - STAFF

All employees of the association, whether it is administrative, concierge or maintenance, report directly to the Association Manager. The Association Manager reports directly to the President of the Homeowner's Association. The Association Manager is responsible for directing the employees and assigning tasks. Under no circumstance should a homeowner assign tasks to the employees. A homeowner should contact the management office should they see a need for improvement in a certain area.

The maintenance staff is eager and ready to be of assistance and to help answer any questions. However, this staff's primary responsibility is to clean, maintain and help enforce the rules of the property on a daily basis. Any work needed on the interior of any unit including, but not limited to, any appliance repair, HVAC, plumbing, electrical, and cleaning is the responsibility of the owner. Any work of this nature needs to be contracted by the homeowner to an outside technician.

Should the occasion present itself where assistance is needed by the maintenance staff, the homeowner must first call the management office and have a work order issued. Assistance will be provided as time permits. In the event of an emergency where damage could result in adjacent properties or common areas, call the management office and immediate action will be taken.

Employees who perform work for individual owners during their regular working hours are subject to dismissal. However, employees may perform work for any owner during the employee's personal time. It should be understood that as in any other private hiring situation, the Association does not assume responsibility for, nor endorse, the charges or other details associated with the private arrangements. Any homeowner utilizing the services of an employee in this capacity must sign a waiver of liability form. These forms can be obtained at the management office.

Article XVIII - 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 XIX - 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 XX - 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 diarrheal 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, toys, knives and potentially dangerous items are not allowed within the fenced pool area.
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 a person capable of assistance in the event of injury or incapacity; or they

have passed and retained skills from an American Red Cross certified intermediate swimmers course or equivalent. Persons who are not toilet trained, incontinent, or ill may not use the pool.

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 aide kit is 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 Barry French, State Certification Number 06684.
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. Appropriate cover-ups should be worn going to and from the pool.
18. Running, water fighting, excessive noise and unruly behavior are strictly prohibited.
19. Residents and guests use the pool at their own risk.
20. The pool and deck area can not be reserved for private functions.
21. 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 with the exception of #5 whereas no glassware is permitted within this area.

Article XXI - TRASH DISPOSAL

1. Trash should be placed and tied in heavy-duty plastic bags and put down a chute.
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. When available, recyclable items such as newspapers, bottles and tins, etc. should be separated and put in separate bins in the trash rooms.

Article XXII - 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 65 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 XXIII – 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. Suspend your enjoyment of, and access to, the Common Area amenities (*see Section 15.5*); and /or
2. Impose fines in order to compel compliance, such unpaid fines could result in a lien on your property (*see Section 15.1*)

3. Bring an action in court to compel compliance and for damages (*see Section 15.5*)

The following is the sequence of actions 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.