

LOFTS AT The Belvedere

Frequently Asked Questions

How is our property organized?

We actually share the property with the Belvedere Condominiums and have shared common elements with costs based on a pre-determined pro-rata portion of common expenses. We have two associations, two boards of directors and employ the same property manager, Robin Anderton of Community Management Associates. The two boards work closely together with our manager to maintain and improve the property, striving to create a comfortable and safe living environment for all owners and residents.

Where may residents and guests park?

Parking by owners and residents (occupants) is allowed in assigned/numbered spaces per unit **ONLY**. Residents **ARE NOT** allowed to park in Visitor designated spaces. Occupancy is defined as staying overnight in a Unit for a total of more than thirty (30) days, either consecutive or non-consecutive, in any calendar year. The boards have begun and will continue to place warnings on illegally parked cars and then levy fines for future incidents. Please remember that the outside parking lot belongs to the retail space-Allegro Restaurant. **If you have only one parking space for your unit and more than one car, parking on the street is the option. We will tow and or boot illegally parked vehicles.**

When may I lease my unit?

In order to preserve the character of the Condominium as predominately owner-occupied, and to comply with the eligibility requirements in the secondary mortgage market, leasing of Units shall be governed by the restrictions imposed in Article 14 of the documents. **Except as provided in Article 14, the leasing of Units shall be prohibited.**

- Owners desiring to lease their Units may do so only if they have applied for and received from the Board either a "leasing permit" or a "hardship leasing permit". Such a permit will allow an Owner to lease the Unit provided that such leasing is in strict accordance with the terms of the permit and Article 14 of the documents.
- An Owner's request for a leasing permit shall be approved if current, outstanding lease permits have not been issued for more than twenty (20) percent * of the total Units in the Condominium.
- Hardship Leasing Permits are permitted as described in Section 14.3 of the documents
- Leasing Provisions are described in Section 14.4 of the documents

***Note:** We are currently at the maximum number of leased units and have a waiting list to apply for leasing permits.

What are the moving policies and procedures?

Requests to schedule moving dates must be made to CMA 72 hours in advance of the requested date and approved by the property manager and/or board prior to being finalized; only one move per day is allowed. Moving is defined as one event where all property is relocated on the day/date scheduled, not a series of events taking place over several days. A **Non-refundable Impact Fee of \$100.00** (due to extra garbage, elevator wear & tear, etc.) must be submitted to Community Management Associates (CMA) 24 hours prior to the move. A **Refundable deposit of \$500.00** must be submitted to the CMA 24 hours prior to the move, in the form of a check or money order to be returned once no damage can be confirmed. If an owner leases his/her unit, the owner is responsible for following the above rules; **deposits must be made by the homeowner.** No deposits will be accepted from tenants.

Moving may be accomplished only between the hours of **8:00 AM & 6:00PM; No Saturday or Sunday or holiday** move-in/out is allowed. A board member will lock out the freight elevator and open the front entry gate on the approved date. Only **Elevator #2** (closest to mailboxes) may be used and **pads and elevator floor protection must be installed** prior to use, otherwise deposit will be forfeited (pads, clips to hang, floor carpeting, and doorstops can be found in the closet next to this elevator.

What are the rules regarding pets?

- An owner may not keep more than a total of two (2), in any combination, of pets per Unit (excluding smaller animals like fish, hamsters).
- No Owner or Occupant may keep, breed or maintain any pet for commercial purposes.
- All pets must be reasonably controlled when outside a Unit; pets may not be kept or left unattended outdoors
- Dogs must be kept on a leash and be under physical control of a responsible person at all times while on the Common Elements (outside of the Unit).
- The Owner or person responsible for the pet must immediately remove any feces left upon the Common Elements
- No potbellied pigs, venomous snakes or pit bulldogs may be brought onto or kept on the Condominium
- Owners/Occupants who keep or maintain pets agree to hold the Association and its directors, officers and agents free of any loss, claim, or liability.

Where do I take my household garbage?

Garbage chutes, located on 2nd, 3rd, 4th floors by the elevators are for SMALL bagged items; if it does not slide easily into the chute, then it is TOO LARGE and should be walked to the garage level garbage collection room in garage behind elevator lobby. Clogged chutes cause odor and loss of use. **NO BOXES IN CHUTES**. Please be sanitary and enclose your garbage in tied plastic bags, and be cautious that your garbage is not wet and dripping onto carpets as you head to the chutes.

Where do I discard things other than household garbage?

Your monthly HOA fee pays for only normal kitchen, bath and general household trash. It **does not include payment** to dispose of furniture, household appliances, shelving, mattresses, electronics, carpet, paint, construction debris, and miscellaneous larger household items, etc. It is the owner or resident's responsibility to dispose of these items over & above household garbage; **placing them in or near our garbage room, or inside/near the compactor enclosure is considered illegal dumping and is against the law!**

Contact **1-800-GOT JUNK** or **Haul Masters** at (770) 972-1811 to handle these materials. Good reusable household items and furniture (no mattresses) may be taken to Goodwill at Kroger on Ponce de Leon Ave.

How do I participate in the recycling on the property?

The association provided in-home bins marked with unit numbers to all occupied unit owners in the summer of 2007; if you are new to the property, please contact our property manager to inquire about bins. The materials are collected in the fenced cage area in the back garage where bicycles are stored. Please refer to the Information section of the website for the Recycling Handbook and details about what is accepted in our program.

What about security?

Our property is controlled access in order to provide a general level of security. Key cards, fobs, or garage remotes are necessary to access the garage and the two entrances—garage and 2nd floor exterior main entrance. There are NO CODES provided to residents for building access—certain vendors have codes to access the property, make deliveries and provide contract services. The two

pedestrian gates—one off garage, the other off the pool—are EXIT ONLY and have no re-entry codes. The two interior garage stairwells do have codes—Robin at CMA will provide those to you. There are surveillance cameras located at entrances; these cameras record 24/7/365-board members and property managers have access to the system and review as far back as four days.

What do I do when the fire alarm sounds?

In 2006/07, we upgraded our fire alarm system—the best practice is always to leave the building when an alarm sounds. Board members are educated about how to check the system and call off the alarm if minor accidents result in “false” alarms-i.e. burned toast or popcorn!

What is the pool schedule?

The pool is opened generally from May 1 to Sept 30; opening may be delayed pending permitting from the City of Atlanta. NO GLASS is allowed at the pool any time.

Where and when are grills allowed?

Use of outdoor grills or chimneys is prohibited (except certain electric grills pre-approved in writing from the Board) within the Condominium and on balconies.

Can we have satellite dishes?

No satellite dish, antenna or any other device for transmission or reception of TV or radio signals or any form of electromagnetic wave or radiation may be erected, except as specified and provided in Section 13.18 of the document.

Is there storage space on the property?

NO. Bicycles only may be stored in the enclosed garage cage and locked to the bicycle rack. Personal property, other than vehicles as provided for in Section 13.9, shall not be kept or allowed to remain for more than 24 hours on any part of the Common Elements (includes in the parking garage) without prior written permission of the Board. If left, a notice may be placed and after 24 hours removed and discarded. (Review Section 13.12 for specifics)