

BY-LAWS

OF

SOUTHSIDE NEIGHBORHOOD COMMUNITY ASSOCIATION, INC.

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## TABLE OF CONTENTS

<u>Article/Section</u>	<u>Page</u>
<b>Article I Name, Principal Office, and Definitions .....</b>	<b>1</b>
1.1. <u>Name</u> .....	1
1.2. <u>Principal Office</u> .....	1
1.3. <u>Definitions</u> .....	1
<b>Article II Membership: Meetings, Quorum, Voting, Proxies .....</b>	<b>1</b>
2.1. <u>Membership</u> .....	1
2.2. <u>Place of Meetings</u> .....	1
2.4. <u>Special Meetings</u> .....	2
2.5. <u>Notice of Meetings</u> .....	2
2.6. <u>Waiver of Notice</u> .....	2
2.7. <u>Adjournment of Meetings</u> .....	2
2.8. <u>Voting</u> .....	3
2.9. <u>Proxies</u> .....	3
2.10. <u>Majority</u> .....	3
2.11. <u>Quorum</u> .....	4
2.12. <u>Conduct of Meetings</u> .....	4
2.13. <u>Action Without a Meeting</u> .....	4
<b>Article III Board of Directors: Selection and Meetings .....</b>	<b>4</b>
3.1. <u>Governing Body; Composition</u> .....	4
3.2. <u>Number of Directors</u> .....	5
3.3. <u>Manner and Timing of Selection</u> .....	5
3.4. <u>Nomination and Election Procedures</u> .....	7
3.5. <u>Removal of Directors and Vacancies</u> .....	7
3.6. <u>Organizational Meetings</u> .....	8
3.7. <u>Regular Meetings</u> .....	8
3.8. <u>Special Meetings</u> .....	8
3.9. <u>Notice; Waiver of Notice</u> .....	8
3.10. <u>Telephonic Participation in Meetings</u> .....	9
3.11. <u>Quorum of Board</u> .....	9
3.12. <u>Conduct of Meetings</u> .....	9
3.13. <u>Open Meetings; Executive Session</u> .....	10
3.14. <u>Action Without a Formal Meeting</u> .....	10
<b>Article IV Officers .....</b>	<b>10</b>
4.1. <u>Officers</u> .....	10
4.2. <u>Election and Term of Office</u> .....	10

Article/SectionPage

4.3. <u>Removal and Vacancies</u> .....	10
4.4. <u>Resignation</u> .....	11
<b>Article V Administration</b> .....	<b>11</b>
5.1. <u>Powers and Duties of Board</u> .....	11
5.2. <u>Powers and Duties of Officers</u> .....	14
5.3. <u>Compensation of Directors and Officers</u> .....	14
5.4. <u>Management Agent</u> .....	14
5.5. <u>Committees</u> .....	15
5.6. <u>Right of Class "C" Member to Disapprove Actions</u> .....	15
5.7. <u>Agreements, Contracts, Deeds, Leases, Checks, Etc</u> .....	16
5.8. <u>Right To Contract</u> .....	17
<b>Article VI Accounting and Financial Matters</b> .....	<b>17</b>
6.1. <u>Fiscal Year</u> .....	17
6.2. <u>Accounting</u> .....	17
6.3. <u>Reports</u> .....	17
6.4. <u>Borrowing</u> .....	18
<b>Article VII Enforcement Procedures</b> .....	<b>18</b>
<b>Article VIII Miscellaneous</b> .....	<b>19</b>
8.1. <u>Parliamentary Rules</u> .....	19
8.2. <u>Conflicts</u> .....	20
8.3. <u>Books and Records</u> .....	20
8.4. <u>Notices</u> .....	20
8.5. <u>Amendment</u> .....	21

## BY-LAWS

OF

## SOUTHSIDE NEIGHBORHOOD COMMUNITY ASSOCIATION, INC.

001108

**Article I      Name, Principal Office, and Definitions**1.1.    Name.

The name of the corporation is Southside Neighborhood Community Association, Inc. (the "Association").

1.2.    Principal Office.

The principal office of the Association shall be located in Guilford County, North Carolina. The Association may have such other offices, either within or outside North Carolina, as the Board of Directors may determine or as the affairs of the Association may require.

1.3.    Definitions.

The words used in these By-Laws shall be given their normal, commonly understood definitions. Capitalized terms shall have the same meaning as set forth in that certain Declaration of Covenants, Conditions, and Restrictions for Southside, recorded by Southside Neighborhood, LLC ("Declarant") in the Office of the Register of Deeds for Guilford County, North Carolina, as it may be amended (the "Declaration"), unless the context indicates otherwise.

**Article II      Membership: Meetings, Quorum, Voting, Proxies**2.1.    Membership.

The Association shall have three (3) classes of membership: Class "A," Class "B," and Class "C," as more fully set forth in the Declaration. The provisions of the Declaration pertaining to membership are incorporated by this reference.

2.2.    Place of Meetings.

Meetings of the Association shall be held at the principal office of the Association or at such other suitable place convenient to the Members as the Board may designate.

001109

### 2.3. Annual Meetings.

The first meeting of the Association, whether a regular or special meeting, shall be held within one (1) year after the date of incorporation of the Association. Meetings shall be of the Voting Members unless North Carolina law otherwise requires or the Board otherwise specifies in the notice of the meeting. The Board shall schedule subsequent regular annual meetings so as to occur during the third (3<sup>rd</sup>) quarter of the Association's fiscal year on such date and at such time as the Board may specify.

### 2.4. Special Meetings.

The President may call special meetings. In addition, it shall be the duty of the President to call a special meeting if so directed by resolution of the Board or upon a petition signed by Voting Members representing at least five percent (5%) of the total votes in the Association.

### 2.5. Notice of Meetings.

Written or printed notice stating the place, day, and hour of any meeting of the Voting Members shall be delivered, either personally or by mail, to each Voting Member entitled to vote at such meeting, not less than ten (10) nor more than sixty (60) days before the date of such meeting, by or at the direction of the President or the Secretary or the officers or persons calling the meeting.

In the case of a special meeting or when otherwise required by statute or these By-Laws, the purpose or purposes for which the meeting is called shall be stated in the notice. No business shall be transacted at a special meeting except as stated in the notice.

If mailed, the notice shall be deemed to be delivered when deposited in the United States mail addressed to the Voting Member at his address as it appears on the Association's records, with postage prepaid.

### 2.6. Waiver of Notice.

Waiver of notice of a meeting of the Voting Members shall be deemed the equivalent of proper notice. Any Voting Member may waive, in writing, notice of any meeting of the Voting Members, either before or after such meeting. Attendance at a meeting by a Voting Member shall be deemed a waiver by such Voting Member of notice of the time, date, and place thereof, unless such Voting Member specifically objects to lack of proper notice at the time the meeting is called to order. Attendance at a special meeting also shall be deemed a waiver of notice of all business transacted at such meeting unless an objection on the basis of lack of proper notice is raised before the business is put to a vote.

### 2.7. Adjournment of Meetings.

If any meeting of the Association cannot be held because a quorum is not present, a majority of the Voting Members who are present at such meeting may adjourn the meeting to a time not less than five (5) nor more than thirty (30) days from the time the original meeting was called. At the

001110

reconvened meeting, if a quorum is present, any business may be transacted which might have been transacted at the meeting originally called. If a time and place for reconvening the meeting is not fixed by those in attendance at the original meeting or if for any reason a new date is fixed for reconvening the meeting after adjournment, notice of the time and place for reconvening the meeting shall be given to Voting Members in the manner prescribed for regular meetings.

Voting Members present at a duly called or held meeting at which a quorum is present may continue to do business until adjournment, notwithstanding the withdrawal of enough Voting Members to leave less than a quorum, provided that any action taken is approved by at least a majority of the votes required to constitute a quorum.

#### 2.8. Voting.

The voting rights of the Members shall be as set forth in the Declaration and in these By-Laws, and such voting rights provisions are specifically incorporated by this reference.

#### 2.9. Proxies.

Voting Members may not vote by proxy but only in person or through their designated alternates, except that any Voting Member who is only entitled to cast the vote(s) for his own Unit(s) pursuant to Section 6.3 of the Declaration may cast such vote in person or by proxy, subject to the limitations of North Carolina law relating to use of general proxies and subject to any specific provision to the contrary in the Declaration or these By-Laws.

Every proxy shall be in writing specifying the Unit for which it is given, signed by the Member or his duly authorized attorney-in-fact, dated, and filed with the Secretary of the Association prior to the meeting for which it is to be effective. Unless otherwise specifically provided in the proxy, a proxy shall be presumed to cover all votes which the Member giving such proxy is entitled to cast, and in the event of any conflict between two (2) or more proxies purporting to cover the same voting rights, the later dated proxy shall prevail, or if dated as of the same date, both shall be deemed invalid.

Every proxy shall be revocable and shall automatically cease upon: (a) conveyance of any Unit for which it was given, (b) receipt by the Secretary of written notice of revocation of the proxy or of the death or judicially declared incompetence of a Member who is a natural person, or (c) eleven (11) months from the date of the proxy, unless a shorter period is specified in the proxy.

#### 2.10. Majority.

As used in these By-Laws, the term "majority" shall mean those votes, Owners, or such other group as the context may indicate totaling more than fifty percent (50%) of the total eligible number.

2.11. Quorum.

Except as otherwise provided in these By-Laws or in the Declaration, the presence of Voting Members representing a majority of the total Class "A" and Class "B" votes in the Association shall constitute a quorum at all Association meetings.

2.12. Conduct of Meetings.

The President shall preside over all meetings of the Association, and the Secretary shall keep the minutes of the meetings and record in a minute book all resolutions adopted and all other transactions occurring at such meetings.

2.13. Action Without a Meeting.

In addition to such matters as to which the Governing Documents or North Carolina law permit to be voted on by written ballot in lieu of a meeting, any action required or permitted by law to be taken at a meeting of the Voting Members may be taken without a meeting, without prior notice and without a vote if written consent specifically authorizing the proposed action is signed by Voting Members holding at least eighty percent (80%) of the votes entitled to be cast at a meeting if all Voting Members entitled to vote thereon were present. Such consents shall be signed within sixty (60) days after receipt of the earliest dated consent, dated and delivered to the Association. Such consents shall be filed with the minutes of the Association and shall have the same force and effect as a vote of the Voting Members at a meeting. Within ten (10) days after receiving authorization for any action by written consent, the Secretary shall give written notice to all Voting Members entitled to vote who did not give their written consent, fairly summarizing the material features of the authorized action.

**Article III    Board of Directors: Selection and Meetings**3.1. Governing Body; Composition.

The affairs of the Association shall be governed by a Board of Directors, each of whom shall have one (1) vote. Except with respect to directors appointed by the Class "C" Member, directors shall be Members, tenants of Units, or residents of Southside; provided, however, only one (1) such person representing a particular Unit may serve on the Board at any time. A "resident" shall be any natural person eighteen (18) years of age or older whose principal residence is a Unit within Southside. If a Member or tenant is not a natural person, any officer, director, partner or trust officer of such Member or tenant shall be eligible to serve as a director unless otherwise specified by written notice to the Association signed by such Member. No Member may have more than one (1) such representative on the Board at a time, except in the case of directors appointed by the Class "C" Member.



### 3.2. Number of Directors.

The Board shall consist of three (3) to seven (7) directors, as provided in Section 3.3 herein.

### 3.3. Manner and Timing of Selection.

(a) The initial Board shall consist of the three (3) directors identified in the Articles of Incorporation. Except as otherwise provided in this Section 3.3, the Class "C" Member shall have sole and full authority to appoint, remove and replace the members of the Board until termination of the Class "C" Control Period.

(b) Within thirty (30) days after the time that Class "A" Members other than Builders own twenty-five percent (25%) of the Residential Units permitted by applicable zoning for the property described in Exhibits "A" and "B" of the Declaration, or whenever the Class "C" Member earlier determines, the President shall call for an election by which the Voting Members shall be entitled to elect one (1) of the three (3) directors, who shall be elected at-large by the votes of all Voting Members, voting without regard to class. The remaining two (2) directors shall be appointees of the Class "C" Member. The director elected by the Voting Members shall not be subject to removal by the Class "C" Member and shall be elected for a term of two (2) years or until the happening of the event described in Section 3.3(c) herein, whichever is shorter. If such director's term expires prior to the happening of the event described in Section 3.3(c) herein, a successor shall be elected for a like term.

(c) Within thirty (30) days after the time that Class "A" Members other than Builders own fifty percent (50%) of the Residential Units permitted by applicable zoning for the property described in Exhibits "A" and "B" of the Declaration, or whenever the Class "C" Member earlier determines, the Board shall be increased to five (5) directors. The President shall call for an election by which the Voting Members shall be entitled to elect two (2) of the five (5) directors; provided, however, if there are both Class "A" and Class "B" Members at such time, the Voting Members representing Class "A" votes shall be entitled to elect one (1) director and the Voting Members representing Class "B" votes, if any, shall be entitled to elect one (1) director. The remaining three (3) directors shall be appointees of the Class "C" Member. Directors elected by the Voting Members shall not be subject to removal by the Class "C" Member and shall be elected for a term of two (2) years or until the happening of the event described in Section 3.3(d) below, whichever is shorter. If such directors' terms expire prior to the happening of the event described in Section 3.3(d) below, successors shall be elected for a like term.

(d) Within ninety (90) days after termination of the Class "C" Control Period, the Board shall be increased to seven (7) directors and the President shall call for an election by which the Voting Members shall be entitled to elect four (4) of the seven (7) directors. If at such time there are both Class "A" and Class "B" members in the Association, the Voting Members representing each class shall be entitled to elect that percentage of the four (4) directors equal to the percentage of the total votes in the Association held by such class, rounded to the nearest whole number of directors, except that the Voting Members representing each class shall be



entitled to elect at least one (1) director. The remaining three (3) directors shall be appointees of the Class "C" Member. Directors elected by the Voting Members shall not be subject to removal by the Class "C" Member and shall serve until the first annual meeting following the termination of the Class "C" Control Period. If such annual meeting is scheduled to occur within ninety (90) days after termination of the Class "C" Control Period, this Section 3.3(d) shall not apply and directors shall be elected in accordance with Section 3.3(e) below.

(e) Not later than the first annual meeting after the termination of the Class "C" Control Period, an election shall be held. Six (6) directors shall be elected by the Voting Members, with the Voting Members representing each class entitled to elect that percentage of the six (6) directors equal to the percentage of the total votes in the Association held by such class, rounded to the nearest whole number of directors, except that the Voting Members representing each class shall be entitled to elect at least one (1) director. Three (3) directors shall serve a term of two (2) years and three (3) directors shall serve a term of one (1) year, as such directors determine among themselves.

Until termination of the Class "C" Membership, the Class "C" Member shall be entitled to appoint one (1) director. Upon termination of the Class "C" Membership, the director elected by the Class "C" Member shall resign and the remaining directors shall be entitled to appoint a director to serve until the next annual meeting. At such meeting, representation on the Board shall be recalculated according to the above formula to determine which class shall be entitled to fill the seventh (7<sup>th</sup>) position. Such director shall be elected for a term of two (2) years.

Diagram 3.1 illustrates the concept of transition of control of the Board of Directors.

COMPOSITION AND TRANSITION OF BOARD OF DIRECTORS					
Initial Board	25% of Residential Units sold	50% of Residential Units sold	Termination of Class "C" Control Period (as provided in the Declaration)	1 <sup>st</sup> Annual Meeting after Termination of Class "C" Control Period	Termination of Class "C" Membership (2 years after termination of Class "C" Control Period)
Class C	Class C	Class C	Class C	Class C	Class A
Class C	Class C	Class C	Class C	Class A	Class B
Class C	Class C	Class C	Class C	Class B	Class A/B
	Class C	Class A	Class A	Class A/B	Class A/B
	VM-at large	Class B	Class B	Class A/B	Class A/B
			Class A/B	Class A/B	Class A/B
			Class A/B	Class A/B	Class A/B

Diagram 3.1. Composition and Transition of Board

[Key to Diagram 3.1: "Class C" indicates position is filled by Class "C" Member appointment. "VM-at large" indicates position is filled by the votes of all Voting Members voting without regard to class. "Class A" or "Class B" indicates the position is filled by the votes of Voting Members representing that class. "Class A/B" indicates the position is filled by the Voting Members representing either Class A or Class B, as determined by the formula described in the applicable subsection above. Actual representation on board will be roughly in proportion to percentage of total Association vote held by each class, with at least one representative from each class, as provided in Section 3.1(c). All columns reflect Board composition after the election next following the described event.]

Upon expiration of the term of office of each director elected by the Voting Members, Voting Members entitled to elect such director shall be entitled to elect a successor to serve a term of two (2) years. Directors elected by the Voting Members shall hold office until their respective successors have been elected.

#### 3.4. Nomination and Election Procedures.

(a) Nominations and Declarations of Candidacy. The Board shall appoint a nominating committee (the "Nominating Committee") to nominate candidates for election to each position on the Board of Directors which is to be filled by the votes of Voting Members. The Nominating Committee shall consist of a Chairman, who shall be a member of the Board, and four (4) Members or representatives of Members, with at least two (2) representatives from each class of members entitled to elect a member of the Board. Members of the Nominating Committee shall be appointed by the Board not less than thirty (30) days prior to each annual meeting to serve a term of one (1) year and until their successors are appointed, and such appointment shall be announced in the notice of each election.

The Nominating Committee may make as many nominations for election to the Board as it shall in its discretion determine. The Nominating Committee shall nominate separate slates for the directors, if any, to be elected at large by all Voting Members, and for the director(s) to be elected by the Voting Members within each class. In making its nominations, the Nominating Committee shall use reasonable efforts to nominate candidates representing the diversity which exists within the pool of potential candidates.

Nominations for any position may also be permitted from the floor at any meeting at which an election is to be held. Each candidate shall be given a reasonable, uniform opportunity to communicate his or her qualifications to the Members and to solicit votes.

(b) Election Procedures. Each Voting Member may cast all votes assigned to the Units which it represents for each position to be filled from each slate of candidates on which such Voting Member is entitled to vote. There shall be no cumulative voting. That number of candidates equal to the number of positions to be filled from each slate who receive the greatest number of votes shall be elected. Directors may be elected to serve any number of consecutive terms.

#### 3.5. Removal of Directors and Vacancies.

Any director elected by the Voting Members may be removed, with or without cause, by the vote of Voting Members holding a majority of the votes entitled to be cast for the election of such director. Any director whose removal is sought shall be given notice prior to any meeting called for that purpose. Upon removal of a director, a successor shall be elected by the Voting Members entitled to elect the director so removed to fill the vacancy for the remainder of the term of such director.

001115

Any director elected by the Voting Members who has three (3) consecutive unexcused absences from Board meetings shall be deemed to have resigned. Any director elected by the Voting Members who is more than thirty (30) days delinquent (or is the representative of a Member who is so delinquent) in the payment of any assessment or other charge due the Association may be removed by a majority of the directors present at a regular or special meeting at which a quorum is present.

In the event of the death, disability, or resignation of a director, or upon the Board's removal of a director pursuant to the foregoing paragraph, the Board may declare a vacancy and appoint a successor to fill the vacancy until the next annual meeting, at which time the Voting Members entitled to fill such directorship may elect a successor for the remainder of the term.

Any director whom the Board appoints shall be selected from among Members (or representatives of Members) within the class of membership represented by the director who vacated the position.

This Section shall not apply to directors appointed by the Class "C" Member nor to any director serving as Declarant's representative. The Class "C" Member or Declarant shall be entitled to appoint a successor to fill any vacancy on the Board resulting from the death, disability or resignation of a director appointed by or elected as a representative of the Class "C" Member or Declarant.

### 3.6. Organizational Meetings.

The first meeting of the Board following each annual meeting of the membership shall be held within ten (10) days thereafter at such time and place as the Board shall fix.

### 3.7. Regular Meetings.

Regular meetings of the Board may be held at such time and place as a majority of the directors shall determine, but at least four (4) such meetings shall be held during each fiscal year (with at least one (1) such meeting being held during each quarter) unless the directors waive such requirement or otherwise act by unanimous written consent in lieu of a meeting.

### 3.8. Special Meetings.

Special meetings of the Board shall be held when called by written notice signed by the President or Vice President or by any two (2) directors.

### 3.9. Notice; Waiver of Notice.

(a) Notices of Board meetings shall specify the time and place of the meeting and, in the case of a special meeting, the nature of any special business to be considered. The notice shall be given to each director by: (i) personal delivery; (ii) first class mail, postage prepaid; (iii) telephone communication, either directly to the director or to a person at the director's office or

home who would reasonably be expected to communicate such notice promptly to the director; or (iv) facsimile, computer, fiber optics or other electronic communication device, with confirmation of transmission. All such notices shall be given at the director's telephone number, fax number, electronic mail number, or sent to the director's address as shown on the records of the Association. Notices sent by first class mail shall be deposited into a United States mailbox at least five (5) business days before the time set for the meeting. Notices given by personal delivery, telephone, or other device shall be delivered or transmitted at least seventy-two (72) hours before the time set for the meeting.

(b) Transactions of any Board meeting, however called and noticed or wherever held, shall be as valid as though taken at a meeting duly held after regular call and notice if (i) a quorum is present, and (ii) either before or after the meeting each director not present signs a written waiver of notice, a consent to holding the meeting, or an approval of the minutes. The waiver of notice or consent need not specify the purpose of the meeting. Notice of a meeting also shall be deemed given to any director who attends the meeting without protesting before or at its commencement about the lack of adequate notice.

### 3.10. Telephonic Participation in Meetings.

Members of the Board or any committee designated by the Board may participate in a meeting of the Board or committee by means of conference telephone or similar communications equipment, by means of which all persons participating in the meeting can hear each other. Participation in a meeting pursuant to this Section 3.10 shall constitute presence in person at such meeting.

### 3.11. Quorum of Board.

At all Board meetings, a majority of the directors shall constitute a quorum for the transaction of business, and the votes of a majority of the directors present at a meeting at which a quorum is present shall constitute the decision of the Board, unless otherwise specifically provided in these By-Laws or the Declaration. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of directors, if any action taken is approved by at least a majority of the required quorum for that meeting. If any Board meeting cannot be held because a quorum is not present, a majority of the directors present at such meeting may adjourn the meeting to a time not more than thirty (30) days from the date of the original meeting. At the reconvened meeting, if a quorum is present, any business which might have been transacted at the meeting originally called may be transacted without further notice.

### 3.12. Conduct of Meetings.

The President shall preside over all meetings of the Board, and the Secretary shall keep a minute book of Board meetings, recording all Board resolutions and all transactions and proceedings occurring at such meetings.

3.13. Open Meetings; Executive Session.

(a) Subject to the provisions of Section 3.13(b), all Board meetings shall be open to all Voting Members and, if required by law, all Owners; but attendees other than directors may not participate in any discussion or deliberation unless a director requests that they be granted permission to speak. In such case, the President may limit the time any such individual may speak.

(b) Notwithstanding the above, the President may adjourn any meeting of the Board and reconvene in executive session, and may exclude persons other than directors, to discuss matters of a sensitive nature, such as pending or threatened litigation, personnel matters, etc.

3.14. Action Without a Formal Meeting.

Any action to be taken at a meeting of the directors or any action that may be taken at a meeting of the directors may be taken without a meeting if a consent in writing, setting forth the action so taken, is signed by all of the directors, and such consent shall have the same force and effect as a unanimous vote.

**Article IV    Officers**4.1. Officers.

Officers of the Association shall be a President, Vice President, Secretary, and Treasurer. The President and Secretary shall be elected from among Board members; other officers may, but need not be Board members. The Board may appoint such other officers, including one or more Assistant Secretaries and one or more Assistant Treasurers, as it shall deem desirable, such officers to have such authority and perform such duties as the Board prescribes. Any two (2) or more offices may be held by the same person, except the offices of President and Secretary.

4.2. Election and Term of Office.

The Board shall elect the Association's officers at the first Board meeting following each annual meeting of the Voting Members, to serve until their successors are elected.

4.3. Removal and Vacancies.

The Board may remove any officer whenever in its judgment the best interests of the Association will be served, and may fill any vacancy in any office arising because of death, resignation, removal, or otherwise, for the unexpired portion of the term.

4.4. Resignation.

Any officer may resign at any time by giving written notice to the Board, the President, or the Secretary. Such resignation shall take effect on the date of the receipt of such notice or at any later time specified therein, and unless otherwise specified therein, acceptance of such resignation shall not be necessary to make it effective.

**Article V     Administration**5.1. Powers and Duties of Board.

(a) General Authority. The Board shall be responsible for conducting the affairs of the Association and shall be authorized to exercise all rights and powers of the Association and to do all acts and things on behalf of the Association except those as to which the Governing Documents or North Carolina law specifically require to be done or approved by the Voting Members or the membership generally. The Board shall have all powers necessary for the administration of the Association's affairs.

(b) Duties. Duties of the Board shall include, without limitation:

(i) preparing and adopting, in accordance with the Declaration, an annual budget establishing each Owner's share of the Common Expenses and any Service Area Expenses;

(ii) levying and collecting such assessments from the Owners;

(iii) providing for the operation, care, upkeep, and maintenance of the Area of Common Responsibility consistent with the Community-Wide Standard;

(iv) designating, hiring, and dismissing personnel necessary to carry out the Association's rights and responsibilities and, where appropriate, providing for compensation of such personnel and for the purchase of equipment, supplies, and materials to be used by such personnel in the performance of their duties;

(v) depositing all funds received on behalf of the Association in a bank depository which it shall approve, and using such funds to operate the Association; provided, however, any reserve funds may be deposited, in the Board's best judgment, in depositories other than banks;

(vi) making and amending use restrictions and rules in accordance with the Declaration;

(vii) opening bank accounts on behalf of the Association and designating the signatories required;



(viii) making or contracting for the making of repairs, additions, and improvements to or alterations of the Common Area in accordance with the Declaration and these By-Laws;

(ix) enforcing by legal means the provisions of the Governing Documents and bringing any proceedings which may be instituted on behalf of or against the Owners concerning the Association; provided, however, the Association's obligation in this regard shall be conditioned in the manner provided in the Declaration;

(x) obtaining and carrying property and liability insurance and fidelity bonds, as provided in the Declaration, paying the cost thereof, and filing and adjusting claims, as appropriate;

(xi) paying the cost of all services rendered to the Association;

(xii) keeping books with detailed accounts of the Association's receipts and expenditures;

(xiii) making available to any prospective purchaser of a Unit, any Owner, and the holders, insurers, and guarantors of any Mortgage on any Unit, current copies of the Governing Documents and all other books, records, and financial statements of the Association as provided in Section 8.3 herein;

(xiv) permitting utility suppliers to use portions of the Common Area reasonably necessary to the ongoing development or operation of the Properties;

(xv) indemnifying a director, officer or committee member, or former director, officer or committee member of the Association to the extent such indemnity is required by North Carolina law, the Articles of Incorporation or the Declaration; and

(xvi) assisting in the resolution of disputes between owners and others without litigation, as set forth in the Declaration.

(c) Operation of Board. After termination of the Class "C" Control Period, the Board shall operate through two (2) committees: the Business Affairs Committee and the Governance Committee. Each committee shall consist of three (3) directors whom the President shall appoint, with at least one (1) director representing each class of membership appointed to each committee.

The Business Affairs Committee shall be primarily responsible for the Association's business affairs, which shall include such matters as management, personnel, common area maintenance and operation, insurance, contracts, and finances. The Governance Committee shall be primarily responsible for governance issues, which shall include such matters as interpretation and enforcement of the Governing Documents, architectural control (subject to the provisions of



Article IV of the Declaration), regulation of use under Article III of the Declaration, rulemaking, and oversight of the Covenants Committee established pursuant to Section 5.5(b) herein, if established. The President shall determine in each instance which committee shall be responsible for a particular matter before the Board.

Each committee shall meet at least quarterly and shall conduct such review, investigation and consideration of matters delegated to it as the committee deems appropriate. The decision of a majority of the members of the committee on any matter shall constitute its recommendation to the Board. The committee shall report to the Board on each matter delegated to it, summarizing its findings and recommendations. In taking action on such matter, the Board shall give great weight to the committee's recommendation. The directors shall be entitled to rely upon the investigation and recommendations of each committee.

Notwithstanding any other provision in this Section, so long as the Board contains fewer than five (5) directors, the two (2) committee structure shall not apply, but the Board shall be guided by the principles set forth herein in taking action regarding business affairs or governance affairs.

(d) **Board Standards.** The actions of the Business Affairs Committee, and of the Board in acting upon the recommendations of the Business Affairs Committee and otherwise conducting the Association's business affairs, shall be evaluated and governed under the business judgment rule. The business judgment rule protects a director from personal liability so long as the party claiming liability does not prove that the director failed to: (i) serve in a manner the director believes to be in the best interests of the Association and the Members; (ii) serve in good faith; or (iii) act with such care as an ordinarily prudent person in a like position would use under similar circumstances.

The actions of the Governance Committee, and of the Board in acting upon the recommendations of the Governance Committee and otherwise conducting the Association's governance affairs, shall be governed and evaluated under the rule of reasonableness. The rule of reasonableness requires the Board to act in a fair and nondiscriminatory manner and to adhere to the procedures established in the Governing Documents.

The Board and any committee which the Board appoints shall carry out their responsibilities in accordance with the operational standards set forth in the Governing Documents or such higher standards as the Declarant, the Board, and the Architectural Review Committee may establish. Such standards shall, in all cases, meet or exceed the standards set by Declarant and the Board during the Class "C" Control Period. Operational standards may evolve as the needs and demands of Southside change.

The burden of proof in any challenge to a decision of the Board shall be on the party asserting liability.

It is intended that the highest and broadest duties which the directors owe to the Members be those specifically set forth in this Section.

5.2 Powers and Duties of Officers.

The Association's officers shall each have such powers and duties as generally pertain to their respective offices, as well as such powers and duties as the Board may specifically confer or impose upon them. The President shall be the chief executive officer of the Association. The Treasurer shall have primary responsibility for preparation of the budget as provided for in the Declaration and may delegate all or part of the preparation and notification duties to a finance committee, management agent, or both.

5.3. Compensation of Directors and Officers.

Directors and officers shall not receive any compensation from the Association for acting as such unless approved by Voting Members representing a majority of the total votes in the Association at a regular or special meeting of the Association. Any officer or director may be reimbursed for expenses incurred on behalf of the Association upon approval of a majority of the directors other than the director requesting the reimbursement, if applicable. Nothing herein shall prohibit the Association from compensating an officer or director, or any entity with which an officer or director is affiliated, for services or supplies furnished to the Association in a capacity other than as an officer or director pursuant to a contract or agreement with the Association, provided that such officer's or director's interest was made known to the Board prior to entering into such contract and such contract was approved by a majority of the Board, excluding the interested director.

5.4. Management Agent.

The Board may employ for the Association a professional management agent or agents at such compensation as the Board may establish, to perform such duties and services as the Board shall authorize. The Board may delegate such powers as are necessary to perform the manager's assigned duties, but shall not delegate policy-making or decision-making authority or ultimate responsibility for those duties set forth in Section 5.1(b) herein. Declarant or any Declarant Affiliate may be employed as managing agent or manager.

The Board may delegate to one of its members the authority to act on the Board's behalf on all matters relating to the duties of the managing agent or manager, if any, which might arise between Board meetings.

The Association shall not be bound, either directly or indirectly, by any management contract executed during the Class "C" Control Period unless such contract contains a right of termination exercisable by the Association, with or without cause and without penalty, at any time after termination of the Class "C" Control Period upon not more than ninety (90) days' written notice.

5.5. Committees.

(a) General. In addition to those committees specifically authorized elsewhere in the Governing Documents and in this Section 5.5, the Board may appoint such committees as it deems appropriate to perform such tasks and to serve for such periods as the Board may designate by resolution. Each committee shall operate in accordance with the terms of such resolution.

(b) Covenants Committee. The Board may appoint a Covenants Committee consisting of at least three (3) and no more than seven (7) Members, including at least one (1) Class "A" member and at least one (1) Class "B" member. Acting in accordance with the provisions of the Declaration, these By-Laws, and resolutions the Board may adopt, the Covenants Committee, if established, shall be the hearing tribunal of the Association and shall conduct all hearings held pursuant to Article VI of these By-Laws.

(c) Service Area Committees. Each Service Area which has no formal organizational structure or association may elect a Service Area committee (a "Service Area Committee") to determine the nature and extent of services, if any, to be provided to the Service Area by the Association in addition to those provided to all Members of the Association in accordance with the Declaration or any applicable Supplemental Declaration. A Service Area Committee may advise the Board on any other issue but shall not have the authority to bind the Board. Such Service Area Committees, if elected, shall consist of three (3) to five (5) Members, as determined by the vote of at least fifty-one percent (51%) of the Owners of the Units within the Service Area.

Service Area Committee members shall be elected for a term of one (1) year or until their successors are elected. The Committee shall elect a chairperson who shall preside at its meetings, and shall be responsible for transmitting any and all communications to the Board.

In the conduct of its duties and responsibilities, each Service Area Committee shall abide by the notice and quorum requirements applicable to the Board under Sections 3.9, 3.10 and 3.11 herein. Meetings of a Service Area Committee shall be open to all Owners of Units in the Service Area and their representatives. Members of a Service Area Committee may act by unanimous written consent in lieu of a meeting.

5.6. Right of Class "C" Member to Disapprove Actions.

So long as the Class "C" Membership exists, the Class "C" Member shall have a right to disapprove any action, policy or program of the Association, the Board and any committee which, in the sole judgment of the Class "C" Member, would tend to impair rights of Declarant or Builders under the Declaration or these By-Laws, or interfere with development or construction of any portion of Southside, or diminish the level of services being provided by the Association. The Class "C" Member may exercise this right to disapprove to block proposed actions or to require reversal of actions taken in violation of this Section, but otherwise may not use its right to disapprove to (i) require any action on behalf of any committee, the Board, or the

Association, (ii) reduce the level of services which the Association is obligated to provide, (iii) prevent capital repairs or (iv) block any action or expenditure required to comply with applicable laws and regulations.

No action, policy or program subject to the right of disapproval set forth herein shall become effective or be implemented until and unless the requirements of Sections 5.6(a) and (b) below have been met and either the Class "C" Member has waived its right to disapprove or the 10-day period described in Section 5.6(c) has expired without the Class "C" Member exercising its right to disapprove. Any action taken in violation of this Section or in disregard of the Class "C" Member's exercise of such right of disapproval shall be outside the scope of the Association's authority and invalid and the Class "C" Member shall be entitled to pursue any and all remedies available at law or in equity, including damages or injunctive relief, to remedy such violation of its rights hereunder.

(a) Notice. The Class "C" Member shall be given written notice of all meetings and proposed actions approved at meetings (or by written consent in lieu of a meeting) of the Association, the Board or any committee. Such notice shall be given by certified mail, return receipt requested, or by personal delivery at the address it has registered with the Secretary of the Association, which notice complies with the requirements for Board meetings described in Section 3.9 and which notice shall, except in the case of the regular meetings held pursuant to the By-Laws, set forth with reasonable particularity the agenda to be followed at such meeting.

(b) Opportunity to be Heard. The Class "C" Member shall be given the opportunity at any such meeting to join in or to have its representatives or agents join in discussion from the floor of any prospective action, policy, or program which would be subject to the right of disapproval set forth herein.

(c) Exercise of Right to Disapprove. The Class "C" Member, acting through any officer or director, agent or authorized representative, may exercise its right to disapprove at any time within ten (10) days following the meeting at which such action was proposed or, in the case of any action taken by written consent in lieu of a meeting, at any time within ten (10) days following receipt of written notice of the proposed action.

#### 5.7. Agreements, Contracts, Deeds, Leases, Checks, Etc.

All agreements, contracts, deeds, leases, checks, and other instruments of the Association shall be executed by at least two (2) officers or by such other person or persons as the Board may designate by resolution.

5.8. Right To Contract.

The Association shall have the right to contract with any Person for the performance of various duties and functions. This right shall include, without limitation, the right to enter into common management, operational, or other agreements with trusts, condominiums, cooperatives, or Service Area and other owners or residents associations, within and outside Southside. Any common management agreement shall require the consent of a majority of the Board.

**Article VI    Accounting and Financial Matters**6.1. Fiscal Year.

The Association's fiscal year shall be the calendar year unless the Board establishes different fiscal year by resolution.

6.2. Accounting.

The following accounting standards shall be followed unless the Board, by resolution, specifically determines otherwise:

- (a) accrual accounting, as defined by generally accepted accounting principles, shall be employed;
- (b) accounting and controls should conform to generally accepted accounting principles;
- (c) cash accounts of the Association shall not be commingled with any other accounts;
- (d) no remuneration shall be accepted by the managing agent from vendors, independent contractors, or others providing goods or services to the Association, whether in the form of commissions, finders' fees, service fees, prizes, gifts, or otherwise (*i.e.*, any thing of value received shall benefit the Association); and
- (e) any financial or other interest which the managing agent may have in any firm providing goods or services to the Association shall be disclosed promptly to the Board.

6.3. Reports.

- (a) Commencing at the end of the quarter in which the first Unit is sold and closed, financial reports shall be prepared for the Association at least quarterly containing:

- (i) an income statement reflecting all income and expense activity for the preceding period on an accrual basis;

001125

(ii) a statement reflecting all cash receipts and disbursements for the preceding period;

(iii) a variance report reflecting the status of all accounts in an "actual" versus "approved" budget format;

(iv) a balance sheet as of the last day of the preceding period; and

(v) a delinquency report listing all Owners who are delinquent in paying any assessments at the time of the report and describing the status of any action to collect such assessments which remain delinquent (any assessment or installment thereof shall be considered to be delinquent on the fifteenth (15<sup>th</sup>) day following the due date unless otherwise specified by Board resolution); and

(b) An annual report consisting of at least the following shall be made available to all Members within one hundred twenty (120) days after the close of the fiscal year: (i) a balance sheet; (ii) an operating (income) statement; and (iii) a statement of changes in financial position for the fiscal year. Such annual report shall be prepared on an audited, reviewed, or compiled basis, as the Board determines, by an independent public accountant; provided, however, upon written request of any holder, guarantor or insurer of any first Mortgage on a Unit, the Association shall provide an audited financial statement. During the Class "C" Control Period, the annual report shall include certified financial statements.

#### 6.4. Borrowing.

The Association shall have the power to borrow money for any legal purpose; provided, however, the Board shall obtain Voting Member approval in the same manner provided in Section 8.2 of the Declaration for Special Assessments if the proposed borrowing is for the purpose of making discretionary capital improvements and the total amount of such borrowing, together with all other debt incurred within the previous twelve (12) month period, exceeds or would exceed ten percent (10%) of the Association's budgeted gross expenses for that fiscal year. During the Class "C" Control Period, no Mortgage shall be placed on any portion of the Common Area without the affirmative vote or written consent, or any combination thereof, of Voting Members representing at least fifty-one percent (51%) of each class of votes. This Section shall not apply to property which Declarant conveys to the Association at more than nominal consideration pursuant to Section 7.1 of the Declaration, where such consideration is represented in whole or in part by a promissory note or mortgage on the property so conveyed.

### Article VII Enforcement Procedures

The Association shall have the power, as provided in the Declaration, to impose sanctions for any violation of the Governing Documents. To the extent specifically required by the



Declaration, the Board shall comply with the following procedures prior to imposition of sanctions:

001126

(a) Notice. The Board or its delegate shall serve the alleged violator with written notice describing (i) the nature of the alleged violation, (ii) the proposed sanction to be imposed, (iii) a period of not less than 10 days within which the alleged violator may present a written request for a hearing to the Board or the Covenants Committee, if one has been appointed pursuant to Article V herein; and (iv) a statement that the proposed sanction shall be imposed as contained in the notice unless a challenge is begun within ten (10) days of the notice. If a timely request for a hearing is not made, the sanction stated in the notice shall be imposed; provided the Board or Covenants Committee may, but shall not be obligated to, suspend any proposed sanction if the violation is cured within the ten (10) day period. Such suspension shall not constitute a waiver of the right to sanction future violations of the same or other provisions and rules by any Person.

(b) Hearing. If a hearing is requested within the allotted ten (10) day period, the hearing shall be held before the Covenants Committee, or if none has been appointed, then before the Board in executive session. The alleged violator shall be afforded a reasonable opportunity to be heard. Prior to the effectiveness of any sanction hereunder, proof of proper notice shall be placed in the minutes of the meeting. Such proof shall be deemed adequate if a copy of the notice, together with a statement of the date and manner of delivery, is entered by the officer, director, or agent who delivered such notice. The notice requirement shall be deemed satisfied if the alleged violator or its representative appears at the meeting. The minutes of the meeting shall contain a written statement of the results of the hearing and the sanction, if any, imposed.

(c) Appeal. Following a hearing before the Covenants Committee, the violator shall have the right to appeal the decision to the Board. To exercise this right, a written notice of appeal must be received by the Association's manager, President, or Secretary within ten (10) days after the hearing date.

#### **Article VIII Miscellaneous**

##### **8.1. Parliamentary Rules.**

Except as may be modified by Board resolution, *Robert's Rules of Order* (current edition) shall govern the conduct of Association proceedings when not in conflict with North Carolina law or the Governing Documents.



001127

## 8.2. Conflicts.

If there are conflicts among the provisions of North Carolina law, the Articles of Incorporation, the Declaration, and these By-Laws, the provisions of North Carolina law, the Declaration, the Articles of Incorporation, and the By-Laws (in that order) shall prevail.

## 8.3. Books and Records.

(a) Inspection by Members and Mortgagees. The Board shall make available for inspection and copying by any holder, insurer or guarantor of a first Mortgage on a Unit, any Member, or the duly appointed representative of any of the foregoing at any reasonable time and for a purpose reasonably related to his or her interest in a Unit: the Governing Documents, the membership register, books of account, and the minutes of meetings of the Members, the Board, and committees. The Board shall provide for such inspection to take place at the Association's office or at such other place within Southside as the Board shall designate.

(b) Rules for Inspection. The Board shall establish rules with respect to:

- (i) notice to be given to the custodian of the records;
- (ii) hours and days of the week when such an inspection may be made; and
- (iii) payment of the cost of reproducing documents requested.

(c) Inspection by Directors. Every director shall have the absolute right at any reasonable time to inspect all books, records, and documents of the Association and the physical properties owned or controlled by the Association. The right of inspection by a director includes the right to make a copy of relevant documents at the Association's expense.

## 8.4. Notices.

Except as otherwise provided in the Declaration or these By-Laws, all notices, demands, bills, statements, or other communications under the Declaration or these By-Laws shall be in writing and shall be deemed to have been duly given if delivered personally or if sent by United States mail, first class postage prepaid:

(a) if to a Member or Voting Member, at the address which the Member or Voting Member has designated in writing and filed with the Secretary or, if no such address has been designated, at the address of the Unit of such Member or Voting Member;

(b) if to the Association, the Board, or the managing agent, at the principal office of the Association or the managing agent or at such other address as shall be designated by notice in writing to the Members pursuant to this Section; or

(c) if to any committee, at the principal address of the Association or at such other address as shall be designated by notice in writing to the Members pursuant to this Section.

#### 8.5. Amendment.

(a) By Class "C" Member. Prior to termination of the Class "C" Control Period, the Class "C" Member may unilaterally amend these By-Laws. Thereafter, the Class "C" Member may unilaterally amend these By-Laws at any time and from time to time if such amendment is necessary (i) to bring any provision into compliance with any applicable governmental statute, rule or regulation, or judicial determination; (ii) to enable any reputable title insurance company to issue title insurance coverage on the Units; or (iii) to enable any institutional or governmental lender, purchaser, insurer or guarantor of mortgage loans, including, for example, the Federal National Mortgage Association or Federal Home Loan Mortgage Corporation, to make, purchase, insure or guarantee mortgage loans on the Units. So long as the Class "C" Membership exists, the Class "C" Member may unilaterally amend these By-Laws for any other purpose, provided the amendment has no material adverse effect upon any right of any Member.

(b) By Members Generally. Except as provided above, these By-Laws may be amended only by the affirmative vote or written consent, or any combination thereof, of Voting Members representing fifty-one percent (51%) of the total Class "A" votes in the Association, fifty-one percent (51%) of the total Class "B" votes in the Association, and the consent of the Class "C" Member, if such exists. In addition, the approval requirements set forth in Article XVI of the Declaration shall be met, if applicable. Notwithstanding the above, the percentage of votes necessary to amend a specific clause shall not be less than the prescribed percentage of affirmative votes required for action to be taken under that clause.

(c) Validity and Effective Date of Amendments. Amendments to these By-Laws shall become effective upon Recordation unless a later effective date is specified therein. Any procedural challenge to an amendment must be made within six (6) months of its Recordation, or such amendment shall be presumed to have been validly adopted. In no event shall a change of conditions or circumstances operate to amend any provisions of these By-Laws.

No amendment may remove, revoke, or modify any right or privilege of Declarant or the Class "C" Member without the written consent of Declarant, the Class "C" Member, or the assignee of such right or privilege.

CERTIFICATION

I, the undersigned, do hereby certify:

That I am the duly elected and acting Secretary of Southside Neighborhood Community Association, Inc., a North Carolina corporation;

That the foregoing By-Laws constitute the original By-Laws of said Association, as duly adopted at a meeting of the Board of Directors thereof held on the 16<sup>th</sup> day of APRIL, 2001.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said Association this 16<sup>th</sup> day of APRIL, 2001.

[SEAL]

Paula H. Bawman  
Secretary

**EXHIBIT F**

**Initial Architectural Guidelines**

001130

Attached hereto to this Exhibit F are two (2) pages setting forth the Initial Architectural Guidelines adopted by Declarant.

## ABOUT THIS DOCUMENT

This document is a building code that sets minimum standards for the design and construction of buildings in the City of Greensboro. It is intended to be used in conjunction with the other documents that make up the City's building code. The code is organized into chapters, articles, sections, and subsections. The code is intended to be used by the public, building officials, and the courts. The code is intended to be used to enforce the minimum standards for the design and construction of buildings in the City of Greensboro.

## GENERAL REGULATIONS

The purpose of this document is to establish minimum standards for the design and construction of buildings in the City of Greensboro. The code is intended to be used by the public, building officials, and the courts. The code is intended to be used to enforce the minimum standards for the design and construction of buildings in the City of Greensboro.

## DESIGN STANDARDS

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## PERMITTED USES

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## PROHIBITED USES

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## URBAN PROVISIONS

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## BUILDING TYPES

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## SPECIFICATIONS

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## ARCHITECTURAL STANDARDS — URBAN REGULATIONS

SOUTH-SIDE, GREENSBORO, NORTH CAROLINA

## MORE URBAN

**Height of Building**  
This is a section that sets the maximum height of buildings in the City of Greensboro. The code is intended to be used by the public, building officials, and the courts. The code is intended to be used to enforce the minimum standards for the design and construction of buildings in the City of Greensboro.

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## BUILDING TYPES

**One- and Two-Family Dwellings**  
This is a section that sets the minimum standards for the design and construction of one- and two-family dwellings in the City of Greensboro. The code is intended to be used by the public, building officials, and the courts. The code is intended to be used to enforce the minimum standards for the design and construction of one- and two-family dwellings in the City of Greensboro.

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## 300 INSIDE, GREENSBORO, NORTH CAROLINA

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 Revision Date February 9, 2001