



# Fleetwood Plaza Regime, Inc.

400 Fleetwood Plaza Drive  
Hendersonville, NC, 28739

November 25, 2016

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Neighbors,

At the most recent open Board Meeting, I shared several reminders with those attending, which prompted additional observations and suggestions from them to expand my list:

1. **Winterizing:** If your unit is unoccupied for more than two weeks between December 1<sup>st</sup> and March 15<sup>th</sup>, **winterizing is mandatory**. The cost of repairing any damage resulting from failure to winterize or improper winterizing is the responsibility of the owner. The checklist for winterizing can be found on the Member Page [Community Life / Buildings / Winterizing], or via this [direct link](#). Even if your unit is occupied, your outside faucets should be winterized by closing the basement shut-offs and opening and draining the outside hose bibs, and your Winter Watchman should be set up. You may choose to perform the required winterizing tasks yourself, or you may prefer to hire a professional. Dan Devine is familiar with the details and is very competent to winterize your unit, but you need to contract with and pay him directly; winterizing is the responsibility of the owner, not the regime.
2. **Departure Notices are required** for any absence from your unit longer than 72 hours. **Please do not use outdated paper forms; use the online form**, which can be found on the Member Page [Online Forms / Departure] or via this [direct link](#).
3. **Guests:** If you allow guests to use your unit, you must follow the Guest Guidelines and submit a Guest Form, both of which can be found on the Member Page [Online Forms / Guest Registration] or via this [direct link](#). **This is not optional.**
4. **Pets:** Recently, there have been complaints about violations of the rules regarding pets, especially regarding the requirement that **pets allowed outside must be on a leash**. This requirement is not limited to dogs, but includes cats also. Unlike a single-lot home, the space outside your unit is not yours alone, but part of the common property. The complete list of pet regulations can be found by [clicking here](#).

The above list, of course, deals with only a few of Fleetwood's rules, but these refer to issues that continue to recur as problems and/or have generated recent complaints. I encourage you to browse [the complete list](#) of Rules & Regulations – all of us benefit when each of us is familiar with and complies with the rules. The Board does not like to impose penalties, but it is prepared to do so for failure to comply.

Some of you are new to Fleetwood and might not have been clear about some of these rules; others have been here for many years but may have slipped into bad habits. But the issues pertain to all of us, **owners and renters alike**, and affect our safety and common life as a community. Thank you for your attention to these.

Sincerely,

Kerry E. Grant, President