



*Harbor Isles Condominium
Association, Inc.*

***HARBOR ISLES
CONDOMINIUM
RULES***

&

REGULATIONS

***DEFINITIONS,
RESTRICTIONS, MEETING,
ETC.***

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HARBOR ISLES CONDOMINIUM ASSOCIATION, INC.

DEFINITIONS

HICA. Harbor Isles Condominium Association, Inc.

HIHO. Harbor Isles Homeowner's Organization, Inc.

GUESTS. Guests are persons temporarily visiting a unit owner or renter for more than one day or residing with an owner or renter overnight.

VISITOR. Visitors are persons who are visiting unit owners or renters for a short period of time, not to exceed one day. Visitors staying overnight are guests, as defined above.

RESIDENTS. Residents are unit owners or tenants. Residents include an adult or paid professional health care giver residing with owner or tenant who is over the age of 55 and requires assistance or care by the owner or tenant. Per Florida Statute 718.106 (4): when a unit is leased, a tenant shall have all rights in the association property and those common elements otherwise readily available for use generally by unit owners and the unit owner shall not have such rights except as guests, unless such rights are waived in writing by the tenant. Nothing in this subsection shall interfere with access rights of the unit owner as landlord pursuant to Chapter 83. The association shall have the right to adopt rules to prohibit dual usage by a unit owner and a tenant of the association property and common elements otherwise readily available for use by unit owners. (See "Unit Rentals").

ADULTS. Persons who are of age 18 and over.

CHILDREN. Persons who are under the age of 18.

A. USE RESTRICTIONS

A-1. RESIDENTS, GUESTS AND VISITORS. Residents are responsible for acquainting their guests and visitors with the Rules and Regulations of Harbor Isles Condominium Association and are responsible for their conduct while visiting on the premises of Harbor Isles. Residents shall be permitted to have guests for a period of 30 consecutive days at any one time and may apply to HICA for an extension of up to 30 days additional maximum. A total of 60 days may be approved by the Board of Directors in any one calendar year. Guest and visitors shall be limited in number to eight, but recreational facilities of the condominium may be limited by regulation to residents only, or to residents and limited number guests and / or visitors. Children (under 18) must be escorted and supervised by an adult at all times when using any of the recreational facilities. Use of skateboards, go-carts, scooters, roller skates, roller blades and small unmanned aircraft systems (drones) are not permitted within the boundaries of the condominium. Golf carts are not to be driven by children (under 18). Residents are responsible for any damages to condominium or private property caused by a guest or visitor. No child under 18 years of age shall be a permanent resident or guest of any resident for more than 30 consecutive days and not greater than an accumulative period of 60 days during a calendar year. At no time may a resident use any recreational facility for a private function or party unless approved by the Board of Directors (RFA). Visitors invited to attend HIHO functions or activities are limited to the area of that function. Bingo activities are limited to residents and a resident when playing Bingo must accompany any guests. Children under the age of 18 may not play Bingo.

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A-2. UNIT OCCUPANCY BY GUESTS. A Unit may be occupied in an owner's absence only by prior approval of the Board of Directors or the Association Manager. Criteria necessary for approval: written request from the unit owner, including names and dates (length of stay). The guest must present copies of vehicle ID and picture ID on arrival. A package will be available from the HICA Office when the guest signs in. The package will include a temporary parking pass, copies of the Rules and Regulations and, if necessary a gate card for the guests' use while at Harbor Isles requiring a thirty-five dollar (\$35.00) deposit, refundable upon the return of the gate card and the signing out of the guest. At all times and under all circumstances, guests must be registered with the Office and a pass must be secured.

A-3. UNIT OWNER RESPONSIBILITY. A unit owner must provide an emergency address or a designated alternate contact during periods of absence from the condominium greater than seven (7) days. Failure to do so releases HICA from any liability due to lack of notification which may result in added costs or assessments to the unit owner.

A-4. SOLICITATION AND ADVERTISING. There shall be no solicitation or peddling of any type permitted within the condominium. Under no circumstance will advertising be allowed at a unit for any activity. Advertising for any activity or service shall be limited to resident organizations bulletin boards established for that purpose. Advertising for an activity posted or distributed outside of the condominium must have HIHO approval.

B. NUISANCES.

B-1. NUISANCE. Residents shall allow no nuisance on the condominium property nor any use or practice that is a source of annoyance to residents or interferes with the peaceful possession and proper use of property.

B-2. NOISE, IMMORAL OR OFFENSIVE ACTIVITY. Loud noises, annoying parties or use of abusive language will not be tolerated at any time. Residents must exercise special care regarding the use of television, radios, musical instruments, stereos, etc. between the hours of 11:00 P.M. and 8:00 A.M. No immoral, offensive or unlawful use shall be made of the condominium property or any part thereof. All valid laws, ordinances, and regulations, or governmental authorities having jurisdiction shall be complied with.

C. SANITATION.

All parts of the condominium shall be kept in a clean and sanitary condition. No rubbish, refuse or garbage shall be allowed to accumulate. Garbage and trash shall be sacked and securely wrapped and placed in an approved container that must be tightly closed and maintained in good condition.

C-1. COMMON AREAS AND FACILITIES. All residents are responsible for maintaining the cleanliness and sanitary condition of all common areas and facilities by insuring that: (1) they comply with Rules and Regulations pertaining to those common areas and facilities and (2) that all trash, refuse and garbage resulting from their activities while utilizing these areas and facilities are cleaned up and placed in proper containers for future pick-up and disposal. The Board of Directors is responsible for contracting any commercial services required for clean up and disposal of trash, refuse and garbage.

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C-2. LIVING UNITS. The residents of each living unit shall keep the unit in a clean and sanitary condition and no garbage, trash or refuse shall be allowed to accumulate nor any fire hazard allowed to exist outside or inside the home or utility room. Any cleaning services, undertaken by the association because of the owner or renter's failure to do so, will result in additional charge to the owner as a part of the owner's assessment, with the amount established by HICA. No owner shall permit the use of a unit, or of the common elements, that would increase the cost of insurance on condominium property.

C-3. GARBAGE, TRASH AND OTHER REFUSE. Garbage, trash, lawn clippings, and tree or plant trimmings shall not be placed at the curbside until the evening prior to trash pick-up day.

C-4. MAINTENANCE AND CARE OF FRUIT TREES. Each unit owner is responsible for the care, harvest and removal of all fruit grown on their property. To prevent the infestation of rodents and other animals, no fruit will be allowed to accumulate on the ground. An owner not occupying the unit for an extended period of time must make arrangements for the removal of fruit, which has dropped to the ground. If an owner has not made arrangements for these services within 14 days of notification, the Board of Directors will have the authority to have these services performed and the cost will be added to the units assessment, as provided in The Condominium Declaration. If you are no longer in need of your fruit tree or trees, removal is permitted as outlined in Rules and Regulations paragraph Q "REQUEST FOR APPROVAL (RFA)", Subparagraph Q-2 "APPROVAL NOT REQUIRED: Remove trees and shrubs."

D. UNIT RENTALS.

As stated in the definitions regarding Florida Statute 718.106(4), this is the law. Harbor Isles Rules and Regulations prohibit the dual usage unless the tenant waives such rights in writing. If the owner does not have such waiver in writing, the owner then becomes a visitor until the tenant leaves Harbor Isles. The owner shall retain their voting rights, which may not be assigned to a tenant. An entire residence may be rented for a period of not less than three (3) months. No single room or partial residence shall be rented separately. The unit owner shall be responsible for obtaining the required forms, the completion of the rental form and approval of The Board of Directors, prior to renting or leasing the unit. Forms are available in the HICA office. Total occupancy of a rented or leased unit shall not exceed eight (8) persons. All tenants must register with the HICA Office. It is the responsibility of the owners to give a copy of Harbor Isles Rules and Regulations to the tenant; extra copies may be obtained from the HICA Office. The owner shall be responsible for furnishing gate access equipment to the renter and retrieval of it upon termination of rental or lease.

E. PARKING and VEHICLES.

E1. PARKING

1. All parking and traffic regulations are posted for the safety, comfort and convenience of the residents their guests and visitors. Any on street parking should take into consideration adjacent driveways, mailboxes and road signs any vehicle ignoring this consideration may be towed at the vehicle owners expense.
2. Overnight guest vehicles may be parked in the resident driveway or Lot "C" with a permit obtained from the HICA office. Resident boat owners may park in the parking lot "E" with BDC approval and will be limited to 48 hours. All others will be required to obtain a HICA parking permit from the HICA office and park in Lot "C".
3. Overnight parking is not permitted on parking Lot "A", "B" and "D".

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4. Boats and other watercraft on trailers, may be attached to the tow vehicle the evening before departing on an early morning trip, and parked within the carport or on the paved area provided for parking by the unit owner. No vehicle or vehicle in tow may project into the street.
5. Boats or other watercraft, trailers and recreation vehicles may be parked or stored on the resident unit property in an enclosed carport and abide by the rules outlined in Section H of this document titled ENCLOSED CARPORT. Any unauthorized storage of these items as outlined in Section H of this document shall be removed and all costs incurred will be assumed by the resident owner.
6. When recreational vehicles and trailers are being loaded, unloaded, or cleaned they may be parked on the paved area provided for parking by the unit owner or the street for a maximum of four days with a permit obtained from the HICA office. Care should be taken when parking oversized vehicles so as to not create a traffic hazard.
7. Free standing reflective safety markers or cones are required at the front and rear of recreational vehicles and trailers during any on street parking.
8. All other approved motor vehicles and personal transportation including golf carts, bicycles, tricycles and any other form of motorized transportation shall be parked entirely on the paved area provided for parking by the unit owner or in parking Lots "A" and "B" in their designated spaces or Lot "C", "D" or "E" with permit. At no time shall these vehicles be allowed to park on grass or decorative stone.
9. On street vehicle parking is permitted for deliveries or pickups, entertainment activities or holiday celebrations by resident and/or guest vehicles.
10. Overnight on-street parking is permitted in cases of special need due bereavement and non-resident caregivers, with office notification.

E2. VEHICLES

1. No vehicle of a resident may have commercial lettering or other promotional material including magnetic signs visible on its exterior, except when entering or exiting the condominium. Resident contractors are allowed magnetic signs on their vehicles only when conducting business within the park. This same restriction shall apply to the interior, exterior and windows of a unit residence. Overnight resident guests with commercial lettering will be required to obtain a parking permit from the HICA office.
2. All motorized vehicles must be registered with the HICA office and a current copy of required liability insurance must be filed with the registration.
3. Vehicles "For Sale" by owner may have signs in the vehicle while on condo property or the unit owners paved area provided for parking or in parking lot "A", "B", or "D" during an activity or event. Full time parking to sell vehicles anywhere on the common grounds is not allowed.
4. No major repairs of vehicles, boats or other watercraft, trailers and recreation vehicles shall be made within the condominium property.
5. Minor service and maintenance work of vehicles, boats or other watercraft, trailers and recreation vehicles is permitted within the carport or on the paved area provided for parking by the unit owner or in the street for up to 12 hours.
6. Single passenger handicap vehicles shall have full access to all areas of the condominium in compliance with the American with Disabilities Act.

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F. GOLF CARTS, BICYCLES, TRICYCLES AND OTHER VEHICLES

All golf carts, mopeds, motorized bicycles or tricycles, or any other piece of motorized equipment must be registered with the HICA office and must carry liability insurance. Individuals with handicap vehicular privileges may obtain a handicap decal for their golf cart from the HICA office by providing a copy of their cars state registration or handicap placard. At the time of registration a resident unit number and liability decal will be issued and installed on the front of the golf cart as directed by the Board of Directors. The decal shall be renewed annually upon presentation of current liability insurance. Golf carts, tricycles and bicycles must observe the posted traffic rules and regulations. After sundown golf carts, tricycles and bicycles must have front and rear lights. Golf carts may be driven only by a person over the age of 16. All of the aforementioned vehicles must be parked on the paved portion of the unit residence; at no time may these vehicles be parked on decorative stone or grass.

G. NOT USED

H. DRIVEWAYS, CARPORTS, UTILITY ROOMS, PATIOS.

In the interest of uniformity and appearance to insure property values are maintained, it is important that all units have clean, well organized DRIVEWAYS and CARPORTS to assure the good appearance of Harbor Isles.

DEFINITIONS:

DRIVEWAY – The paved area from the street not under carport roof, including approved aprons.

CARPORT – The open area from the carport roof to the enclosed area or utility room.

ENCLOSED CARPORT - A carport (that portion of a manufactured home attached to a side of the home with a roof and a street access parking area) may be enclosed when the following conditions are met:

1. HICA Board of Directors design approval accompanied by an approved RFA
2. Governing local building permits approved and issued

The enclosed carport shall include floor to deck materials which are architecturally pleasing to the neighborhood as determined by the HICA Board with an operational driveway door. This door could be a single or two part swinging door or an overhead door and should be constructed in the same materials as the rest of the enclosure or compliment the side materials. This door will remain closed at all times other than when something is being removed or stored. The intent of this enclosed area is to visibly conceal the contents from any direction by neighbors or a passerby.

UTILITY ROOM – The enclosed area used as a laundry room and / or storage room.

PATIO – A paved area usually located at the rear of the home.

SCREENED IN ROOM – The room screened in or otherwise enclosed under the carport roof, which then becomes a part of the home.

H-1. DRIVEWAY. This area is used to park automobiles, golf carts, vans, and light trucks and for no other purpose. Plastic chains, cables or ropes with posts are not permitted on common property in front of the unit, and must have Board of Directors approval for placement on private property.

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H-2. CARPORTS. Carports are limited to vehicles, garden hose, bicycles, tricycles, latticework, barbeque grills, outdoor furniture or household related items. Carports must be maintained in a neat and orderly condition so as not to be offensive to neighbors. There will be no clothes racks of any type permitted in this area. No storage is allowed under the living unit.

H-3. SCREENED IN AREA. This area is considered a part of the living area and is only limited to be neat and orderly if your neighbor can see inside the area.

H-4. PATIOS. This area is limited to lawn type furniture and barbeque grills. It must be maintained neatly and orderly at all times as it is in full view of neighbors.

H-5. PLANTS. Plants displayed on carports or patios must be arranged in a pleasing and uncluttered manner to enhance the desired outward appearance of the carport or patio.

I. CONTRACTORS, MAINTENANCE OF LAWNS, TREES AND SHRUBBERY.

I-1. CONTRACTORS. Commercial contractors (including lawn maintenance contractors) are permitted to do the work they have been contracted for by residents only between the hours of 8:00 A.M. and 5:00 P.M., Monday through Saturday. Lawn mowing hours from June 1st through August 31 will be from 7:30AM to 5PM, Monday through Saturday. No commercial work by contractors is permitted on Sundays, except for emergencies.

I-2. MAINTENANCE OF LAWNS, TREES AND SHRUBBERY. Each owner shall properly maintain their lawn, trees and shrubbery or make arrangements with others for same. This includes proper disposal of lawn clippings, tree and shrubbery vegetation including fruit and other debris that falls in the streets and street gutters along your property. If you hire others to perform this maintenance work, it is your responsibility to be sure they comply with this rule. No lawn mowing shall be undertaken before 8:00 A.M. nor after 5:00 P.M., Monday through Saturday. Lawn mowing hours from June 1st through August 31 will be from 7:30AM to 5PM, Monday through Saturday. No lawn mowing or other yard maintenance is permitted on Sundays. An owner not occupying a unit for an extended period of time must make arrangements for lawn maintenance, removal and harvest of fruit as outlined in subparagraph "C-4", including maintenance and weeding of flowerbeds and landscaping. If an owner has not made these arrangements, the Board of Directors will have the authority to have these services performed 14 days after notification and the cost will be added to the unit's assessment, as provided in the Condominium Declaration. There will be no backyard vegetable gardens with the exception of those adjacent to the unit utility room, without Board of Director approval. If you are no longer in need of your tree or shrubbery (including dead trees and shrubbery) removal is permitted as outlined in Rules and Regulations Paragraph Q "REQUEST FOR APPROVAL (RFA)", subparagraph Q-2 "APPROVAL NOT REQUIRED: Remove trees and shrubs."

I-3. DECORATIVE STONES. Decorative stone may only be used as an accent to landscaping that has been approved by the Board of Directors. Decorative stone shall not be used as a substitute for a unit's main lawn. At no time may decorative stone be used to extend or enlarge the parking areas to provide additional parking of any type of vehicle.

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J. DOMESTICATED PETS.

DOMESTICATED PETS.

Permission for keeping any pet must be obtained from the Board of Directors in writing by an approved RFA. New home owners and renters will obtain pet approval during park application process. A maximum of two (2) pets are permitted per resident unit; one of which may be a dog, second pets may be cats or caged birds. Only one pet may be allowed outside the residence on a leash while attended by the unit resident. The second pet shall remain inside the residence at all times. Pets will be current on all inoculations and remain so for the duration of the animal's life.

The unit owner shall be responsible for the immediate waste removal of the pet regardless of the location; disposal of pet waste should be in the unit owner's trash. Pets are permitted on all common area grounds under the leash control of the unit owner with the exception of all the medians on Palm Harbor Drive, the pool area and surrounding buildings plus the adjacent sports areas and the grass at the dock and pavilion area.

Unit owners are responsible and liable for the actions and behavior of their pets at all times. Unit owners who use the common grounds to walk/exercise their pet do so at their own risk. Noisy, unruly and/or dangerous pets will not be allowed to remain in the condominium; violations of these rules may result in fines.

A service animal is not a pet. Service animals as defined in the American Disability Act must be registered with the office and indicate the animal is a service animal because of a disability and what work or tasks the animal will perform.

The Board may prohibit certain dog's size, breed or mixed breed based upon recommendations of the Associations insurance company or agent. The Board may also grant certain types of animals residency based upon changes in the American with Disabilities Act and Florida statutes.

K. EXTERIOR SIGNS.

Only "For Sale", "For Rent", or "Open House" signs shall be permitted on the exterior of the living unit. The display of only one sign is permitted at a unit and is limited to 24" wide and ~~18"~~ **24"** high. The Board of Directors must approve all "For Sale" and "For Rent" before they may be placed on the unit property. The "For Sale" or "For Rent" approval is good for only one time and the sign must be removed when the owner receives Board of Director approval for the sale or new renter. If the unit is offered "For Sale or For Rent" a second time, the Board of Directors must approve a new Request for Approval for the new sign. Signs are not to be posted in the window. Units for sale may display an "Open House" sign in front of the unit for only that day. The exterior sign must be displayed parallel to the road and be located in the planter or within two (2) feet of the unit. ~~Any other sign must have Board of Director's approval.~~

CONTRACTOR, IDENTIFICATION, & OTHER SIGNS

Contractors may place signs at homes while work is in progress. Contractor signage must not be in place prior to issuance of permit and must be removed upon final inspection. If no permit is required, sign may not be placed prior to the actual start of the project and must be removed upon substantial completion, a period not to exceed 2 weeks. The exterior sign must be displayed parallel to the road and be located in the

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planter or within two (2) feet of the unit, identification signs, indicating unit owners name, unit number, and/or home state, and at a maximum of 1 per unit, and not to exceed 12 inches by 24 inches and located on unit, in planter or garden, and or on mailbox. Any other sign must have Board of Director's approval.

Signs indicating application of pesticides or herbicides must be displayed in accordance with state statute. They shall be removed 24 hours after application. They may be placed beside driveway at edge of roadway.

L. EXTERNAL ANTENNAS.

No external TV, radio or other type of outdoor antenna, except a satellite dish or other Board approved antenna system, shall be installed or attached to any unit. Weather vanes or similar items mounted on a roof are not permitted. Board of Directors approval is required prior to installation of a satellite dish, not to exceed (1) meter (39.37 inches in diameter, or other antenna systems.

M. LAKE USAGE.

Lakes are a part of Common Elements under the control of the Board of Directors. Fishing is permitted on a catch and release basis in all lakes in Harbor Isles. Netting shall be allowed of non-native or invasive species of fish. Non-native or invasive species of fish are not to be returned to the lake. and Boating is not permitted except electronic or sail powered model sailboats are allowed for recreational purposes. Use of lakes shall be limited to residents, their guests and visitors. Residents are not required to have a fishing license; however, all others are required to have a license as provided by Florida Statutes and must abide by Florida Fish and Game Laws. Watering of lawns by lake water in Tarpon Lake must comply with water restrictions that may be issued from governmental authorities. Watering lawns from Snook and Dolphin Lakes is prohibited.

N. COMPLIANCE AND DEFAULT

Complaints concerning infractions of the Harbor Isles Condominium Association (herein after referred to as HICA) regarding any provision of the declaration, the association by laws or reasonable rules and policies of the association are to be reported to the Condominium Association Manager (herein referred to as CAM) or any member of the Board of Directors in writing, signed and delivered to the HICA office (after hours drop in the front door mail slot). Violations may also be reported by observations of the CAM during his park tours. Unit owners are to provide the HICA office with a second address and phone number or a local contact's name and phone number, for instances of their absence greater than seven (7) days from the Condominium. This information will be used to contact the unit owner or his designated alternate to correct a violation or report a problem. This information is considered confidential and may be used and viewed by only the CAM or the HICA Administrator.

In event of a violation by a resident of any provision of the declaration, the association by laws or reasonable rules and policies of the association the CAM or any member of the Board of Directors will contact the resident in violation with a verbal notification to correct the violation

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immediately or that same day. If the unit owner is not in residence the CAM will call the violator and have the problem addressed, within a reasonable time frame not to exceed 48 hours. If the CAM is unable to contact the resident within this time frame he shall send a registered letter to the resident stating the violation and what portion of the rules are being broken and a time period in which to correct the violation not to exceed one week. If the CAM is unable to contact the resident in violation concerning a safety or appearance violation, he shall correct the violation and all costs incurred shall be added to the unit owner's assessment.

The HICA Board of Directors shall provide the CAM the time and funding to properly train and use the Association's main database (currently called Tops). All violation contacts with a resident (oral or written) shall be recorded in the Association's main database. A monthly report shall be generated of all violation contacts and made available to each member of the Association Board of Directors if requested. Repeated oral violations of the same or similar rule will result in written notification of the violation and the possibility of a fine.

Any violation that has not been corrected by the above procedure will result in the CAM sending written notification (return receipt requested) to the unit owner at the address on file, stating the section in the documents being violated, and providing 14 days to correct the violation. The date on the letter will be the start of the notification.

If the violation is still not corrected after verbal and written notifications by the CAM and continues beyond the allowed correction period, the Board of Directors has the right to treat the violation as intentional, material breach of the pertinent document. The Board will instruct the CAM to send a letter (return receipt requested) to the unit owner telling them a fine of up to one hundred dollars (\$100.00) per day (not to exceed \$1,000.00) shall be assessed against the unit owner, the date of the original written notification will be the start date of the fine. The fine will be added to the unit owner's assessment.

In addition to (or in lieu of monetary fines) the Board may suspend, for a reasonable period of time, the right of a unit owner, or a unit owner's tenant, guest, or invitee, to use the common elements, common facilities, or any other association property for failure to comply with any provision of the declaration, the association bylaws, or reasonable rules and policies of the association.

The unit owner has 14 days from receipt of notification to appeal to the Board of Directors for a review of the violation or suspension during the correction period by a committee (herein referred to as The Fine Committee) of other unit owners who are neither Board members nor persons residing in a Board member's household. The role of the Fine Committee is limited to determining whether to confirm or reject the fine or suspension.

If a unit owner is more than 90 days' delinquent in paying a monetary obligation due to the association, the board may vote to suspend the right of the unit owner or the unit's occupant, licensee, or invitee to use common elements, common facilities, or any other association property until the monetary obligation is paid in full. Upon Board approval written notification will be delivered to the appropriate party.

If the Board or a unit owner finds litigation is necessary, the prevailing party will be reimbursed by the other (reference Florida Statutes 718.303 (1)) for any damages awarded and any reasonable attorney's fees incurred in bringing such action.

O. UNIT OWNERS PARTICIPATION AT BOARD MEETINGS.

O-1 ASSOCIATION NOTICE

- A. Notice of all board meeting and the agenda must be posted on the condominium bulletin board forty-eight (48) hours prior to the scheduled meeting, except annual meetings which require 14 days' notice.
- B. The official location for all Harbor Isles Condominium Association, Inc. Board Meetings, agendas and legal notices will be posted in the enclosed bulletin board on the north wall of the exercise building (in the walkway between the pool and exercise room).

O-2 TYPES OF BOARD MEETINGS

- A. Annual Meetings This is where your vote counts, this is the most important meeting of the year as the new Board of Directors is elected and important condominium or financial issues may be presented for a vote by the unit owner. A unit owner who wishes to discuss a subject at the annual membership meeting, must notify the President of the Board of Directors forty-five (45) days prior for the annual meeting, to allow the subject to be placed on the agenda.
- B. Budget Meetings A unit owner may speak up to three (3) minutes on each budget line item at the Board of Directors budget meeting. A unit owner may request to speak by signing on the sign-up sheet prior to the meeting.
- C. Regularly Scheduled Board Meetings A unit owner who wishes to discuss a subject at a regular board meeting must notify the President of the Board of Directors three (3) business days prior to the posting of the agenda for a scheduled regular board meeting, this is to allow enough time to place the item on the agenda. A unit owner may speak up to three (3) minutes on any subject that is listed on the agenda at a regular Board of Directors meeting by signing the signup sheet. Open discussion may be permitted by the President at the end of the scheduled agenda with the same resident speaking time limit.
- D. Closed Door Meetings The requirement that board meetings and committee meetings be open to the unit owners does not apply to:
 - 1. Meetings between the board or a committee and the association's attorney, with respect to proposed or pending litigation, if the meeting is held for the purpose of seeking or rendering legal advice
 - 2. Board meetings held for the purpose of discussing personnel matters
- E. Information Meetings
 - 1. Information meetings will be held at the discretion of the Board of Directors.
 - 2. The agenda will consist of reports by Directors in their areas of responsibility. A unit owner may speak directly to the Board of Directors on any subject, for a limit of five (5) minutes.
 - 3. No business will be transacted or conducted, nor will any motion or official vote be allowed at this meeting.

O-3 OWNER NOTICE Any unit owner may tape record or videotape meetings of the Board of Directors at which a quorum of members is present [Florida Statutes 718.112 (8) and 718.112 (2) (c)]. No other types of digital, reproduction or transmission of meetings to non-residents shall be permitted. The meeting will be conducted in a business-like manner with no moving around the room with a recording or a transmission device. Any unit owner intending to tape record or videotape a meeting must present written notification to the Board of Directors 4 hours prior to the meeting.

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Q. PROCEDURE FOR OBTAINING A REQUEST FOR APPROVAL (R.F.A.)

1. Discuss any change or improvement to the exterior of your home or lot with the Condominium Association Manager (here in after CAM) to determine the need for an RFA.
2. Based upon this request CAM will issue, deny, or consult with the assigned RFA HICA Board director within 10 days of submission:
 - A. Questionable requests for an RFA may be reviewed with the CAM and the assigned RFA HICA Board Director for approval and/or the HICA Board.
 - B. Denial of an RFA may be appealed to the Board of Directors
3. If the project is started without approval the resident may be required to remove or dismantle the project and additionally could be fined.

Q-1 Mandatory RFA

- A. Any exterior unit modification
- B. Any outside sign
- C. Build any planter
- D. Commercially constructed and enclosed bin storage for yard waste not to exceed 1 cubic yard
- E. Decorate driveway
- F. Doors or screens on carport
- G. Enclosing existing carports, porches and screen rooms for any purpose
- H. Enlarge utility or storage shed
- I. Expand driveway toward closest side boundary
- J. Guests exceeding 30 days
- K. Install a patio
- L. Install drains under unit
- M. Install flag pole
- N. Install an irrigation system
- O. Install lattice work
- P. Install new clothesline
- Q. Install shutters, hurricane shutters or awnings
- R. Install solar or electric yard, sidewalk, driveway or planter lighting
- S. Landscape curbing
- T. Major storm damage repair
- U. New owners or renters
- V. New Pets
- W. New trees or shrubs
- X. Paint home or roof different colors
- Y. Re-roofing
- Z. Siding
- AA. Statues or ornaments
- BB. Tie Downs installed to the exterior of the home and visible from the street
- CC. Use of Clubhouse or Rec. Hall

Q-2 EXCEPTIONS TO WHEN A RFA IS NOT REQUIRED.

- A. Anything inside of unit
- B. Holiday displays or decorations


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- C. Lawn improvements (plugs or sod)
- D. Paint house, carport, or trim the same color
- E. Remove trees or shrubs
- F. Replace A/C and furnace unit
- G. Replace entrance light
- H. Replace mailbox (in compliance with Postal Regulations)
- I. Reseal painted driveway
- J. Wash unit

R. HOLIDAY DISPLAY OR DECORATIONS.

All outside holiday decorations will be removed from outside display within five (5) days after the holiday, except that Christmas decorations should be removed by January 5th following Christmas.

Revisions:

- 04/16/91 Lake usage, page 7
- 11/19/91 A. Use Restrictions Page 1 (add roller blades)
- 12/03/91 A. Use Restrictions Page 1 (add roller blades)
- 03/17/92 New item O. page 8 added
- 10/19/93 D. Unit rentals page 3 amended
- 10/19/93 E-4 Recreational Vehicles pages 4 and 5 amended
- 11/24/94 P. Unit Owners Information Meetings, pages 8 and 9
- 01/19/99 Complete revision of Rules and Regulations
- 09/27/00 New item R. Care and Maintenance of Fruit Trees
- 09/27/00 New item S. Rules for the use of Decorative Stone
- 11/14/01 Complete revision of Rules and Regulations
- 03/27/02 E-4 Recreational Vehicles, page 4, revised; Q Request for Approval;
 Q-1 & Q-2 Mandatory Approvals and Approvals Not Required, pages 9 and 10, revised
- 5/08/02 A-1 Guest and Visitors, page 1, revised
- 05/22/02 Revision of Boat Dock Rules, Item 17
- 06/04/02 New Item Boat Dock Rules, Item 23
- 09/10/02 I. New item Contractors, Maintenance of Lawns, Trees and Shrubbery, item 2
- 03/26/03 Resolution establishing 3.39 acre moratorium
- 12/10/03 Resolution re: Unit Owner Recording of Association Meeting
- 12/10/03 Revision – Inspection and copying of Association Records
- 09/14/05 Changes to the Rules and Regulations, Section J Domesticated Pets
- 10/12/05 Last Sentence added to G-2 Other Vehicles
- 02/05/08 Revision of Rule J. Domesticated Pets
- 04/23/08 Addition to M. Lake Usage
- 10/08/08 Rev to E-4 Recreational Vehicles
- 04/21/09 Rev to J-1 & J-2
- 11/18/10 Revision to Rule K. Exterior Signs
- 04/11/11 Revision to Rule M Lake Usage
- 12/15/11 Revision to Rule I-2. Maintenance of Lawns, Trees and Shrubbery.
- 12/15/11 Revision to Rule L. External Antennas.

CONDOMINIUM RULES AND REGULATIONS

12/10/13	Revision to Rule J Domesticated Pets
01/09/14	Revision to Rule J Domesticated Pets
01/23/14	Revision to Rule A Use Restrictions - A-3 Unit Owner Responsibility
01/23/14	Revision to Rule H Driveways, Carports, Utility Rooms, Patios
01/23/14	Revision to Rule N Compliance and Default
02/28/14	Revision to Rule O Unit Owners Participation at Board Meetings (Omitting Rule "P")
04/10/14	Revision to Rule E Parking and Vehicles
04/10/14	Revision to Rule F Bicycles and Tricycles (Adding Golf Carts and Other Vehicles)
04/10/14	Revision to Rule G Other Vehicles (Omitting)
08/07/14	Revision to Rule H Driveways, Carports, Utility Rooms, Patios - .Carports- H-2
01/08/15	Revision to Rule Q Procedure for Obtaining a Request For Approval (RFA)
03/10/16	Revision to Rule J Domesticated Pets
10/27/16	Revision to Rule O Unit Owners Participation at Board Meetings (Prohibiting "Live Streaming" of Board Meetings)
02/09/17	Revision to Rule N Compliance and Default
04/27/17	Revision to Rule A Use Restrictions- A-1 Residents, Guests and Visitors
08/17/17	Revision to Rule I-1. Maintenance of Lawns, Trees and Shrubbery
08/17/17	Revision to Rule I-2. Maintenance of Lawns, Trees and Shrubbery.