

# Rules and Regulations

## Whitehall Condominium at Camino Real

The rules by which we are required to live provides for all an orderly and pleasant lifestyle. These rules were adopted to allow all owners to receive the maximum benefits of condominium living.

We need the cooperation of all residents in abiding by these rules. Please be a good neighbor by following these rules voluntarily.

By resolution of the Board of Directors of Whitehall Condominium at Camino Real Association, Inc.

Dated - October 5, 2020

### Definitions

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| Association          | means Whitehall Condominium at Camino Real Association, Inc., a Florida not-for-profit Corporation to administer these condominiums and administer these condominiums and which has as members the Unit Owners.   |
| Board                | means the Board of Directors of the Association   |
| Common Elements      | means the portion of the condominium property not included in the units.  |
| Condominium Property | means land, all improvements including the units, the Common Elements and all rights and easements Appurtenant thereto which are intended for use in connection with the condominiums, and the possessors and use rights set forth in the Recreational Covenants Agreement. |
| Unit Owner           | means the Unit Owners who by that are members of the Association  |
| Members              | means the Unit Owner or other legal entity which constitutes membership in the Association.   |
| Recreational Areas   | means those areas covered by and defined in the Recreational Areas Covenant.  |
| Unit                 | means an apartment or that portion of the condominium that is subject to private Ownership.   |

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# Rules and Regulations Whitehall Condominium at Camino Real

## A. General

1. These rules and regulations may be modified, added to, or repeated, in whole or in part at any time by the Board of Directors, provided that notice of the proposed amendment, addition or deletion is sent to each unit owner at least thirty (30) days before the effective date.

1.a) Any violation of the Rules and Regulations shall be subject to a fine of up to \$100.00/day not to exceed \$1000.00 per occurrence.

2. The units shall be used for single family residences only. No separate part of a Unit may be rented and no transient (as defined in Chapter 509, Florida Statutes) may be accommodated therein for compensation or commercial purposes. No Unit shall be leased unless owned by the owner for a minimum of two(2) years. No Unit may be leased more than one (1) time in any calendar year. The lease term shall be one year. The maximum number of leases permitted in the Association of fifteen (15%) The first day of occupancy under the lease shall determine in which year the lease occurs.

Maximum number of Units owned by an owner shall be two (2).

2.a) A Unit Owner shall not permit or suffer anything to be done or kept in his Unit which will increase the insurance rates on his Unit or the Common Elements; obstruct or interfere with the rights of other Unit Owners or the Association; or annoy other Unit Owners by unreasonable noises or otherwise. A Unit Owner shall not commit or permit any nuisance or illegal act in his Unit or other portions of the Condominium Property.

2.b) A Unit Owner shall show no sign, advertisement or notices of any type on the common Elements, other portions at Camino Real, or in or upon his Unit, and shall erect no exterior antennae or aerials upon any portion or part of his Unit or other portions of the Condominium Property.

2.c) The balconies shown on the survey as being attached to the Florida Room and Bedroom No. 1 of a Unit are Limited Common Elements. No owner shall enclose his balcony with temporary or permanent shutters, glass, walls, or other materials. Screened enclosures are permitted with the approval of The Board of Directors.

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2.d) Animals, ducks, livestock or poultry may not be raised, bred or kept upon any portion of the Condominium Property. No clothesline or other similar device shall be allowed in any portion of the Condominium property.

2.e) The maximum number of unit occupants = 4.

3. Each Unit Owner shall be held responsible for the actions of, family members, licensees, lessees, invitees and guests.

4. All complaints referred to the management of the Condominium Property or the Recreational Areas, or regarding actions of other Unit Owners shall be made in writing to the Board of Directors.

5. No Unit Owner or Lessee shall do or permit any act or failure to act which shall cause any insurance policy on the units to become void or suspended, nor which would cause any increase in premium payable by the Association.

6. No Unit Owner shall request or cause any employee or agent of the Association to do any private business of the Unit Owner, except as shall have been approved by the Board of Directors.

7. No Unit Owner shall make any complaint or give any orders to the employees or agents of the Association directly; but shall make the appropriate request to the Board of Directors. Lessees must handle complaints with the Unit Owner.

8. The agents and employees of the Association and any contractor or workman authorized by the Board of Directors may enter any Unit at any reasonable hour of the day for the purpose permitted under the Law and the terms of the Condominium documents. Entry will be made by prearrangement with the Unit Owner or Lessee, except that under circumstances deemed as an emergency by the Board of Directors or the Manager (if any) in which case access is deemed permitted regardless of the hour.

9. Whenever a Unit Owner or lessee is to be absent from their Unit for more than one week duration, the address and telephone number of a nearby person possessing a key to the Unit shall be given to the association. This relates to all locks on the door.

9.a) During an emergency involving the Unit resulting in the opening of the Unit by a locksmith, called by the Association, shall be done at the owners expense unless directions are left with the Association of where a key to the Unit may be located.

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10. Any form of door-to-door solicitation is prohibited. Bulletin boards may not be used to promote commercial products, equipment, businesses or services.

### **B. SALE OR LEASE**

1. Whenever a Unit Owner intends to sell their Unit, or enter into or renew a lease, or convey an interest in the Unit, the Unit Owner shall give 'reasonable' notice to the Association for the processing of forms and conducting interviews. The unit Owner must comply with all requirements stated in the documents. The Association will furnish the forms when the request is received. A \$100.00 non-returnable fee must be included with each application. Renewals of continual annual leases that have had previous Board approval are not subject to a fee. The Board may reject any lease or sale on reasonable grounds.
2. A prospective purchaser must put at least twenty percent (20%) down on the purchase/application contract.
3. An owner intending to lease his Unit or change occupancy shall give the to the BOD written notice of such intention at least 20 days prior to the first day of occupancy under the lease together with the name and address of the proposed lessee, a fully executed copy of the executed lease and such other info as the BOD may reasonably require. The BOD requires a personal interview/screening with any lessee and his spouse/partner if any as per condition to approval. The board shall be authorized, but not required to conduct a background credit check of any applicant. (excluding minors). All non deed holders shall be required to submit an application. NO EXEMPTIONS
4. Any Unit Owner who has already leased an apartment without previous Board approval must submit a copy of the lease accompanied by the \$100 non-refundable fee for screening any current lessee. Unit Owners who allow occupancy of their Units without a lease approved by the Board of Directors shall be in violation of the Rules and Regulations. If upon notification by the Board of Directors that a lease is required and the Unit Owner does not comply within 15 days, the Unit Owner shall be in violation of the Rules and Regulations.

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5. Units may be leased only in their entirety; subletting is prohibited.
6. Family members, licensees, lessees, invitees, and guests are not permitted to have pets.
7. The screening committee shall furnish a lessee or new owner a copy of these Rules and Regulations. There is a charge of \$5.00 for extra copies, Upon sale or lease of the Unit, the Unit owner shall return their previous copy of the Rules and Regulations, if available, to the Association.
8. When a Unit Owner sells a Unit, the Unit Owner must give a complete set of documents to the new owner as an appurtenances of the Unit. Condominium documents are available for a fee at the Association office.

### **C. BUILDINGS**

1. The walkways, entrances, halls, corridors, stairways, catwalks, elevators, etc., shall not be obstructed or used for any purpose other than ingress and egress to and from the building(s) and other portions of Whitehall Condominiums at Camino Real. Unit Owners in violation will be notified in writing. If no compliance or response is received within 15 days, the items will be removed.
2. The exterior of all Units and all other areas appurtenant to a Unit shall not be painted, decorated, or modified by any Unit Owner or their agent in any manner without the prior written consent of the Board of Directors which consent may be withheld on purely aesthetic grounds within the sole discretion of the Board of Directors.
3. No Unit Owner shall be allowed to put a mailbox, receptacle, name or address on any portion of the Unit. It shall be the responsibility of the Association to keep lobby rosters, mailbox identification and door nameplates uniform.
4. No Unit Owner or lessee shall use or permit to be brought into the Unit any flammable materials such as gasoline, kerosene, naphtha, propane, benzene, or other explosives or articles deemed extra hazardous to life, limb or property.

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5. The balcony surface (deck) shall not be altered.

5.a) Paint and other approved surfaces shall be so designated by the Board of Directors.

### **D. UNITS**

1. No sign, notice of advertisement shall be inscribed or exposed on or about any window or other part of the Unit nor shall anything be projected out of any window.
2. No article shall be hung or shaken from the doors or windows of the Units or placed upon the outside windowsills of the Units.
3. No awnings, shutters, mirrored hurricane film, light reflective materials, ventilators, fans, A/C devices or the like shall be used in or about the Unit without the prior written approval of the Board of Directors, In any event, the Board of Directors approval shall not be granted unless such items substantially conform to the architectural design of the buildings and the design of any such items which have been previously installed at the time of Board of Directors approval is requested.
4. Each Unit Owner or lessee shall keep their Unit in a good state of preserves and cleanliness, and shall not show or permit to be thrown from the doors, catwalks, balconies, and windows thereof any dirt or other substance.
5. Unless permitted by the Board of Directors, All new flooring must submit an ARC form with sample of required underlay, the underlay must be STC 72. The underlay must be approved by the BOD. All floors in the Units (except 1st. floor) must be carpeted or installed to abate any noise created and transmitted to the Unit(s) or common areas of condominium below. Hard surface coverings shall not be installed inside a Unit to replace carpeting unless a sound barrier is placed underneath the hard surface and it is approved by the board. Hard surface floors shall be allowed at the front entrance and kitchen. Hard surface floors shall include, but not limited to tile, wood, vinyl, etc...Should the board determine noise is unreasonable the Unit owner shall be required to take necessary steps to abate such noise to the satisfaction of the board.

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6. Each Unit Owner or lessee who plans to be absent from the Unit during the hurricane season (June 1 to November 30 of each year) must prepare the Unit prior to departure by designating a response firm or individual satisfactory to the Association to care for the Unit should the Unit suffer hurricane damage. Such firm or individual shall contact the Association for clearance to install or remove hurricane shutters.

6.a) When a Unit Owner intends to be absent more than (3) days, the water valve to their unit shall be shut off. The hot water heater electrical switch shall also be turned off or the pigtail unplugged. Be sure to turn water on first when you return. Open faucets to bleed air from system.

7. No Unit Owner or lessee shall make or permit to be made any noises that will disturb or annoy the occupants of neighboring Units; or do so or permit anything that will interfere with the rights, comfort or convenience of other Unit Owners or lessees.

7.a) No Unit Owner or lessee shall permit an employee, contractor, worker, installer, mover, tradesman, handyman, etc. to work within their unit or balcony except between the hours of 8 a.m. and 5 p.m. Monday through Saturday excluding legal holidays.

7.b) If an emergency arises, the association office shall be immediately notified to determine if the Association or Unit Owner is responsible for repairs. Emergency repairs may be made at any time.

7.c) Any repairs, modifications or alterations to the plumbing or electrical system within the unit must be done by a licensed plumber or electrician.

7.d) Any work done within the common walls of a Unit must first be approved by the Board of Directors.

7.e) No modification or alteration of interior or exterior walls is permitted.

8. In no event may a Unit Owner keep more than one(1) pet in the Unit. Such a pet shall not weigh more than twenty (20) pounds at maturity.

The ability to own a pet is a PRIVILEGE, not a RIGHT. All pets must have proof of up to date immunizations, and pet photo required for owners file. All service animals must be registered and a certificate must be brought to the Whitehall office for inclusion in the owners file.

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- 8.a) In no event shall dogs be permitted in any of the Common Areas of Whitehall Condominiums at Camino Real unless under a leash.
- 8.b) The Unit Owner shall indemnify the association and hold it harmless against any loss or liability of any kind or character whatsoever arising from or growing out of having any animal.
- 8.c) If a dog or any other animal becomes obnoxious to other Unit Owners or lessees by barking or otherwise, the owner thereof must cause the problem to be corrected; or if it is not corrected, the owner will be required to remove the animal upon receipt of a written notice from the Board of Directors.
- 8.d) All pets must be walked, but not on sidewalks, catwalks or pool areas.
- 8.e) Unit owners must pick up after their dogs, doggie stations provided.

### **E. COMMON AREAS**

- 1. The regulations governing the use of the Common and Recreational Areas, including permitted hours, guest rules, safety and sanitary provisions and all other pertinent matters shall be in accordance with regulations adopted by the Board of Directors, and shall be posted in the Recreation Areas.
- 2. Any damage to the common elements, the Recreation Areas or the equipment of the Association caused by any Unit Owner, family member, guest, invitee, or lessee, shall be repaired by the Association and a bill submitted to the Unit Owner for immediate payment.
- 3. The Recreation Area are solely for the use of the Unit Owners, their family members, and invited guests and the lessees. The use of the recreational facilities shall not be at the risk of the Association or its manager (if any) but shall be at the risk of those involved. If an apartment is leased, the lessor relinquishes their right of use of the Recreation Areas during the term of the lease.
- 4. The Association has not provided play areas for children. It shall be the responsibility of parents to supervise children's outside activities.
- 5. All garbage and refuse from the units shall be deposited with care in the containers intended for such purpose only at such times and in such manner as the Board of Directors will direct.
- 5.a) No littering shall be permitted on the Common Elements.



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- 5.b) Place in the dumpsters only those items not disposable by the garbage disposal.
- 5.c) Such items should be wrapped and tied securely so as not to cause odors, soil the dumpster and to endanger the safety of the Association of the workers and agents. Certain hazard wastes must not be disposed of in the dumpster, (ex. paint, all light bulbs)
- 5.d) Unit Owners and lessees must make their own arrangements to remove bulk items. All items need to be placed outside the dumpster garage on the side that has no door on Wednesday for Thursday pickup.
6. No bicycles, scooters, baby carriages or similar vehicles, toys or personal articles shall be allowed to stand in any of the Common Elements or Recreation Areas.
- 6.a) No skates or skateboards are permitted in the common areas.
7. No radio or TV aerial or antenna shall be attached to or hung from the exterior of the unit or the roof or in the attic spaces or any other portion of the Common Elements.
8. Water closets or other water apparatus in the units, upon the Common Elements or in the Recreation Areas shall not be used for any purpose other than that for which they were constructed. Any damage resulting from misuse of any water closet or other apparatus shall be paid for by the Unit Owner responsible for same.
9. No clothesline or other similar device shall be allowed on any portion of the Common Elements, Limited Common Elements or Recreation Areas. Clothes, doormats, swimsuits, towels, etc., shall not be hung over balcony or catwalk railings.
10. Barbecue grills of any type are prohibited on any of the balconies, catwalks or Common Areas.
11. No generators are permitted in or outside a unit at any time. Generators required by the Whitehall Board of Directors in order to power elevator service during storm or hurricane emergencies are permitted.
12. Smoking shall be prohibited in or on the Common Elements of the property, (ie) stairwells, catwalks, clubhouses, pools.

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### F. VEHICLES AND PARKING

1. Parking spaces designated for the Handicapped are to be used for taking on or discharging the handicapped, except when the driver is handicapped.
  - 1.a) Handicapped spaces are not to be used for permanent parking by a Unit Owner or lessee, unless a specific health issue, upon BOD approval.
2. Prolonged parking at entrances (under or by awnings) is prohibited. Circular drives are to be used for loading and unloading.
  - 2.a) Vehicles in violation shall be subject to towing and expenses will be born by the violator.
3. Unit Owners and lessees must park in their assigned space. Permission must be granted to a Unit Owner by another Unit Owner in their absence to park in their space. If questioned by the Association written permission will be required.
  - 3.a) Parking shall be head in only. The front of the bumper shall not extend over the curb or sidewalk.
  - 3.b) Towing of unauthorized or inappropriately parked cars shall be at the discretion of the Board of Directors policy.
4. No vehicle or other possession belonging to a Unit Owner, family member, lessee or guest, or employee of the unit Owner shall be positioned in such manner as to impede or prevent ready access to another Unit Owner's parking space.
  - 4.a) The Unit Owners, their employees, servants, agents, visitors, lessees, licensees, and family will obey the parking regulations posted in the private streets of Balboa Circle and Balboa Lane, parking areas and drives and any other traffic regulations promulgated in the future for the safety, comfort and convenience of the Unit Owners.
5. Except in an emergency, no Unit owner or lessee shall cause or permit the blowing of any horn from any vehicle of which the Unit Owner, lessee, family or guests shall be occupants which is upon or approaching the driveways or parking areas serving the Condominium property.

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6. No Unit owner or lessee shall do or permit any assembling of disassembling of motor vehicles except for ordinary maintenance such as the changing of a tire or battery.
  - 6.a) Each Unit Owner or lessee shall be required to clean their parking space of any oil or other fluid discharged by their motor vehicle.
  - 6.b) Upon notice by the Association to a Unit Owner that their parking space is unacceptable in appearance from cause mentioned in 6.b and no acceptable remedy has been made by the Unit Owner, the Association shall clean the space and submit a bill for immediate payment to the Unit Owner
7. Cars may be washed only at the Clubhouse. A hose will be furnished.
8. The speed limit on the premises is 20 mph.
9. No commercial vehicle, truck, motor coach, RV, trailer, boat, camper, van, motorcycle or moped shall be permitted on the Common Elements of the Condominiums or on the Recreations Areas or Limited Common Areas except for trucks or vehicles in the process of delivering goods or furnishing services; and except upon such portion of the Whitehall Condominiums as the Board of Directors may in its sole discretion determine.
  - 9.a) Purely passenger pickup trucks that are used solely for private passenger purposes shall not be prohibited or otherwise restricted from being parked on the Condominium Property, except that any such pickup truck must otherwise comply with all of the remaining provisions. Such pickup trucks may not contain any commercial lettering, commercial insignias or commercial equipment, and must otherwise not be considered a "commercial vehicle". Such pickup trucks must not contain more than two (2) axles and no more than two (2) tires per axle on each side, no dually's allowed. Must be able to be parked ENTIRELY within the parking space at all times.
  - 9.b) 'Van' to be defined as any cargo vehicle that has no passenger seating behind the front drivers seat or front passenger seat. In addition, 'van' is defined as any multiple passenger seating exceeding (10) positions, including the front passenger seat.
  - 9.c) Commercial vehicle defined as a van with magnetic and permanent signs displayed on the vehicle regardless of the state registration.
  - 9.d) Any van with a lift designed for handling a wheelchair is exempt from this rule.

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9.e) In the event of any ambiguity or disputed whether a vehicle is subject to this Rule, the judgement of the Board of Directors shall control.

10. All Unit Owners and lessees shall have identifier stickers displayed on the rear of their cars. Identification stickers shall be issued by the Association.

11.) Under no circumstances shall any vehicle be used for overnight sleeping or housing accommodations.

12.) All motor vehicles must be maintained as to not create an eyesore in the community.

13.) Cars may not be stored in the Association parking lot.

### **G. CLUBHOUSE AND POOL**

1. Rules relating to the use of the Clubhouse for parties and the related procedures for same may be established by the board of Directors.

1.a) Normally the Clubhouse will be open from 8:00 AM to 8:00 PM.

2. The Clubhouse may be used by residents for social purpose only. Reservations must be made at the Association office. A deposit of \$75.00 will be required and returned upon proper inspection of the clubhouse.

2.a) These Regulations may not restrict any Unit Owner's right to peaceably assemble or right to invite public officers or candidates from public office to appear and speak in the Common Elements, Common Areas and Recreation Areas as prescribed by the By-Laws.

3. There will be no lifeguard on duty at the pool.

4. There shall be no diving at the pools.

5. There shall be no children under 14 years of age in the Clubhouse or the pool areas unless they are accompanied by and supervised by an adult.

6. Any infant child must use the wading pool.

6.a) Adults may not use the wader's pool as a Jacuzzi, "hot tub" or a place to lounge or to immerse their feet.

7. In compliance with section 100-5-097 (6) (a) of the Florida State Administrative Code, pool decks shall have an unobstructed wet area with a minimum width of four (4) feet around the perimeter of the pool, pool curb, etc. This means no chaises; chairs or other items may be placed within the 4-foot area, which is marked by a yellow line.

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8. No furniture may be removed from the pool area or the decks.
- 8.a) Chaise lounges, chairs and umbrella tables shall not be reserved by placing towels, etc..., on them indicating occupancy.
9. Persons in wet bathing suits or attire, or bare feet are not permitted in the clubhouse.
10. The official hours for the pools are 8:00AM to Dusk. The outside doors to the lavatories shall be open until 7:00PM.
11. No glass containers may be brought onto the pool area. Pool area must be kept clean and trash cans are available.
12. Before entering the swimming pools, all persons must use the shower to remove all oil, sand and dirt to prevent clogging the filters and alterations of the chemical balance. No soap or shampoo shall be used at any time or anywhere in the pool area.
13. Only bathing suits shall be worn in the pools. No street shorts or cutoffs.
14. Skates, skateboards, or bicycles are NOT allowed in the pool areas or on the decks.
15. There shall be NO running, ball playing or rough play around or in the pools or on the decks.
16. Toys or floating devices are not allowed in the adult pools.
17. No animals are allowed in the pools or on the decks.

**I have read the Whitehall Rules and Regulations**

**Sign and Date** \_\_\_\_\_