

**Harborside Terrace Owners' Association, Inc.  
(HTOA)**

**RULES & REGULATIONS**  
*Owners, Renters, and Guests*

**Revised and Adopted  
July 2023**

**RULES & REGULATIONS MUST REMAIN IN THE UNIT ALL PREVIOUS**

**RULES AND REGULATIONS DISTRIBUTED  
PRIOR TO THE ABOVE DATE ARE  
NULL AND VOID**

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## FOREWORD

The rules and regulations of Harborside Terrace Owners Association (HTOA) were created to promote the health, safety, welfare, and enjoyment of our condominium community, as well as to protect and maintain the property and our property values. The underlying principle of these rules is respect for others and our intention is that these rules be fair and equitable to all.

Whether HTOA is our year-round home or cherished “home away from home,” we can all contribute to making this an even more pleasant and desirable place by following the spirit and letter of the Rules and Regulations, and ensuring our guests, renters, and service providers do the same.

### 1. Legal Basis for Rules

- a) In purchasing a condominium unit, all Owners have agreed under Florida statutes to limit and/or relinquish to the Condominium Association and its Board of Directors certain rights that are normally associated with property ownership. HTOA Rules supplement the restrictions contained in the recorded Condominium Documents received at the time of purchase or amended thereafter. If there is a conflict between HTOA Rules and the recorded Condominium Documents, the recorded Documents will prevail.

### 2. Informed Compliance - Owners, Renters, and Guests

- a) **All owners** are expected to know and follow HTOA Rules, and to inform their renters and guests of any Rules applying to use of the building and amenities. Renters and guests should be reminded that HTOA is a residential environment, not a hotel.
- b) **Owners** are ultimately responsible for the conduct of themselves, renters, and guests, including any actions that could impact safety, disturb others, or negatively affect the condition of the property or building amenities.

### 3. Enforcement

- a) **It is the right** of owners, renters, and guests to courteously inform any other owner, renter, or guest - or to advise the Board - when a behavior violates HTOA Rules, is unsafe, destructive, or poses a nuisance. Individuals should not be offended, nor react negatively towards anyone who points out such a behavior. The goal is to resolve issues quickly and amicably.
- b) **It is the responsibility** of the Board to enforce these Rules fairly and consistently to facilitate the health, safety, welfare, and enjoyment of our community, and to protect and maintain the property and its value.
- c) **Violations** that cannot be resolved will be elevated to the Board for action, which may include fines, payment for damages to the facilities, and/or suspension of amenity use.

### 4. Liability

- a) As reflected in the current recorded Condominium Documents, the Association and its agents assume no responsibility for any accidents or injuries in connection with the use of the property, common areas, limited common areas, or amenities, or related to the consumption of alcohol. Owners, renters, and their guests release and indemnify the Association and its members and

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agents from any claims in connection with any loss of life, personal injury, damage to or loss of personal property. Charges for damage to common elements for non-compliance with the Rules and Regulations are within the rights of the Association under its governing documents and Florida Statutes Chapter 718.

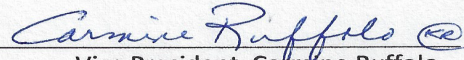
PLEASE READ THE RULES AND REGULATIONS CAREFULLY.

1. Upon arrival, all renters and guests must register in the book located in the community room or online at [harborsideterrace.com](http://harborsideterrace.com).
2. Ensure that all persons using your unit understand and follow HTOA rules and regulations.
3. If you are uncertain of the meaning or intent of a given rule or regulation, request an explanation from the Board using the "Contact the Board" button on the website homepage.
4. Keep a copy of the current rules and regulations readily available in your u!).it. Please discard any previous copies.

**Harborside Terrace Owners' Association, Inc. - Board of Directors**



President, Karen Rowan



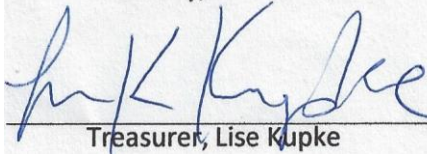
Vice President, Carmine Ruffolo



Secretary, Carole Trimmer



Director, Nick Merlino



Treasurer, Lise Kupke

Adopted: July 2023

**MANAGEMENT GROUP AND WEBSITE**

Management oversight of Harborside Terrace Owners Association is provided by the following Community Association:

FirstService Residential  
10600 Chevrolet Way, Suite 202  
Estero, FL 33919  
239-257-6962

Website: [www.harborsideterrace.com](http://www.harborsideterrace.com)

All governing documents, BOD meetings, agendas, minutes, financial information, and your community information are posted on the Harborside Terrace website.

All questions to the Board should be submitted via the website homepage button “Contact the Board.” All official communications to the Board of Directors or to Association Management Company must be submitted in writing using either regular USPS mail, certified mail, or email. Our communications protocols are described in our Bylaws and in Florida State Statutes 718 of The Condominium Act. If there is an emergency, health hazard, or safety issue impacting our community, call 911 or FirstService Residential immediately.

**ABSENCE OF OWNER/ EMERGENCY KEYS TO UNITS & CARS**

The Association has an irrevocable right of access to each unit during reasonable hours 1) when necessary for maintenance, repair, or replacement of any common elements or portion of a unit to be maintained by the Association under the Bylaws of the Association and 2) as necessary to prevent damage to any common elements or to one or more units and must be able to enter any unit in an emergency. Please ensure the Association has been provided with duplicate keys and/or alarm code or door lock code for all outside entry doors. If other means must be used to enter the unit, the owner will be responsible for the cost incurred.

During an owner’s absence, information regarding whereabouts of keys for their cars and a local designated driver for the vehicle should be provided to the Board and FirstService Residential using the required forms on the website. If other means must be used to relocate an owner’s car, the owner will absorb the cost incurred.

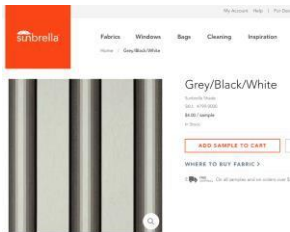
**ALTERATIONS, REPAIRS OR RECONSTRUCTION OF UNIT**

The owner must submit an HTOA form when considering making any significant changes to the unit. This form is available on the Associations’ Website and is entitled, “Owners Request for Alternations, Repairs, or Reconstruction of Unit (ARC).”

### ASSESSMENTS

Owners shall refer to Paragraph 11 of the Declaration of Condominium for rights and obligations.

**AWNINGS:** Owners who have terraces and wish to install awnings are required to install the following awning fabric choice; Sunbrella color Grey/Black/White 4799-0000



### BARBECUE GRILLS

The barbecue grills are provided for the enjoyment of owners, renters, and guests. Please remember to turn the grills off and clean the grills after each use. Please cover the grills after they cool down. Gatherings and cookouts at the pool shall end by 10:00 p.m.

No grills of any kind can be used on any enclosed or exposed terrace or lanai.

### BICYCLES

Private bicycles must be kept in the bike rooms. Each bike is to be marked with the owner's name and unit number. No bike in disrepair is allowed to be housed in either of the bike rooms. At no time should bicycles or other transportation devices (i.e., strollers or pushcarts) be left in your assigned parking space or in front of your unit on the grass, in the shrubs, or in walkways (See "Parking"). Gas or electric-powered licensed scooters may be parked in an owner's assigned parking space. If a scooter can fit under storage lockers, the space may be utilized for scooter parking only. Under no circumstances should a scooter be locked or chained to the storage locker.

### CAR WASH

Only owners, renters and guests are permitted to use the car washing facility. After use, the hose should be drained of water, rewound to the carrier, and the water valve left in the "off" setting.

### COMMUNITY ROOM/POOL AREA

The community room and pool area are available to any owner, renter, or guest. Private party reservations with the Association are required in advance and must clearly state what the event is and the number of people that will be in attendance. The Association has the right to refuse private usage of the common areas. Premises are to be returned to the original condition after each use. Any damage incurred or clean-up costs will be the responsibility of the owner making the reservation and using the room or pool area.

### CONDENSATE/AC LINE MAINTENANCE

It is the responsibility of each owner to clean and maintain their AC unit's condensate drain lines to prevent any back flow of water into their unit or the unit below them. Should there be such an occurrence it becomes the responsibility of that owner to pay for any repairs needed in either unit resulting from this occurrence.

### CONTRACTOR GUIDELINES

Major remodeling or renovations of units are only permitted May 1 through November 30. This includes but is not limited to removal of walls; installation of tile or hardwood floors; major electrical or plumbing renovations; and the remodeling of kitchens, baths, and other areas of the unit that would create excessive noise and disturbance to occupants of the buildings. Activities permitted year-round are carpet replacement, painting, removal and installation of doors, windows, sliders, and normal maintenance repairs. The allowed remodeling work hours for contractors (and owners) are from 8:00 a.m. to 5:00 p.m. Monday through Friday. No major remodeling or renovation shall be done on weekends or Holidays.

Prior to allowing contractors in a unit for remodeling or repair, owners are required to provide the Association with the following information on the required ARC form subject to approval:

1. Name of contractor(s).
2. Dates, times, and the specific type of work they will be doing.
3. How long the work will take (i.e., day, week, month etc.).
4. Who can be contacted if there is a problem with the contractor(s)
5. The contractor's license and insurance information.
- 6. If a building permit is required, the owner must deposit \$1200 with the Association to cover potential damages or cleanup requirements caused by the contractor.**

Failure to follow this procedure will result in your contractor being asked to leave the property and cease their work until the proper information notification has been given to the Board and approved. The same protocol applies to a unit owner doing their own remodeling work.

All contractors are responsible for restoring the walkways, stairs, and elevator to the condition they were in before the work commenced. No cutting of tile, wood, drywall, or other construction materials may be done on the walkways. All this work must be done in the unit or in the back parking lot in the Car Wash Area. If this area is used, debris must be swept up and disposed of properly and then the entire area must be hosed down. No debris from any remodeling or repair work can be left on the premises. It is the responsibility of the contractor(s) to dispose of **ALL** debris at an **off-site location**. **Failure to follow these rules will result in the unit owner being charged a fee for clean-up, repair to walkways, stairs, ramps and elevator and removal of any debris from the premises.**

### DELIVERIES

All truck deliveries - including but not limited to furniture, appliances, construction materials, and pick-ups of same - must be done by trucks pulling around the building and parking in the rear parking lot. Access to your unit should be via walkways, stairways, or the elevator. Owners shall cover the elevator walls and floor with protective material. It is the unit owner's responsibility to inform their contractor to follow this policy and procedure.



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Only USPS, UPS, and FedEx who deliver mail and small packages are allowed to use the front horseshoe drive.

### **ELEVATOR USE & CARE**

Care is to be used when moving furniture, appliances, large crates, or other household items in the elevator to avoid damaging the interior. Owners who are having work done in their units shall insure the elevator pads and mat are installed before work commences. Elevator protective pads and a floor mat are in the community room closet behind the mirrored doors. When their use is no longer required these items must be removed and neatly folded and returned to the storage area.

Should a power failure occur, an emergency system is in place for elevator use.

### **ENFORCEMENT OF RULES AND REGULATIONS**

Violators of these Rules and Regulations shall be given two warnings and a grace period to correct the action. The Association has a right to fine the unit owner or correct the violation at the unit owner's expense. When deemed necessary, and at the sole and absolute discretion of the Board of Directors, the Board of Directors may proceed immediately to address the issue in question by means of its own choosing.

### **ENTRY DOOR, LANAI, AND TERRACE DECORATIONS**

No decorations of any kind may be hung on outside entry doors, lanais, and terraces except during the Christmas or other religious holidays. Decorations may not be installed until 15 days before the holiday and must be removed within 15 days after the holiday.

### **ESTATE OR RUMMAGE SALES**

Estate or rummage sales are prohibited at HT for the safety and comfort of all owners, renters, guests, and due to insurance liability concerns.

### **FIRE ALARM**

The fire alarm system is manually operated. In case of fire, pull the handle of any alarm. Alarms are located by the stairway on each floor.

### **FLOOR REPLACEMENT**

Floors under all living areas must contain sound insulation. This includes sound insulation underlayment of carpeting, tile, and wood flooring. The plan for providing under-floor sound insulation must be provided to the Association for approval whenever replacing or installing new floor covering.

### **GUEST REGISTRATION**

Overnight guests and renters must sign the Guest Registration Book located in the community room or online at HTOA website. Date, name, unit number, car make, license number, and departure date must be filled out. Cars parked overnight that are not registered and without a parking permit (this also includes owners with additional cars) may be towed away at the owner's expense.

If the unit owner is not in residence, but allows relatives or guests to use their premises, the unit owner shall complete and submit to the Board via HTOA website, the " Guest Registration Form and Vehicle Registration Form".

### **LANDSCAPING AND COMMON AREAS**

The maintenance of all common areas is the responsibility of the Association. No unit owner, renter, or guest is permitted to modify, plant, or alter in any way the condominium common areas. This includes, but is not limited to lawns, gardens, shrubs, borders of shrubs, covered and uncovered parking areas, driveways, and sidewalks. The Association has the right to remove all unauthorized plantings.

Contact sports are not permitted on any of the lawn areas, sidewalks, pool, or in the parking lots.

No personal property may be stored in the bike rooms, community room, utility rooms, pump room, and storage areas on the second and third floors. If paddleboard storage is provided in bike rooms, it is on a first come first served basis.

### **MAIL**

The USPS deposits mail in the boxes provided in the entry of the community room. Outgoing mail can be deposited in the mail slots marked for out-going mail.

### **MAINTENANCE REQUESTS**

Requests to clean specific areas on or around the property (i.e.: dirty areas on the property common areas, etc.) should be entered in the book located on the counter in the entry/of the community room or online using “Message to the Board” button on the website. The request should include your name, unit number, date of request, and a brief description of your request. Requests for maintenance issues other than cleaning, such as “light out,” should be reported to the Board via the website as well.

### **MEETING NOTICES**

Notices of the meetings of the Board of Directors shall be posted in the locked bulletin board in the community room. All committee meetings shall be posted on the bulletin board in the community room. Notice of all regular board and committee meetings should be emailed and posted 48 hours before the meeting.

The bulletin board in the community room is for owners, renters, and guests to post general information or announcements. The Association reserves the right to remove anything it deems inappropriate.

### **NOISE REDUCTION**

Before 8:00 a.m. and after 10:00 p.m., stereos, radios, and television sets are to be kept at a reasonable volume so as not to disturb your neighbors. Before 8:00 a.m. and after 9:00 p.m., washing machines, dryers, disposals, dishwashers, and vacuum cleaners may not be used. Before 8:00 a.m. and after 5:00 p.m., power and hand tools etc., shall not be used. Avoid placing televisions and stereo speakers on a common wall with your neighbors.

Owners with tile floors, particularly on the second and third floors, should put felt or plastic sliders under their furniture legs so as not to disturb their neighbors below and on either side when moving furniture. **Dragging** of furniture should always be avoided.

### **OCCUPANCY AND USE**

Units shall be used for residential purposes only. Units are to be used only as single-family private dwellings for unit owners, their family members, or the owner's guests and renters.

Units may not be used for any business or commercial use whatsoever. Owners, renters, and guests may not display any business advertisement or sign that is visible from the outside of their unit or on the condominium property.

The use of the unit shall be consistent and in compliance with existing laws and the provisions of the Declaration of Condominium and these Rules and Regulations.

**OPEN HOUSE**

"For Sale" signs are not permitted. However, "Open House" signs may be placed on the premises on the day of the Open House. The size and location of any posted Open House sign must conform to City zoning regulations.

**PARKING**

All vehicles parked overnight must have an HTOA properly displayed parking permit. Owners may be fined for parking violations and the Association may also tow any vehicle parked in violation of HTOA parking rules at the owner's expense. If cars are parked across from the carports, please position the car tight to the fence and properly aligned in the space.

Covered spaces assigned to a unit may only be used by the owner or persons authorized by the owner regardless of whether the unit is occupied or vacant. In addition to the designated covered parking space, owners, renters, and guests may use any of the uncovered spaces behind the building for a second car. All cars must display a HTOA parking permit when parking overnight.

No cars are to be parked in the exit and entryways at any time. Parking spaces in front of the building are to be used for temporary parking and are not to be used for any overnight parking by owners, renters, or guests.

Service trucks (pick up or delivery) may not unload in the front of the building but only in the back and park their trucks so as not to obstruct traffic of cars and other vehicles. Except for the temporary parking of service trucks, only private passenger vehicles (cars, minivans, vans, and sport utility vehicles) with current registrations are allowed to be parked on condominium property. Pickup trucks with commercial signage, vehicles with commercial plates, and vehicles with work materials visible (construction, landscaping, etc.) are not permitted to be parked overnight on HTOA premises. RVs and boats on trailers are prohibited from parking on the Association property at any time. Under no circumstances may items or objects be chained to the carport posts, including bicycles, scooters, or carts.

Only Low speed vehicles (LSV) can use HTOA electricity. HTOA does not allow full size vehicles to use HTOA carport outlets for charging. Owners who keep an electric LSV on the property will be required to pay \$150.00 annual fee to use the carport outlets to charge the vehicle. Any owner who wishes to have a LSV on the property and needs to use HTOA electricity will send the Board a notice via the website button. A check made payable to Harborside Terrace Owner's Association is required to be mailed to the property manager noting in the memo section "LSV fee – (include the date). Renters are not allowed to have LSV on the property but can use an owner's LSV if allowed by lease terms.

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Vehicles considered by the Association to be noisy, unsightly, rusting, or in deteriorating condition, are not allowed on any part of the condominium property. **NO REPAIR OR SERVICING OF VEHICLES IS ALLOWED ON THE PREMISES EXCEPT FOR EMERGENCY SERVICES (i.e., FLAT TIRE, DEAD BATTERY, etc.)**

The speed in driveways is limited to 10 miles per hour. Our safety depends upon all operators of vehicles observing due caution and consideration.

### **PEST CONTROL**

A pest control service provides monthly spraying of the perimeter of the buildings. Should an owner require spraying in their condominium unit, this service is provided at no cost. Owners or renters should contact the pest control service listed in the community room lobby.

### **PETS**

1. Owners who wish to have a pet must request permission from the Board on the Pet Request Application form (located on website). Owners are required to submit current vaccination records, required rabies licenses and a photo of the pet. The Board will approve a request that complies with HTOA Pet Rules at the next regularly scheduled Board meeting.
2. Owners are limited to having one domesticated pet (1 cat or 1 dog).
3. Pet size is limited to 50 lbs.
4. Only owners are allowed to bring pets. No renters or guests are allowed to bring pets on the property. Pet rules apply to pet owners and to anyone else who is walking, pet-sitting, or supervising a pet on HTOA property.
5. When outside of the pet owner's unit, pets must be on a short leash and under the direction and firm control of the pet owner or person supervising the pet at the time.
6. Pet owners, and anyone supervising the pet, are required to immediately clean up after their pets pursuant to Naples Municipal Code Sec. 14-35 (f). Disposal of pet waste in building trash receptacles must be tied securely with a trash bag. Un-bagged dog or cat waste is prohibited in building trash receptacles and no animal waste of any kind is allowed in the pool trash can.
7. It is not permitted **to use ANY HTOA property for pet elimination** (defecation and urination). Pet "accidents" on HTOA property, in elevators, walkways, etc., must be cleaned and sanitized immediately by the pet owner. Pets are not permitted in the pool area and are only permitted in the Community Room when it is necessary to exit/enter the building.
8. Owners who are granted permission to own a pet do not have to request permission again to replace a deceased pet. However, Owners will notify the Board when a pet is replaced and submit vaccination records and new photos. All vaccine and license records are required to be current in order to maintain pet approval; upon expiration, current documents must be provided to the Board.
9. In the event any pet is deemed by a majority Board vote to be a nuisance, then the pet owner, when notified by the board in writing, shall be required to immediately remove the pet from the unit. The Board shall be entitled to injunctive relief if necessary to require immediate removal of the pet.
10. Owners who require an assistance animal, see below procedure and rules.

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### **ASSISTANCE ANIMALS**

1. Owners who wish to have an assistance animal (service animal “SA”, or emotional support animal “ESA” or “animal”) must submit a “Assistance Animal Request Form” to the Board (located on website). Owners are required to submit current vaccination records and rabies licenses as required by local and county law along with a photo of the animal. All requests that comply with current Florida Statute will be approved.
2. Only owners are allowed to bring SA or ESA. No renters or guests are allowed to bring SA/ESA on the property unless they first submit a request form and required paperwork and receive Board approval. SA/ESA rules apply to animal owners and to anyone else who is walking or supervising an SA/ESA on HTOA property.
3. When outside of the SA/ESA owner’s unit, animals must be on a short leash and under the direction and firm control of the owner or person supervising the animal at the time.
4. SA/ESA owners, and anyone supervising the animal, are required to immediately clean up after the animal pursuant to Naples Municipal Code Sec. 14-35 (f). Disposal of animal waste in building trash receptacles must be tied securely with a trash bag. Un-bagged animal waste is prohibited in building trash receptacles and no animal waste of any kind is allowed in the pool trash can.
5. It is not permitted to use ANY HTOA property for animal elimination (defecation and urination). SA/ESA “accidents” on HTOA property, in elevators, walkways, etc., must be cleaned and sanitized immediately by the animal owner.

### **RENTAL PROCEDURE**

All renters, regardless of whether they have previously rented at HTOA, must complete the required background check found at this link <https://tenantev.com/> and upload the signed lease and copy of a valid driver’s license, state ID or passport. There is a fee that is paid directly on the website (\$150 per married couple or single person). A unit owner wishing to lease his or her unit must be in good standing and current with all quarterly Association fees and/or assessments. If not in good standing, the lease application may be denied on these grounds. A lease application may also be declined if the application is for a previous renter who has not complied with HTOA Rules and Regulations. Sub-leases are not allowed. Owners may not occupy a unit when an approved lease is in effect.

Any lease entered into without a lease application shall, at the option of the Association, be treated as void, and the Association shall have the power to evict the renter(s) in accordance with the Florida Statutes, without securing consent to such an eviction from the unit owner. In addition, the Association has the right to impose upon the owner a fine for an unauthorized lease. All leases are subject to Chapter 718 of the Florida Statutes as it applies.

There shall be no leases for a period of less than thirty (30) days. No lease for more than one (1) year is permitted, but this shall not prevent a renewal lease to an approved renter, at the expiration of a year, provided the renewal period is for no more than a year and such renter still meets with Association approval. A new application must be submitted for renewals.

Owners are to provide renters and guests with a copy of these Rules & Regulations. Failure to comply with these Rules and Regulations by renters or guests will be the responsibility of the unit owner.

### **SAFETY AND CONDUCT**

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Security and safety are of paramount importance. Owners, renters, and guests have a shared responsibility to understand and follow rules intended to protect security and safety, regardless of their personal risk tolerance.

Owners are responsible for the safety and conduct of their renters and guests.

No person is allowed to run along any of the walkways, stairways, common rooms, parking lots or in the pool area. Care is to be taken when driving through the parking lot to ensure pedestrian safety.

### **KEYS**

1. Owners must inform the Board before re-keying locks to their entry doors. Any new locks installed require keys and/or codes be provided to the Board immediately to permit access into an owner's unit in an emergency.
2. No owner, renter, or guest shall interfere with the locking mechanisms of any external door or key holder device.

### **SALE/TRANSFER**

Owners shall refer to Paragraphs 15 of the Declaration of Condominium for the procedure to follow for a valid sale or transfer.

### **SATELLITE DISHES**

Satellite dishes may not be installed in areas that are not under the exclusive control of the owner, including but not limited to, the common element exterior of the building or the common element of the landscaping. See Paragraph 11.10 of the Declaration of Condominium for further information and restrictions concerning Satellite Dishes.

### **SAUNA BATH**

Follow the posted rules. Those with medical problems should check with their doctor. Use of the sauna is at your own health risk.

### **SHUTTERS**

Permanent hurricane shutters may be installed on the outside windows of a unit. Any new shutter shall be white. A plan and specification for any new or replacement permanent shutters must be submitted to the Association. The maintenance of hurricane shutters and their enclosures is the responsibility of the owner.

Removable shutters should only be installed when hurricane warnings warrant same or if the owner is to be away for an extended period during hurricane season.

### **SKATEBOARDS/ROLLER TOYS**

Skateboards, roller skates, or other type of wheeled recreational toys cannot be used on any walkway or driveway of the property at any time.

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### SMOKING

Smoking is not allowed on the terraces, lanais, or in any of the common areas including the community room, pool area including bathrooms, elevator, bike rooms, catwalks, front walkways, and all parking lots. Please inform your guests, renters, and contractors of this rule.

### STORAGE

The lockers in the carport area are not watertight. Use discretion when storing articles. The storage lockers are maintained by the Association. When maintenance is necessary, owners will be informed and will need to remove stored items until the repairs are completed. Flammable liquids are not to be stored in the storage lockers.

### SWIMMING POOL

The pool is for the use of owners, guests, and renters **only**. All persons using the pool are to do so at their own risk. Children under the age of fourteen (14) are not allowed inside the pool enclosure unless accompanied by an adult. Basic rules to be followed are as follows as well as those posted at the pool area:

- The emergency telephone number is 911; the phone in the pool area is above the counter.
- Anyone using suntan lotion and oils must shower before using the pool.
- Anyone previously swimming in the Gulf should not wear the same swimming suit in the pool without washing it (shower will not remove any black algae that may be present)
- No glassware is allowed in the pool area; use only plastic.
- No drinking is allowed in the pool at any time.
- No diving or running is permitted in the pool area.
- Avoid behavior and noise that could disturb the quiet enjoyment of others using the pool area, or of those in units/on balconies. Put phones on vibrate and move out of earshot of others if you must use the phone. Any device with amplified sound must be played on a very low volume to avoid disturbing those around you. If a request is made to lower the volume or to use headphones, the request must be honored.
- Any person who is incontinent or not fully potty- trained must wear appropriate waterproof clothing when entering or being carried into the pool or deck area. There is to be no changing of diapers anywhere within the pool or deck area except in the bathrooms.
- The use of an underlying towel is required on pool furniture.
- Users shall return pool furniture and umbrellas to the position in which they were found.
- All bathers must wear footwear and cover-ups to and from pool.
- Swimming load - 17 persons.
- The Association reserves the right to deny use of the pool to anyone disregarding the rules.
- Pool Hours: The hours are from dawn to dusk (Naples's city ordinance).
- Toys and floats should be brought home after use and cannot be stored in the pool area cabinets.

### TERRACES

- Potted plants may be kept. Nothing is to be hung on the railing or affixed to the walls of the terraces.
- Awnings are permitted only with the Association's approval.
- The unit owner shall not apply a coating or covering of any kind to the terrace floor.
- No charcoal, gas or electric grills are allowed on terraces or lanais.

### **TRASH & RECYCLING**

**Trash/Recycling: Throwing garbage in trash chutes must be done between 8 am – 9 pm and do not slam the chute door.** Garbage can be placed in dumpster room at any time. The dumpster room is located next to the center walkway at the rear parking lot. **Garbage is to be placed in plastic bags** and securely tied before being deposited in the trash chute by the elevator. Recyclables, such as newspapers, cardboard, paper products, aluminum cans, plastic, and glass bottles, etc. are to be placed in the recycling containers within the fenced area in the rear parking lot. Recycling rules are posted on the entry door of the enclosed area for the bins. **Plastic grocery bags are not recyclable. Cardboard containers must be broken down and flattened before being placed in or by the recycling containers. Do not put empty boxes in the dumpsters.**

Special pick-ups of old furniture, televisions, bookshelves, etc. must be coordinated with the City of Naples by calling 239-213-4700. All items should be neatly piled along the outside wall of the south bike room the night before the scheduled pick-up. Do not block the driveway.

### **WALKWAYS**

No outdoor mats are to be placed in front of an outside entry. No items are to be placed on wall ledges or stoop entry ways into the villas.

### **WATER VALVES**

The main water valve for the unit must be turned off if the unit is to be vacated overnight or for an extended period.

### **WINDOWS, ENTRY DOORS, STORM/SCREEN DOORS/PAINT**

Individual owners may replace the above items as need be. To preserve the attractive appearance of our building, the following guidelines must be followed to maintain consistency:

#### **WINDOWS**

1. Windows have recently been replaced. Any time a window needs replacement, the replacement should be the same size and type as installed, or as specified by new building codes for the City of Naples; this also applies to units that have double wide awning windows in their unit. New building codes will apply to all these specifications.
2. Window trims are to be white in color.
3. No opening size should be altered from the original size.

#### **UNIT ENTRY DOORS**

1. Doors shall be 36" x 80" left- or right- hand inswing, impact rated, white flat slab composite with exterior and interior smooth fiberglass surfaces that are factory-finished and do not require painting.
2. All doors must comply with code for wind strength.
3. Choice of door hardware is the choice of unit owner.

#### **STORM/SCREEN DOORS**

The standard for replacement of screen doors is now a combination storm/screen door as follows:



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1. Larson 36” Tradewinds white screen-away or equivalent with full view clear glass.
2. Hinged left or right depending on unit entry door.
3. Window tinting optional: not usually available from door manufacturer but a specialty vendor and should be as follows: Lumar R20 Silver or equivalent.

### LICENSES

Licensed and insured contractors are to be used for all repairs and proof of insurance shall be attached to all ARC forms submitted.

### PAINT

The building paint colors are Scott Paint, and the colors are as follows:

- Terrace exterior: 0021 Barely White
- Exterior wall color: 0524 Nomadic Travels
- Exterior trim and under mansards: Shop Coat White
- Railings: 82HS Medium Bronze/Floors 706 Concrete Sand
- Pool Deck: Sir Richard brand and color is Forever Young