

FAREHAM SQUARE CONDOMINIUM ASSOCIATION, INC.

301 – 2nd Street North
St. Petersburg, FL 33701

Effective February 22, 2014

RULES AND REGULATIONS

THESE RULES AND REGULATIONS SUPERSEDE ALL PREVIOUS RULES AND REGULATIONS IN THEIR ENTIRETY. Any meeting at which rules regarding unit use are to be voted upon by the Board of Directors must be properly notice to all owners in accordance with Chapter 718 of the Florida Statutes.

WE LIVE IN CLOSE PROXIMITY TO ONE ANOTHER AND SOME OF US SHARE COMMON ENTRY. PLEASE BE CONSIDERATE OF OTHERS.

1. Vehicles shall not be parked on sidewalk areas. (The City of St. Petersburg will ticket violators).
2. Entry gates, garage doors, or the trash containers shall not be blocked.
3. All residents are to make every reasonable effort to conserve water. Residents shall not allow water to run constantly when washing a vehicle and must use a hose nozzle with a shut-off. All residents are to check their plumbing fixtures on a regular basis for any signs of drips or leaks and make sure their toilet valves are working properly. If an owner or renter vacates their unit for 72 hours or more, they must turn the water off at the main valve for their unit for the duration of their time away. Unit 1-7 valves are in the planters (pool side) and unit 8-19 are in the garages.
4. Noise must be kept to a minimum before 7:00 A.M. and after 11:00 P.M. Doors and gates are not to be slammed. No resident shall allow noise to emanate from the unit, which is audible outside of same.
5. All units, their entrance areas, and their patios/balconies shall be kept clean and uncluttered. Furniture and plants are allowed as long as they are cared for in a proper manner and shall not become unsightly as viewed from the common areas. **Nothing shall be stored, even on a temporary basis in any of these areas.** This includes bicycles, boxes, trolleys, etc. No unit owner shall plant anything in any planter or any common area. No beach towels, bathing suits, clothing or items of any type shall be hung in any area visible from the common elements and clothes lines of any type are prohibited.
6. The pool and spa may be used between 8:00 A.M. and dusk. Residents, guests, or invitees are to turn off the spa when no longer in use. No glass containers are allowed in the immediate pool or spa areas. After using the pool furniture, the chairs and tables

must be returned to their normal positions. All guests or invitees shall be accompanied by an owner/tenant when using the pool or spa. Any items brought to the pool area must be removed from the pool area when the resident, guest, or invitee leaves.

Because of insurance concerns, owners, tenants, guests and/or invitees are permitted to use the pool on a recreational basis only.

7. Each of the units shall be occupied only by a single family which is defined as "one or more persons related by blood, marriage, adoption or no more than two unrelated persons living and cooking together as a single housekeeping unit", and it's guests, as a residence, and for no other purpose. No unit may be occupied by more than four (4) persons.

8. A completed application form for sale or lease, accompanied by a \$50.00 fee and a copy of the lease agreement or sales contract, must be approved by the Board of Directors before possession or occupancy of a condominium unit is allowed. All Leases must be approved by the Board of Directors. A Lease can not be for a term more than one (1) year. You cannot have two (2) six (6) month leases in a calendar year.

9. No lease of any unit shall have a term of less than six (6) months and there shall not be more than one leasing of any unit during each calendar year.

10. No guest may reside in a unit for a total of more than forty-five (45) days per calendar year.

11. The owner(s) of each condominium unit are responsible for the conduct and actions of their tenants, guests, and invitees.

12. There is no prohibition against owning and keeping pets, of an acceptable size, with a maximum of three (3) pets (one dog and two cats). Dog shall not weigh more than 30 pounds at maturity (Adult). Small caged pets or aquariums are permitted to be kept inside in any condominium, providing such pets shall not cause or create a nuisance or unreasonable disturbance. During such time when pets are housed in a unit, the owner will hold the association harmless against any and all claims, debts, demands, obligations, costs and expenses which may be sustained by or asserted against the Association and the members of the Board by reason of the acts of such pets committed in or about the condominium property; and the unit pet owner will be responsible for the repair of all damage resulting from the acts of such pets. All farm animals and unusual or exotic pets or any other that will create a nuisance are expressly forbidden and no pets shall be kept, bred or maintained for commercial purposes. All pets shall be permanently removed from the Condominium property upon three (3) days written demand from the Board of Directors if such pets shall cause or create a nuisance or unreasonable disturbance. Dogs may not be tied up or left outside the condominium unit, which includes balconies, patios and entryways, without the owner being in immediate attendance. **NO PETS ARE PERMITTED IN THE COURTYARD AREA. DOGS SHALL BE RESTRAINED AND CONTROLLED BY A LEASH AT ALL TIMES THAT THEY ARE OUTSIDE OF A UNIT ON CONDOMINIUM PROPERTY. DEPOSIT OF ANIMAL WASTE ON THE CONDOMINIUM**

GROUNDS, MUST BE REMOVED IMMEDIATELY IN ACCORDANCE WITH ST. PETERSBURG ORDINANCE. NO FEEDING OF WILD BIRDS OR ANIMALS WILL BE PERMITTED.

13. No owner, tenant, guest, or invitee of any unit shall alter, deface, discolor, or damage any of the common or limited common elements or any Association property in any way. (Refer to the Declaration of Condominium, Article Nos. 14 and 15, and any amendments thereto).

14. In an attempt to maintain a reasonable degree of uniformity to the exterior of buildings, and clarify Article 15 of Fareham Square's Declaration of Condominium, the following shall apply:

A. Any change to the exterior of the buildings and common elements, or to the limited common elements, must have prior approval by the Association's Board of Directors. The request for approval must be submitted in writing to the property manager. Changes made to a exterior of the buildings and common elements, or to the limited common elements, without prior Board approval, shall not be deemed as a reason the Board should approve such request(s).

B. Gates: Patio gates may be installed by securing them between the building wall and the planter. The height of the gate may not exceed the height of the planter unless otherwise required by applicable Florida building code or insurance requirements. The architectural design shall be similar to the majority of the existing gates, but the design must be pre-approved by the Board of Directors. The gates shall be painted black and no key locks shall be installed in order that maintenance personnel can have access to the planters and to comply with existing fire codes. Expanded metal grating may be applied to the inside of the front entry gate and must be painted black.

C. Screening of patios and balconies is not permitted.

D. Awnings: No awnings are permitted.

E. Hurricane Shutters and Windows: Shall only be installed after obtaining prior written approval from the Association's Board of Directors and all Hurricane Shutters must comply with the Specification which was approved by the Board of Directors at a meeting held on January 22nd, 2014. Each unit owner must comply with the application process and requirements cited in the Resolution adopted by the Board of Directors on January 22nd, 2014. Copies of the referenced Hurricane Shutter Specification 01-22-14, Resolution 01-22-14, Hurricane Shutter Request form, and Approval of Installation of Hurricane Shutters form are available from the management company.

- F. **Flags and Banners:** Displaying of flags and banners is prohibited except one portable, removable United States flag may be displayed in a respectful way in accordance with Chapter 718 of the Florida Statutes.
- G. **Doors:** The exterior surface of the exterior doors shall be painted the same color as all other exterior doors on the buildings. Garage doors that are damaged or replaced shall be repaired or replaced with the same or very similar style and design.
- H. **Exterior Light Fixtures:** Exterior light fixtures, including the globes, shall not be changed from the present style and design. No colored light bulbs are permitted.
- I. **Signs:** The displaying of signs is not permitted except for small security alarm, medical, or emergency stickers. One such sticker may be placed on the garage door and one may be placed on a patio window.
- J. **Satellite Dish:** Location and specifications must be submitted to the Board for approval.
- K. **Security Systems:** Location(s) and specifications must be submitted to the Board for approval.
- L. **Intercom Systems:** Locations(s) and specifications must be submitted to the Board for approval.
- M. **Patio Floor Coverings:** Patio floors may be painted or covered with ceramic tile. The tile must be at least four (4) inches square, slip resistant, installed to slope away from the building, and finished off where it joins with the common area. The color of the paint or tile and grout must, in every case, be approved by the Board of Directors prior to installation.
- N. **Air Conditioner Compressors:** Any compressor not placed within the confines of the original location when the buildings were built, requires Board approval. Any replacement compressor whose height interferes with a window on an exterior wall requires Board approval.
- O. **Water Softener:** The installation of water softeners with outside drains must be approved by the Board of Directors.
15. **Posting of Notices of Board of Directors/Administration Meetings & Unit Owner Meetings:** All requisite notices will be posted on the bulletin board next to the mailboxes.
16. **Membership Participation at Board of Directors/Administration Meetings:**

A. Meetings of the Board of Directors/Administration are normally held monthly and will be conducted in accordance with Roberts Rules of Order.

B. Unit owners or their designated representative (in writing and on file) may speak and the property manager may respond to questions. Each individual must be recognized by the chairperson before they speak. The individual who makes a motion will be the first to speak during the discussion. During discussions on motions, an individual will be permitted only three (3) minutes to speak and an individual will not be permitted to speak for a second and final time until after everyone that wants to speak is given an opportunity to do so.

C. Audio and video taping of meetings is permitted, however, audio and video equipment shall be unobtrusive, set up before the start of the meetings, and not moved during the meetings.

17. Access to & Copies of Association Records: All requests shall be in writing, directed to the Association's Board of Directors, at the office and address of the management company. All review, perusal, access, and copying shall be under the supervision of the management company. One (1) member or unit owner per unit, may be permitted such opportunity and all expenses and costs for copying shall be at the sole expense of the member at the appropriate charge permitted by law.

18. Use of Unit Keys Held On-Site: Keys of units held on site will only be used in emergencies or for preventative maintenance by the Association. An emergency includes a water event and the owner cannot be contacted, unit on fire, a medical emergency, aftermath of a hurricane or other catastrophic event or entry by warrant by law enforcement. Preventative maintenance must have been previously posted and unit owners contacted by mail. Such maintenance includes vent cleaning and termite treatment.

No unit will be entered without 2 Board Members being present, or one Board Member and an employee of Condominium Management Group, Inc., or one Board Member with a law enforcement officer, paramedic or fireman.

19. Any unit owner found to be in violation of any of the Association's Rules and Regulations, Declaration of Condominium, or Bylaws will be given a written request to comply with same. Failure to comply within the time period specified in that request, will result in a fine of up to \$100.00 per violation, on the basis of each day of continuing violation, with a single notice and opportunity for hearing, provided that no such fine shall in the aggregate exceed \$1,000.00, as annotated in Chapter 718 of the Florida Statutes and the Association's Fining Policy which is as follows:

A. Fines shall be levied against unit owners only, not tenants, guests, or invitees. If a tenant, guest, or invitee is violating a Rule or Regulation,

the Declaration, or Bylaws, a fine shall be levied directly against the unit owner for his failure to ensure compliance by the tenant, guest, or invitee.

B. A fine will be levied for any violation of the Declaration, Bylaws, or Rules and Regulations adopted by the Board of Directors. No fine will exceed \$100.00 for any violation, however, each day of continuing violation shall be viewed as a separate violation, and the unit owner shall be fined for each day he/she is in violation, provided that no such fine shall in the aggregate exceed \$1,000.00.

C. The Board shall consider the nature of the infraction in setting the amount of the fine. The Board shall fine every person guilty of the same violation the same amount. However, the Board will consider different fines for similar actions if the offending owner has committed the same violation before, or the violation is one of a series of violations by one owner.

D. The party against whom the fine is sought to be levied shall be afforded an opportunity for hearing in front of a compliance committee (made up of three other unit owners who are not on the Board or reside in a Board member's unit) to appeal the levy of the fine, after reasonable notice of not less than fourteen (14) days and said notice shall include:

- i. A statement of the date, time, and place of the hearing.
- ii. A statement of the provisions of the Declaration, Bylaws, or Association Rules and Regulations, which have allegedly been violated.
- iii. A short and plain statement of the matters asserted by the Association and the amount of the fine.

E. At the meeting of the compliance committee, the compliance committee shall announce the violation on which the fine is based, and the nature of the evidence on which the Association is relying in levying the fine. All persons who have made a written complaint are required to sign said complaint. These persons do not necessarily need to be at the meeting, but their complaints shall be filed in the Association's records.

F. After the violation has been announced, and evidence on which the Association is relying is disclosed, the compliance committee shall give the owner to be fined an opportunity to respond to the accusations. The owner may present evidence of his/her own, either that the Association's evidence is erroneous or explainable, or that there is some other reason why the fine should not be levied. The owner may submit his/her argument, either orally, or in writing.

G. Once the owner has made his/her argument, the compliance committee shall discuss the merits of both sides of the issue and a vote taken. Once the vote has been taken, the owner shall be notified of the

result. The amount of the fine, if applicable, and the time by which it must be paid, shall be clearly described in the notification.

H. If the fine is not paid within the time required, the Association may sue the owner in Small Claims Court to collect it. The fine shall not be the subject of a lien against the owner's unit.

I. If the compliance committee does not agree with the fine, the fine may not be levied.

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