

RULES & REGULATIONS

(Revised July 2017)

NORTHWOODS AT HUNTERS RUN CONDOMINIUM ASSOCIATION, INC.

PART A - GENERAL

B - POOL

C - SECURITY

D - PETS

E - RENTALS AND SALES

F - INSURANCE

PART A - GENERAL:

1. All appliances and apparatus utilizing water within each unit, such as toilets, sinks, garbage disposals, water heaters, swimming pool pumps etc., shall not be used for any purpose other than originally intended. Resultant damage to the unit, Limited Common Element or Common Element due to the above abuse is the responsibility and liability of the owner of the misused unit. **If the unit owner has a propane tank, whether on Limited Common Element or Common Element, they must sign an Indemnification Agreement to be maintained in the Association files. Propane tanks are considered personal property (contents) and should be insured by the unit owner. Installation of an underground tank requires Association approval.**
2. Only with the prior written consent of the Association may a unit owner plant or landscape outside his unit on Limited and Common Elements. Such planting, landscaping expenses and future maintenance costs will be the sole responsibility of the unit owner. Damages to the Limited and Common Elements necessitating repairs due to this planting and/or landscaping is the responsibility of the unit owner. Planting of fruit trees, in general, is not permitted.
3. Parking on Common Elements, including but not limited to driveways and parking areas, shall be for conventional passenger autos, bicycles and mopeds. There is to be no parking of other vehicles including, but not limited to, trailers, mobile homes, campers, trucks, boats and any commercial vehicles, except for transient deliveries. **STREET PARKING IS ONLY PERMITTED ON THE SIDE CONTAINING ODD NUMBERED ADDRESSES, AND IN THE DIRECTION OF THE TRAFFIC FLOW. PARKING IN THE CUL-DE-SAC IS PERMITTED ONLY ON THE SIDE BY HOUSE #S: 26, 28, 30 and 32. NO VEHICLES SHALL BE LEFT ON THE STREET BETWEEN THE HOURS OF 12 MIDNIGHT AND 6:00 AM WITHOUT PRIOR BOARD APPROVAL FOR EXTENUATING CIRCUMSTANCES. SECURITY MUST ALSO BE NOTIFIED. Extended parking for owners/guests leaving for two weeks or more should be restricted to owner's garage and/or driveway. Be sure CMO has the name and phone number of the person who has access to the keys of the vehicle/vehicles should circumstances require that the vehicle/vehicles be moved for any reason.**
4. All changes in a Limited Common Element require the approval of the Association. "L.C.E." includes rear screened porches, side yard patios, rear yards and walks, front walkways and side yards. Changes requiring approval include, but are not limited to, any physical addition, modification, and painting or repainting to any color other than the original or previously approved color. This restriction also applies to the placing or installation of any drapes, shades, curtains or rolled shades in or on said Limited Common Elements.

5. Sidewalks and driveways which are a part of the Common Elements or Limited Common Elements shall not be obstructed in any way or manner whatsoever and shall be used exclusively for ingress or egress from the units. By way of illustration and not limitation, no baby carriages, shopping carts, bicycles, toys, trash cans, garbage cans, chairs, benches, tables, or other articles will be allowed to stand in said areas.
6. All trash, dirt, refuse and garbage which cannot be disposed of in the garbage disposal unit or the trash compactor shall be secured in plastic bags, secured and placed in a green city issued garbage container to be set at the curb in front of your home for removal on days designated for removal. Trash, garbage and recyclables shall not be placed out for collection prior to 5:00 p.m. on the day before collection and must be removed and stored out of sight by 5:00 p.m. on the day of collection.
7. No loud and unnecessary noises disturbing to other unit owners will be permitted within individual units, Limited Common Elements or Common Elements.
8. Without the prior written permission of the Association, no contractor or workman shall be permitted to work in or about any unit prior to 8:00 AM or after 6:00 PM, Monday to Saturday. No work permitted on Sundays or national and/or religious holidays, specifically Rosh Hashanah, Yom Kippur, Christmas and Easter Sunday.

The following exceptions apply:

- A. When there is a dire emergency that must be immediately addressed to prevent damage to a home (i.e.: repairing a bad roof leak when rain is expected; fixing a serious plumbing leak; repairs to broken windows or doors).
 - B. Quiet interior work may continue until 8:00 P.M., Monday through Friday, but is not allowed on Saturday after 6:00 P.M. to avoid contractor vehicles on the property.
9. No chairs, lounges, blankets or sunbathing shall be permitted on the Common Elements of any unit, front, side or back.
 10. Unit owners are required to keep circuit breakers controlling outside front lights, in the "ON" position at all times.
 11. No interior potted plants shall be kept on walkway or in planting beds when owners are not in residence. The Association, after issuing notice, may remove and dispose of any potted plants kept in these areas.
 12. No clothes, rugs, mats, bedding or other items may be hung or displayed from any window or door.
 13. Children shall not be permitted to play on or about the walkways, sidewalks, roadways or parking lots within the Association.
 14. There shall be no swimming or boating on any lake or pond of the Association.
 15. The Association shall formulate rules and regulations for the operation and use of the pool of the Association.
 16. Each unit owner shall be responsible and accountable for any violation of these Rules & Regulations by himself, any member of his family, guests, tenants, agents, licensees or employees of unit owner.

17. Any complaint regarding the management here in after referred to as “the Association property” or the actions of any unit owner or occupants of a unit, or violation of these Rules & Regulations shall be made in writing to the Association. Complaints regarding the management of the Association Property or regarding actions of other Unit Owners shall be made in writing to the Northwoods I Association, and will be replied to within 30 days.
18. Upon receipt of a written complaint, the Board of the Association or its designee or designees shall acknowledge receipt of same in writing within five days to the parties involved in the complaint. The Association, acting through its Board, shall then take such action as it deems advisable.
19. The Association, through its Board, shall have the right and duty to enforce the Rules & Regulations contained herein by any necessary actions including, but not limited to, the levying of monetary penalties, legal action or other means of enforcement.
20. The speed limit in the Northwoods is 20 M.P.H., unless otherwise posted.
21. In the event any unit owner brings the Condominium Association into litigation without the Association's prior written approval, the unit owner will be responsible to pay for all of said Association's cost, without limitation, including reasonable attorney fees, should the owner not prevail in his position. The Association may waive this provision by majority vote of its Board of Directors.
22. Notices of all Board of Directors' meetings and meetings of the Membership will be posted at the Condominium pool area.
23. No flammable oil or fluid, such as gasoline, kerosene, carbon tetrachloride, Naphtha or Benzene, or explosives, fireworks or articles extra-hazardous to life, limb or property, shall be used or brought into any Unit without in each case obtaining the prior consent of the Condominium Association.
24. The Hunters Run Security may retain a passkey to each Unit so that access thereto can be obtained in case of emergencies. No Unit Owner shall alter any lock or install a new lock on any door leading into his Unit without the prior written consent of the Condominium Association. If such consent is given, the Unit Owner shall provide Hunters Run Security with a key to such a lock.
25. Any consent or approval required of the Condominium Association by these Rules and Regulations must be in writing to be effective, and shall be revocable at any time based on reasonable cause as determined by the Board of Directors.

PART B - POOL:

1. Use of swimming pool and pool area is restricted to unit owners and renters, members of their families and guests.
2. The Association reserves the right to limit the number of guests in the pool area from time to time.
3. Any individual who wears a diaper in the pool or who needs or should wear a diaper while in a pool is not permitted to enter or use the pool.

4. Children under ten (10) years of age must be accompanied by an adult while in the pool area and pool.
5. No food, alcoholic beverage or glass containers of any kind allowed at pool area. Non-alcoholic beverages may not be consumed within 4' of the pool.
6. Pets are forbidden in pool area.
7. All persons must shower before entering pool.
8. Bathing loads - fourteen (14) persons at Northwoods.
9. No rafts, water balls, kick boards or other apparatus are permitted in pool area or pool.
10. Tops and shoes and cover ups are required when coming to or going from the pool area.
11. Suntan lotion is to be removed from body before entering the pool.
12. Chairs at pool area may not be reserved.
13. Unit owners are responsible for damage to equipment and common property as well as any violations of rules by themselves, their families, their renters or guests.
14. All persons using pool or pool area do so at their own risk.
15. Pool hours are dawn to dusk daily.
16. Beach towels are required while lounging on pool furniture, unless fully clothed.
17. Diving is not allowed.
18. Persons using umbrellas must close same before departing.
19. No lifeguard is provided thus anyone utilizing or swimming in the pool does so at their own risk.

PART C - SECURITY:

1. Unit owners expecting visitors or deliveries shall call the guardhouse giving name and expected time of arrival.
2. Circuit breakers controlling exterior front security lights must be left in the "ON" position at all times, both for safety and security of our owners. If circuit breakers are turned off, the Condominium Association retains the right to enter any home and reset said circuit breaker so that the exterior lights will operate property.

PART D - PETS:

1. No pets may be kept in or about any unit except either one small dog or cat (weighing no more than 25 pounds).
2. No pets shall be permitted upon any part of the Common Elements except on a leash (not to exceed ten (10) feet) and accompanied by an owner. All pets being walked shall be curbed and the owner of the unit in which the pet is housed shall be responsible for the removal of droppings of said pet.
3. A complaint shall be lodged, in writing with the Association, against any pet become an annoyance to other unit owners. If the Association, acting through its Board, should deem the complaint justified, then the unit owner in whose home the pet is housed shall be required and responsible to take such steps as are necessary to correct the complaint as the Association may direct.
4. No pets shall be permitted in the pool area at any time.

PART E - RENTERS AND SALES:

1. No unit owner shall sell or lease a unit without prior written consent of the Association.
2. No tenant may sublease the unit.
3. The word "lease" as set forth in Rule #1 shall mean allowing the use of a unit by a person or persons not related by blood, marriage or legal adoption to the unit owner while said unit owner or occupant is not residing in and occupying said unit, regardless of whether or not there is a charge or payment made for such use.
4. All requests for written consent shall be made in writing to the Association on application forms provided by the Association. The application must contain full information as requested by the Association about the prospective purchaser or tenant and shall be accompanied by a \$200.00 non-refundable fee. A personal interview may be requested by the Board of Directors prior to the approval of a sale or rental.
5. Leases cannot be and will not be approved for less than three (3) consecutive months and shall not be leased more than twice in any calendar year.

PART F - INSURANCE:

1. Your Association is required by law to carry insurance coverage to protect the Association and the Association property. This insurance covers the building structures as originally constructed but does not include additions after transfer of sale. Additions, improvements and alterations as well as wall coverings, floor coverings, and ceiling coverings must be insured under the unit owners (home owners) insurance policy. If you are not sure that you have coverage for the above, you should contact your insurance agent for a determination or clarification.
2. In the interest of procuring the broadest possible coverage available at the best annual premium rates, your Board of Directors solicits quotes from several agencies prior to renewal of Association insurance. It is possible that unit owner obtaining home owners insurance with the same agent may realize a savings on his premium. Prior to renewing your homeowner's policy, you may contact the Management office for the name and phone number of the Association's agent.

PARTICIPATION AT MEETINGS

These Rules and Regulations regarding Participation at Meetings (these "Rules") shall be in addition to those rules and regulations currently in effect for Northwood at Hunters Run Condominium Association, Inc. (the "Association").

PARTICIPATION AT MEETINGS: Pursuant to Sections 718.112(2)(c) and 718.112(2)(d)7, Florida Statutes, as amended from time to time, in an effort to efficiently conduct the business of the Association and to ensure that all of the Members have an opportunity to address designated agenda items before the Board and the Members, the following rules shall govern the participation of all Members in attendance at meetings of the Board and meetings of the Members and, to the extent applicable, committee meetings:

1. Member Participation at Board and Members Meetings.
 - i. The Chairperson will call the item for discussion. The item must be on the agenda for the meeting. In the event a motion is made and should such motion achieve a second, then, after Board discussion, and prior to the vote on the motion, all Members desiring to speak with regard to the motion made and seconded may do so during this time. In the event a motion is not made, or such motion is made but does not achieve a second, then prior to the Chairperson calling the next designated agenda item, any Member wishing to speak regarding the item up for discussion may do so during this time. After Members have had an opportunity to speak, the Chairperson will bring the motion/designated agenda item to close or if a motion was made and seconded, the Chairperson will call the motion for further Board discussion and for vote tally.
 - ii. Members wishing to speak must raise their hand to do so or by such other method as determined by the Chairperson. Once acknowledged by the Chairperson, the Member must identify himself or herself, including the address of the unit he or she owns, and make statements regarding only the designated agenda item currently open for discussion.
 - iii. At a meeting, Members may speak only once with reference to any designated agenda item for such meeting (i.e., if there are five (5) items designated on a meeting agenda, a Member may speak a total of five (5) times during such meeting - one (1) time for each designated agenda item), plus any item opened for discussion during good and welfare, if any, or otherwise opened for discussion.
 - iv. Each Member may speak for a maximum of three (3) minutes with regard to each designated agenda item and only as to that specific designated agenda item, and any other item opened for discussion at the meeting. A Member may not yield his or her time to another Member. A Member intending to speak with reference to more than one (1) designated agenda item may not yield his or her time to himself or herself in an effort to speak beyond the maximum three (3) minutes with reference to a subsequent item.
 - v. Members must act in a professional manner and be courteous in their language and behavior. In the first instance of the use of offensive language, offensive gestures, and/or inappropriate statements (e.g. yelling or foul language), as reasonably determined by the Board, the Board will issue a verbal warning to the Member. A second occurrence will constitute a forfeit of that Member's right to speak at that meeting and may subject that Member to removal from the meeting room, in the sole and unfettered discretion of the Board.
 - vi. The Chairperson and the Board members are not obligated to respond to questions posed by Members during a meeting. However, the Chairperson or the Board members, in their sole and unfettered discretion, may respond. A response given by the Chairperson or a Board member shall not obligate the Chairperson or the Board member to respond to any other questions posed by that Member or any other Member.
 - vii. During the exercise of a Member's right to speak, all other Members in attendance must be courteous and remain quiet. No Member may speak while the Chairperson or any other member of the Board or another Member is speaking.

2. Member Participation at Committee Meetings.
 - i. To the extent required by applicable law, as amended from time to time, Members shall have the right to speak on all designated agenda items at meetings of committees at which owners have such right to speak.
 - ii. The Chairperson of the applicable committee will call the item for discussion which must be on the agenda for the meeting. Committee members shall have the right to speak on the item first. If a motion is made and seconded by committee members regarding the item, the Members in attendance shall be permitted to speak prior to the motion being called for further committee member discussion and vote. In the event no motion is made or is made and not seconded, any Member wishing to speak may do so prior to the Chairperson calling the next designated agenda item.
 - iii. Member participation/speaking at applicable committee meetings shall be governed by the provisions of Section 1, paragraphs (ii) through (vii) above, inclusive.
3. Recording Meetings. Members may audio and/or video record Board and Members Meetings, and Committee meetings which must be open to the unit owners pursuant to applicable law as amended from time to time, subject to the following:
 - a. The Board of Directors (or Committee, if applicable) may designate a location for the assembly and placement of audio and/or video equipment.
 - b. Equipment (if any) must be setup in advance of meeting.
 - c. Equipment (including cell phones) and operator thereof must be stationary throughout the meeting and not interfere with the conduct of the meeting.
 - d. Members must give the Board (or Committee, if applicable) advance notice of their intent to record the meeting.