

Carolina Landings at University Park Condominium Association, Inc.

Rules and Regulations

1. Compliance by Unit Owners and Occupant(s) Every unit owner and occupant(s) shall comply with these Rules and Regulations as set forth herein, any and all rules and regulations which from time to time may be adopted, and the provisions of the Declaration, By-Laws and Articles of Incorporation of the Association (all as amended from time to time) to the extent applicable. Failure of a unit owner or occupant(s) to comply shall be grounds for legal action, which may include without limitation, an action to recover sums due for damages, an action for injunctive relief and any combination of such actions.

2. Architectural Modification The Unit Owner shall submit a detailed construction plan (two copies) of the proposed improvements by means of the modifications; alterations and additions form to the Association. The construction plan shall include the following:
 - (a) Plans and specifications for all work to be performed
 - (b) Anticipated commencement and completion date
 - (c) Anticipated delivery schedule
 - (d) If necessary, engineering report confirming reviews of structural load capacity.
 - (e) List of all contractors, sub contractors with supervisory personnel and contact telephone numbers
 - (f) Licenses and certificates of insurance
 - (g) Building permit applications are required by local governing authoritiesUpon review of the information submitted to the Board of Directors or appointed Associations Review Committee, the owner(s) will be notified in writing within 30 working days of being approved or denied.

3. Association Employees Employees of the Association are not to be engaged by unit owners or occupants for personal errands, which are not within the scope of the applicable employees duties. The Board of Directors, through an employed manager or through a management company engaged by the Association, if any, shall be solely responsible for directing and supervising the Association's employees.

4. Boats, RV's and Commercial Vehicles No boats, RV's, trailers of any kind, jet skis, or commercial vehicles shall be permitted to park overnight, except in garages with the garage door closed. Any vehicle with lettering or graphics will be considered a commercial vehicle. Boats, RV's and Commercial Vehicles cannot be parked in the roadway or blocking driveways.

5. Children For safety reasons children should not be playing in roadways and driveways. Children should be supervised at all times. Children should play in the designated playground area or offsite area. No unsupervised children are permitted in the pool or pool area under the age of 14. See attached Pool Rules.

6. Destruction of Property No unit owners, tenants, their family, guests, invitees, nor employees shall mark, mar, damage, destroy, deface or engrave any part of the Condominium property. Unit owners shall be financially responsible for any such damage.

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7. Door Locks Unit owners must abide by right of entry into units in emergencies. In case of any emergency originating in, or threatening any unit regardless of whether the unit owner is present at the time of such emergency, the Board of Directors, or any other person authorized by it shall have the right to enter such unit(s) for the purpose of remedying or abating the cause of such emergency and such right of entry shall be immediate. The property manager must have a master key to fit the door lock to all units. The owner shall be required to deposit a duplicate key with the manager to any and all unit locks. All door locks must match the original locks installed, brushed nickel in color, Model Cal-Royal, available for purchase at www.handlesets.com.
8. Exterior Appearance To maintain a uniform and pleasing appearance of the exterior of the condominium building no awnings, canopies, exterior shutters, window and portable air conditioning unit, glass enclosures, or other projections shall be attached to, hung displayed or placed on porches, outside walls, doors, windows or to the patio, roof, or other portions of the common elements other than items originally installed by the developer. Personal items, cleaning supplies, shoes, coolers, and toys may not be stored on porches, patios or lanais. This also includes any outdoor TV's, radios, cable, satellite, and radio antennae. No wiring may be installed or placed on the exterior of any unit, nor may the exterior of any unit's walls, doors, or roof be penetrated. Unit owners and tenants shall not allow anything to be thrown or to fall from windows, doors and patios.

Outdoor Holiday decorations are subject to the Holiday Decoration Policy. (Policy Attached).

All garbage should be in sealed garbage bags and must be deposited in the garbage dumpster (not next to dumpsters). No garbage or garbage containers may be kept outside of the unit or in common areas. Homeowners are responsible for bulk disposal items. Furniture, appliances, etc. are not to be placed in dumpsters or dumpster areas. Owners are responsible for arranging pickup and payment of these items for disposal. Children are not permitted to play in dumpster areas.

9. Porches/Lanais Owners are responsible for the regular maintenance of the lanai, including sweeping out any debris and cleaning, replacement of screens as needed and mold/mildew removal. Front porches are permitted to have potted plants that do not block ingress and egress to the unit. Items permitted on lanai are: potted plants, patio furniture, and BBQ grills. See BBQ grills/Flammables policy. Bicycles and tricycles can only be kept in the garage, inside the unit or on the lanai if they actively used. They cannot be kept on the front porch or in the common areas.
11. BBQ Grills/Flammables No flammable, combustible, explosive fluids, chemicals, or other substances may be stored anywhere on the property per Manatee County Fire Code. Electric grills are permitted and may be used on the lanai. Charcoal grills must be used a minimum of 10 feet from the rear of the lanai. Charcoal can only be ignited using hand held butane lighter. Portable fireplaces, fire pits, chimera's, propane/gas grills are not allowed. All grills must be covered when not in use.
12. Facilities Carolina Landings facilities are for the exclusive use of its owners, tenants and accompanied guests. Application for private use is available at management office or association website requiring a \$200 refundable security deposit and a \$50 use fee.
13. Fines: In addition to all other remedies, in the sole discretion of the Board of Directors of Carolina Landings Association a fine or fines may be imposed upon an owner for failure of an

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owner, his family, guests or tenants or employees in an amount not to exceed that allowed by the Act as same may be amended from time to time, to comply with any covenant, restriction, rule or regulation herein or in the Declaration, or Articles of Incorporation or By-Laws, provided the following procedures are adhered to:

(a) Notice: The Association shall notify the owner or occupant of the reported or alleged infraction or infractions. Included in the notice shall be a statement of the provisions of the Declaration of Condominium, Association By-Laws or Association Rules which have been allegedly violated; a statement of the matters asserted by the Association; and statement of date, time, and place for of the next Board of Directors meeting at which time the owner or occupant shall present reasons why a fine should not be imposed. The owner or occupant may be represented by counsel, shall have an opportunity to respond, to present evidence to provide written and oral argument on all issues involved and shall have an opportunity at the hearing to review, challenge, and respond to any material considered by the Association.

(b) Hearing: The non-compliance shall be presented to a committee of other Unit Owners (Unit Owners Committee) appointed by the Board of Directors for such purpose, after which the Unit Owner Committee shall hear reasons why a fine should not be imposed. A written decision of the Unit Owner Committee shall be submitted to the owner or occupant by no later than (14) days after the Unit Owner Committee's meeting.

(c) Amount: The Board of Directors may impose a fine against the applicable person in such amount as may be permitted by the Association's By-Laws and by law.

(d) Committee Approval: If the Unit Owner Committee does not agree with the fine, the fine may not be levied.

(e) Payment of Fines: Fines shall be paid not later than thirty days after notice of the imposition thereof.

(f) Application of Fines: All monies received from fines shall be allocated as directed by the Board of Directors

(g) Infractions: Each day an infraction or violation occurs after the applicable party has received notice thereof shall be deemed to be a new infraction or violation.

(h) Non Exclusive Remedy: These fines shall not be construed to be exclusive and shall exist in the addition to all other rights and remedies to which the Association may be otherwise legally entitled, however, any penalty paid by the offending owner or occupant shall be deducted from or offset against any damages which the Association may otherwise be entitled to recover by law from such owner. Please refer to the Rule Enforcement Policy.

14. Hardship Relief: The Board of Directors shall have the power, but not the obligation to grant relief to one or more unit owners under the particular circumstances involved from the provisions of specific restrictions contained in these rules and regulations upon written request for good cause shown in the sole opinion of the Board.
15. Hurricane Preparation: Each unit owner who plans to be absent from their unit(s) during hurricane season must prepare prior to departure by:
- (a) Removing all items from his patio
 - (b) Designating a responsible firm or individual to care for their unit during their absence in the event that the unit should suffer hurricane damage. Each unit owner shall furnish the property manager with the name of such firm or individual. Unit owners shall not install hurricane or storm shutters without the prior approval of the Association or Associations designated committee. If approved by the board, hurricane or storm shutters shall only be closed during a

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hurricane or severe storm warning and must be open at all other times. The Board of Directors shall have the right to adopt additional rules and regulations regarding design, color, location and use thereof. Please refer to the Hurricane Policy for shutter specifications and other information. (Policy Attached)

16. Clubhouse Attire No persons wearing bathing suits shall be allowed in the clubhouse area. All persons must wear shirts and shoes in the clubhouse area. No wet persons shall be allowed in the clubhouse area except restrooms.
17. Noise
- (a) No unit Owner/tenant shall make disturbing noises or allows sounds to emanate from the unit or permit his family, employees, visitors, agents to do so. This includes slamming of any doors and windows.
 - (b) In particular no unit owner/tenant shall play or permitted to be played in the unit or on common elements appurtenant to any musical instrument, stereo, TV, radio or the like in any way that unreasonably disturbs or annoys other unit owners or occupants.
 - (c) Carpentry, carpet or floor laying, picture hanging or any trade or do it yourself work involving hammer, power tools, ect., must be done between the hours of 8:00 a.m. and 6:00 p.m. only.
 - (d) Quiet hours begin at sunset. At 10 P.M. all noise ordinances will be enforced by Manatee County.
 - (e) Moving in or out of the unit can only be done between the hours of 8am and 6pm and should be completed within 48 hours
18. Nuisance A unit owner or tenant shall not permit anything to be done or kept inside the unit which will increase the insurance rates on his unit, the common elements, or any portion of the condominium or obstruct or interfere with the rights of other unit owners or the Association. A unit owner or tenant shall not commit or permit any nuisance, immoral or illegal act in his unit or the Common Elements.
19. Obstructions Common Elements must be kept open and shall not be obstructed, littered, defaced or misused in any manner and shall be used only for ingress and egress to and from the condominium property.
20. Odors No noxious or unusual odors shall be generated in such quantities that they permeate to other units and become annoyances or become obnoxious to another. Normal cooking odors, normally and reasonable generated, shall not be deemed violations of this regulation.
21. Pets Pets, birds, and fish shall neither be kept nor maintained in or about the condominium property except in accordance with the provisions of the Declaration and the following:
- (a) Each unit owner (regardless of the number of owners) may maintain no more than (2) domesticated household pets in a unit, limited to (1) dog, or (2) cats, (2) caged birds or (1) fish tank. Provided said pet is not kept, bred, or maintained for any commercial purpose and does not become a nuisance or annoyance to neighbors. No unit owner or tenant may keep in or on the condominium property and dangerous breed dogs, including but not limited to pit bulls Rottweiler's, German Shepherds, etc. Unit owner and tenants must pick up all solid wastes of their pets and dispose of such waste appropriately. A Manatee County license tag is required annually for all dogs and cats. All dogs and cats must be leashed when outside the unit and have current license tag as well as an ID tag with owners name and address and phone number. Pets may not be kept in the Common Element or in a Limited Common Element (Lanai) nor be walked through or kept in the lobby or other public areas of the condominium. No pets shall be allowed at any time in lakes, parks, pool or pool areas. No reptiles or wildlife shall be kept in or

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on the Condominium Property (including units). Violation of the provisions of this subsection shall entitle the Association to all of its right and remedies, including but not limited to the right to fine unit owners (as provided in any applicable rules and regulations) and/or require, through order of the Board, any pet to be permanently removed from the Condominium Property.

- (b) No dog or cat shall be permitted outside unit unless attended by an adult and on a leash not more than (4) feet long.
- (c) No domestic bird of any variety which will omit sounds that can be heard in contiguous units may be kept by a unit owner or tenant in a unit.
- (d) A unit owner may permit their tenant(s) to keep an approved pet. The tenant(s) will be bound by these rules and unit owner held responsible for compliance.
- (e) Per Manatee County and the Carolina Landings Association owners and tenants must immediately collect and clean up any feces from pets upon the condominium property.
- (f) 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 in the Condominium. If a dog or any other animal becomes a nuisance and/or is obnoxious to other unit owners by barking or otherwise, the unit owner or tenant must immediately correct the problem. If it is not corrected, upon written notice from the Association will be required to remove the animal. Pets shall not be permitted to become a danger to any residents or other pets. ~~nuisances to owners or occupants.~~
- (g) Visiting pets of any kind are not allowed at anytime. No exceptions.
- (h) All Pets in Carolina Landings should be registered and proof of vaccinations provided.

22. Plumbing All plumbing and plumbing fixtures shall not be used for any purposes other than those for which they are constructed. No sweepings, rubbish, rags or other foreign substances shall be thrown into them. The cost of any damage resulting from misuse shall be borne by unit owner causing damage. Cooking grease and oils may not be disposed of in the sink drain, garbage disposal or commode. A separate container must be used for disposal of such materials.

23. Roof Unit owners, tenants, family and accompanied guests are not permitted on the roof for any purpose.

24. Rules and Regulations Enforcement These rules and regulations will be enforced as follows:

- (a) Violations should be reported to the property manager of the Association and not to the Board of Directors or to officers of the Association.
- (b) Violations will be called to the attention of the violating **unit owner** by the property manager. The property manager will notify the appropriate committee of the Board of Directors.
- (c) Disagreements concerning violations will be presented to, and be judged by the Board of Directors, which will take appropriate action.
- (d) Unit owners are responsible for compliance by their tenants, family members, guests and employees with these rules and regulations.

25. Signs No signs, advertisements, notices or lettering may be exhibited, displayed, inscribed, painted or affixed in or upon any part of the Common Elements or Common Areas, or any part of a unit, to the property or right of way to the property.

26. Solicitation There shall be no solicitation by any person anywhere on the property for any cause, charity or for any other purpose.

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27. Telephone/Utilities All residents must maintain telephone service at all times in their unit and shall advise the association manager of their telephone number. It is the responsibility of every unit owner to pay your water bill and keep your account balance current. Failure to do so will result in fine(s) from the Association and Water Company.

28. Use and Occupancy

- (a) All units shall be used for residential purposes. In no event shall occupancy exceed (2) persons for each bedroom contained in a unit including convertible portions of any units. The term "temporary occupancy" as used herein shall mean occupancy of the unit not to exceed thirty (30) consecutive days this includes all visiting guests.
- (b) Under no circumstances may more than (1) family reside in a unit at one time. "Families" or words of similar import used herein shall mean either a group of natural persons related to each other by blood or legally related to each other by marriage or adoption or a group of not more than (3) persons not so related.

29. Window and Door Coverings

- (a) Curtains, drapes and other window or door coverings (including their linings) which face on exterior windows or glass doors of the units shall be white or off-white in color unless otherwise specifically approved by the Board of Directors.
- (b) No aluminum foil may be placed in any window or glass door of a unit and no reflective substance may be placed on any glass in a unit except a substance previously approved by the Board of Directors for energy conservation purposes which are 3M Scotchshield Ultra 400 Series Safety and Security Window Film.
- (c) Blinds/indoor plantation shutters should be 2" slat white horizontal, patio blinds are to be verticals. Blinds must be clean, in good repair and free of bent, broken, or missing slats.

30. Weight Limitations No unit owner or tenant(s) shall cause to be placed any weight on any portion of the unit, which shall interfere with the structural integrity of the building.

31. Whirlpools, Pools, Saunas and Jacuzzis No unit owner shall install whirlpools, pools, saunas or Jacuzzis in the unit or Limited Common areas.

32. Parking and Vehicle Restrictions

- (a) Each Unit is assigned two (2) parking spaces, units with garages park in the garage and directly in front of garage. All additional vehicles must park in visitor parking.
- (b) All owners and tenants must have a parking permit. Guests may park in visitor parking without a permit for up to ten (10) days.
- (c) Improper or non-conforming vehicles may be towed by the Association at the unit owner's expense and liability.
- (d) Delivery or repair vehicles must park in units assigned parking space, visitor or guest spaces only and may not remain longer than 2 hours unless parked in the main Common Parking Area.
- (e) No owner, tenant or guest may park in a parking space that has been assigned to another unit.
- (f) No loud or modified muffler vehicles shall be allowed on the property at any time. No loud car radios or stereos.
- (g) No extensive vehicle maintenance or repair is allowed

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- (h) No vehicle shall be parked on any lawn, grassed area, sidewalks, curbs, landscaped area, roadway area not striped and marked for parking, dumpster pads, or in any manner that will obstruct traffic. Violators to this rule are subject to being immediately towed from the property.
- (i) Parking in handicap spaces will be allowed by permit only.
- (j) No vehicle shall be allowed to drip oil or other hydro carbons onto the driveways and parking areas.
- (k) No motorized skateboards, scooters, mopeds or motorcycles of any kind are allowed in the community.
- (l) Vehicles must observe posted speed limits, stop signs, and no parking areas.

Any vehicle without current registration and license or parked illegally may be towed at the owners expense.

33. Miscellaneous

- (a) No garage or yard sales shall be allowed
- (b) No storage of any type shall be permitted in the attic spaces or outside of unit
- (c) It is required that each unit owner maintain at all times individual casualty and general liability policies insuring the property lying within the boundaries of your unit for personal liability.
- (d) Each Unit owner must provide a copy of a valid insurance binder, policy, or satisfactory proof of insurance to the property manager within 30 days of moving in.

34. Gates

- (a) Gate entry remotes are available for purchase by the unit owner from the property manager.
- (b) Gate entry remotes may not be cloned, copied or transferred.
- (c) Only the names of unit owners will be registered in the gate sentry by the property manager. Tenant's names may only be registered in the gate sentry at the request of the unit owner.
- (d) Gate directory service can only function with a local phone number, long distance cell phone numbers cannot be assigned to the directory.

35. Leasing

- (a) The association must approve all applications and leases. Leases must be for a minimum of ninety (90) days. Prior to move in approved tenants must attend a community orientation session.
- (b) The unit owner must provide the following for all leases:
 - (1) An Association approved application form complete with requested information
 - (2) Copy of the Lease.
 - (3) Signed by tenant, authorization form, granting permission for the Association to perform a criminal records background check.
 - (4) Provide the Association with a non-refundable application review fee of \$100 per applicant
 - (5) The Association shall have at least 10 business days to run a criminal records background and credit history check and issue approval of the lessee. At the request the of the unit owner a copy of said report may be provided.
 - (6) Parking Permits will be issued to all tenants at orientation.
 - (7) Water Metering Billing will remain on the owners account.

The Association shall comply with all applicable Fair Housing Law and doctrines.