

# **SIGNATURE PLACE CONDOMINIUM ASSOCIATION, INC.**

## **SUMMARY OF RULES AND REGULATIONS**

*This document summarizes the rules previously adopted by the Board of Directors as well as the rules contained in the Declaration of Condominium, the By-Laws, and the Owner's Manuals that all Signature Place residents received upon closing. This summary will be used to facilitate the use and dissemination of Association Rules and Regulations, as well as to track and record modifications of rules as necessary.*

*Residents should consult the original documents for a complete listing of Association regulations.*

***Unit owners are responsible for their guests and/or tenants, and should make sure that they are aware of, and obey, all rules and regulations.***

### **AMENITIES DECK AND POOL**

*(The amenities deck includes the entire 6<sup>th</sup> floor outdoor area)*

1. Amenities deck and pool hours are from 6:00 AM to 11:00 PM daily
2. For security and identification, individuals must be able to provide a building fob whenever they are on the amenities deck. This allows security to scan the fob and determine to which unit guests belong.
3. No eating at poolside, cabana areas, putting green or pods. Food, snacks, utensils, supplies, etc. are allowed only at the tables at the east end of the amenities deck.
4. Beverages are allowed at the pool deck; however, no beverages may be taken into the pool or Jacuzzi. No one physically in, or on the edge of, the pool or Jacuzzi may have any beverage, including water.
5. No kegs are permitted on the Amenities Deck.
6. No glass of any kind is permitted anywhere on the Amenities Deck.
7. No smoking or tobacco products anywhere on the Amenities Deck.
8. No pets on the Amenities Deck.
9. No games or sports activities: throwing balls (or anything else), water volleyball, 'Marco Polo', running, jumping, horseplay, roughhousing, etc. are allowed by anyone, including children, anywhere on the amenities deck.
10. No individual or unit can reserve any portion of the Amenities Deck.
11. Any owner/resident hosting more than 10 guests on the Amenities Deck must register the guests with the Front Desk.
12. Personal sound equipment of any type may only be used on amenities deck with earphones.
13. No one under the age of 13 is allowed on the Amenities Deck unless accompanied by an adult. Children under the age of 6 must be accompanied, in the water, by an adult.
14. No rafts, air mattresses, floating chairs, oversized inner tubes, nets, balls or thrown objects are permitted in the pool. Permitted pool toys are; water wings, noodles, half boogie boards, inner tubes not to exceed 30", water weights, fins, masks and snorkels.
15. Children not toilet-trained must wear a swim diaper. No disposable diapers.
16. Conventional swimsuits must be worn in the pool. Cut-off shorts are not allowed. All persons must be properly attired when entering or leaving the Amenities Deck. Shirt tops or cover ups

and footwear are required in all interior common areas corridors, social rooms, gym, elevators, restrooms, lobby, etc.)

17. If chairs or lounges are moved, they must be put back before leaving the deck.
18. Chairs, pods, or cabanas may not be reserved/saved by placing a towel or other possession there with the intent of using the chair, pod, or cabana later.
19. Use of the putting green is limited to adults (18 or older). Children may use the putting green only if accompanied by an adult who must be present on the putting green at all times. Golf swings must be controlled so that golf balls stay on the putting green at all times.
20. Climbing over the glass railing or walls, or gaining access by any other means, to the green-carpeted area at the east end of the Amenities Deck, adjacent to the food court is prohibited.
21. Anyone in a wet bathing suit is required to use the pool restrooms adjacent to the west end of the fitness center.
22. Violation of the rules will result in you and/or your guests being asked to leave the Amenities Deck and/or being fined.

## **PETS AND PET BEHAVIOR CRITERIA**

1. Owners may have only 2 pets.
2. Pets are limited to owners only.
3. Guests are not permitted to keep or bring any pets or animals upon Condominium Property.
4. No pets are permitted on the amenities deck.
5. All pets shall be registered with the Association.
6. During daylight hours individuals walking their pets must exit the building through the garage exit rather than through the lobby.
7. Upon request of any resident already in an elevator each Unit Owner shall refrain from entering an elevator with his/her pet.
8. No exotic pets, or any breed of dog commonly known as a "Pit Bull" or any other aggressive dog, are permitted on any portion on the Condominium property.
9. Pets may not play or exercise in the corridors, stairwells, or any other Common Area.
10. Pets must be leashed at all times when not in a Condominium Unit and may be walked only in designated areas.
11. The pet shall not make disturbing noises such as barking or crying that interfere with other residents' quiet enjoyment of the property.
12. Pets may not be left unattended on balconies.
13. Pets shall not be permitted to damage any common or limited area of the property. Unit owners shall be responsible for all damage caused by his/her pet.
14. Pets shall not be permitted to relieve themselves except in permitted areas. If an accident does occur, the owner will clean up after their pets, or immediately notify the front desk.
15. No pet shall behave in any fashion which reasonably disturbs the enjoyment of the property by other owners and their guests.
16. Aggressiveness, viciousness, biting or any behavior causing injury to any person shall be grounds for immediate removal of the pet from the property without the notice requirements below.
17. If an owner's pet behaves in a fashion which violates the behavioral criteria the Board shall exercise the following remedies:
  - For a first offense a written notice will be sent to the homeowner asking that the behavior be changed.
  - If a second behavioral problem occurs during any twelve-month period, the Board of Directors may vote to order the pet removed at any regularly scheduled meeting via a simple majority vote of the Board.

## **BALCONIES, WALKWAYS, COMMON AREAS**

1. Personal property of Unit Owners including bicycles, mopeds, and similar items shall be kept in the Condominium Units or storage areas for the Condominium Unit except when in use.
2. Laundry, rugs, towels, bathing suits, mops or other similar articles shall not be hung or spread on any common elements of the condominium property where they would be visible from the outside the condominium.
3. Articles of any sort shall not be beaten, cleaned or dusted by handling or extending same from any window, door or over railings.
4. No articles shall be hung or shaken from any unit onto the common elements of the condominium property.
5. No unit owner shall throw, sweep, or allow any article or water from his unit onto the common elements.
6. No article shall be attached to, erected upon, or affixed to the exterior walls, exterior doors or roof unit or upon the other common elements of the condominium property.
7. Residents are permitted to have one electric grill on the balcony. No "smoker" grills and no gas, wood or propane grills are allowed. Grills may not be permanently affixed to the balcony or building and must be portable so that they can be moved inside during high winds. All grill utensils, covers and other paraphernalia must be kept secured to avoid blowing away during high winds. Excessive smoke will not be allowed.
8. Gray tile is allowed to be installed upon the balconies. Approval must be obtained prior to any work being performed. Exact specifications for the tiles and the installation of them are available in the office.
9. Bicycles are prohibited from entering or exiting the building through the lobby.
10. Dispose of cigarette butts appropriately, do not throw over balconies.
11. Glass topped tables are not permitted on balconies.
12. Feeding of birds, squirrels or other small animals is not permitted,
13. Excessive noise and/or nuisance by owners, residents, their guests and workers is prohibited. Residents must control the volume of group gatherings.
14. Wind chimes are not permitted outside the units.
15. Children under the age of 13 shall at all times be supervised by their parents or the unit owner they are visiting.
16. Children are not to play in the elevators, lobbies, hallways and stairways.
17. Children are not to run, skate or play on roads, walkways, garage or pool area.
18. To maintain the harmony of exterior appearance, no one shall make any changes to, place anything upon, affix anything to, or exhibit anything from any part of the Condominium or Association property visible from the exterior of the building, any other Unit, or from Common Elements without written consent.
19. Each Condominium Unit Owner who plans to be absent from his Condominium during the hurricane season must prepare his/her residential unit prior to his departure by:
  1. Removing all furniture, potted plants and other moveable objects from his/her balcony and
  2. Designating a responsible firm or individual to care for his/her Residential Unit should the Residential Unit suffer hurricane damage.
20. No exterior radio, television or telephone or any exterior wiring for any purpose may be installed without written consent of Board and Association.

## **RESIDENT STORAGE**

1. **Only bikes may be stored outside the individual storage cages. No other personal items of any kind are permitted. Bikes must be stored so as not to impede the walkway per Florida Fire Code.**

## **MOVERS AND CONTRACTORS**

1. Hours for moving in or out are from 8 A.M. TO 5 P.M. Monday – Friday and 8 A.M. TO 2 P.M. on Saturday. Prior arrangements must be made with management to install pads in the elevator. No moving is allowed on Sundays or holidays without the Board's approval.
2. Any damage to the elevator interior is the responsibility of the person moving in or out and will be charged to the unit owner involved.
3. Contractor's hours are 9 am to 5 pm Monday – Friday. All contractors doing business in the building must register with the office and show proof of proper licenses and insurance.

## **SAFETY AND SECURITY**

1. Unit Owners are prohibited from providing their security access card to anyone.
2. Building entrance doors shall be closed and locked at all times except when departing or entering.
3. Do not open the lobby door for anyone other than your guests.
4. Soliciting is strictly forbidden. Unit Owners should notify the Association if a solicitor appears.
5. Food delivery persons are not allowed to deliver to an individual unit. The resident must pick up the order in the lobby.
6. Each Unit Owner shall provide the Condominium Association with keys to their Unit and Storage Locker to allow the Condominium Association to perform any and all obligations required of it under the Declaration of Condominium, as well as to facilitate entry in the event of any emergency.
7. All items in storage rooms must be stored within the individual lockers. The Board may, however, authorize certain areas of the storage rooms for individual bicycle storage.

## **PARKING**

1. Automobiles shall be parked only in the parking spaces assigned to that Unit by the Association.
2. Residents should notify their guests and tenants of the regulations regarding parking.
3. No parking of private vehicles permitted in areas designated for delivery or unloading.
4. No parking in the Drive-Thru of the Main Tower or in any other drive.
5. **NO OVERNIGHT PARKING OF THE FOLLOWING IN RESIDENTIAL SPACES;** Commercial trailers, commercial vehicles, motor homes or any vehicle which carries commercial equipment, tools, ladders, paint cans, or supplies within the bed, with fifth wheel set-up, dual rear wheels, with camper provisions for external hook up and/or other living accommodations, any pick-up that extends beyond boundaries of a parking space or overhangs the curb. Pick-up trucks that are used as personal transportation shall be permitted. Under no circumstances may a van or other vehicle be lived in overnight.
6. No repairing of vehicles on condominium property. Excluding emergency service.
7. The Parking Structure is for vehicles only; cars, vans, trucks, bikes, motorcycles, scooters, mopeds, trailers and handicapped scooters and chairs. Boats and jet skis must be on wheeled trailers.
8. No Vehicles that emit excessive noise, fluids, or smoke are permitted. No repair, restoration, or commercial detailing of vehicles is permitted in the parking structure.
9. Storage of personal items is not permitted in the Parking Structure, including but not limited to shopping carts, boxes, coolers, lawn furniture, surf boards, boating or fishing equipment, kayaks, signs, cans, beach gear, etc. Any items in the uncovered part of a vehicle (e.g. truck bed, open boat) must be secured to withstand high winds. No combustibles can be stored.
10. No personal vehicle, or anything attached to the vehicle may extend beyond the end of the dividing lines.

## **TRASH DISPOSAL**

1. All garbage and refuse should be contained in tightly tied plastic bags and deposited in the trash chute. Bags must not contain bulky items or breakable glass objects. Bundle newspapers and carry bulky items and breakable glass objects to the trash/recycling room on the garage level.
2. Dispose of food and vegetable scraps in individual residence garbage disposals.
3. All boxes and cartons should be flattened by cutting the corners and folding, or thoroughly crushing to reduce bulk and then brought to the trash room.

## USE OF SOCIAL ROOMS AND COMMON AREA

1. The Social Rooms may only be reserved by resident(s) for their own personal use for private parties and functions. The Social Rooms may not be utilized for any commercial activities or charitable functions and may not be reserved by any resident for use by any third party including, but not limited to, friends, outside organizations, groups or entities. The resident must be physically present at all times at the function for which the room has been reserved. Events which are open to, or advertised to, the general public or which require an entry fee or donation will not be approved.
2. No decorating may be done in the rooms which would involve putting nails, tacks, staples, tape or paint on, or into, the walls or which would otherwise damage or deface the room. Only folding chairs and folding tables of 6' or less may be brought in. No furniture may be removed from either Social Room.
3. Resident(s) will be responsible for all costs related to repairing, cleaning, renovating or replacing any furniture, fixtures, fittings or other Condominium property damaged as a result of their event. A walk-through is required by Management prior to and after the event.
4. Residents reserving the rooms are responsible at all times for the conduct of their guests. Excessive noise is not permitted. Events must end by 11 PM and music by 10 PM.
5. Only one Social Room may be requested per event. Events must be contained within the reserved Social Room and may not spill over into other common areas including corridors.
6. All events are limited to a maximum of 50 people including resident hosts, guests, caterers, musicians, DJs, etc.
7. Complete guest lists must be furnished to the front desk by the day of the event.
8. Food preparation or cooking for events is not allowed in any common area, including the deck.
9. Only unbreakable paper & plastic (no glass, china, etc.) plates, cups, etc. may be used in the Social Rooms.
10. Permission to use a Social Room for a party/event should be applied for no later than 30 days prior to the event. The completed form and all required documentation must be submitted before the form will be presented to the Board for approval. Approval will be given or denied in writing within 14 business days of the date the fully completed form is submitted. Any requests submitted less than 30 days prior to the event will be considered, there is no guarantee that the approval process will be completed in time for the event. In no case will a request be considered less than 72 hours before the proposed event.
11. A refundable damage deposit of \$375 will be required for groups of less than 25. Groups of 25-50 will require a \$750 deposit. Insurance policies from any vendors, caterers, etc. will be required and verified by certificates of insurance with minimum General Liability limits of \$1,000,000 naming the Association as additional insured and providing Statutory Workers Compensation. Certain events will also require an event insurance policy. All policies must name Signature Place as a named insured.
12. All Residents who request the use of the Social Room must sign a Hold Harmless Agreement to safeguard the Signature Place Condo Association from any claims that may ensue due to actions of, or negligence on the part of, the Resident or any member(s) of their group.
13. The Board of Directors will use their judgment and discretion in making decisions to allow or disallow an event when not specifically covered by the above rules.

## **GENERAL /BUILDING AND GROUNDS**

1. Landscaped and grassed areas shall be used only for the purposes intended. No articles belonging to Unit Owners or residents shall be kept in such areas, temporarily or otherwise.
4. Curtains, blinds, shutters, levelers, or drapes (or linings thereof) which face the exterior windows or glass door of Units shall be white or off: white in color and shall be subject to disapproval by the Association, in which case they shall be removed and replaced with acceptable items.
5. No signs, advertising, or notices of any kind or type whatsoever, including, but not limited to, "For Rent" or "For Sale" signs, shall be permitted or displayed on any Residential Unit or, Common Element or Limited Common Element; nor shall the same be posted or displayed in such a manner as to be visible from the exterior of any Condominium Unit.
6. In general nothing shall be affixed to the doors or exterior windows or balconies. However, from the day after Thanksgiving through January 5 interior front door holiday decorations are allowed provided that nail or screws are not put in the door and the door is not damaged in any way. No holiday lights are permitted on the balconies.
7. Unit Owners or residents shall make no repairs to any plumbing or electrical wiring within a Unit except by a plumber or electrician licensed in Pinellas County, Florida.
8. No outside satellite receptor dishes or devices or any other type of electronic device now in existence, or that may hereafter come into existence, that is utilized or designed to be utilized for the transmission or reception of electronic or other type of signal shall be allowed without the prior written approval of the Board of Directors. Solar collectors shall be permitted only at locations and on structures as are first approved in writing by the Board of Directors.
9. Any change to the exterior lighting of a Condominium Unit must be approved in writing by the Board of Directors.
10. No Unit Owner may hold or conduct an open house for sale of the Unit.
11. The installation of any hard and or heavy surface floor covering must meet the aggregate sound isolation, acoustical treatment and other specifications detailed in the Declaration of Condominium.
12. The installation of tile on any balcony must conform to the size, color and any other standards set by the board. The Management office has the specifications required.
13. All damage to Condominium Property caused by the moving and/or carrying of articles therein shall be paid by the Unit Owner or person in charge of such articles.
14. Home office use of a Unit shall only be permitted to the extent permitted by law and to the extent that the office is not staffed by employees, is not used to receive clients and/or customers and does not generate additional visitors or traffic into the Unit or on any part of the Condominium Property.



## **RENTAL**

1. No residential unit may be leased for a period less than thirty days, or more than 3 times per year.
2. All leases must be approved by the Board of Directors. Any unit owner desiring to lease his/her unit must submit an application accompanied by a check in the amount of \$100.00 at least 10 days prior to the effective date of the proposed lease.
3. No unit owner may loan or allow the use of Unit by persons other than the Unit Owner's immediate family members (parents, siblings, and children) for a period of less than 12 months.
4. All persons occupying Units other than the Owners must be registered.

*In the case of any inconsistencies between the terms of the Declaration of Condominium for Signature Place and these rules and regulations the terms of the Declaration of Condominium shall control.*