

## HARBOR ISLES RULES

### Introduction

This list of rules is a compilation derived in part from rules that are explicitly stated in the Declarations of Condominium of either Harbor Isles I (HI-1) or Harbor Isles II (HI-2) or both. Where the rules differ between HI-1 and HI-2, the differences are noted. If there is a difference between the wording in the Declarations of Condominium and this listing of rules, the former is controlling. The list also includes rules that have been adopted from time to time by the Boards of Administration (BOA) of one or the other condo. Rules that apply to shared recreational facilities apply to all persons using the facility without regard to the condo in which they reside or at which they are guests.

The basic reason for having rules is that it is necessary for everyone in a condominium to exercise a little extra care and consideration for their neighbors with whom they share common property, external space, and recreational facilities. The rules are guidelines which will help everyone recognize and respect their neighbors' rights to peaceful, un-harried enjoyment both of their individual living units and of the pools, clubhouse, tennis courts, lawns, roads, trees, shrubbery, and wildlife which we all share and in which we all delight.

The BOA of both condominiums asks that every resident read and comply with these rules. If a question arises about the rules, a condo Board member or management should be contacted for clarification. It is particularly important to have all tenants and guests adhere to both the letter and the spirit of these guidelines.

The Boards of both condos try to respond appropriately to complaints about rule infractions. However, they hope that residents will be as reasonable and understanding as possible so that rules do not have to be enforced so strictly that no one is able to have a little light-hearted fun from time to time.

### Trespassing

It should be noted by all owners, tenants, and guests that to help the police in maintaining security on the Harbor Isles grounds, it has been agreed by the Boards of Administration of both HI-1 and HI-2 that any person found to be trespassing on the property of either HI-1 or HI-2 shall be considered to be trespassing on the property of the other condo also. Trespassing means being present on Harbor Isles property without being a Harbor Isles owner or tenant or being the invited guest of a specific Harbor Isles owner or tenant.

### Responsibilities of Owners

**Access to Units** --- Members of a BOA or its agents may enter the units at reasonable times (a) for maintenance, repair, inspection, or improvement, (b) to deal with emergencies, and (c) to determine compliance with the rules, Condo Doc. [X,(F)].

HI-2 association rule 5-01-15-G "All unit door locks, must be "keyed" to the Association's 'Master Key' and that any unit owner - current or new - will be responsible for the expense of having the lock appropriately keyed, after May 1 2005." As a rule, a member of the BOA or its agent will attempt to contact the owner of a unit before entry. Unit owners should provide the BOA with a key to the unit for cases of emergencies. Those who have not provided the office with a key may be responsible for a locksmith fee to gain entry to the unit.

**Alarm System**--- HI 2 - It is the unit owner's responsibility to contact the BOA or management to activate the alarm system. Any change in phone numbers should immediately be reported to management. Unit owner's "4 digit CODE" number should be given to the BOA or its agent for deactivation during emergencies. **All service calls should be made to 1-800-635-1635.**

**Air Conditioning Units**--- For HI - 1, all newly installed air conditioning units shall be limited to 36" in height from the top of the slab to the top of the unit. If the width and/or depth increase from

the current width and/or depth, the unit must first have Board approval prior to installation. Approval is required to ensure the new unit does not encroach upon other units and that it will still allow maintenance to other units and their surrounds.

HI-2 all new A/C units need preapproval by form

**Appearance** --- Modifications to common elements (such as installation of screen or storm doors, roll-able shutters, glass enclosures, or for HI-1, substantially larger A/C condensers) may be made only if they conform to the style prescribed by the condo and if they **have prior written approval** from the Board.

**Balcony/Patio Slab Care** --- Use of permanently installed exterior carpet or tile on the floor of a balcony can lead to slab damage that must be repaired at owner's expense. No new installations or replacements of exterior carpet or tile may be made.

**Businesses** --- Business operations may not be conducted from any of the residence units or garages in Harbor Isles.

**Cleanliness** --- Units shall be kept clean, free of accumulations of trash, garbage, or fire hazards, and shall be used in such a way as to neither cause annoyance to neighbors nor interfere with the neighbors' peaceful and proper use of the condo property.

**Drones:** A Resident, unit owner, tenant, guest, invitee, or occupant shall not use a drone, a drone equipped with an imaging device to record or view in real time an image of privately owned real property or of the owner, tenant, occupant, invitee, or licensee of such property, or of the Association's common elements with the intent to conduct surveillance on the individual or property capture in the image or with a recreational or business intent.

**Guests Use of Recreational Facilities** --- Condo recreational facilities shall be used only by the owner's/tenant's immediate family living on site, by overnight guests, and by day guests who are accompanied by the owner/tenant or a member of the owner's/tenant's family.

**Keys** --- The owners of each unit have been provided with two sets of keys for the recreational facilities. These keys are intended only for the use of the residents and guests. They must not be duplicated and must not be loaned or distributed to nonresidents of Harbor Isles. Replacement keys may be purchased for \$5.00 each. Contact Management to obtain keys.

**Noise** --- The noise of loud parties, conversations, TVs, or the playing of musical instruments should be contained within

individual units as residents have a right to the enjoyment of quiet, especially between the hours of 10:00 p.m. through 7:00 a.m. Construction, renovation or repairs inside a unit is limited to M-F, 8:00 am until 7:00 p.m., Saturday's 8:00 a.m. until 5:00 p.m. and none on Sundays unless it is an emergency repair.

**Leasing** --- Units may not be leased by a unit owner within the first twelve (12) months of ownership. When a unit is leased, the lease agreement must include the unit's assigned garage. Units may not be time-shared or sublet. Units may be leased to individuals or families (but not a business or corporation) for periods of three (3) months or longer. No more than two (2) such leases are allowed per year. **Whoever is named on the lease must be in residence during the period of the lease. Units may not be split in duration, time-shared or sublet at any time during the lease.** Lease approval must be requested in advance by submitting a completed Tenant Application Form accompanied by a non-refundable Application Fee of \$50.00, to the condominium Board of Administration. A copy of the Tenant-Lease Agreement must also accompany the Tenant Application Form. Leases must incorporate the condo documents by reference and the tenant must be informed of the condominium rules by the owner.

**Houseguest(s) when no owner is in residence:** For the safety and well-being of all its residents and property, the Association needs to know the identity of all residents on the property in the event of an emergency, disaster or security failure. To this end, any owner allowing a guest, non-paying and not normally resident, the use of a unit in that owners' absence, must complete an "Unaccompanied Houseguest Information Form" prior to the arrival of the guest(s). The form is available from Management.

**Occupancy** --- Units are limited to residential use by the owner(s), the owner's immediate family, the owner's tenants, and their guests. Permanent occupancy of two-bedroom units is limited to four persons, of three-bedroom units to five persons.

**Personal Items** --- Unit owners, residents, and guests shall not place, store, or leave unattended in any walkway, stairwell, stairs, or common areas: furniture, packages, personal items, or other objects. Such items may be removed by the Association and the owner billed for the removal.

**Repairs** --- All repairs within a unit, including but not limited to painting, electrical work, plumbing, air conditioning, window screen repair, and repairs to garages and garage doors, are the owner's responsibility unless such repair has been deemed a "common or shared" element for which the association would be responsible for. Contact Management to be sure your repair does not require approval before you begin your project. See NOISE Rule for hours of permitted construction/renovations and repairs inside a unit.

**Signs** --- No signs or advertisements may be displayed on common elements of the condominiums or on any unit or vehicle.

**Usage** --- Units shall be used in accordance with the laws, zoning ordinances, and other regulations of governmental authorities having jurisdiction in the area, and shall in no case be used for immoral, improper, or offensive purposes.

## **General**

**Bulletin Boards** --- Bulletin board postings must be approved by the Board and may be posted only by staff.

**Plants and Planting** --- Shrubs, plants, and flowers are professionally maintained and are intended for the enjoyment of all. They should not be picked or altered for one's own purposes. Personal gardening on the grounds is not permitted. **No owner, tenant or guest may plant or place any items in the landscaping beds without prior approval by the BOA. Association has landscaping guidelines that may be obtained by contacting management.**

**Rudeness** --- Rudeness is never appropriate when sharing recreational facilities.

## **Residence Buildings**

**Access** --- Access walkways, corridors, stairs, and stairwells must be kept clear by order of the Fire Department.

**Balconies/Patios** --- Except with special Board approval, only standard outdoor furniture may be used to furnish balconies and patios. Charcoal & gas grills are prohibited on balconies and patios. Balconies and patios may be used for drying swimsuits, robes, and towels only. Use of clotheslines is not permitted. Per the Fire Prevention Code, "no hibachi, gas fired grill, charcoal grill or other similar devices used for cooking, heating or any other purpose shall be used under any overhang or within 10' of any structure."

**Carpet Beating** --- Rugs and carpets may not be beaten in the common areas or against any of the buildings.

**Cleanliness** --- Cigarette and cigar butts and all other litter shall be disposed of properly in plastic bags in dumpsters, not in passage-ways, stairwells, planting beds, or other common areas.

**Door Decorations** --- Seasonal decorations are permitted on exterior doors for up to 30 days surrounding each holiday.

**Dropping, Hanging, Throwing** --- Hanging of garments, rugs, towels, banners, or signs or the throwing or dropping of objects (or allowing them to fall) from walkway railings, windows, patios, or balconies is prohibited. No dust, dirt, or other debris shall be swept into, placed in, or swept or pushed over the edges of corridors, patios, balconies, ventilators, elevators, or elevator shafts.

**Elevator Usage for Move in/Move out and Construction** --- Elevator Pads MUST be used when moving in/moving out of a unit or when contractors will use the elevator for **ANY** remodeling that has been previously approved in units on floors 2 and above. There is a \$200.00 damage deposit required that must accompany the elevator usage application. We ask that you please contact Management at least 1 week prior to requesting the use of the elevator for move in/move out and construction projects to obtain the form and to be sure you receive instructions on the use of the elevator.

**Equipment in Garages** --- Freezers, refrigerators, air conditioners, and dehumidifiers shall not be operated in garages. No other kind of machinery shall be operated in garages if it operates for more than eight hours per day. HI 1 & HI 2 both have adopted guidelines and procedures for anyone desiring to install an electrical charging station inside their garage. Contact Management for these forms and instructions.

**Fire Alarm Bell** --- When a fire alarm bell sounds, everyone should leave the building until it is checked by the Fire Department.

**Generators** --- HI 1 & 2 have specific guidelines for generator use. Resident **MUST** request a copy of the guidelines **BEFORE** use. No generator may be used inside a resident's unit; block any walkway; be a tripping hazard or placed directly under a window.

**Glass Bottles** --- Glass articles should never be dropped down trash chutes; they should be placed in a recycle container.

**HURRICANE SHUTTERS** --- Approval is required PRIOR to any shutter installation. Shutters on windows must be painted the trim color of the building. Balcony/Patio shutters must be white in color and must be installed along the railings – not against any sliding glass door/window. For all New Window Shutters – bird deterrent **MUST** be installed. Hurricane shutters are the sole responsibility of the unit owner – should work to the building be required, the owner is responsible to remove and replace them.

**Name Plates** --- Name plates no larger than 2" by 6" are permitted on exterior doors.

**Recycling** --- Use containers for recycling for aluminum cans, glass jars and bottles, plastic bottles, and newspapers. Barrels are located near the dumpsters for each building. Use of those recyclables minimizes landfill use. **PLASTIC SHOPPING BAGS ARE NOT RECYCLABLE. PLEASE DO NOT PLACE THESE IN ANY RECYCLING CONTAINER.**

**Smoking** --- Smoking is not permitted in elevators, walkways or stairwells.

**Tile Floors** --- In units in which a lot of the floor area is tiled, residents should keep traffic lanes covered with rugs or carpets, except in the bathroom and kitchen areas.

**FOR ALL RESIDENTS: UNDERLAYMENT FOR CONDOMINIUM FLOORING: Floors 2 and above. Hardwood, engineered or any other type of wood** flooring to be installed must first have a sound barrier insulation product with an Impact Insulation Class (IIC) rating not to be lower than 65 and/ or a Sound Transmission Class (STC) rating of not less than 65 must be utilized prior to installation. **Tile, Vinyl, Marble or any other type of ceramic** flooring shall have a barrier insulation product with an IIC rating not to be lower than 47 and/or a STC rating of not less than 52 must be utilized prior to installation. No CORK type products may be used as an underlayment. This guideline should be given to your vendor to properly quote the various products that meet or exceed this guideline. **NOTE:** HI has 4" concrete slabs as ceilings. Please inform your vendor when purchasing the underlayment of this for the proper specification to be used when determining STC or IIC rating.

**Trash** --- Residents should place trash in trash dumpsters or recycle bins, not in the "Garden Trash Only" dumpster. **Before trash is dropped down a trash chute in a riverfront building, it should be tied securely in a plastic or paper bag.** Aluminum cans, glass jars or bottles, plastic bottles, and newspapers should not be placed in trash dumpsters. See Recycling.

**Window & Door Replacement Guidelines:** Approval must be obtained prior to replacing doors or windows. Condensed guidelines include; glass in windows must be Low-e; non-tinted or reflective coating may be used, windows must have mullions (gridlines) installed to match current windows; frames must be white. Sliding Glass Doors must have low-e non-tinted or reflective tint glass, no gridlines are required on SGD's. All Storm doors must first be approved. All front doors must be 6 panel to match current doors installed. Sidelights should either be exactly as what is currently installed, or hurricane rated is permitted. Specification sheets of all windows and doors are to be submitted with request for modification form.

## **Pets**

**Number** --- One dog or cat is permitted per unit. The pet's maximum weight for HI-1 is 35 pounds and for HI-2 it is 30 pounds.

**Pets Outside** --- When outside a unit, the pet **must be kept on a leash** and must not be left unattended at any time. Pets are not allowed at all anywhere within the pool or tennis courts enclosures or in any carpeted area of the clubhouse.

**Pet Waste** --- It is the owner's responsibility to properly dispose of solid waste from a pet. If the pet deposits waste outside, the owner must pick up the waste and dispose of it properly. **THIS IS A BREVARD COUNTY HEALTH CODE.** If the pet deposits waste in a litter tray, the soiled litter should be bagged well and carefully deposited in a dumpster. If a trash chute is used, the litter should be double-bagged or triple-bagged to prevent breakage.

## **Vehicles**

**Acceptable Vehicles** --- Only licensed, operable vehicles owned by a resident or guest may use the parking areas. Vehicles should be in good repair, be of respectable appearance, and be free from leakage of fluids. Dune buggies, raised vehicles, tubular frame vehicles and other one-of-a-kind vehicles are not "acceptable vehicles." In HI-2 residents are limited to two vehicles per unit. If additional vehicles are to be brought on the property, prior written approval of the Board of Administration is required.

**Buses** --- Buses (any vehicle designed to transport 12 or more persons) owned by a resident may not be parked on any of the open areas of Harbor Isles. They may be parked in garages.

**Car Covers** - No covering of vehicles shall be permitted on any portion of the property not solely within their own garage

**Commercial Vehicles** --- Vehicles owned by a resident that are used in business or have a sign identifying them with a business may not be parked overnight in the open areas of Harbor Isles however; they may be parked in garages.

**Handicapped Parking** --- Only vehicles displaying handicapped plates or current handicapped hang tags may use the handicapped parking spaces.

**Motorcycles** --- Motorcycles may be parked in garages only. Motorcycle parking is prohibited in open parking areas.

**Repair** --- Except for washing, waxing, vacuuming, changing light bulbs, and checking fluid levels, auto repair/maintenance is not permitted on Harbor Isles property.

**Speed Limit** --- Throughout the Harbor Isles complex, the maximum permitted speed is 10 M.P.H.

**Towing** --- Vehicles not conforming to the rules of the condominium are subject to towing at the owner's expense.

**Trucks** --- In general, parking of trucks in Harbor Isles open parking areas is permitted only during the workday for businessmen and contractors who are working on various units or projects in the complex. Small pickup trucks (less than 5,000 lbs GVW for HI-1; less than 16 feet in length for HI-2) that are non-commercial, and are used by residents for personal transportation only may

be parked in the Harbor Isles open spaces. Larger trucks and commercial vehicles of any type may not park overnight in the open areas. For HI-1; No vehicle, truck or similar type of automobile, 18ft in length shall be parked in any open parking space that abuts the front of any building or that may hinder residents from backing out of their garages. The 18ft in length shall include any addition there may be to the front grill or the rear portion of the vehicle, such as trailer hitches, etc.

**Washing** --- Vehicle washing is permitted only in the Car Wash Area at the north end of the Building 580 garage.

## **Boats and Recreational Vehicles**

**Camping** --- Camping or living in a motor home or RV anywhere on Harbor Isles property is strictly prohibited.

**Docking** --- Boats may never be tied to the fishing pier, not even briefly. Temporary docking is available at Ramp Road Park dock.

**Loading** --- An RV or trailer home may be parked near an owner's unit for no more than 24 hours for loading and unloading

only. Shifting the vehicle to another space does not extend this period. The RV/Motor home must not block garages unless attended so it can be moved immediately upon request.

**Parking** --- Boats, trailers, and recreational vehicles may not be parked in any of the open parking spaces in Harbor Isles. Rare exceptions may be made if written permission is obtained from the appropriate Board of Administration. There is a specially designated Boat and RV Storage Area in HI-2 that is shared with HI-1. Because space is limited in this storage area, any owner or resident who wants to park a boat or RV should call the HI-2 Management Co., (321) 501-0654 to check if space is available. Boats may be parked in garages.

**Washing** --- Boat washing may be done only at the carwash area.

## **Clubhouse**

**Rules** – The clubhouse rules are posted on the clubhouse bulletin board. All residents should familiarize themselves with the clubhouse rules and make sure their guests who use the clubhouse are also familiar with the rules.

**Use Restriction** -- The clubhouse may not be used by anyone for commercial purposes or for any profit making activities.

**Billiards** ---The billiard table must be treated with respect. Share it with others. Children under 16 require supervision by an adult.

**Carpet/Furniture Protection** --- People wearing wet bathing suits should not enter carpeted areas or sit on clubhouse furniture.

**Entertainment** --- Entertainment center are to be treated with care. Users should be considerate of others' tastes. The entertainment center should always be turned off after use.

**Exercise Equipment & Sauna**--- The exercise equipment and sauna must be treated with respect and shared with others. The exercise equipment may not be used by any person under the age of 18 years. Harbor Isles is not responsible for any injury caused by using the equipment or sauna. Residents use these facilities at their own risk.

**Kitchen** --- Residents and guests using the kitchen are responsible for any damage and for removing all trash after use.

**Private Parties** --- Reservations for private parties in the Clubhouse can be made with the Harbor Isles I management. They can provide deposit fee rate, conditions, and instructions for applying. Clubhouse reservations will not be accepted for New Year's Eve or Day. Notice of private parties will be posted on the clubhouse bulletin board at least 48 hours in advance. Note that the Associations' Board of Directors have first preference in scheduling meetings or events, social committees also have preference in scheduling Clubhouse use for social activities.

**Smoking** --- Smoking is not permitted anywhere in the Clubhouse.

### **Pools and Tennis Courts**

**Acrobatics at the Pools** --- For safety, diving, jumping, flips, cannon-balling, and similar activities are not permitted in the pools.

**Children** --- Children under the age of 12 must be under the direct supervision of an adult while using pools or tennis courts.

**Decks** --- For the Clubhouse and Lap pools, no one is permitted on the decks when the pools are covered.

**Diapers** --- Any person who is incontinent or not fully potty trained must wear appropriate waterproof clothing when entering or being carried into the pool. If a violation of this rule results in a clean-up expense, the offending unit owner will be assessed the expense.

**Flotation Equipment** --- Large floats such as air mattresses, boogie-boards, surf boards, and rafts are not permitted in the pools.

**Food/Drink:** --- Neither food nor drink may be present within 4 feet from the edge of the pool apron, by order of the State Board of Health. Food is permitted on the Clubhouse porch or at tables located at the kidney pool area only. All trash must be removed when exiting the pool area.

**Glass Containers** --- Glass or ceramic containers are not allowed anywhere inside any of the pool enclosures, including the clubhouse porch.

**Games at the Pools** --- Games that involve the use of toys, ball playing, or throwing of objects are not permitted in any of the pool areas. Small toys for use as personal entertainment, which are not thrown or used in games, are permitted in the pools.

**Private Pool Use** --- Pools cannot be reserved for private use. Reservations for the Clubhouse do not include the private use of the pool.

**Sand** --- Sand is to be washed off at the at the pool showers before entering the pool area

**Smoking** --- **Smoking is prohibited on any pool deck area.**

**Tennis Court Preservation** --- Rollerblading and skateboarding are not permitted on the tennis courts or the shuffleboard court.

**Tennis & Pickleball Reservations** --- Tennis court reservations are made by signing up on a sheet on the Clubhouse bulletin board. Court lights must be out by 10:00 PM.

### **Board Approval is Required in Advance for the Following:**

- To rent or lease a unit the owner must fully comply with the rules as indicated in the paragraph on "Leasing". This paragraph includes, among other requirements, that the Board approve a completed Tenant Application Form prior to occupancy of the unit by the prospective tenant.
- To install shutters, screen or storm doors, or make any other alteration to the exterior of a unit, common element, building, or grounds.
- To have notices posted on Harbor Isles bulletin boards.
- To use other than "standard outdoor furniture" on patios and balconies.
- In Harbor Isles 2 — To have more than two vehicles per unit on Harbor Isles property.
- Before installation of an air conditioning condenser unit.
- The installation of any type of wood/tile/marble to floors 2 and above.
- To plant or place any item(s) in the landscaping beds outside their unit.
- To install electric charging stations inside garages for the specific use of charging an

- electric automobile.
- To Use Generators during emergency power outages

Please either visit the Association's website at **harborislescondo.website** for all forms required where noted and to find full version of rules and guidelines mentioned in this text. You may also contact management for these items. Modification request forms can also be found in the clubhouse, on the wall next to the office door. Please be sure to have all supporting information with your requests.

The Board of Directors of both Harbor Isles 1 & 2 feel strongly that preserving the community esthetically and with respect for each other, we all can play a part in continuing to make Harbor Isles one of the most desirable communities in Brevard County