

Puerta de Palmas Rules & Regulations: FAQs

FACILITIES:

The commonly used facilities available for use by the unit owners within the Condominium are for the use of unit owners, their lessees and their respective family members and guests. No guest of any unit owner shall be permitted to use such commonly used facilities unless accompanied by a unit owner or lessee or unless the guest has been registered with the Association. Any damage to the building or to the common elements or equipment caused by any unit owner, lessee or their respective guests, contractors or invitees, shall be repaired at the expense of the responsible unit owner.

NOISE:

- Radios, televisions and other instruments which may create noise should be turned down to a minimum volume between the hours of 10:30 P.M. and 8:00 A.M.
- Loudspeakers are not allowed in any common area or balcony.
- Keep the noise level down while using your balconies.

OBSTRUCTIONS:

- The parking areas, elevators, sidewalks, entrances, driveways, passages, balconies, stairways, corridors and halls must be kept open and shall not be obstructed in any manner.
- No radio or television aerial or antenna shall be attached to, or hung from, the exterior of the condominium or the roof thereon.

DESTRUCTION OF PROPERTY:

Neither unit owners, nor their family members, lessees, contractors, invitees, nor guests shall mark, mar, damage, destroy, deface or

engrave any part of the Condominium. Unit owners shall be financially responsible for any such damages

EXTERIOR APPEARANCE:

- The exterior of the Condominium shall not be painted, decorated or modified by any unit owner in any manner without the prior consent of the Association, which consent may be withheld on purely aesthetic grounds within the sole discretion of the Association.
- No awnings, window guards, light reflective materials, hurricane or storm shutters, ventilators, fans or air conditioning devices shall be used in or about the Condominium, except as shall have been approved by the Association, which approval may be withheld on purely aesthetic grounds within the sole discretion of the Association.
- No windows may be tinted without the prior consent of the Association and installation of drapes or curtains visible from the exterior of the Condominium shall have white or off-white, black out type liners used.
- No television or other outdoor antenna system shall be erected or maintained within the exterior walls of the Condominium.

INTERIOR APPEARANCE:

It is the owner's responsibility to repair and maintain in good condition the interior of each unit. Problems may be discussed with the manager for advice and references to local service companies.

MOVES:

- All moves must be coordinated with the management office in advance for elevator and loading dock availability.

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- At no time are furniture and/or moves allowed through any of the garage doors or through the lobby.
- At no time is furniture allowed to be left in the hallways during a move.
- Unit owners and lessees are responsible for any damages caused to the common areas as a result of a move.

CHILDREN:

Children are not to play in the parking areas, in the elevators, on the public walkways or on the stairways. Reasonable supervision must be exercised when children are playing on the grounds.

PETS:

- No type of exotic pet or exotic animal may be kept or harbored within the confines of a unit.
- Pets are not allowed in any common area, including the gym, meeting room, pool deck or roaming the hallways.
- Pets are not allowed to be kept on the balconies.
- Pets must be on a leash when walking through the common area for ingress and egress.
- Residents are required to clean up after their pets.

SIGNS:

There shall be no “For Sale” or “For Rent/Lease” signs exhibited, displayed or visible from the interior or the exterior of the Condominium.

WINDOWS AND BALCONIES:

- No objects shall be hung from balconies, terraces or window sills; except that unit owner may display one (1) portable,

removable United States Flag in a respectful way and on Armed Forces Day, Memorial Day, Flag Day, Independence Day and Veterans Day may display in a respectful way portable, removal official flags, not larger than 4-1/2 feet by 6 feet, that represent the United States Army, Navy, Air Force, Marine Corps, or Coast Guard, regardless of any provisions of the Declaration of Condominium or the Rules and Regulations dealing with flags.

- Unit owners shall remove all loose objects or movable objects from the balconies and terraces during the hurricane season.
- Unit owner shall not throw cigars, cigarettes or any other object from balconies, doors, windows or terraces.
- Unit owners shall not allow anything to be thrown or to fall from balconies, doors, windows or terraces.
- No sweeping or washing of balcony in a manner that would cause debris or water to escape onto the exterior of the Condominium.
- No balconies or terraces may be enclosed or tiled.

INGRESS AND EGRESS:

- Garbage cans, laundry, dry cleaning, supplies or other articles shall not be placed in the halls, on walkways or on staircase landings.
- No unit owner or lessee shall allow entrance doors to remain open for any purpose other than for immediate ingress and egress.

STORAGE AREAS:

- Nothing should be placed in the storage areas which would create a hazardous condition.
- Never store items such as: gasoline, gasoline operated equipment, paint, paint thinner, turpentine, cleaning chemicals,

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nail polish remover, charcoal lighter fluid, fertilizer, insecticides, pesticide, lighter fluid, acid, automobile batteries, signal flares, propane tanks, fireworks, ammunition, poisons, stern, aerosols, kerosene, and ammonia. This list is not all inclusive please take extra measures to identify all items being stored that may be hazardous.

ATTIRE:

Unit owners, their lessees, their family members and guests shall not appear at or use the lobby areas, the elevators or the recreational facilities, except in appropriate attire. No bare feet are allowed in the parking areas, in the elevators, in the lobby areas or on the stairways.

TRASH:

- All refuse, waste, and garbage, etc., shall be securely wrapped in plastic garbage bags and placed completely down the trash chute.
- Trash chutes may be used only between 7:00 A.M. to 11:00 P.M.
- No boxes, construction materials, furniture, or items too large to fit in the trash chute may be placed down the chute. The cost of any damage to the chute resulting from misuse of same shall be borne by the unit owner causing the damage.
- Recycling containers are located in the trash room in the north corridor of the lobby.
- Mattresses, stoves, refrigerators, sofas and all other types of furniture, rolls of carpeting, sheet rock, large pieces of lumber and all construction trash are not permitted inside the trash room. Owners are to make provision to have these items removed by the installers or other persons.

ROOF:

Unit owners, their lessees, their family members and guests are not permitted on the roof for any purpose whatsoever. If A/C repairs are needed only licensed and insured contractors may be used and the Association must be notified in advanced that roof access is needed for such repairs.

SOLICITATION:

There shall be no solicitation by any person anywhere upon the Condominium Property for any cause, charity, or for any other purpose whatsoever, unless specifically authorized by the Association.

EMPLOYEES:

- Except as may otherwise be permitted by the Association, employees of the Association shall not be sent out of the building by any unit owner, except in the unit owner's capacity as an officer or director of the Association, at any time, for any purposes.
- No unit owner shall direct, supervise or in any manner attempt to assert any control over the employees of the Association.
- Employees of the Association are not permitted to do any work in units during working hours.

SWIMMING POOL:

Unit owners, their lessees and their guests using the swimming pool shall do so at their own risk. Unit owners, their lessees and their guests shall obey the posted swimming pool rules. The following are basic rules for all persons using the swimming pool:

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- Unit owners and lessees are prohibited from bringing children under fourteen (14) years of age to the swimming pool and leaving them as they are expected to personally supervise their children.
- Swimming in the pool is permitted only between the hours posted.
- A child who cannot safely swim may not be brought to the swimming pool unless accompanied, at all times, by an adult. Such a child cannot enter the swimming pool unless accompanied by an adult who is at the pool in proper bathing attire.
- All persons using the swimming pool must be appropriately attired.
- All persons must shower thoroughly before entering the swimming pool.
- Pool Safety equipment should be kept in place and shall not be used, except for its intended purposes.
- Pets are not permitted in the swimming pool area.
- Running, jumping, skating or any other activity which creates a danger or annoyance in the general swimming pool area is prohibited.
- If suntan oil is used, a beach towel must be used to cover pool and patio furniture.
- Glass containers are not allowed in the pool area.

MOTOR VEHICLES:

- At no time should vehicles be left unattended in front of the building. Violators risk having their vehicle towed at owner's expense without warning.
- No parking is allowed in the office parking spaces located on the North side of the entrance during office hours. These spaces are intended for office guests only.

- No vehicle belonging to a unit owner, lessee, or to a member of the family or guest, tenant or employee of a unit owner or lessee shall be parked in such a manner as to impede or prevent access to another parking space.
- Speed limit signs are for the safety, comfort and convenience of the unit owners and must be obeyed at all times.
- No motor vehicle which cannot operate on its own power shall remain within the Condominium Property for more than twenty four (24) hours, and no repair of vehicles, except for emergency repairs, shall be made within the Condominium Property.
- Washing and waxing of motor vehicles is not allowed in any areas of the garage or perimeter of the property.
- All vehicles shall be parked within the painted lines and pulled up close to the bumper.
- As a security measure, all automobile doors should be locked and no valuable items shall be left in vehicles.
- Each parking space which is assigned to a particular unit may be used only by the unit owner or the lessee of such unit, except when the unit owner has given written permission for use (copy to Association) by another unit owner, lessee or guest.
- No unit owner or lessee or their respective family members, and visitors may park his vehicle in any assigned space other than the space assigned to the unit owner of the particular unit. Violators risk having their vehicle towed at owners' expense.
- Vehicles without tags or expired tags will be given a warning notice to move vehicle and will be towed if compliance does not occur within 48 hours.

HANDICAP PARKING:

Handicap spaces are to be used only by vehicles displaying a valid handicap decal. At no time may anyone not displaying a handicap decal park in these spaces to unload vehicles.

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- Visitor parking is intended to be used by visitors only.
- Unit owners, lessees, contract workers or employees of such are not allowed to park in the visitor parking spaces.
- Contract workers are not allowed to park anywhere inside the garage.
- Visitor spaces are clearly marked with yellow lines and visitor written both on the car stop and floor.
- Anyone parking in spaces other than the ones designated for visitors will be towed at owner's expense.

PROPERTY ACCESS:

- Do not allow access to the building or elevators to those you do not know, refer them to the office to obtain access.
- When selling or leasing your unit you must provide your realtor with an access card as well as a key to your unit. The office will not be held responsible for giving access.
- Access cards and garage remote controls can be purchased in the management office. No more than five access devices will be permitted per unit. Unit owners and lessees must provide the management office a phone number to be programmed into the tele-entry system. By pressing the number 6 on your phone will give your guests access into the lobby and/or garage.
- Unit owner's and lessees are still responsible to provide elevator access to their guests. The management office will not be held responsible for giving access.

UNIT ACCESS:

- The Association has the irrevocable right to have access to each Unit from time to time during reasonable hours as may be

necessary for the maintenance, repair or replacement of any common elements or of any portion of a Unit to be maintained by the Association to prevent damage to the common elements or to a Unit or Units.

- The Association must maintain a pass-key to all Units.
- In the event unit owner fails to supply a pass-key, the Association shall not be responsible for any damage which may arise as a result of forced entry into the Unit.
- At no time will the office provide unit keys to realtors, guests, employees or contractors. This is the unit owners or lessees responsibility.

RENTALS:

- Rental applications must be submitted by every prospective tenant.
- There is a \$100 application fee per applicant.
- There is a \$1000 security deposit required for every unit.
- No lease of a Unit may be made for less than a six (6) month consecutive period.
- Board approval is required for every lease before tenant is allowed to move in.

UNIT MODIFICATIONS:

- All unit modifications must be approved by the Board in advance.
- Unauthorized modifications may result in fines.
- Contractors need to register with the office daily
- All contractors must be licensed and insured and proof must be given to the office.
- Contractors are not allowed to use the balconies to store items or cut tiles.

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- The installation of tiles on the balconies is strictly prohibited.
- Contractors parking in the loading area must register with the office to obtain permission to leave their vehicles in this area.
- Contractors are not allowed to park in the garage, even if it's your assigned space. They will be towed at owner's expense without notice.
- Contractor hours are Monday – Friday from 9:00 A.M. to 5:00 P.M.
- No contractor work is allowed on Legal Holidays or weekends.

HURRICANE PREPARATIONS:

- Each unit owner or lessee who plans to be absent from the Condominium during the hurricane season must prepare the unit prior to departure by designating a responsible firm or individual to care for the unit during the unit owner's or lessee's absence in the event that the unit should suffer hurricane damage. The designated firm or individual shall be registered with the Association.
- All items must be removed from the balcony during an incoming hurricane and when directed by Association.
- The Association has the right to enter the unit in the event owners have not removed items from the balcony during an incoming hurricane, there will be a charge associated with such.

PEST CONTROL:

All unit owners and lessees are responsible for pest control within their units.

VIOLATIONS:

- Violations should be reported, in writing, to the Association.
- Violations will be called to the attention of the violating unit owner or lessee by the Association.
- Disagreements concerning violations will be presented to and be judged by a committee appointed by the Board of Directors.
- Unit owners are responsible for compliance by their guests or lessees with these Rules and Regulations.
- The Association may impose a fine against the owner, lessee or invitee for continued violations.

COOPERATION WITH BOARD OF DIRECTORS:

All unit owners and lessees shall cooperate fully with the Board of Directors.

The foregoing Rules and Regulations are designed to make living for all unit owners pleasant and comfortable and compliance with the foregoing Rules and Regulations is mandatory. The restrictions imposed are for the mutual benefit of all.

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