

Lake Harbour Towers South Condominium Association, Inc.
Amended and Restated Rules and Information 2020

Background: Under its *Declaration of Condominium of Lake Harbour Towers South Condominium*, recorded at Off. Rec. Bk. 2085, P. 1285, Public Records of Palm Beach County, Fla., Articles of Incorporation, and By-Laws (“Governing Documents”) and the Florida Condominium Act. Lake Harbour Towers South Condominium Association, Inc. (“LHTS”) may enact and amend rules and regulations (“Rules”) occasionally.

When you received the title to your Unit or signed a lease, under Florida law, you were automatically bound to abide by the Governing Documents and the Rules. These Rules govern the Lake Harbour Towers South Common Elements (“LHTS Property”), which is managed by Seabreeze Community Management, Inc. (“Seabreeze”).

Objective: To communicate LHTS’s implementation of the Governing Documents, establish rules of conduct for people within LHTS, and develop responses to violations of these Rules.

Policy: LHTS complies with Federal and Florida law when enforcing its Governing Documents and Rules.

Forms.: LHTS or its agents may create and amend forms used to gather information while implementing or enforcing the Governing Documents and Rules.

Rules.:

1. ELEVATOR USAGE.

- a. Smoking is absolutely PROHIBITED in elevators.
- b. The West elevator is to be used for transporting/moving furniture, large appliances, and bulky items. You must use wall pads and floor protection. Contact a Board member or maintenance personnel 24 hours before your need for the pads. If an elevator fails to work, press the alarm bell firmly. If no response, call Police at 911.
- c. Children must not play with or in the elevators.
- d. **Please do not force the doors to open or close.** There is a key available to hold the elevators if extensive use is needed. Please see a Board member or maintenance personnel.

2. FOUR-WHEEL DOLLIES. We have dollies available for short term use. They are in the mechanical room and may be used by contacting a Board member. Dollies must be returned immediately after use, cannot be kept overnight, and cannot be taken off LHTS Property.

3. MAILROOM. Only LHTS or Seabreeze may post notices in the mailroom. All other notices, flyers, or postings will be removed without notice. Meeting minutes will be posted once approved.

4. ASSOCIATION QUARTERLY PAYMENTS. All payments must be made payable to Lake Harbour Towers South COA and must be mailed directly to Seabreeze Community Management, Inc., 4227 Northlake Blvd., Palm Beach Gardens, FL 33410; All billing inquiries or address changes should be directed to Seabreeze at 561-626-0917.

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5. WASTE AND RUBBISH.

- a. Pouring pour fats and oils down the sinks, toilets, or other drains as these items can cause plumbing problems. You may use your garbage disposal for most other food waste under the manufacturer's instructions.
- b. Trash, cardboard, and recycling receptacles are in the Southwest corner of the LHTS Property. Flatten cardboard before discarding into the white dumpster.
- c. Recycling bins are available in the storage rooms in the elevator lobbies and should be used as follows:
 - i. Yellow Bins: Newspapers, mail inserts, and general paper.
 - ii. Blue Bins: Aluminum cans, food tins, glass bottles, and plastic containers.
- d. Recycled material should be cleaned of food off these items as they attract bugs, mice, and other unwanted creatures. Please do not put plastic bags or styrofoam in either bin.

- 6. BULK ITEMS.** All contractor and delivery debris **must** be removed from the premises by the responsible party. If you are discarding appliances, furniture, or any other large items on your own, they must go outside the entrance gate on Wednesday after 4 pm for Thursday pick up. PLEASE DO NOT LEAVE ANYTHING OUT THERE AT ANY OTHER TIME. Appliance doors must be removed or duct-taped closed to prevent accidents. Please do not use the dumpsters for these items. You may call the Lake Park Department of Public Works at 561-881-3345 if you need additional information.

- 7. WARNING.** Please do not force items down the garbage chute if they do not fit. If an item does not fit into the door of the chute, please take it to the outside dumpsters.

8. MAINTENANCE AND ALTERATIONS.

- a. Unit Owners wishing to improve or change the interior of their Units should refer to Article VI, Section 2-3, in the Declaration. Only licensed and insured contractors may work in the building. Permits must be obtained when necessary. Roof access is through the 8th floor and is accessible for A/C condenser Unit replacement with a key held by maintenance personnel or Board members. A crane is necessary to bring the Unit to the roof.
- b. Applications are available from Seabreeze for Architectural Review before undertaking these improvements. Please follow the Architectural guidelines to ensure your project is not unnecessarily delayed. Permits must be displayed in the kitchen window, visible to the outside. No contractors may use a manlift on LHTS Property without prior LHTS approval. Proper precautions are necessary to ensure safety and to avoid damaging LHTS Property.

- 9. HEAVY EQUIPMENT.** Unit Owners must notify Seabreeze in advance for any heavy equipment to be brought on property. The Unit Owner must instruct the contractor to use plywood (or equivalent support) under machinery when driven over grass or walkways.

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10. **FLOORING/TILE RULES**. Unit Owners who desire to install any hard surface flooring must use a sound barrier of at least ¼" cork or similar acceptable soundproofing material beneath all flooring to be installed. A copy of the invoice or statement is not sufficient. Contact Seabreeze before installation for approval of the chosen product. Failure to follow this rule may cause the removal of flooring at Unit Owners' expense. Carpet with padding requires no additional sound barrier.
11. **NOISE**. Please be courteous and keep the noise level to a minimum. Renovation projects, moving, and all contractors are limited to Monday-Friday from 8:00 am-5:00 pm and Saturday from 9:00 am-5:00 pm. No work on Sunday is permitted.
12. **HOUSE CLEANING**. Owners, Tenants, and Guests must cooperate in housekeeping inside and outside the building. Nothing is to be shaken on the patios, walkways, stairwells, or out the windows. Clothes or towels are not to be hung outside to dry on railings or otherwise. Clotheslines are prohibited.
13. **FIRE**. In case of fire, pull the fire alarm on the outside wall and call 911 immediately. Do not try to extinguish the fire on your own. Seek help immediately.
14. **ENTRANCES & HALLWAYS**. All hallways, stairwells & common walkways must be kept clear of all objects. Except for Units with a private balcony, no plants, chairs or statues, etc. are to block hallways or walkways. Actively used bikes may be stored at the base of the North or South stairwell but are not to extend beyond the steps.
15. **PETS**. Pets are NOT permitted except for canaries, tropical fish, or parakeets. *See Reasonable Accommodation Rules Regarding the No-Pet Covenant.*
16. **CAR WASHING**. The car wash area is at the Southwest end of the parking lot. Please be courteous and return the hose to the hanger and close the spigot valve.
17. **PARKING**. No Campers, RV's, Motorcycles, Pickup Trucks or Commercial Vehicles may be parked in covered spaces or overnight in LHTS Property. Service vehicles are to park in the Service Parking Areas Only. Residents must instruct Commercial Vehicle operators of these Rules.
 - a. Each Unit Owner/Tenant shall park ONLY in their assigned parking space or any common parking space not reserved for Service Parking. Do NOT back into any space.
 - b. All vehicles must have a valid license plate, be registered, and be insured.
 - c. Parking spaces may be assigned temporarily amongst Unit Owners but only after notifying Seabreeze in writing.
 - d. Guests may only park in guest areas. Unit Owners must notify Seabreeze of any guest vehicle remaining or likely to stay over three days.
 - e. Vehicles may be subject to towing at the owner's expense if these rules are not followed. Illegally stored cars are subject to removal at the owner's expense.

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18. POOL RULES.

- a. No diving or jumping into pool from any edge.
- b. You must shower before entering pool.
- c. Incontinent persons must wear swim diapers.
- d. Food, drinks, and glassware are prohibited except for water in plastic bottles.
- e. Maximum pool capacity is 14 persons.
- f. You must ensure a 4-foot perimeter around the pool is clear at all times.
- g. Smoking is absolutely PROHIBITED in the Pool area.
- h. Children under the age of 18 must be accompanied by an adult.
- i. No floats are allowed in the pool.
- j. No loud music.
- k. Please be considerate and properly dispose of any debris.
- l. Additional pool rules are mounted on the shower.

19. SHUFFLEBOARD. Sticks and pucks are in the closet on the 2nd floor. Sticks and pucks must be returned immediately after use, cannot be kept overnight, and cannot be taken off LHTS Property

20. GAS BARBEQUE. If you need a supply of gas to operate the barbeque grill, contact a Board member for permission to purchase before purchasing if you want reimbursement. Please clean the grill after each use and cover when cool.

21. SALE/LEASE. The Board must approve the sale or lease of all Units. The prospective buyer/tenant must complete an occupancy application accompanied by a signed contract/lease and submit it to the Management Company. There is a non-refundable fee of \$100.00 per name due with the application. No buyer/tenant may occupy any Unit without approval from the Management Company and the Board.

- a. No apartment may be rented/leased until the owner has owned the Unit for one year. No Unit shall be rented for less than six months and may be leased only one time within a 12-month period.
- b. Short term rentals such as Air B&B, FlipKey, or others are strictly prohibited.
- c. Sale/Rental signs may NOT be posted in windows or on doors.

22. GUESTS. Unit Owners are responsible for all guests.

- a. Only the immediate family members (brother, sister, mother, father, children, & grandchildren) of the Unit Owner may occupy the Unit in the absence of the Unit Owner. Unit Owner must inform in writing to the Board before allowing guests to occupy their Unit.
- b. Guests who are not immediate family members may occupy a Unit only when accompanied by the Unit Owner.

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- c. All visiting children must be under the supervision of their host family. Children may not run or play on walkways, stairwells, pool area, decks, elevator.
 - d. Unit Owners/Tenants are responsible for the behavior of all visitors.
- 23. HURRICANE SHUTTERS.** NO Shutters allowed per structural engineer.
- 24. VACATION/HURRICANE/VACANCY PREPARATIONS.** Unit Owners must secure their Unit when leaving for ANY length of time. Water must be shut off. Hot water tank must be unplugged. Air conditioners must be left on to prevent mold. All furniture & objects on the balcony must be brought inside.
- 25. KEYS.** Keys for Units and cars must be left with someone in the building, and the Board should be notified in writing as to who has access. Emergency contact information is also advised.
- 26. SOLICITATION.** There shall be NO solicitation of any kind by any person in the building for any cause, including charities.
- 27. CONDOMINIUM INSURANCE.** The Condominium's insurance includes Hazard Insurance for all common elements and all bare structural components of each Unit.
- a. It does **NOT** include items within your apartment, such as floor finishes (carpet, hardwood, or vinyl) ceiling finishes (paint, sheetrock, or sprayed finishes) wall finishes (paint, wallpaper, or any accent wall material). Nor does it cover fixtures, appliances, air conditioners, water heaters, cabinets or vanities. Any damage done to personal property may be covered on your policy.
 - b. Condominium Flood insurance only covers the common elements of the building.
 - c. Condominium Homeowners Insurance should include All windows, all floor finishes, ceiling finishes, wall finishes, electrical fixtures, appliances, air conditioner, water heater, built-in cabinets, vanities, and personal property.
- 28. GATES.** Contact the Board to have your name entered into the directory. Replacement remotes cost \$25.00. These remotes are for the exclusive use of Unit Owners.
- a. The South gates are for entry only. The North Gate is the exit gate.
 - b. Visitors must use the call box. They can scroll through the directory and then enter the 4-digit code. When your phone rings, press 9 on your phone, you will hear beeping, then hang up. Please do not allow strangers into the gate.
- 29. ACCESS TO UNITS.** Under the Governing Documents and the Florida Condominium Act, LHTS has an irrevocable right to access each Unit if an emergency occurs or for the health and safety of its residents. LHTS requests a copy of each Unit Owner's keys needed to access their Unit if an emergency occurs. These keys will be stored in a secure safe, which requires two people to open. No single person will have access to the keys. During

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entry to a Unit, at least two people must be present. If the locks are changed, new key copies must be immediately provided to LHTS.

- 30. RULES & FINES.** Under the Governing Documents and the Florida Condominium Act, LHTS may fine Unit Owners/Tenants for violations of the Rules. Fines may be levied up to \$100.00 per offense, up to a maximum of \$1,000.00 for a continuing violation. Violators will be given a 14-day notice to appear before a hearing committee, which will review the circumstances and either confirm or deny fines imposed by the Board.
- 31. VANDALISM.** Report **ALL** suspicious behavior to a Board member and law enforcement. Call the Palm Beach Sheriff's Office @ (561) 688-3400 to report an incident. In life-threatening emergencies, call 911.
- 32. WINDOWS AND SCREENS.** Cracked or broken windows must be replaced or fixed. Any screens frayed, torn, or otherwise in disrepair must be repaired or replaced.
- 33. SMOKING.** Smoking is prohibited in all LHTS Property except these designated areas:
- a. Shuffle Board Court.
 - b. Bench near the sea wall.
 - c. Within each Unit.