

FINAL

SOUTHPARK

RULES AND REGULATIONS

INTRODUCTION

March 1, 2017

It is important that we preserve the living and architectural integrity and style that Southpark residents expect. The goal of these Rules and Regulations is to provide reasonable, practical, common sense guidelines for the operation of Southpark. All residents, tenants, and guests are obligated to comply with these Rules and Regulations as well as the more formal Association's Governing Documents. The Board of Directors has the authority to adopt reasonable rules and regulations, and have done so by adoption of the rules and regulations, below. The terms used in these Rules and Regulations have the same meanings as set forth in section one of the Declaration of Condominium of Southpark Condominium.

A. COMMON ELEMENTS

1. No part of the common elements or limited common elements may be used by anyone in such a manner so as to interfere with other's use and enjoyment of dwelling units or the common elements.
2. Common elements, common element property and facilities, and limited common elements may not be altered, impaired or removed without prior Board approval.
3. Boisterous or offensive activity that may be or become an annoyance or nuisance to other residents is not permissible.
4. Trash must be placed in plastic bags and deposited in the dumpster at the William Street side of the complex. Since the Board must make arrangements with our refuse hauler to pick up large articles, no article which is too large to fit

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or be lifted into the dumpster may be set beside the dumpster without the advance approval of a Board Member.

5. No garbage cans, trash barrels or any personal property or refuse, debris or discarded items may be left or placed, even temporarily, in any of the common elements including porches.

6. All gates and the laundry building must be kept locked at all times. Front doors to buildings must be kept closed and locked at all times.

7. Closets under front and back stairs are not to be used for storage purposes without the approval of the Board of Directors. These under-stair closets are not to be locked at any time.

8. As there is no grounds maintenance staff on duty, all residents and guests are responsible for keeping public areas, front and back halls and stairs, decks, porches, pool deck and the laundry room clean and free of debris.

9. Lint traps in the dryers must be cleaned after each use.

10. Southpark owners have determined that the property should be quiet between the hours of 11 p.m. and 8:00 a.m. Sound from radios, televisions, musical instruments, social gatherings, or any other similar source of noise shall be deemed a nuisance between these hours.

11. An owner must host any common area social gathering attended by more than four (4) non-owners.

12. Clothes lines are not permitted.

13. Architectural and exterior restrictions—No person may modify any part of the common elements, nor change the appearance of the exterior of any unit, any deck, or any balcony without the prior written approval of the Board. Additional buildings, animal enclosures, tents, awnings, shelters, fences, additions, poles or other structures or physical improvements (including exterior lighting, fans, outlets, or televisions) which are visible from the exterior of a unit must have the prior written approval of the Board. Owners have the responsibility for obtaining approval from the Board prior to making any exterior change to a unit, deck or balcony, including but not limited to the installation of any new or replacement doors or windows.

14. Lock boxes of any kind are not permitted.

15. Front and back porches shall be kept neat and orderly. Seating areas, outdoor furniture, and tasteful decorations including plants and artwork are permitted. Bicycles, motorcycles, mopeds, appliances, animal cages, and storage items of any kind are not permitted.

16. The unit owner bears the sole responsibility of maintaining, repairing, and/or replacing their back porch screening and framing damaged or destroyed by inclement weather, fallen debris, foliage or any other event or circumstance

B. SWIMMING POOL

1. No glass of any kind is allowed in the pool or on the surrounding pool deck. This includes bottles, glassware, or any other item made of glass.

2. Pool rules are posted at the laundry/storage building. Pool hours are 8:00 a.m. to 11:00 p.m.

3. No children under the age of 14 are permitted in the pool or on the decked area surrounding the pool unless they are accompanied by and under the complete and direct supervision of an adult.

4. Pool furniture must be returned to its designated location after each use.

C. RENTERS, VISITORS OR GUESTS

1. All renters, visitors, or guests must comply with all rules and regulations of the Association.

2. Owners are directly responsible for the conduct of their renters, visitors, guests, contractors, or domestic help.

3. Owners shall notify the Board President in advance by written notice of the arrival and departure dates of guests who have the owner's permission to occupy a unit in the absence of the owner. Even in their absence, the owner remains responsible for the conduct of any such guest.

4. The minimum rental period for any unit shall be six (6) months. Renters cannot sublet their units. No more than two persons may occupy a unit, which is rented.

5. Renters may not bring any pets of any kind onto the premises or into any unit.
6. All tenants and all proposed leases must be approved by the Association Board prior to move in. A \$100.00 per tenant lease/tenant review fee must be paid on all rentals. Additionally, any long-term rental (thirteen months or more) is subject to a \$100.00 annual re-approval fee. Fees are payable to the Association.
7.
 - a. The maximum number of allowed rental units is set at seven of the sixteen units.
 - b. Additional requests to rent will be placed on a waiting list to be maintained by our property manager and/or the board of directors.
 - c. If an existing rental unit becomes unoccupied, the owner of that unit shall have a maximum of ninety days to re-rent their unit or will forfeit their rental position. This owner will then be added to the bottom of the waiting list upon their request.
 - d. Upon transfer of ownership, an unoccupied unit that was previously and most recently a rental will lose its rental status. The new owner can be added to the bottom of the waiting list at their request.
 - e. Upon transfer of ownership, existing leases will be grandfathered for the term of the lease up to a two-year maximum.
 - f. Following the notification of a rental opening, the owner at the top of the waiting list will have a maximum of three months to rent their unit or will be moved to the bottom of the waiting list.

D. PARKING

1. Assigned parking spaces are for owners and tenant parking only.
2. No visitor, guest, contractor, vendor or domestic help may park in assigned spaces.
3. No parking space may be leased to another individual.
4. Only automobiles, pickup trucks, motorcycles, motorbikes, and bicycles may be parked on the condominium property. No other vehicles may be parked or stored on the property at any time. This prohibition includes, but is not limited to, boats, trailers, campers, and commercial vehicles. No vehicle, which cannot operate on its own power, shall remain within the property for more than 24 hours. No repair of vehicles shall be made on the property.

5. All vehicles parked on the premises must be properly and currently licensed.
6. Any vehicles not complying with these rules will be towed at the owner's expense.

E. SOLICITATIONS

1. Solicitors and canvassers are not allowed in the buildings. Residents, themselves, may not solicit or canvass door-to-door, irrespective of the reason or purpose.
2. No person may post any advertisements or posters of any kind in or on the interior or exterior common elements.
3. Circulars, fliers or any form of written material may not be placed by or under unit doors without the express approval of the Board.

F. EMERGENCY CONTACT

1. Owners are required to keep current contact information with the Board, including updated phone numbers for regular and emergency contact.
2. A copy of every key required to gain access to a unit must be given to the Board.

G. GRILLS AND FLAMMABLE SUBSTANCES

1. Flammable and volatile substances may not be kept on the property except propane for grills in safe containers. No inherently dangerous items such as explosives may be kept on the property at any time.
2. No charcoal grills are allowed on the property. Owners may use only a gas or electric barbeque grill on the back deck adjacent to its unit, provided:
 - a. Only gas and electric grills are allowed, and the size of the grill shall be consistent with standards established by the Board. No huge grills or basically "outdoor kitchens" are allowed.
 - b. No charcoal of any kind is allowed.
 - c. No "smokers" or "turkey fryers" or any such outdoor cooking facilities are allowed.

- d. The grill must be positioned at the far end of the decks away from the buildings.
 - e. A fireproof, “drip shield” must be placed beneath the grill.
 - f. No grill may be left unattended while a flame is present.
 - g. All grills must be cleaned after use and remain clean at all times. No soiled utensils, pans or the like may be left at or around the grill.
 - h. Any owner may lodge a complaint or concern with the Board regarding this rule. The Board may adopt additional rules to apply to only one person if necessary and may revoke grilling privileges for one or all at any time for violation of these rules or for any demonstrated lack of concern for the well being or comfort of other owners.
 - i. It is understood that these outdoor grill rules are initiated on a trial basis and may be reviewed and changed at any time by the Board or by the owners at a meeting of the owners.
 - j. Ultimately this privilege will succeed only if all owners demonstrate mutual respect and cooperation for their fellow owners. For example, should the grilling be for a larger party than the owners and a small number of friends, the grilling should be moved to a ground floor common area provided for such purposes to avoid increased or prolonged smoke and odors.
3. The Board may adopt any further rules or restrictions that the Board determines are necessary for the continued use of any grill.
4. Gas or electric grills may also be used in the common areas provided however that such cooking takes place within the property’s fence, and further provided that such grill is at least fifteen (15) feet from the pool edge and fifteen (15) feet from any other Unit’s porch or balcony.

H. PETS

1. Owners must register all pets with the Board of Directors. Pets will be limited to a maximum of one dog and one cat per unit. Pet owners must provide the Board with proof of current vaccinations against rabies and distemper (dogs and cats) and additionally for cats, feline leukemia. Thereafter, all vaccination records on file with the Board must be kept current. The owner shall indemnify the Association and hold it harmless against any loss or liability of any kind whatsoever arising from having any pet at the Southpark Condominiums. The maximum weight limit for dogs is twenty-five pounds.
2. Pet owners must properly dispose of all cat litter and immediately pick up and properly dispose of all pet droppings by removing them in an appropriate manner so as to eliminate any odor emanating from any unit or so as to eliminate any

residual unsanitary condition on the entire Southpark premises. Complaints of unit odor or improper control and disposal of pet wastes shall be cause for revocation of permission of pet occupancy.

3. Owners are not permitted to feed or care for any animal that may enter the property. **UNAUTHORIZED OR UNLICENSED PETS ON THE ASSOCIATION PROPERTY WILL BE REMOVED WITHOUT NOTICE.**

4. If, in the sole discretion of the Board, it is determined that a pet is causing excessive disturbance and/or annoyance to other occupants, the pet owner will receive one warning and, if the situation is not remedied, the pet owner will be required to remove the pet from the premises.

5. No parrots, snakes or other exotic animals are permitted.

6. **RENTERS ARE NOT ALLOWED TO HAVE PETS—NO EXCEPTIONS.**

I. OTHER RESTRICTIONS

Identification, flags, banners, sign or displays of any kind may not be placed anywhere on the property where they are visible from outside the units, except as authorized in writing by the Board.

1. On the day of an open house, standard “For Sale” and “Open House” signs, or other realtor signs may be placed on the front lawn of a building, subject to reasonable restrictions of the Board.
2. Unless otherwise approved by the board, repairs and/or remodeling projects within units may only be completed on weekdays (Monday through Friday) between the hours of 8:30 a.m. to 4:30 p.m.
3. Hazardous materials may not be disposed of in the association dumpster.
4. Water service to a unit must be shut off from the outside when the unit is to be unoccupied for more than two weeks.
5. During a hurricane watch or warning, all loose items including furniture, plants, and decorations must be removed from front and back porches.

6. Owners or tenants who will be out of town for more than two weeks during hurricane season must remove all loose items including furniture, plants, and decorations from front and back porches prior to departure.

J. ASSOCIATION ASSESSMENTS

1. The Board shall set association assessments.
2. Association assessments must be received no later than the 10th of the month they are due.
3. If Association assessments are not received by the 10th of the month, an automatic \$25 late fee will be assessed against the owner along with interest for the unpaid balance, compounded daily, no exceptions.

K. PENALTIES/FINES

1. Any violation of any portion of these rules is subject to a fine, in the sole discretion of the Board, of up to one hundred dollars (\$100.00) per day for each violation.
2. The assessment of such a fine shall have the same legal effect as any regular Association dues or assessments, with all similar rights of collection by the Association.