

THE REEF CONDOMINIUM OF MELBOURNE, INC.
1095 N. HIGHWAY A1A, #808
INDIALANTIC, FL 32903
ADOPTED BY THE BOARD ON: April 20, 2023

REGULATIONS

ALL OWNERS, GUESTS, AND TENANTS MUST READ AND AGREE TO ABIDE BY THESE REGULATIONS.

1. GUESTS

The Unit Owner is responsible to see that any persons who are using their unit are registered on the Guest list located on the Lobby Bulletin Board including vehicle/license numbers. An e-mail or letter to a board member 48 hours in advance of arrival will be necessary, if the Owner will not be present. The information should include name of guest(s), vehicle information, arrival and departure of dates. **Owners are to provide guests with a copy of these Regulations.**

2. RENTALS

(ARTICLE XII, Amended May 6, 1993)

A unit may be rented only in its entirety and only once in a twelve (12) month period, i.e., if a unit is rented on June 1st, it is not available for rent again until June 1st of the following year. A unit may not be rented for less than three (3) months. Rental Agreement must state that the tenant will abide by these Regulations and a copy of the Purchase-Rental Application must be submitted along with the Applicant for Occupancy. Occupancy is limited to the person(s) named on the both the Application for Occupancy and the Purchase-Rental Application Forms. All prospective renters must submit to a background check prior to occupancy. Renters are NOT allowed to have a pet of any kind, with the exception of a valid service animal. Appropriate paperwork validating the service animal will be required. **Owners are responsible to provide for all keys.**

3. SHUTTERS

(ARTICLE XII, Amended July 10, 2003)

Hurricane shutters are mandatory on all unit exterior sliding glass doors and all windows. Shutters must be cream/almond in color of the folding accordion or roll-down type to match existing shutters. Maintenance/replacement of code approved shutters shall be the responsibility of the unit owner. A Request to Modify form; found on the website, needs to be completed and submitted to the Board. New owners must order shutters within 30 days of purchase, if shutters are needed to be installed.

4. MOVING

When moving large items to or from a unit, please advise maintenance personnel or a Board Member in advance. The owner **must be** present, they have responsibility for placing both the wood floor pads, and the padding blankets inside the elevator. **Also, they are to have the elevator placed in manual mode or ensure the elevator door is not propped open for longer than 4 mins.** The floor pad (thin plywood pre-cut located on the small cart), is located on the right side of the main garage door. The padding blankets are located in the main garage to the left of the lobby door on the red cart. If assistance is needed, please contact Maintenance. It is the owner's responsibility to advise workmen and movers to use care so as not to damage elevator and to see that the elevator is not delayed. **NO LARGE DELIVERY TRUCKS ARE ALLOWED IN THE COURTYARD.** When moving in or out use the north side of the complex for the trucks and the north side lobby door moving the items in or out of the building. There is a black & yellow ramp that can be used to wheel items over the step-up into the lobby, this is also located to the left of the main garage door.

5. OCCUPANCY

Each unit is limited to four (4) occupants and is restricted to residential use only. **Any owner wishing to sell or rent their unit must notify a Board Member.** Prospective purchaser/renter need to complete an Application for Occupancy Form and pay related fees along with the Purchase-Rental Application form, both forms are found on our website. Per State Statute owners must provide a unit front door key or code to the Board for emergency use.

6. INSTALLATIONS/CONTRACTORS

Any installation or action whatsoever that may alter the general appearance of the building (including replacement windows, doors, screen doors, sliding doors and hurricane shutters) or any drilling of holes in exterior floors, walls or ceilings must be coordinated in advance with the VP of Maintenance and approved by the Board of Directors. Contractor Regulations are posted on the glass covered lobby bulletin Board and are attached to the Request to Modify form found on our website or in hard copy in the office to give to your contractor (ask a board member for these). For all types of work, the contractors/workmen are to use the northern parking area and entrance to lobby when working on projects. Due to the fact we do not have a service elevator, owners need to caution all contractors/workmen to be aware of not overloading the elevator; and limit the maximum weight to 2000 lbs. in order to avoid a service outage.

7. PETS

Owners are limited to one (1) dog or one (1) indoor cat not to exceed thirty (30) pounds. **Renters and guests are not permitted to keep pets unless a valid service dog is required.** No pets are allowed in the Recreation Room or Pool area. All pets must be leashed outside of the unit. Use the dog walk areas on the NW and SW corners of the property. Owners are expected to PICK UP after their pets.
DOGS ARE NOT ALLOWED ON THE BEACH PER BREVARD COUNTY LAW.

8. BALCONIES/WALKWAYS

Signs, towels, garments or any items that will detract from the general appearance of the building are not allowed on the balconies or walkways. Do not shake or hang rugs on balcony railings or walkways. Do not throw or let fall any objects from the windows, balconies or walkways. Feeding of birds from balconies/walkways is strictly forbidden. No plants are to be placed directly on the balcony floor and no holes should be drilled in balcony walls, ceiling or floor. **No plants or decorative ornamentation is allowed on the walkways.** Balconies/walkways may be swept, vacuumed or damp mopped. Hosing off of balconies is allowed providing that all units below your balcony have been given a 90-minutes notice of planned hosing. On all National Holidays you may hang the flag of the United States of America (Stars & Stripes only). They are not to be attached to the walls of the balconies, but to be hung from the balcony railing only. During the Christmas and New Year's Holiday season you are allowed to string lights from the balcony railing.

9. CARS/GARAGES

Each unit has one assigned under cover parking space. All vehicles must be in operating condition. No unlicensed cars, boats, motorcycles, trucks, or RV' s wider or longer than a single parking space, are allowed, unless approved by the Board. No one may stay in an RV parked on the property. License plate numbers must be registered in the lobby office. No commercial vehicles are to be kept in outside parking areas and service vehicles may park only while work is being done on site. Garages shall not be used as storage areas or workshops. Fire Marshall requires clear passageways in all garages. Before one can park in another's space, permission must be obtained from owners to park in their assigned garage space. If an owner swaps parking spaces with another owner, and then one of the owners sells their unit, the swapping of parking space will no longer continue and the original parking space assigned to the unit will prevail. If

an owner has an electric car, they are responsible for the installation of a charging station; approved by the VP of Maintenance prior to construction, which MUST BE METERED to their unit.

10. PARKING

Overnight parking is limited to vehicles registered on the Guest list on the Lobby Bulletin Board or in the office. Vehicles violating this rule will be towed at owner's expense. Only compact vehicles may be parked in spaces near north and south corners of the parking areas to allow turning space for the trash truck. No parking in the front circle of the driveway. This area is reserved for temporary loading and unloading only. Extended parking under the front portico is strictly prohibited by the Order of the Brevard County Fire Marshall: FL Statute 6-Z; Brevard County Statute 316-1945(C).

11. SECURITY

Do not allow anyone entry to the building unless he/she is known to you. Identify trades people who are expected before buzzing them in. Make sure all doors to the common areas are closed and locked after you. When entering, or leaving the pool and recreation area, be sure the doors and gates are closed and locked.

12. NOISE

Do not create any situation that will be a nuisance to other residents, such as loud noises, radios, stereos, TV's, barking dogs, etc. When at pool, do not use speakerphone mode while on cell phone. Social gatherings should be sufficiently controlled by Hosts/Sponsors to ensure that residents are not disturbed. Owners are responsible for their guests' behavior. No construction/contractor noise is allowed, such as sawing, drilling or hammering before 8:00 a.m. or after 6:00 p.m. Monday through Saturday. No construction noise will be tolerated on Sunday.

13. DISTURBANCES

In case of a disturbance emanating from other units or on the Reef property, do not personally attempt to resolve the problem. Call the Brevard County Sheriff Office, South Precinct (321-242-6503), and report the nature of the disturbance and the location. Provide your name, unit number and your front door code so police response team can access the building. Please advise a Board Member after calling the police.

14. FIRE SAFETY

Only electric cooking grills are permitted for use on the balconies. Plastic coasters are required under the legs of the grill or grill stand. You need to ensure that your grill has a drip pan and both grill and drip pan are cleaned frequently so as not to attract bugs, or birds. Propane or charcoal grills are prohibited anywhere within the building and pool area, but are permitted on the ground level providing they are a minimum of 10 feet from The Reef structure or Pool area. No propane tanks of any kind are permitted anywhere on the premises, including units, garages and storage areas.

15. TRASH/RECYCLING

All trash must be placed in plastic bags and tied in order to prevent sanitary problems, wind-blown debris and to deter possible rat infestations. Large items (furniture, carpeting, hot water heaters, construction debris, etc.) are not to be put in or placed outside the dumpster. However, owners may contact Waste Management for pickup of large household items, which can be left outside of north side dumpster. You need to notify Maintenance that you have contacted Waste Management and that you have placed a large household item outside for pickup. Curbside pickup policy is posted on Bulletin Board. Owners are responsible for making arrangements with their contractor for proper disposal of construction debris. **Large boxes must be broken down before placing them in the dumpster or recycle bins.** Do not place any

hazardous materials in trash chutes, drains, dumpsters or recycle bins. Newspapers, glass bottles and jars, aluminum cans and plastic bottles should be disposed of in the recycling containers in the main garage.

16. SIGNS/ANTENNAE

No signs, advertisement or notice of any type, except Reef Association business, shall be displayed on the common areas or any unit. No exterior antennae or aerials shall be allowed on the roof, walls, or balconies/walkways of the building. With the Board's permission, Owners' signs may be posted on the Lobby Bulletin Board for a period of two (2) weeks.

17. RECREATION

When returning from the beach, remove any sand from your feet and beach equipment at the hose at the wooden walkway. Prior to using the pool, please use the shower provided in the pool area to rinse the salt and suntan lotion from your body and swimsuit. When using the beach or pool, please provide yourself with a towel. Dripping wet bathing suits, surfboards and beach toys are not permitted in the lobby or elevator--you must use the stairways. Please dry yourself and your possessions before entering the building.

18. RECREATION ROOM

The recreation room is to be used exclusively for Reef residents and their guests. No fish cleaning permitted in this area. No fish bait allowed in the refrigerator. To use this room for a small private party, contact a Board Member. However, all residents may traverse the area to access the pool, sauna and beach at any time.

19. POOL AREA

The pool area is to be used exclusively by residents and guests. Swim at your own risk.

Hours of Operation: Dawn to dusk

Pool Rules: NON_SMOKING AREA
 Shower before entering pool.
 No diving.
 No pets.
 Children under twelve (12) must be accompanied by an adult.
 No food or glass containers.
 No swim diapers.
 Do not use the speakerphone mode on cell phone

20. DUNES

Florida law prohibits walking or sitting on the dunes or removal of vegetation.

21. TURTLE SEASON

Brevard County's Turtle Lighting Ordinance is in effect from May 1 through October 31 during the hours of 9:00 p.m. until 5:00 a.m. This Ordinance restricts both indoor and outdoor lighting which is visible Oceanside. The unit owner/resident must ensure that no interior or exterior lights are visible Oceanside during these dates and times. Brevard County imposes fines on those who do not comply. If any lights can be seen on the beach, the unit owner must resolve the problem immediately. Close your shutters, drapes or turn off lights if necessary.

22. SPAS/HOT TUBS/WATER BEDS

No freestanding water units exceeding fifty (50) pounds are allowed within a unit or on balconies, walkways or roofs. This includes, but is not limited to, hot tubs, spas, water beds and aquariums.

*23. SALE OF UNIT

Before listing a unit for sale, the Board of Directors must be notified. All realtors must be given a copy of the Rules and Regulations, Articles of Incorporation, Declaration of Condominium and Bylaws, which can all be found on the website, under the owner's login.

Prospective purchasers must be given these documents prior to sale. An electronic version of these documents can be obtained from the Board for a \$50 fee.

All prospective purchasers/renters must submit to a background check, pay related fees and have Board approval.

Realtors are allowed to place a lockbox with a building key in the box provided on the northside of the build near the stairway entrance. A lockbox is not allowed to be placed if the Board has not been made aware of the unit being for sale. A lockbox may also be placed on the unit's front door. No signs may be posted on the Reef property. The Board will place a notice on the Lobby Bulletin Board of units for sale if requested.

Open House

- Owner/realtor must contact a Board Member in advance of Open House to make arrangements.
- Two (2) Board of Realtor approved signs allowed on the property. No flags or banners.
- Two (2) Realtors must be in attendance one (1) in the unit and one (1) in the lobby to allow access.
- The front door must remain locked.
- The Open House cannot last more than four (4) hours.
- All signs must be removed immediately upon conclusion of Open House.

24. FINES

In case of violation of the foregoing Rules and Regulations, Association Bylaws or Declaration of Condominium, the Board of Directors has developed the following procedure to be followed when other remedies have been exhausted. This procedure amplifies Article XXVI, Declaration of Condominium and Remedies for Violation, as amended at the annual meeting of membership, February 4, 1986. This amendment permit's the levy of reasonable fines not to exceed \$100.00 per violation up to a total of \$1,000.00. (718:03 Condominium Act of Florida)

1. The parties against whom fine is sought to be levied shall be afforded an opportunity for a hearing after reasonable notice of not less than fourteen (14) days, and said action shall include:
 - a. Statements of the date, time and place of hearing
 - b. A statement of the provisions of the Declaration, Association Bylaws or Association Rules which allegedly have been violated; and
2. The party against whom the fine may be levied shall have an opportunity to respond to present evidence, to present written/oral argument on all issues involved and shall have an opportunity at the hearing to review, challenge and respond to any material considered by the Association.

25. BUILDING EVACUATION

When local authorities announce the closing of the bridges due to an impending storm, all residents (owners and renters) will need to evacuate the complex. While this is not a mandatory evacuation, it needs to be known the elevator will NOT be in service once the building is secured for the storm.

26. STRAPPING AC UNITS

Due to the potential damage to the roof and other AC units, by June 1, 2023, all AC units on the roof must have cables/straps (preferably stainless steel), to better secure the unit to the rack to help keep it from blowing off the rack. The cables/straps, when installed should go through the top of the AC unit and around the bottom of the rack. If the cables/straps are attached to the rack, they will not be covered under the warranty of the racks. As a result, we are asking that the cables/straps not be attached to the rack itself. As new AC units are installed, they are to have the cables/straps installed at the same time as well as the 4 L-brackets which do attach to the AC unit and rack. Due to the environment, the life of these cables/straps is approximately 3-4 years, therefore it is the responsibility of the owner to periodically inspect the quality of them to ensure they are in good working order and able to help prevent the AC unit from blowing off the rack. The cost of this will be the responsibility of the owner.

It is the responsibility of each unit owner to ensure their guests and/or renters are advised of these Rules and Regulations and adhere to them.