

Sunrise Tower Association, Inc.

Rules and Regulations

§718.303(3) - (6), Florida Statutes.

□ Clarifies that the Association can fine and, for a “reasonable period of time”, suspend the rights of the unit owner, or a unit owner’s tenant, guest, or invitee to use the common elements, common facilities, or any other association property for the failure of the unit owner or its occupant, licensee, or invitee to comply with the terms of the condominium documents

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Continues previous limits for fines to \$100 per violation and \$1,000 in the aggregate

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Clarifies that the Association can suspend the rights of the unit owner or the unit’s occupant, licensee, or invitee to use the common elements, common facilities, or any other association property and suspend voting rights of the unit owner if the unit owner is more than 90 days delinquent in paying a monetary obligation due to the Association

Article VIII – By-Laws

.....the following Rules and Regulations, together with such additional Rules and Regulations as may hereafter be adopted by the Board of Directors, shall govern the use of Units and the conduct of all residents thereof:

- A. Units shall be used only for residential purposes.
- B. Unit owners shall not use or permit the use of their premises in any manner which would be disturbing or be a nuisance to other Owners, or in such way as to be injurious to the reputation of the Condominium.
- C. The use of the Condominium Parcels shall be consistent with existing law and the Declaration to which these By-Laws become a part.
- D. Common Elements shall not be obstructed, littered, defaced, or misused in any manner.
- E. No structural changes or alterations shall be made in any Unit without prior written consent of the Board of Directors and any mortgagee holding a mortgage on said Unit.
- F. A Unit Owner shall not cause or permit anything to be hung or displayed on the outside of windows or placed on the outside walls of his Unit, and no sign, awning, shutter or antenna shall be affixed to or placed on the exterior walls or roof, or any part thereof, without the prior consent of the Association.

- G. No outdoor clothes lines may be erected, and nothing shall be hung or exposed on any part of the Common Elements.
- H. Common walks, park area and other Common Elements shall be kept free from rubbish, debris and other unsightly materials, and shall not be obstructed, littered, defaced or misused in any manner.
- I. No “for sale” or “for rent” signs or other window displays or advertising shall be permitted on any part of the Condominium Property or in any Unit except that the Association submitting said Property to Condominium use and any mortgagee who may become the owner of a Condominium Parcel shall have the right to exhibit such signs.
- J. Purchasers of Condominium Units, who at the time of such purchase were tenants of Sunrise Tower, are permitted to retain such pets as they maintained on the premises at the time of purchase. However, upon the sale, rental, lease or assignment of any unit, no subsequent occupant of any Unit shall be permitted to maintain a pet upon the Condominium premises, nor will there be permitted the replacement of any pet upon the death or other disposition thereof by the Owner permitted to retain pets as above provided.

Rules and Regulations adopted by the Board of Directors

(adopted September 7, 2005 with proposed revisions)

Air Conditioner: It is the responsibility of the Unit Owner to have a professional inspect and perform required maintenance on the Unit air conditioner annually. Filters should be changed monthly or as required. Unit Owners shall be responsible for damage resulting from a faulty or leaking a/c system.

Antennas: No antennas are allowed on exterior building ledges, exterior walls or exterior of wishbones.

Attire: Appropriate clothing must be worn in the lobby and when going to and from the pool. Shoes and a cover-up are required. Wet bathing attire should not be worn in the lobby.

Balcony: No FIRE OR PROPELLANT permitted – no cooking allowed. Nothing may be hung on balcony walls, over railings, or on the outside of windows except approved Christmas holiday lights and decorations. Floor surface may be painted or tiled. INDOOR/OUTDOOR CARPETING IS PROHIBITED and will be removed at owner's expense.

Barbeque: Cooking and eating is only permitted in the barbeque area.

Car Washing: Cars may be washed in the north parking lot by the fence. Oil changes and repairs are not permitted.

Children: Children may not play in the parking lots, driveway, lobby, hallways or elevators. Additional rules pertain to the swimming pool – refer to that paragraph.

Club Room: This area is for the use of residents. Meetings pertaining to outside organizations are not permitted. Capacity is limited to 25 people.

Communications: The Office telephone number is: (954) 565 – 2708. The Office email address is: 888st@bellsouth.net. Unless otherwise directed, management will communicate with residents and owners via email or telephone if circumstances warrant. Owners and Tenants are required to maintain their contact information current with the Office. As per Statute, Owners communicating with the Board of Directors shall do so in writing and by Certified Mail. The Board of Directors is obligated to respond to only one written inquiry per Unit in any 30 day period

Decorating/Renovations: Structural changes may not be made inside apartments without the approval of the Board of Directors, and changes will be subject to current Building Codes as per the City of Fort Lauderdale. Damage to public areas caused by vendors are the sole responsibility of the Unit Owner. Any new or replacement floor covering material shall be installed with appropriate padding and sound absorbing material. Work within Units is permitted ONLY on non-holiday weekdays between the hours of 8:00AM and 4:30PM. The ONLY exception is emergency plumbing repairs.

Dock: Chairs moved to the dock from the pool area must be returned to their original location after use.

Door Attendants: Hours are 7:30AM to 8:00PM. Attendants may not leave the lobby area except in case of an emergency.

Electrical/Wiring: Electrical work shall be performed only by licensed and insured electricians. A copy of the license and insurance certificate must be provided to the office before work begins for any electrician who has not worked at Sunrise Tower in the past.

Employees: Owners and tenants are not permitted to supervise employees. Employees may not provide any service during stipulated working hours except in an emergency. Employees work according to the direction of the office manager ONLY.

Exterminator/Pest Control: The Association contracts for pest control from an outside vendor. All Units are sprayed once annually. Infestations should be reported to the building manager for additional treatment.

Fire Alarm System: Pull alarm in **RED ALARM BOX only on the floor where and when fire is detected.** Residents should familiarize themselves with the location of the alarm on their floor. In case of fire, Residents should also call 911. Apartment smoke detectors are hard-wired to the electrical system and are not monitored. Public areas of the buildings have sensors that are monitored on a 24 hour basis. They are extremely **sensitive** and can be triggered by kitchen smoke/fumes resulting in a false alarm. The charge for a false alarm resulting from negligence may be passed on to the resident responsible for the alarm.

Fire Extinguishers: Located inside every fire hose box on every floor. In the event of a fire, do not hesitate to use the extinguisher.

Garbage/Trash Chute: Garbage should be wrapped and tied securely before being dropped down the chute. Heavy items and large items should be brought to the Club Room for disposal by the maintenance engineer or to the chute on the second floor if they fit. Place newspapers in the basket located inside the chute closet for recycling. Other items for recycling can be brought to the receptacles in the north parking lot.

Grocery /Luggage Carts: During door attendant hours, return to the elevators and alert door attendant by telephone. After 8:00PM, bring the cart down to the Lobby storage area or leave in an inconspicuous place in the Lobby.

Guests: All overnight guests are required to be registered at the front desk. Residents are required to provide the names, addresses and dates of arrival and departure for their guests. An owner not in residence may have guests a maximum of three times during a calendar year not to exceed a total of 30 days. Guests staying longer than 30 days are considered Tenants and will be required to complete the appropriate paperwork, pay the regular tenant application fees, and obtain the approval of the Board of Directors.

Hallways: Apartment doors, transom windows, hall windows may not be left open per the Fire Department Code. Decorative items may not be placed on the hall walls or in hallways without prior approval of the Board of Directors.

Keys: Owners are issued two Medeco keys for the locked doors that provide access to the property. These keys cannot be duplicated. Upon sale of a Unit, the keys are considered an integral part of the Unit and must be produced for the purchaser at Closing. In the event of a loss of a Medeco key, the Unit Owner shall complete a "Request Medeco Key Replacement" form and pay a fine of \$150.00.

- (1) Building Emergency Keys: Keys to each unit and storage room shall be provided to management in case of an emergency or for access when pest control spraying is administered. (Florida Statute 718.111) These keys are kept in a locked key vault.
- (2) Tradesman Keys: A second set of keys is required if the owner or tenant wants to make access available to tradesmen, housekeepers, realtors, visitors, etc to their unit in their absence. These keys will be given to the persons specified **in writing** by an owner or tenant, and the person obtaining the keys will be required to sign for them.

Laundry: Hours of operation: 7:00AM – 10:00PM Do not overload, use bent or foreign coins or wash rugs. **Remove lint** after dryer use and keep area doors closed and lights off when not present. Secure the closures on laundry liquids containers to avoid spills on hallway carpeting.

Leases and sales: Application forms for sales and leases are available from the Office. Board of Directors approval including a personal interview will be contingent on completion of all paperwork including but not limited to a credit report and a fee of \$150.00 for the first individual and \$75.00 for each additional individual for each application processed. Tenant leases will not be approved if the Owner is not current with financial obligations to the Association. Upon expiration of a lease, a new lease must be provided for continuing rentals. Non-compliance may result in denial of leasing privileges. Only one lease is permitted during any 12 month period and a Unit may not be leased prior to the first anniversary of the purchase date. A security deposit in the amount of \$200.00 is required from all tenants. Appointments for interviews are arranged by the building manager.

Lobby Reception Area: The reception area adjacent to the front door of the lobby is reserved for those residents/visitors waiting for a visitor or a ride or a delivery. It is not for social gathering purposes which serve to distract door attendants from the performance of their proper duties

Moving/Furniture-Appliance Deliveries: Moving and delivery hours are between 8:00AM and 4:00PM weekdays. Weekend, holiday, or evening moving and deliveries are NOT permitted. Deliveries and moving involving furniture and/or appliances must be coordinated with the Office at least one business day in advance. Owners and Tenants will be responsible for any damage to the common areas. A completed "Work Order" form accompanied by a refundable deposit of \$300.00 is required before a delivery/move will be scheduled.

Noise: Noise from units is prohibited from 11:00PM to 7:00AM.

Non-Resident Owners: Owners not in residence must provide the Office with a telephone number and address in case of emergency.

Owner Financial Obligations: Monthly maintenance assessments are due on the 1st of every month. Special assessments and monthly maintenance assessments are considered late on the tenth day after the date they are due. A charge of \$25.00 is levied for all late assessments. Owners' voting rights may be suspended by the Board of Directors if they have outstanding financial obligations to the Association.

Parking Lot: Campers, boats, motorcycles and commercial trucks are not permitted. Unit owners and tenants must use their assigned parking space. Please do not back into the parking space.

Parties: A guest list form should be completed and returned to the front desk at least 24 hours prior to the party. Due to safety and occupancy constraints, there is a limit of ten guests per apartment for the annual Boat Parade.

Pets: The foregoing ByLaws Rules section (beginning of this document) prohibits residents from having pets. State and Federal statutes provide exemptions for pets that function as "service" or "emotional support" animals. As of March 10, 2012, an application submitted under statute to house a pet on the premises will be required to be accompanied by a \$200.00 Application Fee and the appropriate documentation including required medical authentication which will be reviewed by the Association attorney before permission for the pet is granted. Medical documents will be required to be re-submitted on an annual basis thereafter for review by the attorney to reconfirm the medical condition. As per the settlement agreement by the Board of Directors dated, August 10, 2010, any pet shall be restricted to its owners' respective apartment and if present in Association common areas must be transported in a pet carrier container. Violations of this rule will be SUBJECT TO FINE.

Plumbing: Plumbing installations or repairs shall be performed by licensed and insured plumbing professionals. Names of local plumbing contractors can be obtained from the Office. Owners and tenants using a plumber unknown to the Office shall be required to provide the Office or Front Desk with proof of state and county professional license and liability insurance before being admitted to work in the building.

Repairs of Units: No repairs involving hammering, sawing, or drilling or any "excessive" noise shall be permitted on weekends or after 5:00PM on weekdays.

Shutters: No temporary shutters or other type of cover are permitted on any exterior element of the building. Any storm or shade shutter must be permanently installed by a licensed vendor. The Unit Owner must notify the office **IN WRITING** in advance of any installation. Required permits must be obtained.

Smoking: Smoking is not permitted in any common area – elevators included.

Solicitations: Are not permitted.

Storage: Personal items may NOT be stored in common areas such as meter rooms, sink closets, hallways, club room, stairwells or dumpster rooms, etc.

Swimming Pool: Hours: 7:00AM to 10:00PM (if properly lit during dark hours) No food or cooking is allowed in pool area. Beverages are permitted in cans or durable plastic containers. Shower before entry, especially if using sunscreen. Floats are permitted only between the months of June and October. DIVING IS NOT PERMITTED.

INFANTS: Children under the age of 2 years are not permitted in the pool.

CHILDREN UNDER 12 OR SPECIAL NEEDS: Children under 12 years old or with Special Needs must be accompanied by an adult at all times. If conditions warrant, bathing diapers must be worn under swim trunks/suits.

If hair is shoulder length or longer, it must be tied up, put in a pony tail or a cap worn.

POOL USE IS AT YOUR OWN RISK. Pool is heated from November 1st to April 30th @ approx. 83 degrees.

Toilets: PLEASE USE ONLY TOILET PAPER – AVOID DISPOSAL OF FEMININE PRODUCTS, RAGS, PAPER TOWELS, DENTAL FLOSS ETC. IN THE TOILETS. The proper use of toilets will avoid inconvenient mishaps to all concerned.

Towing: Vehicles improperly parked will be towed. The entry area is for short term loading and unloading. Vehicles left at the entrance overnight will be towed. Service areas are for tradesmen and employees only. Visitors who park in owner/tenant space will be towed at the request of the owner/tenant.

Visitors: Residents must provide door attendants with a list of expected guests, and all guests must register (including relatives) at the front desk. Door attendant must call resident to notify of an unregistered guest in the lobby.

Washing machines/dryers: Are NOT permitted in Units.

Waterbeds: Are NOT permitted in Units.

Water leaks: Water leaks must be reported immediately to either the door attendant, maintenance man or property manager or a Board member.

Windows – washing: External window surfaces that do not face a terrace should be washed only from inside the apartment. The building eyebrows (ledges) are not to be used, and owners and tenants shall bear full responsibility/liability for vendors they employ to wash windows. The Association does not warrant the safety of any individual who, for whatever reason, physically exits an apartment from a window.