

WOODLAKE CONDOMINIUM ASSOCIATION

RULES AND REGULATIONS

(As adopted by the Board on June 9, 2003 and re-adopted on June 18, 2009)

These rules and regulations are intended to enhance the quality of life, maintain property values and facilitate harmonious relationships for residents and guests. They are consistent with the provisions of the Woodlake Declaration of Condominium and By-Laws.

EACH OWNER SHALL BE RESPONSIBLE FOR THE OBSERVANCE OF THESE RULES AND REGULATIONS BY GUESTS AND TENANTS.

I. UNIT OWNERSHIP AND OCCUPANCY

- a. Number of Persons. Only an owner, member of his/her family and guests or tenants shall occupy each unit, and only as a resident. No unit shall be permanently occupied by more than six persons. The maximum number of occupants and overnight guests no be more than eight persons per unit.
- b. Guests. Woodlake welcomes visitors and guests, and invites their enjoyment of our facilities with this reminder. During their stay, it is expected that they will also abide by the rules and regulations that govern everyone. It is the responsibility of the unit owners to inform their guests of these rules and regulations.
- c. Leases by Owners. No unit may be leased for less than three calendar months, or more than twice during a twelve-month period. Unit owners must submit the proper application to the Association's management company and pay the required fee of \$100 in each instance of leasing, and each instance requires written approval from the Board. Applications received by the Association's management company less than five business days before the start of the rental period will be disapproved unless a majority of all available board members determine otherwise. All leases must be in writing and must specifically be subject to the Declaration of Condominium and its Amendments and the By-Laws. All leases shall provide the Association with the right to terminate the lease upon default by the lessee in observing any of the provisions of the Association's governing documents.
- d. Family Use in Owner's Absence. Unit owners may let members of their immediate family (parent, brother, sister, child) use the unit in the owner's absence without submitting the

application to rent or paying the fee. In each such instance, the unit owner must submit a Family Use Occupancy Form to any board member before the start of the family occupancy.

- e. Sale of a Unit. No unit may be purchased from an owner until the purchaser submits the proper application, pays the required fee of \$100 and receives written approval from the Board.
- f. Lawful Use. No immoral, improper, offensive or unlawful use shall be made of the condominium property or any part thereof; and all valid laws, zoning ordinances and regulations of all governmental bodies having appropriate jurisdiction shall be observed.
- g. Forwarding Addresses. Residents planning absences of more than a few days are encouraged to leave a forwarding address with a neighbor or member of the Board of Directors.
- h. Pass Keys. Owners are required to give a unit key to the Association for use in an emergency. The keys will be kept in a locked compartment and will be available only to members of the Board of Directors and to responsible service personnel.

II. FACILITIES

The facilities of the Association are for the exclusive use of owners, their tenants and guests. Owners are liable and will be billed for any damage or loss caused by their tenants and guests to common property. More specifically, the following rules apply to the use of the swimming pool and lake.

- a. Swimming Pool.
 - 1. Unit owners and their guests and/or tenants using the swimming pool do so at their own risk, and are expected to obey the posted pool rules.
 - 2. CHILDREN UNDER 12 YEARS OF AGE MUST BE UNDER THE CONSTANT SUPERVISION OF A RESPONSIBLE ADULT.
 - 3. Children who are not toilet trained are not permitted in the pool unless they are wearing waterproof pants designed for pools.
 - 4. Pets are not permitted in the pool area.
 - 5. Showering and removal of sun lotions are required before entering the pool.
 - 6. Pool furniture is intended for the use of all and should not be reserved or monopolized. Remove all towels and personal belongings when you leave the pool area, even if you plan to return at a later time. Close umbrellas and return chairs to their normal position before leaving the pool.

7. No material of any kind shall be added to the water in the pool and tampering with pool equipment is prohibited. The pool equipment room is off-limits to everyone except authorized personnel.
8. Inflatable rafts and other floats may not be used when they would restrict swimming by others. Such devices shall not be stored in the pool area.
9. Diving, running, ball playing and noisy or hazardous activities are not permitted in the pool or on the pool deck.
10. Food is not allowed in the pool or on the deck except for Association sponsored events. Beverages are permitted, but not in glass or other breakable containers.
11. All persons using the pool area must properly dispose of cans, papers, cigarettes, etc.
12. Proper swimming attire is to be worn in the pool area.

b. Lake

1. The lake is for the exclusive use of residents, guests and tenants of Fairway Six and Woodlake. Residents have the right to ask trespassers to leave; if they refuse to do so after a proper request, call the Manatee County Sheriff.
2. Fishing is permitted within the limits imposed by state law (a license is required unless you are a Florida resident at least 65 years of age and have held a state driver's license at least six months). However, eating the fish caught is at your own risk.
3. Do not feed the fish, alligators, birds or other wildlife in or around the lake.
4. Swimming in the lake is prohibited.
5. Only boats that are not motorized and are less than 14 feet long are permitted on the lake. Boats cannot be stored on the lake, along the shoreline or anywhere else outdoors in Woodlake.

III. NUISANCES

- a. Speed. For everyone's safety and peace of mind, NO ONE SHOULD DRIVE MORE THAN 20 MILES AN HOUR ON THE STREETS OF WOODLAKE OR FAIRWAY SIX.
- b. Noise. Out of consideration for others, the sound levels of radios, televisions, parties, etc. must be kept at a reasonable level at all times. The hours between 10 p.m. and 8 a.m. are especially critical.
- c. Obstructions. Care should be taken to not leave personal belongings or equipment in walkways, passages or common grounds used by other residents.

- d. Trash Disposal. Recyclable materials should be placed in the plastic bins supplied by the county, and other trash should be placed in plastic bags or covered garbage cans. The bins, bags and cans should be placed on a corner of the driveway near the curb (never on the grass) on the morning of pickup day. Because of nighttime activity of animals, do not set out the containers the night before pickup. DO NOT place paint, oil or toxic materials in the trash; leakage from the pickup trucks puts much of that onto our streets. You will be notified periodically of special pickups for such materials.
- e. Solicitations. There shall be no solicitation by any person anywhere in the development for any cause, charity or any other purpose unless specifically authorized by the Board of Directors.
- f. Outdoor Grills and Cooking. Fire safety does not permit the use of outdoor grills in lanais or garages. Coals and hot ashes must be in a non-combustible container and kept a minimum of two feet from any exterior wall or window opening. When cooking takes place in outdoor spaces, care must be taken that resulting smoke, odors and ash do not create a nuisance for adjacent units. Ashes and grease must be disposed of properly and not dumped on condominium property.

IV. PETS

- a. One cat or one small dog (not to exceed 30 pounds at maturity) will be allowed in any unit.
- b. Dogs must be kept on a leash when outside the unit and owners are responsible for disposing of any dog feces.
- c. It is the owner's responsibility to assure that a pet does not create a disturbance for any other residents.

V. EXTERIORS

The exterior of condominium units, plantings and adjoining grounds cannot be modified in any manner unless approved in writing by the Board of Directors. All requests for modifications should comply with the guidelines of the Buildings and Landscape Committees. In essence, they should reflect the basic patterns already existing within Woodlake, should be compatible with the wishes of immediate neighbors, and should require minimal maintenance by our contractors. More specifically, the following apply:

a. Modifications.

1. Unit owners may enclose (glass in) the lanai if the appearance is in general accord with other units nearby. Enclosed lanais must retain the general light (stucco) color on the walls. Maintenance of lanai enclosures, screens and doors is the responsibility of the owner.
2. Unit owners may screen in their front entrances if the appearance is in general accord with other units nearby. Aesthetically suitable floor (but not wall) tile is permitted in enclosed front entrances.
3. Owners wishing to install hurricane shutters or other storm protective devices must comply with the Association's procedures and requirements.
4. Blinds and curtains of all types should be white or off-white on all windows. No clotheslines or similar devices are permitted on lanais.
5. All signs (other than appropriate "security" and "unit for sale") are prohibited on outer walls, doors, windows and the common grounds.
6. All flags, pennants, banners and similar outside decorations are prohibited except for bona fide and properly displayed American flags of reasonable size.
7. Holiday decorations are enjoyed by all but should be removed by January 5.

b. Landscaping.

1. Woodlake has adopted a Master Landscaping Policy covering all outside plantings. Copies are available upon request. All planting must conform unless written approval is given by the Board.
2. Plantings in open areas must be sharply limited to avoid interference with the orderly maintenance of our common grounds. To that end, further plantings of thorny shrubs, vines and the like will be denied or sharply restricted.
3. Fruit trees are not covered in the Association's landscaping contract and none may be planted or replaced without written permission from the Board. Existing fruit trees will be removed if they are not properly cared for by the appropriate unit owners.

- c. Garage Sales. Garage sales are permitted without special approval if they meet these requirements and limitations. The Board must be notified at least a week in advance; a limit of one sale per unit per year; a limit of one day, 8 a.m. to 4 p.m.; one sale going on at a time;

goods confined to the unit and the driveway; no goods from outside Woodlake; signs must conform to county code and must be removed promptly.

VI. MAINTENANCE OF ROOFS AND COMMON AREAS

- a. No one other than authorized personnel is permitted on the roof for any purpose.
- b. Maintenance of roofs and eaves and common areas of buildings and grounds is the responsibility of the Association. Interior maintenance and damage are the responsibility of the owner unless the Association was negligent on repairs.
- c. All requests for repair or maintenance of common elements must be made to the Association's management company

VII. PARKING AND VEHICLES

- a. Parking.
 1. Parking on the street is discouraged except for service vehicles on business calls.
 2. Residents' passenger vehicles should be parked in garages and not left standing in driveways as a routine practice.
 3. Garage doors should be closed when the garage is not being used.
 4. Designated guest parking areas are intended primarily for use by visitors and short-term guests. They may also be used by residents for overnight parking.
 5. In no event shall any vehicle be parked where it obstructs, interferes with or endangers the normal flow of traffic.
 6. Parking or driving on grassy areas is prohibited.
- b. Vehicles. Motorcycles, except for those in possession of Woodlake owners or tenants on or before December 1, 2001, are banned along with **pickup trucks, mobile homes, recreational trailers, boats, trailers and racing or promotional vehicles** cannot be parked or stored in driveways or elsewhere on common property. Commercial or hauling vehicles can be parked only for loading, unloading and service calls.

VIII. BOARD OF DIRECTORS

- a. The Board of Directors may grant permission for individual variations provided they comply with the provisions of the Declaration of Condominium and Association By-Laws.
- b. The Board of Directors may amend previously adopted rules and regulations, provided the changes are consistent with the Declaration of Condominium and the Association By-Laws.

- c. The Board of Directors approves the annual budget for the Association and any special assessments, consistent with the Declaration of Condominium and/or the Association By-Laws and Florida law, after appropriate consultation with the unit owners.
- d. Changes in the provision of the Declaration of Condominium and/or the Association By-Laws can only be made by majority vote of the Board and with the approval of 67% of the unit owners.
- e. Board meetings are open to all who wish to attend, and anyone in attendance may ask to be recognized for remarks and presentations as permitted by the Board.
- f. The Association's official bulletin board is at the pool house entrance. Meeting notices and important announcements are posted there, but the bulletin board is not available for the personal use of unit owners.

IX. VIOLATION OF RULES

It is hoped that most problems arising from violations of condominium rules can be resolved informally and in a spirit of good will between residents. When it is necessary to make a formal complaint, this should be done in writing and addressed to the Board of Directors, which will call the complaint to the attention of the owner accused of the violation. The Board of Directors has the authority to impose fines or any other necessary penalties consistent with the Declaration of Condominium, the Association By-Laws and Florida law.