

Fairbourne Condominium Association, Inc.

Rules

The following Rules are have been approved and adopted by the Fairbourne Condominium Association, Inc. Board of Directors as prescribed by Florida State Law, the Declaration of Condominium and ByLaws of the Fairbourne Condominium Association, Inc.

These Rules are not retroactive and will be effective on the date the rules are adopted.

These rules will be enforced uniformly and fairly by the Fairbourne Condominium Association, Inc. Board of Directors and with the assistance of the contracted management company, currently Sterling Management Services.

These Rules will not be posted on the community bulletin boards but will be mailed to the unit owners and also made available to the unit owners at the annual meeting and on request to the Board of Directors.

Caution

1. Damage to the utilities (electrical, plumbing, sewage) and irrigation systems during any alteration, including subcontractor caused, is the responsibility of the unit owner. This includes alterations not requiring a Request for Alteration or Improvement form signed by the Board of Directors.
2. It is the Unit Owner's responsibility to verify that any alterations are in compliance with County and State Laws regarding permits. This includes alterations not requiring a Request for Alteration or Improvement form signed by the Board of Directors.



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- 1) **A religious object** does not require a Request for Alteration or Improvement Form if it is in compliance with FS718.112 (7).
- 2) **Signs** do not require a Request for Alteration or Improvement Form if they are in compliance with the following rules. All other signs require an approved Request for Alteration or Improvement Form before installation.
 - a) The use of discreet signage to indicate a unit is for sale is acceptable.
 - i) This sign is available for unit owner purchase from some Real Estate Agencies.
 - ii) It has a beige background with a black crown and the letters K P within the crown.
 - iii) It must only be placed on the property within the limited common flower bed and adjacent to the garage. See Figure 1.
 - b) Name signs are allowed.
 - i) Must be located in the limited common area next to the garage door and away from the adjoining unit. See Figure 2.
 - ii) No larger than 8" by 16" and stand no higher than 16".
- 3) **American and Service Flags** do not require Request for Alteration or Improvement Form if they are in compliance with FS 718.114(4) and the following rules.
 - a) Flags may not be "staked" into the ground.
 - b) One standard six foot flag staff may be attached to the front exterior wall of the unit for the display of the United States flag with a maximum flag size of 4.5 X 6 feet.
 - c) The flag holder shall be installed on the front wall beside the garage door and away from the roof-mate.
 - d) The holder shall be attached 5' or higher above the ground and must be of non-rusting material an installed with non-rusting bolts.
 - e) Any damage to the building must be repaired by the Owner immediately.
- 4) **Patio Blocks** do not require Request for Alteration or Improvement Form if they are in compliance with the following rules.
 - a) Stepping stone type patio blocks may be positioned in the Limited Common Elements area to provide a path to the faucet(s) mounted on the unit.
 - b) These patio blocks should be pastel in color or match the color of the landscape edging if so installed.
 - c) The location of these blocks cannot interfere with the operation of the irrigation system or the trimming of the shrubs by the landscaping personnel.
- 5) **Hurricane Shutters** require a completed Request for Alteration or Improvement Form submitted to the Board of Directors and their approval before any work can be started.

Note: Florida Law, FS 718.113(5), mandates that the Board of Directors shall adopt hurricane shutter specifications which shall include color, style and other factors deemed relevant by the Board. The unit owner is not required to install shutters, but must follow these specifications if shutters are installed by the unit owner.



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- a) All hurricane shutters and their installation shall conform to all State and County building codes.
- b) Color
 - i) Color shall be white, off-white or match existing trim or wall surface, except for plastic material.
 - ii) For all openings, the color of all caulking and observable hardware shall match the existing trim or wall surfaces.
- c) Plywood is not acceptable.
- d) Style & Type
 - i) Bahama, Colonial and Clam Shell Styles are not allowed
 - ii) Shutters may be:
 - (1) Roll down
 - (2) Accordion style on rear of unit only
 - (3) Removable Panels
- e) Shutters and hardware shall be removed at the expense of the unit owner, and upon the request of the Board, for the purposes of permitting the proper maintenance and repair of the building. The cost of reinstallation shall be the responsibility of the unit owner.

6) Outdoor Wall Mounted Entrance Lights require a completed Request for Alteration or Improvement Form submitted to the Board of Directors and their approval before any work can be started.

- a) Replacement of the original lights with the same or with the three preapproved alternative lights, shown in Figure 3, is approved by the Board of Directors without requiring a Completed Request for Alteration or Improvement Form.
- b) All lights must be of the same style.

7) Location for Board Notice Postings

Florida Law, FS 718.112(2)(c)/(d), mandates that the Board of Directors shall by duly adopted rule designate a specific location on the condominium property or association property upon which all notices of Board and/or Unit Owner Meetings shall be posted. It has been Fairbourne Board's ordinary practice to post all notices of Board/Unit Owner meetings as well as the Minutes of those meetings within each of three glass enclosed bulletin boards adjacent to our neighborhood U.S. Postal Boxes.

- a) This rule officially designates the three glass enclosed bulletin boards adjacent to our neighborhood U.S. Postal Boxes as where all notices of the Board will be posted.

8) Eave Gutters And Downspouts require a completed Request for Alteration or Improvement Form submitted to the Board of Directors and their approval before any work can be started.

- a) The eave gutter shall be made from heavy gauge aluminum material with an exterior white finish.
- b) Each section of the installed eave gutter section shall be of the continuous extruded design with no connecting splices except at corners, end caps, and downspout flanges.
- c) The areas of the installation where a joint was formed such as that produced by the use of a corner section, end cap, downspout flange, etc. shall be sealed with the proper sealant to prevent leaks.



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- d) The eave gutter shall be secured to the fascia by means that is compatible to the eave gutter design and prevent loss of installation during high winds.
 - e) The proper number of downspouts shall be installed to assure the flow of rain water from the eave gutters. The downspout material shall be aluminum with an exterior finish of white. The use of elbows and short extension pieces shall be used so the downspout is directed from the eave gutter flange to the Stucco surface of the condo structure. Once the downspout is routed to the condo structure, the downspout shall be secured to the structure with brackets with a white exterior finish that is recommended by the downspout manufacturer. The downspout shall be installed so the discharge of the rain water is away from the condo's structure and not discharging directly on to the neighboring condo's structure. The discharge flow shall be to the Common Elements area for a constant flow away from the structures.
 - f) All mounting hardware that is used to connect the downspouts sections, mounting brackets, elbows, etc. shall be stainless steel.
 - g) At the end of a downspout, a concrete pad can be used to diffuse the flowing of rain water. If downspouts are already installed and the Owner wishes to add the concrete diffuser pads, the Owner can do so without reapplying for permission.
- 9) **Garden Hose Holder** does not require a Request for Alteration or Improvement Form if it is in compliance with the following rules.
- a) Only one hose holder in may be installed on the side wall or as a free standing unit in the Limited Common Elements area.
 - i) When a hose holder that is installed on the side wall shall be mounted next to the Unit Owners' outside faucet using non-rusting bolts. The top of the holder cannot be higher than 48" from the ground.
 - ii) The Owner may place a free standing hose holder beside their faucet next to the building.
 - b) An additional hose holder can be installed on the back wall of the Owners condo mounted next to the Unit Owners' outside faucet using non-rusting bolts. The top of the holder cannot be higher than 48" from the ground.
 - c) In all installations, the hose shall be turned off at the faucet when not in use.
 - d) When not in use. hoses must be coiled and stored inside or on the hose holder
- 10) **Seasonal Decorations** do not require a Request for Alteration or Improvement Form if they are in compliance with the following rules.
- a) Seasonal decorations are items that exhibit traditional themes of the current season, such as Valentine's Day, Easter, May Day, etc.
 - b) These items may not exceed 48 inches in height, be air inflated, be attached to trees, be wind-driven, or have any moving parts.
 - c) No seasonal items shall be placed in areas that require mowing or that may interfere with landscaping maintenance work, the irrigation system, or other functional aspects.
 - d) During high-wind or hurricane conditions, these seasonal items shall be temporarily stored inside of the unit.
- 11) **Holiday Decorations** do not require a Request for Alteration or Improvement Form if they are in compliance with the following rules.
- a) Holidays for this rule are national holidays such as New Year's Day, Birthday of Martin Luther



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King, Jr., Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day.

- b) These items may be motor-driven, less than 72 inches in height, attached to trees/bushes and/or air inflatable.
 - c) They may be put up only within a period of seven (7) days before, and seven (7) days after the holiday.
 - d) The exception is the winter holiday period when holiday decorations may be put up only within the period from Thanksgiving Day to January 6.
 - e) No holiday items shall be placed in areas that require mowing or that may interfere with landscaping maintenance work, the irrigation system, or other functional aspects.
 - f) During high-wind or hurricane conditions, these Holiday items shall be temporarily stored inside of the unit.
- 12) **Skylights, 'Solar Tubes' and/or Periscopes** require a completed Request for Alteration or Improvement Form submitted to the Board of Directors and their approval before any work can be started.
- a) The installation of roof skylights, "Solar Tubes" and/or periscopes shall be permitted provided that:
 - i) The installation conforms to local building codes.
 - ii) Is performed by a licensed and insured contractor on the approved list who shall secure permitting, if required.
 - b) Further, that the unit(s) thus installed be maintained by the Owner at their expense and that the Owner recognize that the Association bears no responsibility for leaks or maintenance and that the Owner hold the Association harmless for damage, if any, as a result of said installation.
- 13) **Outdoor Security, Motion Detector, Floodlights** require a completed Request for Alteration or Improvement Form submitted to the Board of Directors and their approval before any work can be started.
- a) The color of the proposed floodlight assembly must be presented in the Alteration Form.
 - b) The pattern of the lamp projection of the security floodlight assembly must not be directed at the adjoining condo's structure or windows.
 - c) This light assembly is shall not be used as a continuously "on" operating floodlight assembly.
 - d) The location of the installation of the proposed motion detector security floodlight assembly must be included with the completed Alteration Form.
 - e) A picture (from a brochure or photo) of the desired model must to be attached to the Alteration Form. Drawings are not acceptable.
- 14) **Window Film** does not require a Request for Alteration or Improvement Form if it is in compliance with the following rules.
- a) Owners may install window film on the interior of the windows of their unit and must be a neutral gray tone.
 - b) No "mirror-like" reflection film is permitted.
 - c) Owners are responsible for any damage to the windows that may result from this installation.



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- d) Also any wrinkling or cracking of the film must be repaired immediately by the owner.

15) Landscape Edging

- a) A Request for Landscape Alteration or Improvement Form is not required if in compliance with the following rules.
- i) The installation of landscape edging may be installed in the Limited Common Elements only, except for the small section of Common Element area that is located between the driveways of each duplex condo structure.
 - ii) No Common Element area can have lawn edging installed.
 - iii) The lawn edging shall be made from a concrete material, at a minimum of two inches thick.
 - iv) The landscape edging shall not project above the ground or concrete surface more than four inches.
 - v) Lawn edging made from a plastic, metal, etc. shall not be used.
 - vi) It is the Owner's responsibility to maintain the landscape edging properly.
 - vii) The lawn edging shall be installed so that it does not interfere or impede the flow of water from the downspout extensions if installed.
- b) A Request for Landscape Alteration or Improvement Form is required if the small section of Common Element area located between the driveways of the units is to have edging. Both parties must submit the request as this is a joint Limited Common Area and both sides must have the same edging.

16) Decorative Items

- a) A Request for Landscape for Alteration or Improvement Form is not required if they are in compliance with the following rules.
- i) Decorative items consist of such items as; mini garden flags (approx. size 13 x 18 inches) with mounting bracket, metal or concrete statues, potted plants, ceramic figurines, plant holders, trellis', etc.
 - ii) Decorative items may be positioned in the Limited Common Elements areas ONLY.
 - iii) A decorative item shall be no more than three feet high and suitable for exterior exposure.
 - iv) These items must be easily removed to allow for shrub trimming and hurricane preparation.
 - v) No more than three decorative items can be positioned in each planting area within the Limited Common Elements area.
 - vi) Only one of the three items can be of a flag type nature.
 - vii) A planting area consists of space of land in the Limited Common Elements area bordered by concrete sidewalks on two sides.
- b) A Request for Landscape Alteration or Improvement Form is required for decorative items in the small section of Common Element area located between the driveways of the units. Both parties must submit the request as this is a joint Limited Common Area and both sides must have the same edging.
- c) Water fountains, bird baths, etc. are not allowed to be place in the Limited Common Elements areas unless there are provisions to automatically drain standing water. Request for Landscape Alteration or Improvement Form is required.



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- d) No decorative item shall be attached to the palm trees with screws, nails, etc.
- 17) **Additional Plantings by the Unit Owner**
- a) Tree planting requires a completed Request for Alteration or Improvement Form submitted to the Board of Directors and their approval before any work can be started.
 - i) The Unit Owner receiving approval from the Board for the alteration of planting agrees to maintain the tree or remove it. If the tree is not maintained or is required to be removed, the cost of removal shall be borne by the Unit Owner.
 - b) The installation of additional plants in the original planting areas cannot interfere or cause the alteration of the existing irrigation system.
 - c) Addition of perennials requires a completed Request for Alteration or Improvement Form submitted to the Board of Directors and their approval before any work can be started.
 - i) Must include a sketch of proposed plantings and locations.
 - ii) A freestanding trellis must be provided for climbing plants. Plants may not be allowed to climb unit walls.
 - iii) Unit owners will be responsible for the care to assure that the upkeep and replacement of such plantings to maintain the appearance of the planting bed.
 - d) Annuals do not require a Request for Alteration or Improvement Form. The small section of Limited Common Element area that is located between the driveways may not be used for the planting of annuals.
- 18) **Front Water Faucet Extension** requires a completed Request for Alteration or Improvement Form submitted to the Board of Directors and their approval before any work can be started.
- a) The water faucet may be extended through the Limited Common Elements area using plumbing that is suitable for ground burial.
 - b) The extended faucet may terminate near the side walk or the driveway.
 - c) The extension may not protrude above the ground more than twelve inches and shall be securely attached to a steel pipe, steel rod, angle iron, etc.
 - d) The use of a hose to make the connections between the faucets is not acceptable.
- 19) **Landscape Lighting** does not require a Request for Alteration or Improvement Form if it is in compliance with the following rules.
- a) Low voltage type (24 volts or less) may be installed in the Limited Common Elements area that is located between the unit's driveway and around to the side entrance door.
 - b) The light may be no higher than 18 inches. The maximum wattage of the lamp(s) used in each light shall not exceed 10 watts.
 - c) The light fixture shall be of a corrosion resistant design and suitable for outside installations.
 - d) The power supplied to the light fixture may be either from a transformer or solar powered.
- 20) **Garage Door Opener Keypad**
- a) Does not require a Request for Alteration or Improvement Form if it is mounted within the garage door exterior opening. It may not be mounted on the front face of the garage door opening of the unit.



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21) Vehicle Use and Parking

- a) Recreational Vehicles may be parked on the driveways or streets, but not on the Common or Limited Common areas.
 - i) Overnight parking is only allowed for the 24 hour period before and after travel to allow for preparation and cleaning.
 - ii) When parking in the driveway, the RV shall not block access to neighbor's driveway.
 - iii) The generator, if the RV is so equipped, shall not be used.
- b) Commercial Vehicles or those used for commercial purposes may not be parked anywhere on the Common Elements or Limited Common Elements areas. This prohibition does not apply to commercial vehicles temporarily servicing any unit.
- c) Golf carts or similar vehicles may not be driven on the grass of the Common Elements or Limited Common Elements areas except as noted in item e),i), by security vehicles and for maintenance and/or repair of said areas by contractors.
- d) Washing of automobiles and golf carts are permitted on Unit Owner's driveway.
 - i) To eliminate the unsightly staining of a driveway from washing the battery compartment of a golf cart, the golf cart can be washed on the Common Elements area.



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Figure 1



Figure 2



Emilio Salento

President

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Figure 3

Replacement Lights Preapproved by the Board of Directors



Hampton Bay White Outdoor Wall Light
Model # 002-3391WH
Available at Home Depot, Store SKU # 883-902
Depth: 11.25 "
Height: 20.5"
Width: 7.75"
\$34.97/EA-Each (November 2009)



Hampton Bay White Light Outdoor Cast Aluminum Carriage Wall Lantern with Convertible Tail
Model # HB7023P-06
Available at Home Depot, Store SKU # 240-367
Depth: 8 "
Height: 19.75"
Width: 6"
\$21.97/EA-Each (November 2009)



Hampton Bay Wall Lantern
Model # : 002-3191WH
Available at Home Depot, Store SKU # 890-106
Depth: 7.5 "
Height: 15.5"
Width: 5.75"
\$21.97/EA-Each (November 2009)

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