

**ESCONDIDO COMMUNITY  
ASSOCIATION**

**RULES AND REGULATIONS**

**APPROVED BY**

**THE BOARD OF DIRECTORS**

**OCTOBER 15<sup>TH</sup>, 2015**

**THE RULES AND REGULATIONS OF  
THE ESCONDIDO COMMUNITY ASSOCIATION**  
20 Escondido Circle, Altamonte Springs, FL 32701  
Telephone (407) 339-6162

The Articles of Incorporation of Escondido Community Association states that it is the duty of the BOARD to make, augment, and amend reasonable regulations respecting the use of the Common Elements.

Likewise, Article 3, PURPOSE, states- The objectives and purposes for which this Corporation is formed are herewith declared to be as follows-Paragraph 2, the promotion of health, safety and welfare of its members and unification of their energy and efforts towards the creation and maintenance of a safe, prosperous, harmonious, attractive and comfortable condominium in which to live.

Therefore, the Board of Directors has made the following rules and regulations which apply to all owners, their families, lessees, and guests: to enable residents to enjoy their condominium to the maximum, to protect the Adult Community status of the condominiums, to protect the fabric and appearance of the common elements, to protect each and every resident from interference or harassment by the unintentional or deliberate behavior of other residents and their guests.

**A. WHAT SIGNIFIES AN “ADULT COMMUNITY”**

1. At least one adult, aged 55 years or older must be a permanent resident in each condominium unit. Also, persons under the age of 18 years are only allowed to visit overnight for no more than 14 days within a 60 day period.
2. No more than four occupants shall reside in any two bedroom unit; nor more than five occupants shall reside in any three bedroom unit.
3. Occupants shall be of the same family unit and no more than two unrelated persons living together as a single housekeeping unit are permitted.
4. All units shall be used for residential purposes only. No business activities are permitted, in accordance with rules established by the City of Altamonte Springs.
5. The Association has the right of approval over all residents of the community. Owners and tenants must keep the Association fully informed of all occupants of the unit. The Association must be kept informed of the phone number of the unit and any work phone number of all residents to be used in an emergency. (There are no master keys to the units.)
6. All owners and renters must purchase and maintain appropriate insurance coverage for their unit(s). Proof of insurance must be delivered upon request by management.

## **B. APPROVAL OF PROSPECTIVE OWNERS and/or TENANTS**

1. Prospective owners and tenants must submit an application to ECA for approval together with a non-refundable fee of one hundred dollars. Approval must be obtained before the change of ownership is legalized. There is a penalty of one hundred dollars for moving in before approval is obtained. All prospective applicants shall make themselves available for a personal interview (IN PERSON) with the condominium association prior to closing.
2. Leasing or renting of a unit by an owner (directly or through an agent) can not be for less than one year. Where a lease is contemplated, the unit owner shall, before the commencement of the term of the lease, furnish in writing to ECA, the name and ages of the persons to occupy the unit, the lease terms and other information which the Board of Directors deems relative in order to make its decision whether or not such a lease is to be approved. No subleasing is permitted.
3. No application for approval will be reviewed unless it is submitted along with a non-returnable application fee of one hundred dollars. Approval shall not be unreasonably withheld; however, no such lease will be valid until it is approved. There is a penalty of one hundred dollars to be paid by the owner if a tenant moves into a unit before approval has been obtained.
4. Any lease of a unit must incorporate the rules and regulations of ECA as current at the signing of the lease; the tenant must also abide by any modifications of these rules as approved by the Board during the tenure of the lease. In the event that the tenant violates any restriction given in these, ECA shall have the right to terminate and cancel the lease and to bring appropriate legal proceedings. The cost of reasonable attorney's fees shall be the obligation of the tenant/owner, including those for eviction. A copy of the lease must be filed in the ECA office with the Manager.
5. In the event of non-payment of maintenance fees, renters will be required to pay their rent to the ECA office who will deduct the amount owed, including late fees and/or accelerated billing to the year end. Any funds remaining will be forwarded to the unit owner. All leases must include the above provision.

## **C. PRESERVATION OF THE BUILDINGS**

1. Nothing may be fixed, exhibited, inscribed or painted by any person on the exterior of any building or in any common area for example:
  - a. No radio or television antennas, tv dishes, nor any wiring for any purpose.

- b. No signs, flags (except the Flag of the United States of America), pennants, advertisements, notices or other lettering visible from the exterior of a building or from common areas shall be exhibited, inscribed or fixed by any person on any part of the buildings or common areas within Escondido without prior written consent of ECA. An area outside the Clubhouse shall be set aside for 3"x5" index cards advertising the sale or lease of units in Escondido. Cards must be initialed and dated by the manager and may be displayed for a maximum period of three months. No solicitation for sale of personal property is permitted. The bulletin boards affixed to each building are limited to the posting of ECA announcements.
  - c. No clothes lines shall be erected outside of a resident's unit. With regard to clothes lines, "outside a resident's unit" shall include any porch or balcony which is part of a unit. No resident shall discard or permit any items to fall from windows or balconies.
  - d. Nothing shall be hung from the window or balconies or placed on the outside window sills. Nothing shall stand on the catwalks, including plants, bicycles, etc. Neither shall any rugs or mops be shaken out of any of the windows or doors or on any patios or balconies. Only doormats are permitted on the catwalks. No plants or other items are to be placed in the common areas within the E.C.A. community unless approved in writing by the Board of Directors. Anything else will be removed.
  - e. Window A/C units are not permitted.
  - f. Exterior light fixtures may not be removed.
  - g. A Jacuzzi or spa is not permitted to be installed on a porch even if the porch is enclosed.
  - h. Solar tube fittings are not permitted to be installed.
  - i. Barbeque grills of any type may not be kept or maintained on the premises.
  - j. Water beds may not be used in any unit.
2. Notwithstanding item C, it has been found necessary to allow external A/C lines when A/C piping is leaking in the ground concrete slab. Permission from the office is required and the lines on Bldg. 16 are to be used as a standard.
3. Painting
- a. Owners will keep the paint of the exterior of their door in good condition. There is a paint standard in the office specifying the paint which must be used. Front doors must be adequately numbered with white numerals vertically in the middle of the upper section of the door.
  - b. No exterior color changes or other exterior alteration shall be made or added.

4. Owners responsibilities:
- a. Water Pipes: While the Association is responsible for the water pipes from the city mains to the water meter, the owner is responsible for them from the meter into and in the building. If more than three leaks occur, the Board reserves the right to have, at the owner's expense, the unit re-plumbed.
  - b. Electrical Breakers: The owners are responsible for the breakers serving their units (generally located in the outside electrical cupboards marked "mains").
  - c. Entrance Railings: Any entrance railing which an owner wishes to install shall conform to the "American Disability Act" and the owner's contractor must submit drawings to the office to obtain approval before starting the installation.
  - d. Porch Enclosures: A specification is available in the office and must be conformed to when an application is made for permission to install an enclosure. You must obtain approval from the Architectural Committee prior to any modifications and or renovations being started.
  - e. A/C Condensation Line: Residents are required to check periodically and clean the condensation line of the A/C unit to prevent overflow of moisture.
  - f. Trash: Residents must properly dispose of trash and garbage by wrapping it or putting it in plastic bags before carrying it to the dumpster to prevent leakage in the hallways, on steps and in the elevators. Trash may not be left outside the door of the unit. Recycle trash must be deposited in the proper receptacles as indicated. Boxes should be flattened. Residents are cautioned that as trash space is limited, they must see that their contractors or work people remove their trash such as paint cans, carpeting, tiles and wood, etc., from Escondido. A fine/penalty can be imposed on the contracting resident.
  - g. Decorations: The owner is responsible for the coverings on the walls, floors, and ceilings in the unit. (For example: wallpaper, carpeting, wooden floors, tiles, cabinets and popcorn ceilings, etc.)
  - h. The following must be reviewed by the architectural committee for approval or disapproval before the installation of the following:
    - a.) Storm & screen doors
    - b.) 3M window film to protect windows during a storm/hurricane
    - c.) Porch enclosures
    - d.) Outside Air/Heat Pump Units
    - e.) Replacement of Windows
    - f.) A copy of the Final (approved) Inspection Permit must be submitted to the Association Management Office for any work and or renovations to the interior of a unit that requires a permit from the City of Altamonte Springs.

#### **D. PRESERVATIONS OF THE COMMON AREAS**

1. Safety of walkways: There shall be no skating, rollerblading or skate boarding on the property. Cycling is not permitted on the walkways.
2. No pets of any kind shall be allowed in any unit or on the grounds of Escondido.
3. No mechanical work on vehicles is permitted in Escondido. Washing of vehicles is only permitted in the designated area near the maintenance shed. All vehicles must have the Escondido identification permit.
4. Parking
  - a. All residents vehicles are to be registered in the ECA office and are to display the “parking sticker” that is issued at the office. No boats, trailers, campers, recreational vehicles, or any vehicles with advertising on it may be parked on Escondido property without prior permission from the office.
  - b. No trucks or trade vehicles having over four wheels may park on Escondido property. Moving vans and contractors are limited to the length of the work day and must be removed by 6:00 P.M.
  - c. Each unit has an assigned parking space that is identified by the unit’s assigned letters. No one may park in the assigned parking space of another unit.
  - d. Visitor spaces are for guests, visitors, employees and those residents who have more than one vehicle. These are available on a first come first serve basis. Handicap Spaces are for drop off and pick up ONLY.
  - e. The Board of Directors will not change a unit’s assigned space without the consent or request of the owner of the unit.
5. No pots or hanging plants are permitted outside the unit.
6. Store carts must not be left on the property. The Board has approved a fine of \$25.00 for the first, and \$50.00 for subsequent offenses.

#### **E. FEES**

1. The monthly maintenance fee assessment is due on the first day of the month, and becomes delinquent after the tenth of the month, at which time a late fee may be imposed.
2. Non-payment of any assessment may start the lien process.

## **F. MAINTENANCE OF RESIDENTS' COMFORT**

1. No resident shall make or permit any disturbing noises or improper use of premises. No resident may play or allow to be played in a loud manner, any musical instruments, phonograph, CD player, radio or TV in the unit between the hours of 11 PM and the following morning at 9 AM. NO construction work of any kind is allowed Monday through Saturday before 8:30 A.M. or after 6PM. NO construction work of any kind is allowed at any time on Sunday's.
2. The activities and behavior of all minor persons, whether residents or visitors in Escondido shall be regulated by an adult, including physical supervision when necessary. If a minor's conduct is such as to interfere with the peace and enjoyment of other residents, the board shall require the person responsible for the minor to correct the situation.

## **G. RECREATIONAL FACILITIES**

1. Residents and their guests must carry appropriate badges whenever they use the recreational facilities. Badges are available in the ECA office.
2. Tennis courts are for the exclusive use of residents and their personal guests between the hours of 7 AM and 11 PM. All residents and guests using the tennis courts shall have a membership or guest badge on their persons. All persons shall wear proper tennis attire and tennis shoes while on the tennis courts. Street shoes are not permitted. The tennis courts are to be used for playing tennis only; other ball or net games or skating are not allowed. No food or drinks (other than water) shall be permitted on the playing court surface. Play shall be limited to one (1) hour when others are waiting to play. The gate is to be locked at all times when the courts are not being used.
3. Pool: The pool is solely for the use of residents and their guests. Those using the pool do so at their own risk; ECA is not responsible for any injuries or subsequent expenses. Pool rules posted at the pool shall apply.
4. Clubhouse: The clubhouse can be rented for holding personal parties provided that NO commercial, political or religious activities are involved. These rentals are arranged with a member of the Social Committee whose name can be obtained from the ECA office.

## **H. COMMON AREAS**

The applicant for a unit at Escondido Community Association, Inc. has been informed and made aware of the following information concerning the activities of children in common areas: Escondido facilities and safeguards for the safety of unaccompanied children were not provided for in original common property design and construction and are not presently provided; therefore, children must be accompanied and supervised at all times by an adult. Additionally, there is no provision for a children's playground on site. Bicycling and skating on sidewalks are not permitted. Residents may not leave children's toys, playpen, bicycles, skates or any other paraphernalia outside units or in common areas. This is necessary to prevent theft and also provide clutter-free ingress and egress for all residents and visitors on the property. Accordingly, the undersigned applicant for a residence at Escondido Community Association has read and understands these restrictions intended for the safety and well-being of all Escondido residents.

## **I. COMPLAINTS**

All complaints, particularly those against other residents, must be made in writing, signed and addressed to the Manager. The complaining resident and any resident subject to the complaint will be notified when the Board intends to consider the matter so that all aspects of the matter can be fully aired, if it has not already been corrected.

## **J. DOCUMENTS**

### **1. Applicants hereby acknowledge that they have received and reviewed the following documents as they pertain to E.C.A.:**

- a.) Condominium Documents & By-Laws furnished by "SELLER".
- b.) Rules & Regulations
- c.) All Addendums to the Rules & Regulations
- d.) 55 & Older Addendum
- d.) Frequently Asked Questions

**These Rules and Regulations have been approved by the Board of Directors on October 15<sup>th</sup>, 2015**

**Robert Burnett, President**



## AGREEMENT TO RULES AND REGULATIONS

The undersigned hereby agrees that they have read and agreed to abide by the restrictions and covenants set forth in all documents referenced in Paragraph J.

Unit Owner or Lesee	Unit Number
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Unit Owner or Lesee	Unit Number
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Interview Committee members present as witnesses:

\_\_\_\_\_.

\_\_\_\_\_.

\_\_\_\_\_.

Committee recommends to ECA Board that the application be approved \_\_\_\_\_.  
denied \_\_\_\_\_.

Date: \_\_\_\_\_

**BUYER COPY**

