

ROYAL PELICAN
CONDOMINIUM ASSOCIATION, INC.

General Information
&
Rules & Regulations

Revised April, 2006

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This pamphlet provides administrative information about Royal Pelican, along with many of the currently published rules of the Association (All rules are posted in the gazebo.) The purpose of the pamphlet is to make owners and renters aware of Royal Pelican operations, guidelines and restrictions.

I INTRODUCTION

- a. The name of the Association is Royal Pelican Association, Inc. It is a not-for-profit Florida Corporation. Its operation is governed by the document entitled “DECLARATION OF CONDOMINIUM OF ROYAL PELICAN TOWNHOUSE CONDOMINIUMS.”
Condominium documents are a duly recorded instrument that provides owners with rules, regulations, obligations, rights and responsibilities. Each owner should have a copy.
- b. THE ASSOCIATION was established in 1986 and consists primarily of 144 units in nine buildings. The Association Board is composed of owners elected by the members. It is made up of an odd number of directors, not less than 3, with staggered terms. The directors are elected at the annual meeting, generally held in March of each year. A list of current board members is posted on the Gazebo bulletin board.
- c. CONDOMINIUM UNITS at Royal Pelican shall be used for single-family residential purposes only. Single family shall mean occupancy of a unit by a number of persons not to exceed the number of bedrooms in the unit multiplied by 2 plus 1.
- d. RENTALS ARE NOT ALLOWED FOR LESS THAN ONE MONTH (30 CONSECUTIVE DAYS). Owners are required to provide renters/lessees with a copy of this pamphlet and familiarize them with its contents.
- e. THE ASSOCIATION MAY IMPOSE FINES against the unit for non-compliance with the Condominium Documents by owners, renters, etc. Owners should report violations to the Management Office. Management will initiate notices to the owner involved to eliminate the violation. Should the violation persist, a “Notification Letter” will be sent. The letter offers the owner an opportunity to participate in a hearing with the Association Violation Review Committee. After the hearing, the owner could be subject to a fine.
- f. MANAGEMENT of Royal Pelican day-to-day operation is contracted with a Professional Condominium Management Company.
- g. EBIA, Estero Bay Improvement Association membership consists of condominium associations located on Bay Beach Lane, including Royal Pelican, and on Lenell Road. Each condominium association has one or more EBIA representatives. The purpose of EBIA is to provide for the creation, management, repair and maintenance of Estero Bay amenities and to provide a communication vehicle among the member associations. The amenities include a fishing pier, lighted tennis courts and a perpetual walkway easement from Estero Blvd to the Gulf of

Mexico. The EBIA Articles of Incorporation and Bylaws are included in the Royal Pelican Condominium Documents.

- h. BOATING ASSOCIATION membership is open to owners of units at Royal Pelican only. The Association is a cooperative and is independent of the Royal Pelican Condominium Association. It has its own fees and elected officers, whose names are posted on the bulletin board in the Gazebo.

II. UNITS

- a. UNIT OWNERS OR APPROVED LESSEES may have visitor occupants of any age for any length of time. The activities and behavior of children on Royal Pelican property is the responsibility of the parents or unit occupants.
- b. NO RESIDENT shall allow any noise that would disturb or annoy other residents between 11:00 p.m. and the following 8:00 a.m. No nuisance, which interferes with the peaceful possession of the property by its residents, shall be allowed on the property.
- c. STRUCTURAL CHANGES within a unit, such as removing walls, which may impact on another unit are not allowed. Hurricane shutters, glass hurricane enclosures, screen doors, lanai coverings and tile flooring all have specifications. Contact the Board or Association management for these requirements.
- d. NO SIGNS of any type are allowed in unit windows or attached to the buildings. Notices for bulletin boards must be approved by the Association before placement.
- e. WINDOW COVERINGS or drapes which are visible from the exterior of the unit shall be a neutral color or shall be covered on the exterior with a neutral colored lining. Contact a Board member for acceptable color.
- f. NEW LOCKS or dead bolt locks may not be installed on exterior doors without approval from the Association. The unit owner must provide the Association with keys to the new locks as a condition of approval.
- g. ANIMALS shall not be kept in any unit except as a pet. Keeping a dog, cat or any other animal as a pet is not a right of the unit owner but a conditional license. The owners of the unit at which an animal is kept, maintained or resides shall be liable and assume all liability for damages to persons or property caused by the pet. All animals must be licensed and meet state requirements as to vaccinations and immunizations. No animal which exceeds twenty pounds is allowed. All animals must be kept on a leash when not in the unit. No animal may be curbed any place

on the property. The person in control of the animal shall dispose of animal droppings.

- h. WATERBEDS, although permitted, represent a potential problem in a multi-story building should a leak occur. If the leak happens when the owner is away, significant damage could result to that unit and to the units below. The owner of the unit with the waterbed will be held responsible for all damage.

III. LANAIS

- a. CARPETING is not allowed on the decks of lanais. Unit owners are responsible for the maintenance and replacement of screening, walls, railings, etc.
- b. PAINTING of lanai walls is the responsibility of the owner. The present color cannot be changed. To obtain the correct color, contact Beach Paints 239-765-6111.
- c. BARBECUE/GAS GRILLS or similar devices are not allowed to be used on the lanais, walkways, stairwells, etc. Fire Department regulations require gas grill tanks to be chained to the outside posts of the building in the garage area when not in use.
- d. FLOORING SPECIFICATIONS for materials used on the lanai deck may be obtained from management. All deck surfaces must be sloped away from the lanai doors when installed. Contact Management for specifications before installing tile on unit floors.

IV. PARKING

- a. ONLY PROPERLY REGISTERED/LICENSED PASSENGER AUTOMOBILES and vehicles used for personal transportation may be parked in the areas designated. No vehicle may exceed the size of one parking space. Construction or commercial vehicles, or boats, trailers, mobile homes, campers, travel trailers, etc. are not permitted without approval of the Association. Maintenance of vehicles, boats, etc is not allowed anywhere on Royal Pelican property.
- b. VEHICLES DISPLAYING ANY TYPE OF ADVERTISING unless used in performing work at the time at Royal Pelican are not allowed.
- c. NUMBERED PARKING SPACES are assigned to specific units. Guests, visitors, etc should park in un-numbered spaces only.

V. AMENITIES

- a. **RENTERS HAVE THE SAME RIGHTS** as owners regarding the use of all amenities.
- b. **TENNIS COURT KEYS** can be obtained through our EBIA representatives and should not be duplicated. Improperly cut keys damage the locks on the court gates. Courts are located on Lenell Road. They are available to all Bay Beach residents (owners or lessees).
- c. A **FISHING PIER** is located in the Waterside complex and is available to any Bay Beach owner or lessee. See the lobby bulletin board for the gate code at Waterside.
- d. **WALKING ACCESS** to the gulf is located on Estero Blvd. North of the Riviera high-rise condominium building.
- e. **SHUFFLEBOARD COURT** equipment is stored in the Building 8 trash room.
- f. A **LIBRARY** is located in the gazebo. All books are the property of Royal Pelican and have been contributed by owners or renters. No more than two books should be borrowed at a time. The books should be returned as soon as possible. Please do not leave books from the library in the unit.

VI. POOLS

- a. **USE OF POOLS** will be in a manner that respects the rights of all persons living on the property.
- b. **THESE AREAS ARE TO BE USED AT THE RISK** of those involved and not, in any event, at the risk of the association.
- c. **CHILDREN UNDER TWELVE** must be accompanied by an adult while in the pool area. Safety is of utmost importance.
- d. **NO FOOD OR GLASS** containers are allowed in the pool area.
- e. **FURNITURE AND FURNISHINGS** are not to be removed from the pool deck area. Also, pool furniture shall not be reserved.
- f. **APPROPRIATE SWIMWEAR** must be worn by all.
- g. **RULES FOR POOL** use and pool hours are posted at the pools. Please read and abide by them.
- h. **WHEN ENTERING OR LEAVING THE POOL AREA**, ensure that the pool gate is closed for the safety of children.

VII. VEHICULAR SAFETY

- a. **CARS, TRUCKS AND OTHER VEHICLE TYPES** are to be operated safely at all times.

- b. ALL DRIVERS shall obey the posted speed limit of 5 mph. Be especially careful in the area of the pool because of children visiting and at building entrances because the doors open close to the roadway.
- c. ONE-WAY TRAFFIC PATTERNS exist at Royal Pelican. Signage shows the entrance at Building One and exit at Building Nine. Arrows indicate directions within the complex.
- d. VEHICLES MUST ENTER AND EXIT under building parking areas according to the one-way direction.
- e. VEHICLES SHALL BE WASHED at the designated area at the south end of Building Eight only. When finished, turn the water off and return the hose neatly to its holder. Be sure to release pressure on the hose by opening the nozzle. Car washing will NOT be permitted during the time of water restrictions.

VIII. OTHER RULES

- a. DOORS TO LOBBY AREAS must be kept closed to help prevent unauthorized entry into the buildings.
- b. TRASH must be placed in heavy plastic bags and securely closed before disposal. Keep Trash Chute and Trash Room Doors Closed to eliminate animals, bugs and odors.
- c. ROLLER BLADING, ROLLER SKATING, skateboarding, scooters, etc are not permitted on Association property.
- d. HANGING TOWELS, BATHING SUITS RUGS, ETC on walkway or stairwell railings is not allowed. Placing objects of any kind on the stairway entrance roof is also not allowed.
- e. NOTHING SHALL BE DISPLAYED ON EXTERIOR WALLS, doors, windows or walkways without written approval from the Association.
- f. LEAVING ANY OBJECTS ON THE WALKWAYS or stairway landings is prohibited.
- g. STATE LAW DOES NOT PERMIT SMOKING in the elevators or gazebo. Smoking is also prohibited in the lobby areas.
- h. GAS CANS may be kept on boats. Cans may NOT be stored in the garage areas.

IX. GENERAL INFORMATION

- a. EACH BUILDING HAS A BUILDING REPRESENTATIVE. The name, unit number and telephone number of your representative is located on the bulletin board in your building. The purpose of the

building representative is to be a liaison between the owners and the Board.

- b. **WHEN THE FIRE ALARM RINGS** in your building, exit your unit and proceed to the parking lot via the stairs. Remain in that area until the all clear is given by the Fire Department.
- c. **ROYAL PELICAN PARTICIPATES IN THE LEE COUNTY RECYCLING PROGRAM.** Place glass, cans and plastic bottles in the marked container in the trash room on the ground floor. Place newspapers in the other marked container. Please remove plastic bags before replacing recycling material in the containers.
- d. **PLANNED ACTIVITIES** are held for the owners, renters and guests' enjoyment. Watch for announcements on the bulletin board in your lobby. We always need help with activities. Contact any Board member or Activity Committee member to volunteer.
- e. **USE OF THE GAZEBO** can be arranged by contacting a Board member to reserve. A \$50 deposit is required. The deposit will be returned if the gazebo, kitchen areas, and bathrooms are left clean and orderly.
- f. **GAZEBO AND LOBBY FURNITURE**, furnishings and decorations may not be removed without approval from the Association.
- g. **IN ORDER TO MAINTAIN AND IMPROVE OUR PROPERTY**, do not interrupt the maintenance person for routine repairs. Fill out a "WORK ORDER FORM" which is located in the gazebo. The repair work will then be scheduled. For emergency repairs or problems, go directly to the maintenance person. Should an emergency repair problem occur on the property at night or on the weekends, call the management office. Repair problems within the unit, in most cases, are the owner's responsibility. If renting, call the rental agent.
- h. **ALL PEOPLE SHOULD WEAR FOOT COVERINGS** to and from the pool. Entering the lobby areas and elevators with wet feet causes the floors to be slippery and/or dirty.
- i. **THE ASSOCIATION PURCHASES INSURANCE** for the buildings and common areas. In some cases, such as windstorm and hurricanes, the cost of damage to Royal Pelican property could far exceed the deductible. The deductible amount could be the owner's responsibility in the form of an assessment.
- j. **QUARTERLY MAINTENANCE FEES** are due on the first of January, April, July and October. If not paid within ten days from the date due, interest will be charged from the due date for every day not paid.

ADDITIONAL HELPFUL INFORMATION

WHEN CLOSING YOUR UNIT AND RETURNING NORTH...

Notify the management office of your forwarding address.

Remove all furniture from lanais.

Shut off water to your unit (Valve is on the wall near your hot water heater.) Unplug water heater or turn off circuit breaker.

Cover toilets with plastic wrap to prevent water evaporation.

If you own a boat, be sure all loose articles are stored securely on your boat. The boat should be secured to the lift.

Dock boxes should be securely locked and weighted or fastened to the dock.

WHEN RETURNING SOUTH...

Call the management office to let them know you are in residence. This is important for security and emergency purposes and for mailings.

When turning water back on, check for possible leaks.

SUGGESTIONS, COMMENTS, COMPLAINTS

The overriding principle in condominium living is the promotion of health, happiness and peace of mind of the majority of unit owners. The Board of Directors and our management company welcome your help toward this goal. Contact your Building Representative, any Board Member or management, in writing, with suggestions, constructive comments and/or complaints. Complete a Work Order Form for maintenance needs. We want your suggestions and comments, and we will do our best to resolve complaints.