

# **CORKSCREW WOODLANDS ASSOCIATION, INC.**

2-25-05

## **RULES AND REGULATIONS**

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# **RULES AND REGULATIONS**

**CORKSCREW WOODLANDS ASSOCIATION, INC.**

**A REGISTERED "55 AND OVER" HOMEOWNERS ASSOCIATION.**

These Rules and Regulations concern the use, appearance, occupancy, conduct and maintenance of property and common elements of the community and are provided in accordance with the association Declaration of Covenants, Conditions and Restrictions. Federal, State and local laws and ordinances along with the association governing documents shall take precedence over those stated or unstated herein.

## **1.0 GENERAL**

- 1.1 **The Board of Directors** – the Board of Directors has adopted these Rules and Regulations for the benefit, safety and enjoyment of the association members, tenants and guests. The Board understands that not all specifics can be addressed in any set of guidelines and reserves the right to use their best judgment in any situation as needed that is otherwise not covered in these rules. The Board also reserves the right to make additions, deletions or corrections as needed and in accordance with Florida law. Any variances from these rules and regulations can only be granted by the General Manager and/or Board of Directors and will only be granted in exceptional situations.
- 1.2 **"55 and Over"** – Units and un-developed sites shall be used and occupied solely as residences by the owners thereof, their families or approved tenants. At least one person age 55 or over must be a permanent occupant of each unit or site while any person occupies said unit or site. Further clarification of this rule can be found in the association Declaration of Covenants, Conditions and Restrictions.
- 1.3 **Posted Rules** – these Rules and Regulations shall be posted at each circle bulletin board and are available at the association administration office. Individual amenities such as the pool, spas', clubhouse, etc. may have individual guidelines associated with that amenity and shall be adhered to by all residents, guests and tenants.
- 1.4 **Responsibility** – all owners are responsible for their actions and those of their guests and tenants. All owners are responsible for any damage to common property either made by themselves or their guests or tenants. The association shall not be liable for any

- injury by use of any common property or amenity by any resident, guest or tenant. Use of any Recreational Facility is at their own risk.
- 1.5 **Quiet Hours and Days** – the quiet hours are from 10:00 pm to 8:00 am seven (7) days a week. The guideline for Quiet Days is part of the Architectural Guidelines and is also attached to these rules.
  - 1.6 **Registration** – for the safety and security of our community, owners are responsible to register their renters and lessee’s with the administration office.
  - 1.7 **Soliciting and Signage** – Soliciting, peddling or advertising commercial enterprise (except on the designated bulletin board at the clubhouse) is not allowed in the community either by outside vendors or community occupants. Property “For Sale” or “Rent” signs are allowed on the unit or site and cannot exceed 12” by 18”. Other signs may be allowed for circle or association functions as authorized by the General Manager and/or Board of Directors.
  - 1.8 **Nuisance** – no nuisance shall be allowed in the community nor any use of or practice which is the source of annoyance to residents or which interferes with the peaceful possession, enjoyment and proper use of property by its community occupants. All parts of the property shall be kept in a clean and sanitary condition and no rubbish, refuse, or garbage shall be allowed to accumulate, or any fire, health or safety hazard allowed to exist.
  - 1.9 **Conduct of Community Occupant and Guests** – all community occupants have the responsibility to conduct themselves in an orderly manner and shall not knowingly annoy other occupants with unreasonable noises or offensive behavior. They shall not commit any immoral or illegal acts on or about the community. We support a “good neighbor” community and encourage the same from the occupants.
  - 1.10 **Pets** – the association has designated Cardinal, Falcon, Limpkin and Owl circles as pet circles. Pets are described as normal domestic type animals and no more than two (2) pets are allowed per unit or site. Pets must be housed within the unit main structure. Vicious and nuisance type pets are not allowed. Occupants of circles other than these designated circles are not allowed to have pets. When out of doors, pets must be on a leash and walked in designated areas only. All excrement must be picked up immediately and disposed of properly. Disposal of excrement is not allowed on any common property except the trash compactor.
  - 1.11 **Smoking** – Smoking in all public buildings is prohibited as prescribed by law.
  - 1.12 **Watering** – community occupants are allowed to hand water vegetation only and only in accordance with the then county regulations. Sprinklers, soaker hoses or watering other than hand watering is strictly prohibited.

- 1.13 **Pool and Spa** – the pool hours are from 8:00 am to 8:00 pm during the winter months and 8:00 am to 10:00 pm during the summer months. The spa hours are from 8:00 am to 10:00 pm year around. Glass containers are strictly prohibited in or around the pool area and spas.
- 1.14 **Refuse** – refuse containers are located in an assigned area near Stork circle. Use of this area is for the exclusive use of Corkscrew Woodlands residents only and must be kept clean. Use of this area during quiet hours should be kept to a minimum and every effort to be quiet should be taken.
  - 1.14.1 – kitchen and miscellaneous garbage, including cardboard, shall be deposited in the refuse compactor.
  - 1.14.2 – furniture, appliances, carpeting, wood and steel scraps shall be deposited in the 20 yard bin next to the compactor.
  - 1.14.3 – suppliers of major appliances and paid contractors are required to remove all surplus material from the community.
  - 1.14.4 – newspapers only are to be deposited in the container label Newspapers.
  - 1.14.5 – all other recyclables shall be deposited in the containers labeled for such recyclables.
  - 1.14.6 – other hazardous materials such as paint cans, propane tanks, batteries, etc. shall be removed from the community by the owner.
  - 1.14.7 – horticultural waste shall be placed on your driveway or yard next to the road and picked up by association staff on designated days. Pick up days for winter months will start on Thursday and continue on Friday if time allows. Pick up day for the summer months is on Friday. Rocks, dirt and other debris shall not be mixed in with horticultural waste and must be disposed of by the owner. The owner will be charged an extra fee for excessive horticultural pickup.

## **2.0 TRANSPORTATION VEHICLES AND TRAFFIC**

- 2.1 **Transportation Vehicles** - only two (2) operable and currently licensed automobiles are permitted per unit or site. The vehicles must be parked within the unit boundary lines and not on common property. Illegally parked vehicles may be removed by appropriate means by the General Manager in accordance with Florida Statutes at the owners expense.
- 2.2 **Bicycles** – bicycles are permitted only on roadways and designated parking areas and must comply with all rules relating to motor vehicle operation of the community and the State of Florida.

- 2.3 **Boats** – boats are not to be stored outside any unit or on any site. Boats may be parked outside units or on sites from time to time for a period of forty eight (48) hours for cleaning, loading or unloading.
- 2.4 **Motorized Wheelchairs** – these and other vehicles for the handicapped may be operated in accordance with pedestrian rules and are to be equipped with reflectors front and back and have a light displayed when ridden after sunset.
- 2.5 **Golf Carts** – these are permitted in addition to primary transportation and must comply with all rules relating to motor vehicle operation of the community and the State of Florida. All golf carts are to be registered with the administrative office and display the registration stickers front and back. Rental golf carts will be provided a temporary registration sticker, however, must meet the same safety inspection requirements. Persons under age 16 are not allowed to operate golf carts.
- 2.6 **Motorized Vehicles** – these include, but not limited to, mopeds, motorcycles and powered bicycles. They are permitted in addition to primary transportation vehicles and must comply with all rules relating to motor vehicle operation of the community and the State of Florida. Respect for community residents with regard to vehicle noise must be adhered to especially during quiet hours. Persons under age 16 are not allowed to operate powered cycles.
- 2.7 **Motor Homes and Trailers** – motor homes and trailers may be parked outside units (or on common property with permission from the General Manager) from time to time for the purpose of loading, unloading and interior cleaning for a period not to exceed forty eight (48) hours. Exterior cleaning shall be in designated areas only. Motor homes conversion vans or camper vans used in lieu of passenger vehicles may be parked on paved driveways within the unit boundary lines. Tow dollies must be stored in designated storage areas or within the unit structure.
- 2.8 **Maintenance of Vehicles** – no major repairs may be performed in the community except in areas which may be designated by the association for that purpose. Emergency repairs, minor maintenance and internal work may be performed.
- 2.9 **Speed Limits** – Vehicles may not exceed the posted speed limits on any roadway of the community and that of the Island Club community. The speed limit for the main roadways is fifteen (14.9) MPH and ten (9.9) MPH inside any circle.
- 2.10 **Pedestrian Traffic** – pedestrians have the right of way within the community. Where available, sidewalks are to be used. Pedestrians are expected to carry a lighted flashlight after sunset.

### 3.0 **COMMON PROPERTY**

- 3.1 **Common Association Property** – all grounds, waterways, structures, supplies and equipment not contained within the unit or site property boundary lines are community property of the association and are provided for the exclusive use and benefit of the association. Personal use of association tools, supplies and equipment by a community occupant or guest is prohibited. All common property shall be kept free of personal property.
- 3.2 **Recreational Facilities** – recreational facilities are for the exclusive use of community occupants and their guests. All users of these facilities shall refer to and be governed by posted rules approved by the General Manager and/or Board of Directors. Use of these areas is at your own risk.
- 3.3 **Clubhouse** – the clubhouse is for the exclusive use of community occupants and their guests. This area is a central location for numerous activities and notifications concerning your association. Each activity and amenity in this area has its own guidelines specific to that activity. Please double check the activity schedule when posted for specific guidelines.
- 3.4 **Storage Area** – storage areas are provided within the community for boats, motor homes, other vehicles and storage sheds. Designated areas are assigned for the exclusive use of unit occupants upon payment of a rental fee and shall not be available to anyone outside the community.
- 3.5 **Lake and Canal Usage** – swimming is not allowed in the lake or any canal. Canoes and paddle boats are allowed in these areas. Fishing is allowed in accordance with the “catch and release” policy unless otherwise posted for certain types of fish.
- 3.6 **Laundry Facilities** – laundry machines are provided in each circle area for the use of community occupants only. Clothes lines are not permitted in these areas or on any common property. Please contact the administrative office should you experience difficulty with these machines.
- 3.7 **Wild Animals** – all wild animals are part of our Florida living. Such animals are meant to be looked at. Do not feed them nor try to touch them. ITS FLORIDA LAW.

#### **4.0 UNIT AND SITE ACCOMMODATIONS**

- 4.1 **General** – all units and sites are restricted to one (1) “living accommodation ie; mobile home, park model, trailer, motor home, fifth wheel, etc. All living accommodations must be modern, commercially manufactured and presentable in looks and repair and located on the concrete pad within the boundary lines of the property. Tents, pop up campers, converted school buses, truck campers, etc. are prohibited.

- 4.2 **New and Existing Structures** - all structures, additions, connections, alterations, etc. must be approved by the association Architectural Committee prior to work being performed. Consult with the Architectural Guidelines for further information to ensure you conform with proper construction and permitting. An Association authorization permit is contingent upon the owner or occupant providing a copy of a county permit whenever one is necessary.
- 4.3 **Permanent Occupancy** - each unit shall be used only as a single family residence. Permanent occupancy shall not exceed three (3) persons in accordance with the Declaration of Covenants, Conditions and Restrictions.
- 4.4 **Units per Site/Lot** - units can only be placed or constructed on a single site and sites or lots shall not be combined.
- 4.5 **Used Units** – used units may be placed on sites only with General Manager and/or Board of Director approval. They must be in good condition and meet current community and county guidelines.
- 4.6 **Up Keep** – all units, sites and yards must be kept clean, in good repair and in a neat appearance. All landscaping, other than the grass maintained by association staff, must be kept in good appearance at all times. This includes landscaping on common property that was planted by community occupants.
- 4.7 **Décor** – all units being placed in the community, whether new or used, must fit the current décor of the community. Unusual type units are not allowed unless approved in writing by the General Manager and/or Board of Directors.
- 4.8 **Landscaping** – all plantings, new and alterations, including planting and cutting of trees, must be approved by the appropriate committee and/or General Manager prior to work starting. Fill may not be removed or added on or in any unit property or common property without prior approval from the General Manager. The General Manager shall notify any owner of unsatisfactory appearance and request corrective action within thirty (30) days. In the event corrective action is not taken by the owner the General Manager may authorize corrective action at the owners expense.
- 4.9 **Clothes Lines** – temporary clothes lines for drying bathing suits and towels may be strung under an awning or on the unit patio area only. Permanent clothes lines are prohibited.
- 4.10 **Satellite Dish and T.V. Antenna** – outside t.v. antennas (RV type only) may not be higher than 36 inches above the top of the unit. Satellite Dishes are allowed to be attached to the unit or on the ground within the unit boundary lines and may not exceed 18 inches in diameter. If on the ground, they may not obstruct the lawn maintenance.



## 5.0 **HURRICANE SECURITY**

- 5.1 **General** – each owner/occupant has the individual responsibility to secure their property in the event of tropical storms or hurricanes. All personal items not permanently attached to the unit or site must be removed or secured in accordance with local and state Hurricane Security Codes. Any owner/occupant who is considered a seasonal occupant (not occupying during the summer months) must take these corrective measures prior to departure or make arrangements to comply during their absence and prior to any storm.
- 5.2 **Tie Down** – any living accommodation located on a site for more than six (6) months or any period between June 1<sup>st</sup> and November 30<sup>th</sup> must be tied down in accordance with state and local Hurricane Security Codes.
- 5.3 **Inspections** – periodic inspections may be performed by the General Manager prior to and during Hurricane season to ensure compliance by the owner. The General Manager may take corrective measures, if time allows, and all costs involved shall be at the owners expense.
- 5.4 **Insurance** – the association shall not be responsible for any damage to personal property during any storm or Hurricane whether caused by wind, rain, flooding or other such acts of God. Each owner/occupant has the responsibility to insure against such acts with regard to their own personal property.
- 6.0 **AMENDMENTS, ADDITIONS OR CORRECTIONS** – amendments, additions or corrections to this document may be made periodically by the Board of Directors. Any proposal by an owner/occupant may be made in writing to the Board for consideration. Notice to the owner of any amendment, addition or correction shall be made in accordance with Florida Statutes and the Governing Documents. These Rules and Regulations have been approved by the Board of Directors and become part of the official association Governing Documents. These Rules and Regulations are enforceable upon each owner, occupant, tenant and guest with or without the evidence of being recorded with the County Clerk of Court.