

Declaration of Condominium Sections Outline

(Katzman-Chandler Template) 8-19-23

1. Purpose: PURPOSE: NAME AND ADDRESS: LEGAL DESCRIPTION: EFFECT
 - 1.1. Purpose
 - 1.2. Name And Address
 - 1.3. The Land
 - 1.4. Effect
2. Survey
3. Definition Of Terms
 - 3.1 "Condominium"
 - 3.2 "Declaration" Or "Declaration Of Condominium"
 - 3.3 "Unit" Or "Condominium Unit"
 - 3.4 "Common Elements"
 - 3.5 "Limited Common Elements"
 - 3.6 "Association"
 - 3.7 "Board" Or "Board Of Administration"
 - 3.8 "By-Laws"
 - 3.9 "Condominium Act"
 - 3.10 "Common Expenses"
 - 3.11 "Limited Common Expenses"
 - 3.12 "Common Surplus"
 - 3.13 "Condominium Property"
 - 3.14 "Assessment"
 - 3.15 "Unit Owner"
 - 3.16 "Institutional Mortgage"
 - 3.17 "Occupant"
 - 3.18 "Condominium Documents"
 - 3.19 "Sponsor"
 - 3.20 "Articles Of Incorporation"
 - 3.27 "Long-Term Lease," Lease Or "Lease"
 - 3.28 "Lessor"
 - 3.29 "Master Management Firm"
 - 3.30 "Community Services And Facilities"
 - 3.31 "Master Assessments"
 - 3.32 "Master Management Agreement"
 - 3.33 "Management Firm"
 - 3.34 Century Village, Deerfield Beach, Florida Means
4. Interest In Common Elements, Ownership And Boundaries Of Units, Parking Storage Areas.
 - 4.1 Interest In Common Elements.
 - 4.2 Boundaries.
 - 4.2.1 Horizontal Boundary
 - A. Upper And Lower Boundaries

- (1) UPPER BOUNDARY
- (2) LOWER BOUNDARY

4.2.2 Perimetrical Boundaries

- a. The perimetrical boundaries of the UNIT
 - (1) Where there is an aperture
 - (2) Where a balcony, loggia, terrace, porch, stairway
 - (3) The interior partitions within a UNIT

4.2.3 Weight Bearing Structures

4.2.4 Maintenance Easement

4.2.5 Air Conditioning

4.3 Automobile Parking Areas

4.3.1 No Change In Common Expense

4.3.2 Unassigned Parking

4.4 Storage Facilities

4.4.1 Use Of Storage Space Among Unit Owners

4.4.2 No Change In Common Expenses

5. Restriction Against Further Subdividing Of Units And Separate Conveyance Of Appurtenant Common Elements

5.1 Subdivision Of Units

5.2 The Undivided Interest In The Common Elements

5.3 Unit Owners Limited Common Element Parking Space

6. Easements

6.1 Perpetual Non-Exclusive Easement

6.2 Easements For Unintentional And Non-Negligent Enroachments

6.3 Utility Easements

6.4 Ingress And Egress

6.5 Use. The Use Of Any Easement By A Unit Owner

6.6 Access. Sponsor Covenant

6.7 Survey Exhibit-Easements

6.8 Water, Garbage And Sewer Service

6.9 Additional Easements

7. Common Expense; Common Surplus

8. Administration Of The Condominium: The Association, Membership, Reports To Members And Lenders Voting

8.1 The Association

8.2 Membership

8.3 Powers Of Association

8.4 Reports To Members And Lessor

8.5 Reports To Lenders

8.6 Insurance Reporting

8.7 Voting. Each Unit Owner

- 8.8 Management Agreement
- 8.9 Construction Of Powers
- 8.10 Master Management Agreement
- 9. Use And Occupancy Restrictions
 - 9.11 Residential Use
 - 9.15 Guest Occupancy
 - 9.2 Ownership By Entity
 - 9.3 General Use Restrictions
 - 9.4 Alterations And Additions
 - 9.5 Lawful Use
 - 9.6 Pets/Animals
 - 9.7 Vending Machines
 - 9.8 Nuisances
 - 9.9 Parking
 - 9.10 Children
 - 9.11 Rules And Regulations
 - 9.12 Floor Coverings And Soundproofing
 - 9.13 No Smoking
 - 9.14 Electrical Vehicles And Charging Stations
- 10. Maintenance And Repair Of The Condo Property, Alterations And Improvements
 - 10.1 Maintenance By Association
 - 10.2 Limitation Upon Liability Of Association And Management Firm
 - 10.3 Maintenance By Unit Owner
 - 10.4 Liability Of Unit Owner
 - 10.5 Insurance Proceeds
 - 10.6 Right Of Entry By Association, Management Firm AND LESSOR
- 11. Apportionment Of Tax Or Special Assessment If Levied Or Assessed Against The Condominium Property
 - 11.1 Responsibility
- 12. Maintenance Of Community Interests
 - 12.1 Transfers Subject To Approval
 - A. Sale.
 - B. Lease
 - C. Gift
 - D. Other Transfer
 - 12.2 Approval Of Association
 - A. Notice To Association
 - (1) Sale
 - (2) Lease
 - (3) Gift, Devise Or Inheritance, Other Transfers
 - (4) Failure To Give Notice.
 - (5) Bona Fide Offer.
 - B. Certificate Of Approval

- (1) Screening Fee And Deposit-
- (2) Sale Or Lease
- (3) Gift, Devise Or Inheritance, Other Transfers
- (4) Approval Of Corporate Owner Or Purchaser
- 12.3 Disapproval By Association---Whole Section Added By K-C
- 12.4 Mortgage
- 12.5 Exceptions: Proviso
 - A. Proviso
 - B. Proviso
- 12.6 Condominium Documents
- 12.7 Unauthorized Transactions
- 12.8 Proviso
- 12.9 Inter-Family Transfers
- 12.10 Immunity From Liability For Disapproval

13. Insurance Provisions

- 13.1 Purchase Of Insurance
- 13.2 Cost And Payment Of Premiums
- 13.3 Unit Owners' Responsibility
- 13.4 Coverage
 - A.
 - B.
 - C.
 - D.
- 13.5 Distribution Of Proceeds
 - A.
 - B.
- 13.6 Association As Agent
- 13.7 Determination To Reconstruct
 - A. Common Element
 - B. Condominium Property
 - (1) Lesser Damage
 - (2) Major Damage
- 13.8 Responsibility
- 13.9 Nature Of Reconstruction
- 13.10 Nature Of Reconstruction
- 13.11 Assessments
- 13.12 Use
 - A.
 - B.
 - C.

- 13.14 Effect Of Mortgagee Endorsments Concerning Insurance Proceeds
- 13.15 Authority Of Association
- 14. Assessments, Liability, Lien And Enforcment
 - 14.1 General Authority
 - 14.2 Unit Owner's General Liability
 - 14.3 Payment
 - 14.4 Special Assessments
 - A. Reserve Fund
 - B. Operating Reserve Fund
 - 14.5 Separate Property
 - 14.6 Default
 - 14.7 No Waiver
 - 14.8 Lien
 - 14.9 Proviso
 - 14.10 Certificate Of Status Of Assessments
 - 14.11 No Occupancy Until Assessments Paid
 - 14.12 No Election Of Remedies
- 15. Termination
 - 15.1 Destruction
 - 15.2 Agreement
 - A. Exercise Of Option
 - B. Price.
 - C. Payment
 - D. Form
 - E. Closing
 - 15.3 Certificate
 - 15.4 Shares Of Owners After Termination
 - 15.5 Exclusive Rights Extinguished By Termination
 - 15.6 Amendment
 - 15.7 Equitable Rights
- 16. Amendments
 - 16.1 Notice
 - 16.2 Proposal Of Amendment
 - 16.3 Proviso (A-D)
 - 16.4 Amendments To Correct Errors And Omissions
 - 16.5 Execution And Recording
- 17. Long-Term Lease
 - 17.1 Lease Agreement
 - 17.2 Lien Of Lessor
 - 17.3 Use
 - 17.4 Conflict
 - 17.5 Binding Effect (A-G)
 - 17.6 Proviso
 - 17.7 Lessor's Right To Alter

- 17.8 No Lessees
- 17.9 Expiration/Termination Of The Long-Term Lease
- 18. Management Agreement
 - 18.1 Management Contract
 - 18.2 Existing Agreement
 - 18.3 Binding Effect (A-E)
- 19. Master Management Agreement
 - 19.1 Execution By Unit Owners
 - 19.2 Lien Of Master Management Firm
 - 19.3 Co-Operation Of Association
 - 19.4 Acknowledgment
 - 19.5 Necessity
- 20. Remedies
 - 20.1 Relief
 - 20.2 Costs And Attorneys' Fees
 - 20.3 No Waiver
 - 20.4 Rights Cumulative
 - 20.5 Venue: Waiver Of Trial By Jury
 - 20.6 Proviso
- 21. Miscellaneous Rights Of Sponsor. (Removed??)
- 21. Notices
- 22. Construction.
- 23 (Msg)
- 24. Gender
- 25. Captions
- 26. Severability

Outline of **Articles of Incorporation** Sections

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Section 1. Name and Office

Section 2. Purpose

Section 3. Definitions

Section 4. Powers

Section 5. Members

Section 6. Term of Existence

Section 7. Redacted

Section 8. Directors

Section 9. Officers

Section 10. Redacted

Section 11. Redacted

Section 12. Indemnification

Section 13. Amendments

Section 14. Non-Assignment

Section 15. Redacted

Bylaws Sections Outline

(Katzman-Chandler Template) rev 8-19-23

Article 1. General Provisions

- 1.1 Identity-Purpose
- 1.2 By-Laws Subject to Other Documents
- 1.3 Applicability
- 1.4 Office
- 1.5 Seal
- 1.6 Definitions

Article 2. Membership, Voting, Quorum, Proxies

- 2.1 Qualification of Members, etc.
- 2.2 Quorum
- 2.3 Corporate or Multiple Ownership of a Unit
- 2.4 Voting, Proxy
- 2.5 Voting
- 2.6. Majority

Article 3. Annual and Special Meetings of Membership; Proviso

- 3.1 Annual Meeting
- 3.2 Special Meeting
- 3.3 Notice of Meeting
- 3.4 Notice to Others
- 3.5 **(Adjourned Meetings)-Redacted**
- 3.6 **(Consent)-Redacted**
- 3.7 Chairman
- 3.8 Order of Business
- 3.8(a) **(Appointment of Chairman of Inspectors of Election)-Redacted**
- 3.8(b) **(Election of Directors)-Redacted**
- 3.8(c) Calling of the Roll and Certifying of Proxies
- 3.8(d) Proof of notice of meeting or waiver of notice
- 3.8(e) Reading of minutes
- 3.8(f) Reports of Officers
- 3.8(g) Reports of Committees
- 3.8(h) Unfinished Business
- 3.8(i) New Business
- 3.8(j) Adjournment
- 3.9 First Meetings

Article 4. Board of Directors

- 4.1 Management of Association

- 4.2 (First Board)-Redacted
- 4.2(a) **(Election of Directors)-Redacted**
- 4.3 Vacancies ***
- 4.4 Organizational Meeting
- 4.5 Regular Meetings
- 4.6 Special Meetings
- 4.7 Waiver
- 4.8 Quorum
- 4.9 Presiding Officer
- 4.10 Resignation
- 4.11 Powers and Duties
- 4.12 Management Agreement
- 4.13 **(Authority of First Board)-Redacted**
- 4.14 Removal of Directors
- 4.15 **(Waiver of Meeting)-Redacted**
- 4.16 Proviso
- 4.17 Committees
- 4.18 **(Establishment of Fees in Connection with Transfers Subject to Approval of the Board)-Redacted**
- 4.19 Manner of Collection of Common Expenses

Article 5. Officers

- 5.1 Generally
- 5.2 President
- 5.3 Vice President
- 5.4 Secretary
- 5.5 Treasurer
- 5.6 **(First Officers)-Redacted**
- 5.7 The compensation of all officers, if any, and employees of the Association shall be fixed by the Directors

Article 6. Fiscal Management: Assessment: Liens

- 6.1 Manner and Notification
- 6.2 Proposed Budget
- 6.3 Depository: Withdrawals
- 6.4 Records
- 6.5 Fidelity Bonds; Proviso
- 6.6 Fiscal Year
- 6.7 Payments Assessments
- 6.8 Acceleration of Payment of Installments of Assessments
- 6.9 Acquisition of Units
- 6.10 Default in Payment of any Assessment: Lien

Article 7. Compliance

- 7.1 **(Costs and Attorney Fees)-Redacted**
- 7.2 **(No Waiver of Rights)-Redacted**
- 7.3 **(No Election of Remedies)-Redacted**
- 7.4 Safety Violations
- 7.5 Liability of Unit Owners
- 7.6 Liability of Unit Owners to Management Firm
- 7.7 Liability of Units to Lessor and Master Management Firms
- 7.8 Corresponding Default
- 7.9 Surviving Liability
- 7.10 Excess Liability
- 7.11 Fines and Suspensions

Article 8. Limitation of Liability

- 8.1 Limitation

Article 9. Parliamentary Rules

Article 10. Amendments to By-Laws, Except as to use and Decorum

- 10.1 Proposal
- 10.2 **(Call for Meeting)-Redacted**
- 10.3 Vote Necessary; Recording
- 10.4 Proviso

Article 11. By-Laws Pertaining to use and Decorum

- 11.1 Definition
- 11.2 Scope; Remedy By-Laws for Violation
- 11.3 Amendments
- 11.4 Rules and Regulations

Article 12. Rules and Regulations

- 12.1 By-Laws relating to use and Decorum
- 12.2 Applicability

Article 13. Indemnification

- 13.1 Officer and Directors
- 13.2 Insurance

Article 14. Unit Owners Responsibility Concerning Liens And Taxes

- 14.1 Liens and Taxes
- 14.2 Notice to Association

Article 15. Covenant of Co-Operation

- 15.1 Management Firms

Article 16. Conflict