



Chateau in the Pines I Homeowner's Association, Inc. Rules and Regulations

The following rules and regulations are adopted by the Board pursuant to documentary authority. Compliance with these rules is mandatory for all owners, tenants, and guests.

Owners are responsible for the actions of tenants and guests.

Visit: chateauinthepines.com for more association news and documents. Address comments/questions to Management Company (contact information on website).

1. Alterations to Exterior of Apartment
 - a) Alterations are prohibited unless approved, in advance in writing by the Board of Directors, hereinafter referred to as the Board. Visit the CITP I website to locate the Architectural Review (ARC) form and follow the instructions on the form. ALL exterior changes and alterations to apartments, even when only replacing existing elements, MUST be pre-approved. Paint and stain color and finishes along with information about approved replacement products (for windows, shingles, etc.) can be found in Section 8 of this document.
 - b) Owners/Occupants who do not have approval for exterior modifications/alterations will be notified to cease and desist until such time as an ARC is submitted and approved.
 - c) All areas outside of apartment patios are Association property.
2. Occupancy
 - a) Rental terms are limited to no less than one year.
 - b) Owners are responsible for submitting the Occupant Information Form within 30 days of purchase or rental. A copy of the form can be found at the end of this document, or on our website.
3. Common Area
 - a) No personal property or obstruction of any kind shall be placed in or on any common area.
 - b) A responsible adult must supervise all activities of children under the age of eighteen (18) when in Association common areas.
 - c) Residents and guests in common areas shall not engage in any conduct that interferes with the rights or enjoyment of others.
 - d) Owners are responsible for any damage to property that they, their tenants, or guests may cause.
4. Association/Management Employees
 - a) No homeowner or resident shall interfere with any employee who is performing work for the Association.
 - b) Any services contracted between an individual homeowner or resident, and any of the Association's employees must be performed independently of the employee's work for the Association and must be paid for by the homeowner or resident. The

Association assumes no responsibility for the quality of such work.

5. Parking, Vehicles, and Roadways

a) Parking

- i) There are two numbered parking spaces assigned to each unit for the parking of non-commercial vehicles (see the [CITP I website](#) or refer to Addendum 1: Parking Assignment).
- ii) Use only those parking spaces designated for your townhouse unit. Additional vehicles must use the unmarked parking spaces that are located south of the pool area and north of buildings 60 and 62. Parking in a space unassigned to your unit may result in your car being towed at either the direction of the management or the individual to whom the parking space is assigned.
- iii) Parking spaces may be reassigned by the Association as stated in the Association Covenants. Notice will be provided to owners if reassignment is required.
- iv) Owners may elect to have trees which overhang their assigned spaces professionally trimmed at the owner's expense. The Association is not responsible for trimming trees over parking spaces. If you elect to trim trees, it is your responsibility prior to starting to contact our property manager for additional guidelines that may apply.

b) Vehicles

- i) No parking or driving is allowed on common grass areas.
- ii) Each vehicle must be parked within a lined, numbered space and not sideways or in a driveway area.
- iii) Service vehicles may temporarily use parking spaces when performing service for that unit.
- iv) Trucks in excess of one (1) ton and any other commercial vehicles, boats, trailers (of any description), campers, or recreational vehicles must be parked in the area south of the pool and the areas north of buildings 60 and 62, but for no longer than (7) seven days in any (1) one month unless authorized in advance in writing by the Board. Requests shall be made by contacting the Property Management Company.
- v) No repairs or maintenance of any vehicles (except for car washing) are to be performed in any residential parking lot or other common areas. No changing of oil or draining of radiators is allowed. These substances damage the asphalt and increase repair costs to the community.
- vi) Vehicles with expired registration and derelict vehicles are not permitted anywhere on Association property.
- vii) Vehicles parked in violation of Association rules may be towed at the vehicle owner's expense.

c) Roadways

- i) The speed limit on Piney Branch Way: 15 miles per hour.
- ii) No parking is allowed on Piney Branch Way.
- iii) Temporary parking on roadways is limited to active loading and unloading, or active washing of vehicles.

6. Pets and Wild Animals

a) Pets

- i) ALL animals must be registered.

EFFECTIVE: January 2022

- ii) Occupants (owners and renters) must include this information with the Occupant Information Form upon initial lease or purchase.
 - iii) Pet owners must keep the Board apprised of new pets and when pets are deceased.
 - iv) Animal owners must comply with all City/County rules.
 - v) All pets must be licensed in accordance with the law. Proof of license must be submitted as part of the initial homeowner information packet, or with the renter's lease agreement, to be kept on file by the Association.
 - vi) No animal or pet exceeding thirty (30) pounds at maturity may be walked or kept anywhere on the common property.
 - vii) Effective 1 January 2020, owners who currently have pets of 30 pounds or more at maturity are "grandfathered," however, once the current pet passes away or is given away, no further exception will be considered.
 - viii) All animals must be attended, on a leash, under complete control, and under the personal supervision of the owner or designee anywhere on common ground.
 - ix) Owners must clean up waste deposited by their animals and dispose of it in a sanitary manner.
 - x) Brevard County Animal Services will be called to collect unsupervised animals on CITP property. The Board may place traps in common areas for control of wildlife. If your pet is trapped, Animal Control will be contacted to remove the animal. [For more information on animal enforcement in Brevard County, click here.](#)
- b) Non-Native/Exotic Pets
- i) Effective 1 January 2020, non-native/exotic pets are prohibited on CITP property. Please see the [Florida Fish and Wildlife non-Native Species web page for more information web page for more information](#) on non-native animals.
 - ii) Non-native/exotic animal owners are "grandfathered" under the same stipulations as expressed in current Florida Statutes. Once the current pet/animal passes away or is given away, no further exception will be considered.
- c) Wild Animals
- i) The Board does not trap wild animals.
 - ii) Do not feed wild animals (birds, squirrels, feral/wild cats, etc.) as this attracts more wild animals to the area.
 - iii) Securely close dumpster lids (including recycling bins) to prevent raccoon entry. If a recycling bin is full, do not overstuff it. Instead, place your items in the dumpster for pick up.
 - iv) Review the FWS raccoon safety sheet which you can find on the [CITP I website](#), on the Downloads and Useful Information Page.
- d) Aggressive or Unattended Pets and Wild Animals
- i) Call Brevard County Animal Services if you see an animal running loose in the neighborhood, or if you are concerned about aggressive pets or wild animals. Please visit the [Brevard County Animal Services Affidavit page for more information.](#)
7. Pool and Recreation Area
- a) Pool
 - i) Use

- (1) Use of the pool shall be solely at the risk of the individual, and in no case shall the Association be held liable.
 - (2) The pool is open from 8:00 AM until dusk.
 - (3) Except as required by law, as to service animals, pets are not allowed in the pool or in the enclosed pool area. This is State Law.
 - (4) Skateboards, bicycles, and similar play equipment are not allowed inside the enclosed pool area.
 - (5) Floats and rafts exceeding 6 feet by 3 feet are prohibited.
 - (6) Any activity such as running diving or horseplay that creates a danger or annoyance to others is not permitted.
 - (7) The garden hose shall not be used as a toy or for personal use.
 - (8) Persons with contagious or infectious health conditions such as colds, ear infections, or skin diseases or with open skin abrasions are not permitted in the pool.
 - (9) Persons with diarrhea are not permitted in the pool.
 - (10) Persons who are either incontinent or not toilet trained must wear water-impermeable plastic pants when in the pool.
 - (11) All persons must wear a minimum of a swimming suit to and from the pool area.
 - (12) All persons must shower before entering the pool. Suntan lotions, creams, and oils must be removed before entering the pool. Anyone using sunscreen or suntan lotions must also cover and protect the deck furniture from these substances.
 - (13) The pool is for resident use only and may not be used for profit or gain.
 - (14) Food and Drinks in the Pool Area
 - (a) Persons using the pool area must pick up and dispose of their trash and in the proper containers in the dumpster area.
 - (b) No food or drinks shall be brought poolside unless in unbreakable or aluminum containers. No glass containers are allowed inside the fenced pool area.
- ii) Pool Safety
- (1) Residents are responsible for making sure that the gate is securely locked when entering or leaving the pool area.
 - (2) All children must be accompanied while in the pool area by a person who is physically and emotionally capable of rendering meaningful emergency assistance.
 - (3) The safety ring on the pool fence is for emergency use only. Do not use this as a pool toy.
- iii) Miscellaneous
- (1) Residents may bring their own umbrellas, floats, chairs and personal items provided they do not damage any Association property or the pool deck area. Personal items may not be left in the pool area. Any personal items which are left behind will be disposed of by the Association.
 - (2) Upon moving, pool keys must be returned for reimbursement of the original payment. If a key is lost there will be a replacement fee of \$50.
 - (3) Furniture and equipment may not be removed from the pool area.

- (4) Any person wishing to have a private party (no more than 15 people in the pool at one time) must make a 10-day advance reservation with the Board and/or its agent. A \$100 deposit must be paid at the time of registration and will be returned in its entirety if the pool area is left in the original condition. There can be no damage to fixtures or furniture, and all trash must be removed from the area. Parties will be limited in duration to two hours so that others are not deprived of pool use for the entire day. The pool cannot be reserved for private parties on Holidays or Holiday weekends.
 - (5) Pool hours are posted and must be adhered to. In cases of severe weather, the pool is closed when there is an official announcement of inclement weather from a local authority (i.e., a severe storm warning issued by a government entity, a local authority issuing an official public notice, etc.)
 - (6) The Board reserves the right to close the pool in cases of public health threats and will follow the most current CDC guidelines to do so.
 - b) Recreation Area
 - i) The empty lot on the west side of the swimming pool is designated as a recreation area. Because of the limited size, grass surface, and proximity to townhouse units, there are usage restrictions:
 - (1) The hours of use are 8:00 AM until dusk only.
 - (2) Tennis or field games such as baseball, football, or soccer are prohibited. Badminton, volleyball, croquet, bocce, and golf putting are allowed.
 - (3) Do not leave trash in this area.
 - (4) Disruptive or annoying behavior (including loud music or loitering) is not allowed. Be mindful and considerate of your neighbors.
- 8. Townhouse Maintenance and Appearance
 - a) General
 - i) Exterior walls, patios, fences, roofs, and other outside areas must be well-maintained and kept in good condition.
 - ii) The Board and/or its agent will determine whether the exterior walls, patio, fences, roofs, and other improvements are being properly maintained and repaired.
 - iii) Notice will be provided to homeowners, to the address on record, in writing (either via mail, electronic mail, or both) when painting or maintenance must be performed. This process is explained in the CITP Covenants, available on the [CITP I website](#).
 - iv) No external alteration additions or improvements to individual townhouses will be allowed without prior board review and written approval. Applications must be dated, signed and include all specifications for the change requested. Architectural Review forms may be obtained from the Association, its agent, or the [CITP I website](#).
 - b) Painting
 - i) Paint color (for exterior walls) and paint stain (for soffits and fences) specifications are available on the [CITP I website](#).
 - ii) All exterior repainting of stucco walls and staining of patio fences and wood must conform to the standards set by the Association.
 - c) Roofs and Shakes

EFFECTIVE: January 2022

- i) Pursuant to Article V of the Declarations, each owner is responsible for any maintenance and repairs to the roof and shingles of his or her townhouse as may be required to prevent water or other damage to the unit or any other unit in the building.
 - ii) Effective March 2021, composite shake shingles will be considered as a replacement for your red cedar wood shakes. Please see the [CITP I website](#) for more information.
- d) Miscellaneous
 - i) Holiday decorations (twinkle lights, blow-up lawn decorations, etc.) may be displayed from balconies or hung on the outside of windows or fences of any unit but must be removed within 30 days following the holiday.
 - ii) Note that white patio lighting is allowed year-round; all non-white lighting is deemed “holiday” lighting and must be removed as stated above.
 - iii) No clothing, linens, towels, etc. shall be hung from balcony railings nor be draped over fences. Balconies and patio roofs are not to be used as storage areas and must always be kept clean and tidy.
 - iv) Gardening items, building supplies, tools, etc. will be stored inside the patio area, or another appropriate place, so items are not visible from the exterior of the unit.
 - v) Freestanding storage sheds may not exceed fence height.
 - vi) Signs are not allowed except “for sale” or “for rent,” which must be located only on the subject property. Signs may not be placed in areas where they will disrupt mowing or other lawn services.
 - vii) Windows and sliding doors must be covered with appropriate window dressings (curtains, drapes, vertical or slat-blinds). Window dressings that face into the community must be neutral in color and in good condition without significant defects. No bright or vivid colors are permitted. Blinds shall not have missing, bent, or broken slats. Draperies and curtains shall not contain visible stains or tears. No reflective materials, tin, or aluminum foil are allowed as window coverings.
- e) Planting and Gardening
 - i) CITP appreciates individual homeowners who take initiative to care for common property. Homeowners are encouraged to participate in keeping common areas free of weeds and garbage.
 - ii) Individual plantings are permitted outside of individual patio areas under the following conditions:
 - (1) Board pre-approval is required for any changes to the landscape outside of the patio area. Use the Architectural Review form located on the [CITP I website](#). A rough sketch, including colors and locations, is required for a landscape review. The board reserves the right to limit the number of planters and statuary around any unit.
 - (2) In-ground plantings must be non-invasive, and owners will be responsible for weeding areas that are planted by the owner. Refer to the CITP web for more information on invasive plants.
 - (3) Plants that are in containers must be in decorative plant containers only (gallon buckets, pickle containers, rusted pots, containers with peeling paint, and other non-garden specific items, are not permitted outside of patio areas).

- (4) Plantings that grow over or through the fence must be regularly trimmed and may not interfere with the regular maintenance of the fence. When fencing and gates need repair, the owner is responsible for trimming back/cutting plantings to keep the fence to community required standards. Plantings over and through the fence which cause damage to the fence structure will be required to be removed.
- (5) Nuisance plants are not permitted, and if present, must be removed. These include plants (i.e., Ficus, money trees, etc.) that have invasive root systems and can cause damage to sidewalks, cement pads, and pipes. If a nuisance plant causes damage to any common area, the owner will be held responsible for any costs of repair or restoration.

9. Security and Community Concerns

- a) Chateau in the Pines is a Crime Watch neighborhood.
- b) The Association complies with all State and Local laws and ordinances regarding fireworks and incendiary devices. Residents are encouraged to familiarize themselves with these laws and ordinances. Authorities will be notified if laws and ordinances are broken. The following dates are designated holidays for fireworks use: (Florida State Statute 791.08): New Year's Day, Independence Day, New Year's Eve.

10. Disaster Preparedness

- a) In the case of a major weather event, Board members are responsible for securing common area items. Board members may solicit and accept the help of community owners, who volunteer at their own discretion and hold the Association harmless in the case of accident or injury. Items around the pool area that are not chained and locked will be stored inside the cabana, either in the storage area or in the men's/women's restrooms.
- b) Hurricane Protection
 - i) During a hurricane alert or before leaving your unit for any lengthy absence clear balconies and patios of ALL movable objects.
 - ii) If tape, plywood, or any other non-professionally installed product is used for hurricane protection, it must be removed within one week after a storm threat is over.
 - iii) Professionally installed hurricane shutters (accordion or roll down only) may be left closed at the owner's discretion.

11. Violations

- a) Owner Actions
 - i) When violations of these rules are observed, owners may lodge written complaints to the Board and or its agent. If immediate attention is required, call the management company (see our website or page 1 of the Rules and Regulations for contact information); for all other complaints, visit the [CITP I website](#) to send an electronic notice to the Board.
 - ii) In cases where there are chronic complaints, the Board may choose to take legal action. The costs of such actions will be incurred by the owner against whom action is taken if the court so stipulates.
- b) Board Actions
 - i) In cases where there are violations of the Covenants, By Laws or Rules and Regulations, property management will notify, in writing, the owner of record.

EFFECTIVE: January 2022

- ii) On-site inspections occur every month to note violations. If you are notified of a violation you must attend to it as outlined in the letter you receive from the property manager, and ARC requests must accompany any changes or modifications to the exterior of your property.
 - iii) If you have special circumstances which you would like the Board to consider regarding your violations, please contact the property manager.
 - iv) In cases where there are chronic violations, the Board may choose to take legal action. The costs of such actions will be incurred by the owner against whom action is taken if the court so stipulates.
12. Severability
- a) The Board, as deemed appropriate, may change or rescind any articles in these Rules and Regulations. The remaining articles shall remain in full force and effect.
 - b) All rules and regulations of the Chateau in the Pines I HOA, Inc. previously established or currently in effect are rescinded at the effective date of this revision.

EFFECTIVE: January 2022

Addendum 1: Parking Assignment

UNIT	LOT	SPACE	UNIT	LOT	SPACE
39A	A	6 AND 7	40A	B	3 AND 4
39B	A	8 AND 9	40B	B	1 AND 2
39C	A	1 AND 2	40C	B	6 AND 7
39D	A	3 AND 4	40D	B	5 AND 00
41A	A	5 AND 14	42A	C	1 AND 2
41B	A	12 AND 13	42B	B	10 AND 11
41C	A	15 AND 16	42C	B	8 AND 9
41D	A	17 AND 18	42D	C	5 AND 6
43A	J	22 AND 23	44A	C	19 AND 20
43B	J	18 AND 19	44B	C	17 AND 18
43C	J	16 AND 17	44C	C	15 AND 16
43D	J	24 AND 25	44D	C	3 AND 4
45A	J	9 AND 10	46A	C	13 AND 14
45B	J	11 AND 14	46B	C	7 AND 8
45C	A	10 AND 11	46C	C	9 AND 10
45D	J	00 AND 15	46D	C	11 AND 12
47A	J	3 AND 4	48A	D	5 AND 6
47B	J	20 AND 21	48B	D	3 AND 4
47C	J	12 AND 13	48C	D	9 AND 10
47D	J	7 AND 8	48D	D	7 AND 8
49A	H	4 AND 5	50A	D	17 AND 18
49B	H	6 AND 7	50B	D	15 AND 16
49C	J	5 AND 6	50C	D	13 AND 14
49D	H	1 AND 2	50D	D	11 AND 12
52A	E	3 AND 4	60A	F	8 AND 9
52B	E	1 AND 2	60B	F	10 AND 11
52C	E	8 AND 9	60C	F	2 AND 3
52D	E	6 AND 7	60D	F	5 AND 6
62A	G	5 AND 6			
62B	G	1 AND 2			
62C	G	10 AND 11			
62D	G	8 AND 9			

EFFECTIVE: January 2022

Chateau in the Pines I Homeowner's Association

INFORMATION SHEET

PROPERTY ADDRESS:	
--------------------------	--

OCCUPANT NAME(S) NOTE: **ALL** occupants must be listed below, including children

NAME	✓ IF OCCUPANT IS A MINOR

VEHICLE: MAKE	MODEL	COLOR	TAG#	STATE OF ISSUE

PETS (ALL HOUSEHOLD ANIMALS MUST BE LISTED BELOW)

PET'S NAME	BREED	LICENSE NUMBER	WEIGHT	AGE

RENTAL/LEASE UNITS ONLY:

LEASE EFFECTIVE DATE:	
EXPECTED LEASE RENEWAL DATE:	
Unit Owner Information (in case of emergency)	
OWNER NAME:	
OWNER ADDRESS:	
OWNER PHONE #:	

Rental Unit Note: All CITP owners are responsible for securing the above information from any lessees and for submitting this form to the CITP I HOA Board of Directors at the time the unit is leased.