

**KOVE ASSOCIATION, INC. OF VOLUSIA**  
**RULE AMENDMENTS AS COMPLETED BY RULES and REGULATIONS**  
**COMMITTEE AND BOARD OF ADMINISTRATION MEMBERS**  
**January, 2024**

TO: KOVE ASSOCIATION MEMBERS

FROM: THE BOARD OF ADMINISTRATION

The Rules and Regulations Committee and the Board of Administration have updated the March 2018 printing of Kove Association's Rules and Regulations to include the amendments that have been approved and adopted through December 2023. Each amendment included in this update includes the date of the Board of Administration's approval.

Our Rules and Regulations reflect the following:

- a. To contribute to the quality of life in the Kove Estates Mobile Home and RV park for all Association Members (Unit Owners.)
- b. To help maintain the high standards of the park and to be a guide to possible Park improvements.
- c. To be a guide for Association members, and to be helpful in the work of the Board of Administration.

**These Rules and Regulations supersede all previous Rules and Regulations, Addendum's, or Amendments.**

A number of association members have been appointed to committees to assist the Board of Administration in administering these Rules and Regulations. For the purpose of reference, we shall refer to our allotted space in Kove Estates Mobile Home and RV Park as a Lot or Unit. Each association member should read and adhere to these Rules and Regulations. It is the Board of Administration's intent to follow and strongly enforce all association documents. The Board will issue written citations and impose fines as needed for repeated violations of the Rules and Regulations, By-Laws, and Proprietary Lease.

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**KOVE ASSOCIATION, KOVE ESTATES  
RULES AND REGULATIONS**

**1. UNITS/HOMES – LOCATION ON LOT SETUP (SPECIAL WORK ORDER PERMIT NEEDED)**

- a. When a Unit, either new or replaced on a lot, the type and size and age not to exceed 15 years old must be approved by the Board of Administration before being admitted to the Park. Approval as to the type and size to be erected on any lot must conform to Kove Association Rules and Regulations as well as Volusia County restrictions, which govern placement of the home on the lot. (Lot refers to the allotted space and Unit refers to the home.)
- b. Before final approval is given by the Board of Administration, all necessary permits must be obtained, and applicants sign a certification of such. A \$100 refundable damage deposit for any mobile home unit moving in and out of the park, for repairs to the park if damage occurs, shall be paid. The Unit Owner is financially responsible for any damage that occurs, for any Mobile home or RV Moving in and out of the park.
- c. Location and final positioning of all Units will be under the overall direction of the Board. All Mobile homes, RV's, trailers, etc. on lots approximately 2700 feet are to be set up on the right side of the property as viewed from the road. All units on the lots approximately 5400 square feet are required to have a driveway, carport, and a single screened or glass room under cover. Any part of the carport (roof line, etc.) must be set back at least ten feet (10') from the street. A Utility or Storage area may be built at the end of the carport where space allows, with approval from the Board of Administration. It must be no larger than 11 feet by 12 feet, and a work permit is required.
- d. Unit set up as permanent structure and any unit remaining on the lot in excess of twelve months shall be tied down and properly skirted. (5/11/2015)

**2. AN EXTERNAL SHED** placed at the rear of any lot or at another location where space allows and does not conflict with neighbors' set up, is permitted. It must meet with the Association and Volusia County requirements and restrictions as to construction. The shed is to be no larger than 140 square feet. Present sheds may be enlarged to the above square footage if space permits. Every shed must be tied down at all corners. Only one utility building (shed) shall be permitted, located, and approved by Work Permit Review Committee and the Board. A copy of the specific instructions as to type, size, construction, and a drawing for construction and purchasing a shed, must be provided when work order is turned in to the Board of Administration. Maximum shed height is ten (10') feet at peak from the ground.

**3. WORK ORDERS:** (Proprietary Lease, paragraph 17) When any work is to be done on the Unit or grounds, i.e., repairs, alterations, etc., a work order permit must be filled out describing the intended work and presented to the Board of Administration for approval. The work must be started within sixty (60) days of said date and inspected by the Work Order Committee upon completion. Any deviation from the work permit will be subject to Board action, and is subject to a \$50 fine.

- 4. MAINTENANCE:** All dwelling lots shall be kept free of all litter and attractively maintained by the Unit Owner, and comply with all Rules and Regulations and all applicable laws, ordinances, and regulations of the State and County.
- 5. LAWN CARE:** Mowing, trimming, edging (including roadway,) watering, weeding, and general care of the lawn, flowerbeds, shrubs and trees, etc., is the responsibility of the Unit Owner. When the Unit Owner is to be absent from the park, it is his/her responsibility to provide for the lawn care as defined above. The name of the responsible party (mower) is to be on file in the office.
- 6. TREES:** The Board must approve the location and type of trees to be planted. Permission must be obtained to remove any existing tree. This permit must be obtained before planting or removal. Trees prohibited from planting are Ear Tree, Willow, Australian Pine, Sycamore, Maple and Punk Trees. When a tree is removed, another shall be planted on the lot area or one is to be donated and Planted elsewhere in the park at the discretion of the Board. The agreement to donate a tree must be in the hands of the Board before approval will be granted to remove the tree. The size of the tree shall be noted on the work order. If it is necessary for the Board of Administration to order removal of a tree at the homeowner's site, or to remove debris, the Unit owner shall be responsible for payment of the removal costs.
- 7. LANDSCAPING:** All landscaping must be approved by the Board. The use of any kind of plant life to define property lines is not permitted. No planting is permitted closer than 18 inches to a lot line.
- 8. FENCES:** No wooden, metal, plastic, etc. fence is permitted.
- 9. GARDENS:** No vegetable gardens are allowed except for a few unobtrusive tomato plants, etc. in flower beds.
- 10. SIDEWALKS:** Sidewalks are to be no more than thirty-six (36") inches wide. All locations of sidewalks, patios, and other concrete areas require a work permit and must be approved by the Board of Administration before concrete is poured. Sidewalks for carts constructed adjacent to carpools will be no wider than 60 inches/5 feet in width. (2/11/2008)
- 11. DRAINAGE DITCHES:** Maintaining areas around all drainage ditches and drainpipes such as cleaning the area, edging along cement culvert on members property, is the Unit owner's responsibility.
- 12. GUESTS:** Any member of the Unit Owners immediate family including son-in-law, daughter-in-law not living with the Unit Owner are considered "guests" and are to comply with the Rules and Regulations set forth for the guests.
  - a. Guests are to be registered at the Kove Recreation Hall II, or any other place designated by the Board of Administration. Guests must always wear, or have in their possession, a guest ID (qualification tag) when away from the host and his home. These tags can be purchased by Unit owner from the Association office. Adult guests, 18 years of age and older, may use recreational facilities unaccompanied by the host. Hosts are responsible for acquainting

guests with all the Rules and Regulations, and are responsible for their guest/guest's actions.

- b. Guest's RV's or travel trailers may not be occupied, parked next to, or hooked up to a host's home while visiting. Arrangements for temporary parking may be made with the Board of Administration by checking in at the office.
- c. Unit Owner's adult guests may visit for a period not exceeding one month. Longer period must be approved in writing by the Kove Association Board of Administration. Guests are not permitted unless the Unit Owner(s) are also in residency, unless approved in writing by Kove Association Board of Administration. Children are allowed for brief visits, not to exceed a total of one month per year. Children under age sixteen (16) must be supervised at all times. Children sixteen (16) years of age or older may use the pool tables unaccompanied. Children 12-16 years of age may use the pool table when accompanied by an adult. Children under Twelve (12) years of age are not permitted to use the pool tables. The minimum age to play Bingo is eighteen (18).
- d. The participation in any other recreation area or activity by children is regulated by the Rules and Regulations for the area as to age, supervision required, time, etc. The Association assumes NO responsibility nor liability in the participation of children in any activity in and around the Park. This is to remain the responsibility of the parent and/or the host. Any deviation from these rules must be approved by the Board, and permission must be given in writing.
- e. Kove members needing "Live-in" health caregivers must request to the Board of Administration including a physician's statement of needs. Health caregivers must be interviewed and meet the Board approval and have background checks completed. The Board will set all conditions concerning activities for health caregivers and health caregiver's guests, including pets.  
(2/02/2015)

**13. CONDUCT:** (Proprietary Lease, paragraph 22e) Boisterous behavior annoying to others in the Park will not be tolerated. Consideration for others regarding the use of TV, radio, or stereo, etc. between the hours of ten (10) p.m. and eight (8) a.m. is required. The illegal use of drugs or excessive use of alcoholic beverages is prohibited anywhere in the park. All gambling in common areas of the park is governed rules set down by the Florida State Statutes.

**14. RECREATION FACILITIES:** Recreational facilities are provided for use of members, their families, and guests. Golf fees are waived for member's children, their spouses, and grandchildren, plus, brothers and sisters along with their spouses and children of whom are houseguests. Those fore mentioned above who reside in the immediate area, are limited to playing golf no more then once a week with no charge. For any additional golf, the golf fee must be paid. Children under 12 years of age are not permitted on the golf course unless it is with special permission obtained for the underage child by applying to the Board. The member must sign a release form to relieve the Association of any liability. Children 12-16 years of age must be accompanied by an adult. Rules Regarding each facility are posted for your safety and convenience in all recreational facilities. Any deviation from these rules must be by the Board of Administration's approval. Failure to observe these rules will constitute a reason for restricting the guests use of recreational facilities.

Guests may not use any of the above recreational facilities when the Unit Owner(s) not in

residence in the Park, unless such action is approved by the Board of Administration.

- 15. USE OF CLUB HOUSES and BAR-B-QUE AREAS:** These areas are called common grounds, and as such, are open to all members at all times. The Board encourages the use of the club houses and picnic area by Association Members for group activities. To prevent scheduling duplication of activities, reservations for use of the clubhouses shall be made through the Chairman of the Entertainment Committee. Reservations for the Bar-B-Que picnic area are to be made through the Golf Committee Chairman. All activities shall meet with the Board's approval. A user contract and Hold Harmless Agreement signed by the member(s) must be filled out for private parties or a closed group activity. A contract may be obtained from a Board member at the Kove office. Rules in contract must be followed.
- 16. USE OF SWIMMING POOLS:** No child or adult in diapers are allowed in the swimming pool. Members must be present with guests under 16 when using the swimming pool. Guests of members who live in the area may use the pool no more than twice a month. Guest badges are required for all guests when not accompanied by their host.
- 17. LAUNDRY:** A Laundromat is provided for unit owners and will be open every day from 7 a.m. to 8 p.m. Only umbrella or reel type clotheslines may be installed at the rear of any Unit. Pole location must be pre-approved by the Board of Administration to preclude damage to underground facilities.
- 18. UTILITIES:** Electric, telephone, water and sewer lines are installed at each unit site. Members will make their own application for service and will pay bills rendered by said utility companies. If a private contractor is hired for necessary work on a unit, the Unit Owner is responsible for any service performed on electric lines from the outlet of the meter or from the Unit Owner's side of meter.
- 19. ANTENNAS:** The installation and location of any type of exterior antenna must be approved by the Board of Administration.
- 20. PETS:** Pets are defined as domesticated dogs and cats. No pets heavier than 40 lbs. at maturity weight is permitted. One pet per Unit is permitted.
  - a. Any pet becoming a nuisance must be controlled, or will not be allowed to stay in the park. Cleaning up after pets is the pet owner's responsibility. Pet feces must be picked up even on the Unit owner's lot, as well as other areas. Failure to do so will be considered objectionable conduct and shall be handled by the Board according to Proprietary Lease (paragraph 22e) and By-Laws (Article iii 15 j & k).
  - b. Aggressive breed dogs such as Pit Bulls, Great Danes, German Shepherds, Dobermans, Chows, Rottweilers, etc., are prohibited.
  - c. All new pets brought by new or present owners in Kove Estate must appear and be screened and approved by the Board of Administration. At the time of the pet and owner's appearance before the Board, the owner will present proof of current inoculations (rabies & distemper), proof of pet liability insurance, proof of spay or neuter completion, and appropriate documentation to grant exceptions for service animal approval. Board observance of lack of pet obedience/owner's control, and/or behavior deemed threatening

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or aggressive, shall be grounds for Board disapproval. All documents must be presented for approval. Owner must provide proof of up-to-dated rabies and distemper inoculation to the Kove Office Annually.

- d. Prior to Board approval, the pet owner will also sign an agreement with Kove Association Inc., of Volusia assuming all legal responsibilities for their pets' actions or pet/owner's interactions with any other person or pet within Kove Estates.
- e. No pets are to be brought into Kove Estates by any guests, including owner's relatives, without Board approval. The Board shall grant exception for service animals. The excepted animal must meet documentation of paragraph c above. Service animals although not considered pets, are defined by the ADA. (7/12/2023)
- f. All pets must be inside owner's residence at night including cats. No doghouse is allowed on the unit site.
- g. Pet owners will be held responsible for the behavior of their pet, and pets are not allowed in recreational areas, laundry or Park Buildings. Service Pets are allowed by approval of the Board and waiver must be signed that the owner assumes full liability. (7/12/2023)
- h. All pets, (dog or cat) when out-of-doors, must be restrained by leash, even while on owners property or riding in a golf cart with appropriate restraining collar, to prevent straying from owner's lot or to prevent any perceived aggressive behavior. No pet is to be outside without an owner present and within sight of his/her pet. (7/12/2023)
- i. Do not allow your pet to urinate or defecate on other owners property. Pet's elimination needs must be confined to pet owner's yards, permitted yards, park roadways, adjacent median areas and designated dog park. Pet feces must be picked up immediately by pet owners even on owners own property. Other than the owner's own lot, only park roadways, adjacent median and designated dog park areas may be used for walking a pet. (7/12/2023)
- j. Failure to meet the above listed pet custodial requirements will be deemed "objectionable conduct" by the Board, with action taken deemed appropriate to the offense. Objectionable conduct may be, but are not limit to items in Paragraph k below. (7/12/2023)
- k. Any and all observances of any incidents/actions deemed to be objectionable conduct:
  - (1) Aggressive or threatening behavior
  - (2) Consistently barking at other members or guests
  - (3) Continual barking when owner is not home
  - (4) Cats roaming at night
  - (5) Cats using other members landscaping instead of litter box
  - (6) Cats on other members cars, trucks or golf carts

by a pet or its owner by other residents should be submitted in writing to the Board of Administration. These reports shall be reviewed for factual information, eyewitnesses recorded, and processed through the Board of Administration. Final Board action may, among restrictive actions, include a letter of caution or warning to the offending owner. Following two Board of

Administration letters of warning concerning actions of specific pet, a third verifiable aggressive or threatening action by the pet will trigger a pet eviction procedure by the Board of Administration in accordance with Kove Proprietary Lease (paragraph 22 e). (7/12/2023)

## **21. TRASH DISPOSAL:**

- a. All residents must take their trash to the trash vehicle located at the maintenance compound. If you are physically unable to do so, contact the Kove office, and we'll make special arrangements to collect your trash from your driveway. Garbage pick-ups are on Tuesday and Friday mornings at 9 a.m. unless otherwise specified by the Board. Trash collected at homes must be in proper garbage bags and placed inside a container before 9 a.m. on collection days. Do not leave trash out overnight. Loose trash inside the container will not be collected. Garbage must be put out before 9 a.m. In no case may the trash be left out overnight. If the garbage vehicle is away from the parking spot in the maintenance area, do not leave garbage on the step, platform or ground. (4/10/2023)
- b. Yard trash, such as leaves, pine cones, twigs, etc. should be put in open containers that can be unloaded into the truck or trailer. Place your yard debris near the road before 7 a.m. Yard debris may be left out overnight. (4/10/2023)
- c. Disposal of any appliance, i.e., television sets, refrigerators, washers, dryers, air-conditioners, stoves, as well as any large heavy items, must be by request of that member and will be subject to any fees set forth by the Board.

## **22. COMMERCE:**

- a. Selling, soliciting, peddling or commercial enterprises within the park is not allowed. Goods or services provided solely between members/residences within Kove Estates is not deemed to be "Commercial Enterprise" as stated in this rule. The production of goods offering of services which generates increase "outside-the-park" vehicle or foot traffic to a single residence within Kove Estates is prohibited. No commercial or political signs are allowed on Unit or Property. (4/11/2019)
- b. For sale signs on lots or dwellings shall be no larger than 12 inches by 15 inches, and shall be displayed from a window or on a suitable post in the yard. No open houses are permitted in Kove Estates. Units are shown by appointment only. (4/14/2014)
- c. Bulletin Boards: Designated bulletin boards in the clubhouses and mailrooms are for the use of Unit Owners to post items for sale or for general information. Items should be posted on a 3 inch by 5-inch index card along with the date it was posted. This notice will be removed after thirty (30) days. Notices must conform to these standards or will be removed.
- d. The Community TV Channel shall not be used for commercial business. (2/02/2015)

**23. TRAFFIC, VEHICLES AND PARKING:**

- a. The speed limit in Kove Estates is fifteen (15) miles per hour and ten (10) miles per hour where posted.
- b. Motorcycles, mini bikes, or mopeds are permitted, but only when driven from the gate to or from a member's unit by the most direct route.
- c. Golf carts and other motorized vehicles not considered a car or truck will be permitted only with written approval of the board. Trucks over one (1) ton or commercial type vehicles will not be permitted to be parked at the home site. Autos dripping oil or gas must be repaired in a timely way and drip spots on parking surfaces cleaned as soon as possible.

Oil changes may be made in the Maintenance area behind the #2 mailroom. (Please check with the maintenance staff.)

- d. There is no parking on pavement or common ground areas within the turn-around on Pine Drive, Eagle Point North, Eagle Point South, Meadowlark Drive, Blue Jay Place, and Lakeview Drive. No parking dusk to dawn of vehicles on the streets of Kove Estates permitted. Parking for residents' second cars will be allowed in the laundry/mailroom parking after dusk for overnight parking only. Overnight parking for visitors is also available in the area used for laundry/mailroom parking. RV's are not to be parked on the lot unless the lot is vacant of a unit home. Golf carts may not be parked in such a manner as to obstruct street traffic. (12/16/2010)

**24. PARKING AREAS:** For those without a driveway not under cover. Parking areas consisting of reinforced concrete or crushed stone with a width of eighteen feet (18') including sidewalk or an area of no more than 432 sq. ft. is permitted on lots where space allows an 18 feet x 24 feet (18' x 24') parking area. Crushed stone areas must be boarded with 2" x 4" treated lumber that is securely positioned in the soil. Location of the parking area must be approved by the Board. Corner lots may be permitted up to 800 sq. ft. (total concrete area) by specific permission of the Board of Administration.

- a. NOTE: A sidewalk or other concrete, crushed stone, or pavers may be added to smaller existing parking area, but shall not bring the total square feet of any one area of concrete or one of concrete and/or crushed stone or pavers, to more than 432 square feet. (18' x 24' = 432 sq. ft.) A work order request must be approved before any work is started. (2/02/2015)
- b. NOTE: Except for loading and unloading, charging batteries during daylight hours, all boats, utility trailers, RV's, etc. must be parked in the storage parking area provided.
- c. RVs are not to be parked in driveways for more than forty eight (48) hours. RV's can be parked overnight on the street in front of home, for loading, unloading, charging batteries, and preparation and must be prominently identified by reflectors, front and rear.
- d. Extended parking of vehicles in the office parking lot is by permit only, obtained in the office and approved by the Board of Administration. The permit may be obtained at the office or by contacting a Board member.

- e. A maximum of two (2) vehicles (cars, small trucks or vans) may be permanently parked on any Unit lot, only if there is room on the driveway or a parking area. Additional vehicles must be parked at a designated parking area. Vehicles are not to be parked on the lawn except to wash said vehicle.
- f. Other than lakefront members on Lake Little, no boats, utility trailers, travel trailers, motor homes, etc., are to be stored in the unit owner's parking area. An exception to this rule would be for "Part Time" residents who go north for the summer. While gone, the Unit Owners must neatly store their boat or utility trailers in the carport or on the unit owner's parking area. Boats to be stored anywhere else on the Unit owner's lot must be by written approval of the Board of Administration.
- g. Boats may be stored in the RV and boat storage lot year-round for a small monthly fee. Check at the office to be assigned a boat or RV storage space.
- h. No boats longer than 25 feet are allowed in the park.
- i. All storage space renters must have a signed Hold Harmless Agreement with Kove Association before storing RV's, boats, trailers, etc., in the RV & Boat storage area.

**25. CYCLES, BICYCLES OR THREE WHEELERS:** When riding bicycles, three wheelers, and golf carts after dark, they must have a rear reflector and front illumination (lights). This also applies to any other moving vehicle.

**26. DEAD STORAGE:** Dead storage will not be allowed on any member's lot or in the storage area. Dead storage is categorized as the storing of any trailer, boat, automobile, or RV displaying out of date registration tags.

**27. MINOR REPAIRS TO CARS, RV'S, BOATS ETC.:** The following work, repairs, or replacements may be made in a member's driveway, or on a member's parking area. They may also be made at the RV and boat storage area between the hours of 9 a.m. and 5 p.m., and may consist of:

- a. Jump starting
- b. Changing or charging battery
- c. Changing or inflating tires
- d. Polishing car, boat, RV (hand polishing only)
- e. Painting, touch-ups, etc. (brush painting only)
- f. Replacing license plate(s)
- g. Oil changes are to be done in the maintenance or storage are, with an exception for RV's which oil changes may be done in the RV storage area.

NOTE: Any other work to be done on a member's driveway, parking area, or at the storage area requires a work order permit approved by the Board of Administration.

**28. SECURITY:**

- a. Gates will be secured daily from approximately 6 p.m. to 6 a.m., dusk to dawn. The Board of Administration may increase or decrease the closing times for the gate from time to time as security may warrant. These changes shall be posted in compliance with the Rule and Regulations provisions regarding notice to the residents. Gate opening devices (battery operated opener or a gate card) are available at the Association office. A windshield ID decal may also be purchased. Members are requested to check for an ID decal when allowing cars to enter the gate after dark.
- b. A windshield ID decal will be provided by the Kove. Members only are required to display the sticker on the front windshield in a visible location behind the review mirror. (12/06/2010)

**29. LAKE RULES:**

- a. Kove Association, Inc. and the Board of Administration assume no liability to members or guests for the use of the lake. Lake Little lakefront lot owners are permitted one boat such as a canoe, kayak, John-boat, paddle boat, etc., which may be moored or kept on the bank. Only electric outboard motors are permitted on the lake. When unit owners are absent, boats must be firmly secured to resist wind storms. Area #1 lot owners having boats that are used out of the park may store their boats and trailers on their sites.
- b. Floating docks will be permitted. Docks are not to exceed a total of one hundred twenty (120) square feet in size including ramps. They are to be constructed of aluminum and treated lumber. Drawings showing suggested shapes and sizes are available at the office. Total length in the water is not to exceed 15 feet. A work permit plus a county permit is required.
- c. Lake Frontage Care: Due to soil erosion, no alteration of, nor the creating of conditions that will result in the destruction of the vegetation root system along the lake front is permitted.
- d. Lakeside Open Decks (Decks without roof or enclosure) may be no wider than the permanent structure, i.e., Unit plus Florida room/porch. The width includes relief for access, steps, and/or ramp, as long as it does not infringe on adjacent space. An adjacent space is defined as allowing the adjacent property owner to have the same opportunity to build a similar structure not to exceed the above dimensions. The deck may be attached to, or built next to the Unit, and may be no more than 12 feet in depth toward the water. The deck can be no closer to the water than the top of the bank, and must have a railing 32" to 36" high, with uprights (or spindles) no further than 6 inches apart. The deck is to be built on posts that may be wooden if they are pressure treated materials or concrete, and are spaced so that water may flow between them. The deck shall be located and constructed so that it in no way causes anyone else a water problem. All work permits must be submitted and approved by the Board of Administration prior to starting construction.
- e. Boat Ramp: A boat ramp is located on Eagle Point North for the use of all members to launch boats onto Lake Little. Overnight parking of cars, boats and boat trailers in this area is not permitted.

**30. AIR CONDITIONERS:** Central air conditioners must be located at the rear of the Unit. Other air Conditioner locations must have Board of Administration approval.

**31. PATIOS:** A patio is permitted and shall be no larger than 144 square feet. The actual size, shape and location may be determined according to the size the lot permits, and must be approved by the Board of Administration.

**32. RENTING (SUBLETTING USE OF MEMBERS UNIT):**

a. A lessee shall not sublet their Unit in whole, or in part, for less than twelve (12) months, or occupy the Unit within the term of the authorized sublet, without the permission of the Board of Administration or, if Board fails or refuses to give such consent, the consent of members entitled to exercise at least a majority of the then authorized votes in lessor. See Proprietary Lease, paragraph (a) amended, and paragraph (b.)

b. Use of Unit: The Unit (Premises) shall be used as a private dwelling by no more than two people. No boarders are permitted. In no event shall more than one married couple; two related unmarried individuals; or one cohabitating couple own, lease or occupy a Unit without written consent of Kove Association. All individuals not named on the lease must be approved by the Board of Administration prior to occupancy. (See Kove Association Rules and Regulations, Page 2, Rule 12, subsections (a) through (e) for rules covering all Unit guests, including family). (4/11/2019)

c. Potential tenants (renters), as well as anyone desiring to be admitted to the Kove, via BOA exception if eighteen (18) years of age or older, shall be subject to the same Administration checks as potential members:

1. Submit an application and Kove Form 32c (7/2023)
2. Provide a credit report to the Board
3. Pay for the cost of a background check or, if healthcare worker, provide one from employer
4. All leases are granted for twelve (12) months, and any renewal of said lease shall reapply for approval thirty (30) days before the expiration of the previous lease with the same qualifications as a new rental.

Renters, if approved, assume all use rights, and the unit owner does not have such use except as a guest. (See Florida Statue 719.105 (3)) (7/10/2023)

d. This rule will not apply to existing Lease to Own contracts, and lease to own contracts will not be allowed in the future. (7/10/2023)

**33. SALE OF MEMBERSHIP:** If a member elects to sell his Unit during the term of his lease, the Board may, in order to upgrade the quality of the park, require that any Unit (mobile home, travel trailer or park model) not properly maintained, shall be removed from the park, and the decision of the Board of Administration in this regard shall be binding.

**THE FOLLOWING STEPS ARE REQUIRED IN ORDER TO SELL A MEMBERSHIP:**

- a. Unit owner may only sell his/her membership to an applicant who is 55 years of age or older.
- b. Notify the Secretary that your membership is to be sold.
- c. When applying for a membership, a prospective new member must fill out application, provide a credit report to the Board, and pay the cost of background check. A copy of credit report and the background check will be placed in the new member's file. Board of Administration approval is required prior to sale of membership. (1/14/2013)
- d. The selling unit owner shall present to new member all updated documents: By-Laws, Rules and Regulations, Proprietary Lease, and Original Lease signed by the original owner prior to arranging for a new member interview with the Board of Administration. All gate entrance devices and mailbox keys are included in the sale price and must be relinquished to the new Owner at the time of closing. (2/02/2015)
- e. Anyone moving in before the lease is transferred must sign a form stating they have a copy of the rules, and understand the Rules and Regulations of the Association, and that they agree to abide by the Rules and Regulations of the Association. (2/02/2015)
- f. When the new membership application has been approved, members may select closing agent of choice for title search, submission of documentary tax, and collection of other documents, which must be submitted to Kove office with required fees. All closing documents shall be reviewed for accuracy by an attorney who represents the Kove. The cost of this attorney shall be equally shared by the buyer and seller. (12/11/2023)
- g. The Certificate of Stock must be filled out by the Secretary and signed by the Unit Owner in his/her presence. This is presented to the new member at the completion of the sale. (2/02/2015)

**34. LIABILITY:** Kove Association, Inc. shall not be responsible for loss or damage cause by accident, fire, theft, flooding, or any act of God, to any Unit or personal property left by the Unit owner or their guests while in the premises. Nor will Kove Association, Inc. be liable for accident or injury to life or property through member or guest use of recreational facilities. Unit owners, as well as their guests, avail themselves of these facilities at their own risk.

**35. ELECTRIC GOLF CART:** Electric golf carts will be permitted to be used in Kove Estates after the following operational rules have been agreed to by the Unit Owner and approval has been rendered by the Board of Administration.

- a. Members must execute a Hold Harmless Agreement. (6/12/2023)
- b. Only electric golf carts are permitted and must be equipped with head lights, tail lights, and a backup warning signal.

- c. A valid state motor vehicle driver's license, may drive any golf cart, with the owner's permission, on the streets of Kove Estates only. Other rules apply to golf course cart drivers. (6/12/2023)
- d. Members operating a golf cart must hold a valid vehicle operator's license or show proof of liability insurance in the amount of \$25,000.
- e. All golf carts must be numbered with numbers issued by the Kove office after proper paperwork is completed.
- f. No overnight street parking. Carts are required to adhere to the posted speed limits and other applicable rules and regulations.
- g. Members agree to all terms, charges, and conditions that the Board may impose.
- h. All applicable charges are to be payable to Kove Association, Inc. of Volusia.
- i. The Board has the right to revoke cart privileges for anyone who disregards the rules as set down by the applicable documents.
- j. Any exceptions to the above must have prior approval of the Board of Administration.

**36. AMENDMENTS TO THE RULES AND REGULATIONS:**

The Board of Administration may amend the Rules and Regulations as deemed necessary. The minimum notice as indicated in the By-Laws shall be the posting of said amendments on the Kove Association's two (2) bulletin boards which are designated for announcements by the Board of Administration. After thirty (30) days, the posted amendments will be the adopted changes in the Rules and Regulations. Copies of these amendments will be available to each member by hand delivery, in the office or through special arrangements made by the Association member.

Prior to the final posting of a rule or amendment as required in our By-Laws the Board of Administration will post rule as composed or amended by the Rules and Regulations Committee for fourteen (14) days. Members will have fourteen (14) days from the posting of the proposed rule or amendment for their non-binding comments. Comment sheets will be available in the mailrooms, in the office, and by email, if requested. The comment sheet must contain member's address, lot number, signature, and be dropped into a Rules and Regulations Comment Box located in the Kove office within the 14-day deadline in order to be considered. After the 14-day period, the Rules and Regulations Committee will compile member comments and forward recommendations to the Board of Administration for consideration. The proposed rule or amendment will be voted on by the Board of Administration at the next scheduled monthly board meeting and shall follow the final posting procedure as noted above in paragraph one of Rule 36. (3/14/2022)