

RULES & REGULATIONS

FOR OWNERS, TENANTS & GUESTS

Of Eastwood Pines Townhome Association, Inc.

2904 Pine Cone Circle, Clearwater FL 33760-4375

Full Document Revision January 2025

The Board of Directors, herein after referred to as **BOD**, has approved the following revision(s) to the Rules & Regulations for you, your guests, and tenants to ensure your enjoyment and to maintain a pleasant, secure atmosphere. These revisions are to the Rules & Regulations that are contained in the Townhome Documents provided to each owner at the time of purchase.

As a small community it is necessary for all residents to be responsible and considerate of your neighbors, and necessary to adopt reasonable Rules and Regulations. Townhome living is a unique environment. Unlike a private residence, all areas outside of your townhome unit are shared common areas for your use and enjoyment, as well as the use and enjoyment of all residents.

Eastwood Pines Townhome Association, LLC shall be referred to as **EWPTHA** in this document.

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A. PROPERTY MANAGEMENT

EWPTHA is a family community of 56 privately owned townhomes sharing common elements. Your BOD, who are a group of volunteer owners, has hired a professional Property Management Company to manage our property and assist in its upkeep. The management company's contact information can be found after Section I of this document.

Property Management Contact Information

Any change to this information will be posted on the Bulletin Board, our Facebook page, and our website.

Ameri-Tech Community Management, Inc.

24701 US Highway 19 North, Suite 102

Clearwater, FL 33764

727.726.8000

Please reference Eastwood Pines Townhome Association when calling

Association Website: eastwoodpines.net

B. TOWNHOME UNITS

- 1. **Sales & Rentals** – Application fees are subject to change as approved by BOD, please reach out to BOD for the current Application Fee.
 - a. Approved rentals must be leased for a minimum of 12 months.

- b. No townhome unit shall be leased where the aggregate number of residential leases, approved and existing at the time of application, exceeds fifteen percent (15%) of the total number of residential units in the Association.
- c. "For Rent" or "For Sale" signs, posters, bulletins, or signs of any nature are only permitted to be displayed in owner's windows and/or carport fence.
- d. Prospective owners or renters must complete an "Application for Transfer of Ownership or Lease" form (found at the end of this document). In accordance with EWPTHA Declaration of Townhome, this Application, along with a nonrefundable application fee of \$100.00, must be submitted to the property management company before the unit may be leased or sold. Applicants should allow twenty (20) days for a background investigation to be completed before approval shall be granted.
- e. No unit shall be used for short term rentals less than 12 consecutive months by same occupant(s) such as but not limited to Air BNB and the like.
- f. Sub-leasing of a unit is not allowed. A unit's rooms may not be rented out individually.

2. Use of Townhome

- a. No Townhome Unit shall be used by owner, guest, renter to conduct business which requires customers and/or clients to be present in the dwelling for such business. EWPTHA permits owners to conduct business from home provided there is no business traffic of customers/clients in unit and/or on property.

3. Modifications to Property

- a. Changes to any owner's unit that will affect the exterior look of the unit, including but not limited to replacing or adding windows, exterior doors, Florida Rooms, screen enclosure(s), hurricane shutters, etc. must be submitted to the BOD in writing requesting approval prior to making any change(s) and must include a copy of details specifications. For a copy of the form to request modification(s) please contact our Property Management Company or check our website.
- b. Exterior Door Paint information shall be provided by Property Management Company upon request.
- c. The planting of fruit bearing trees, bushes, or other plants in the common elements and limited common elements (including patios) by unit owners is not allowed due to risk of pest infestation.

4. Use of Unit by Guest of Absent Owner(s)

- a. Any owner who allows their unit to be used by a guest, without the owner being present for seven (7) or more days, must notify the BOD in writing prior to the use of owner's unit by a guest. Owner(s) must provide to the BOD the following:
 - Name(s) & phone number of guest(s)
 - Guest(s) license plate number if applicable
 - Duration of stay (from-to dates)

- Phone number of owner for emergency contact
- b. If owner(s) shall be absent from unit for 30+ consecutive days and no other person(s) shall be staying in unit during the absence, owner(s) are to notify the BOD and provide emergency contact information to attempt to save property(s) from further damage should such situation present itself. It is recommended that a trusted local individual have access to enter owner property in case of emergency.

5. Damages

Any damage, acts of vandalism or any destruction of common property as well as exterior buildings by any owner(s), resident, guest, or tenant shall be the responsibility of the unit owner(s). Common property includes, but is not limited to, the pool area, tennis courts, carports, storage sheds, grassy areas, sidewalks, signs, etc.

6. Roof Access

- a. Only service providers who are licensed and insured have permission to access the roofs. It is the owner's responsibility to tell the service provider to enter the roof from the end of the building only. Building roofs may not be accessed from any other point other than the end to prevent gutter damage, roof damage. As new roofs are placed on a building, the owner or renter shall be required to request and obtain permission from Property Management **BEFORE** having any service provider access their roof top to avoid negating the roof's warranty. This can be done in less than 24 hours.
- b. Failure to obtain permission and notify the Property Management could result in police citing the service provider for trespassing and unit owner being responsible for any damage to roof.
- c. As a reminder, a ladder of at least 30ft in length is needed to access the roof.

7. Request for Repairs & Maintenance

- a. **Urgent Matters** – For issues requiring immediate attention you **MUST** contact the Property Management company as soon as possible. Please see the contact information at the top of this document. Reporting an urgent matter to a BOD member is **NOT** acceptable. The 24-hour emergency contact number is **727-726-8000**
- b. **Non-Urgent Matters** – For non-urgent matters including repairs and/or maintenance, owners are strongly encouraged to report the matter to the Property Management company as soon as possible. If it is an issue that requires the attention of the BOD, these matters **MUST** be submitted in writing via email and/or placed in the community drop box located in the pool area. The BOD shall then review/take action during the next scheduled board meeting. Requests **MUST** include:
 - Date
 - Owner Name, Address, Phone, and email
 - A description of the non-urgent matter requiring attention

Note: Requesting a repair or maintenance issue by contacting the BOD WILL delay the response time as the issue(s) are only reviewed at the next scheduled meeting.

8. Upkeep & Maintenance

- a. The BOD asks that all unit owners be diligent with home repairs and maintenance to reduce risk of costly repairs, provide safety measures to homeowner and neighbors and assist in creating an enjoyable and safe environment for all residents. Below is a list of items to maintain and upkeep on a regular basis:
 - Dryer Vent Cleaning
 - Smoke Detectors
 - Trash Removal/build up
 - In-unit fire extinguishers
 - Leaks (toilets, sinks, showers/tubs, etc.)
 - AC filter changes as recommended

C. USE OF COMMON ELEMENTS AND LIMITED COMMON ELEMENTS

Florida Townhome Statue 718.108 defines Common elements as the portion(s) of the townhome property not included in the units (i.e., easements through units for conduits, furnishing of utility services, etc.) and Limited Common elements as those common elements which are reserved for the use of a certain unit or units to the exclusion of all other units, as specified in the Declaration (i.e., carports, sheds, etc.)

- a.i.1. The common elements of the townhomes shall be used only for the purpose for which they are intended in furnishing services and facilities for the enjoyment of unit owners, their guests, and tenants.
- a.i.2. All unit owners shall keep and maintain their respective units, including patios, in good condition and repair and in sanitary condition. No rubbish, refuse or garbage shall be allowed to accumulate, nor shall any fire hazard be allowed to exist.
- a.i.3. The unit owner shall maintain screens. Damaged or missing screens must be repaired or replaced.
- a.i.4. No refuse or refuse containers (including litter boxes) shall be stored on patios.
- a.i.5. Owners may not store anything on top of the patio storage shed except large ladders.
- a.i.6. Articles of clothing, towels, rags, etc. are not permitted in carports, on fence railings, or anywhere in public view.
- a.i.7. Nothing is to be planted on common elements by owners.

- a.i.8. To comply with the requirements of the Pinellas County Fire Administration any grills must be operated at least 10ft away from any structure (including overhanging roofs/carports).
- a.i.9. Individual garage sales are not allowed. Planned community yard sales must be approved in advance by the BOD.
- a.i.10. No TV antennas or satellite dishes can be attached to the buildings or carports.
- a.i.11. Skateboards and scooters are allowed on the driveways and sidewalks. No tricks damaging to the asphalt (grinding) may be performed.
- a.i.12. Carpeting of front steps and/or sidewalks is prohibited.
- a.i.13. The display and discharge of fireworks and firearms on the common elements and limited common elements is strictly prohibited, with the exception of non-mortar and non-rocket fireworks being allowed on the nights of The 4th of July and New Years Eve after 6PM.
- a.i.14. There shall be no solicitation of any type allowed on the townhome property.
- a.i.15. Each owner is responsible for use & care of common elements by individuals including but not limited to visitors, occupants, children, and pets of the unit(s).

D. RECREATIONAL FACILITIES

To protect our children, the community pool and tennis court gates are to be closed at all times. Owners are provided one key that opens the pool gate and pool bathrooms and one non-duplicating key for the tennis court gates. Replacement keys cost **\$30.00**.

1. Tennis Court

- 1.i. EWPTHA shares ownership (including maintenance and repair costs) of the tennis courts with the East Wood Pines Association.
- 1.ii. We have the exclusive use of the **WEST** side of the Tennis courts only.
- 1.iii. Hours are dawn to dusk.

2. Swimming Pool

- 2.i. Use of the community swimming pool and pool area is solely for the residents and their invited guests or tenants.
- 2.ii. Swim at your own risk; no lifeguard(s) on duty.
- 2.iii. Pool hours are dawn to dusk.
- 2.iv. Posted pool rules shall be observed at all times.

- 2.v. Pool capacity shall not exceed fifteen (15) people at one time.
- 2.vi. Children twelve (12) and younger must be accompanied by an adult eighteen (18) or older.
- 2.vii. No diving, running, horseplay or pushing is allowed in the pool area.
- 2.viii. Only swimming suits are allowed to be worn in the pool. For those children not potty trained, they **MUST** wear swim diapers when in the pool.
- 2.ix. Any person who discharges waste of any kind into the pool shall be responsible for any associated clean-up cost(s).
- 2.x. No glass containers or bottles are allowed in the pool area.
- 2.xi. No pets are permitted on in the pool or on the pool deck.
- 2.xii. No debris, refuse, garbage, or personal items are to be left in the pool area. Please use the garbage cans provided. Residents are asked that if the garbage can(s) is full, please take garbage to the dumpster(s) on property to dispose.

E. VEHICLES AND PARKING

- 1. Vehicles that do not display a valid license plate or tag are not to remain on the townhome property including but not limited to carports, guest parking, etc.
- 2. All vehicles of the homeowner, renters, and long terms guests must be registered with the property management company.
- 3. No vehicle(s) shall be parked in the driveways.
- 4. No vehicle(s) shall be parked or driven on the grass. No vehicle(s) shall park or block sidewalks, fire hydrants, designated fire lanes or dumpsters.
- 5. No major vehicle(s) repairs can be conducted on property; minor vehicle repairs on site must be completed the same day.
- 6. There shall be no commercial vehicle(s) parked overnight in any of the guest parking spots. A fine of **\$50.00** per day for this violation shall be imposed. If a commercial vehicle(s) is parked in guest parking, sidewalk, and/or driveways for more than 3 consecutive days vehicle(s) will be towed at owner's expense.
- 7. Personal recreational vehicles such as but not limited to jet skis, motorcycles, golf carts, small boats are permitted to be parked in owner carport provided the entire vehicle is fully contained within the carport area AND owner is not using guest parking to accommodate other personal vehicle(s). Recreational vehicles **cannot** be parked in guest parking at any time.
- 8. Individual electric vehicle charging stations with a supplementary battery pack are not allowed to be installed in the townhome unit or the townhome unit's carport area.

F. PETS

1. Only four (4) pets with a combined maximum weight of 100lbs and maximum individual weight of 60lbs are allowed per unit. No pets of an aggressive and/or illegal breed type are permitted.
2. In accordance with the Pinellas County Lease Law, all pets shall be kept on a leash when outside of the unit.
3. Pets shall not be tied up or left unattended outside or on a unit patio at any time.
4. Pet owners are responsible for the immediate clean-up of their pet's waste. A \$50 fine will be levied for each reported violation.
5. Pets are not permitted in the pool area.
6. Pets are the exclusive responsibility of the pet owner. Owners shall be responsible for any damage to the common elements caused by their pets and/or any other liabilities caused by pets.

G. NOISE & DISTURBANCES

1. Quiet time between 11:00 PM to 7:00 AM is to be honored by all owners, their guests, and tenants.
2. Smoking legal marijuana should be done safely within the interior of your home.
 - 2.i. Smoking on the back porch can be considered a disturbance to your neighbors and we ask for everyone's consideration.

H. HAZARDS

1. No owner/tenant shall use or permit to be brought into or stored in the townhome units, sheds, or common area any flammable oils or fluids, such as gasoline, car batteries, kerosene, naphtha, or benzene or any other explosives or articles deemed hazardous to life, limb, or property. Disposing of oil and/or solvents upon the property or sewer facilities is unlawful and subject to certain County, State and Federal laws.
2. The Board of Directors and/or Property Management Company will report violations to the appropriate agencies and will press charges for any violations of these statutes.

I. TRASH & GARBAGE

1. All trash or garbage must be deposited in the dumpster.
2. No refuse or garbage may be left outside the dumpster.
3. Household garbage shall be bagged and placed in the dumpster.
4. Empty boxes shall be broken down before depositing in the dumpster.

5. Owner is responsible for calling appropriate commercial trash removal companies (i.e., carpet, appliances, cabinetry, furniture, etc.) to arrange for proper disposal. These items are not permitted to be placed in/near dumpster. A \$50 fine will be levied for each violation.

Property Management Contact Information

Any change to this information will be posted on the Bulletin Board, our Facebook page, and our website.

Ameri-Tech Community Management, Inc.

24701 US Highway 19 North, Suite 102

Clearwater, FL 33764

727.726.8000

Please reference Eastwood Pines Townhome Association when calling

Association Website: eastwoodpines.net

The above stated Rules & Regulations dated January 2025 – have been adopted in accordance with the documents of the Eastwood Pines Townhome Association LLC and under the terms of the Florida State Townhome laws and may be enforced in Florida courts if they are violated.

Any changes to the information, updates, statements, and rules found within this document shall be communicated to homeowners accordingly and documented in the next revision of Rules & Regulations.

J. Company Vendor Names & Contact Information (Valid as of January 2025)

1. Waste Management Bulk Pick Up: Waste Connections 727-572-6800

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| 2. Pinellas County Solid Waste Services | Drop Off @ 3095 114 th Ave St Petersburg (priced by weight) |
| 3. Hazardous Waste | Drop Off @ 2855 109 th Ave N, St Petersburg
Free Saturdays 9-2 |
| 4. Lawn Care: | Laurose Lawns, Inc 727-938-7735 |
| 5. Pest Controls: | NaturZone 941-378-3334 |

K. **ADDENDUM FORMS** – please see attached

1. Application for Transfer of Ownership or Lease/Request for Background Check.
2. Modification Request