



## **San Matera the Gardens Rules & Regulations**

These Rules and Regulations apply to the condominium property, the common elements, the condominium units, and the condominium in general. The Residents shall, at all times, obey the said Rules and Regulations and shall see that any invitees, guests, family members, or persons for whom they are responsible will abide by these rules. Violation of the Rules and Regulations may subject the violator to violations and/or fines. All violations shall be remedied immediately.

*The Association will administer all rules consistent with its obligations under the Fair Housing Act (FHA) and the Florida Fair Housing Act. Any rule found to conflict with applicable law will not be enforced.*

The Rules & Regulations are as follows:

### **VIOLATIONS OF THE RULES & REGULATIONS**

- Violations will be called to the attention of the violating owner/resident in writing. The violation will be mailed and/or posted to the unit door.
- Disagreements concerning violations will be presented to and evaluated by the Fining Committee. If fines are assessed, they will remain and cannot be disputed.
- These rules shall apply to all Owners/Residents, their families, guests, tenants, and invitees. The Owner/Resident shall be responsible for all violations by persons on the condominium property by permission or invitation of the Owner/Resident and all damages resulting from such violation.
- If fines are assessed and not paid by the given date, all amenity access will be deactivated.

### **MOVE IN/OUT PROCEDURES**

- You must notify the office within 48 hours of moving in/out.
- No moving vehicles/trucks are allowed on property after 6:30 PM and/or overnight. Violators will be at risk of being booted.
- Move In/Out hours are as follows:
  - Mon-Sat 8 AM – 6 PM
  - Sun 12 PM – 6 PM
- Please be respectful when parking moving vehicles/trucks on property so as not to impede the flow of traffic. NO MAJOR INTERSECTIONS MAY BE BLOCKED.
- NO PODS or UBOXES are allowed to be on the property.
- It is the responsibility of new residents to organize a guest pass for their vehicle via the "Park-in-Spot" app until they have completed the renewal or orientation process.

## **LEASE TRANSFERS**

- Applicants with credit scores below 630 may be subject to additional review, conditions, or denial, consistent with nondiscrimination laws.
- Any occupant transferring units must go through the entire application process including background check and all applicable deposits regardless of previous lease approvals.
- Any resident that renews their lease with their landlord must complete the renewal process online at [www.applyfastnow.com](http://www.applyfastnow.com) and use the renewal code SM002 (30-60) days prior to the renewal date to receive approval for the new lease renewal and receipt of updated parking decal/s at a cost of \$20.00 per vehicle.
- When the lease expires, your parking decal expires. Expired decals indicate the vehicle is not authorized to be parked on property. It is the responsibility of the resident to organize a guest pass for themselves via the Park-in-Spot app until they have completed the renewal process, so the vehicle is not at risk of being booted.

## **PROPERTY GATES**

- All approved Owners and/or Residents must purchase a gate RFID to access through the gate systems (or will have to use the Call Box system for entry). You must utilize your RFID or the Call Box system in order to gain access into the San Matera community.
- Tailgating through gates is not permitted by either Occupants or Guests (violations will be imposed).
- The Condominium Association is not liable for any damage to vehicles caused by property gates.
- Anyone who damages the property gates will be liable for the payment/repairs.
- All Guests must use the Call Box System to gain access to property.
- Anyone driving through the wrong entrance will receive a violation that may lead to a fine.

## **VEHICLES**

- No repair of vehicles shall be made on the Condominium Property.
- Washing of vehicles is not permitted on property (including mobile detailing) except in the area designated for that purpose.
- Vehicles are booted/towed at Property Manager's discretion.
- If you purchase a new vehicle, you are required to purchase a new parking decal from the Management Office for \$20.00 and a New RFID for \$50.00 (cashier's check or money order). Decals and/or RFID's are not to be transferred from one vehicle to another. If any decals are transferred to another vehicle, the vehicle will be booted/towed at Manager's discretion.
- New Owner's/Tenant's alike must pay the Parking Fee of \$70.00 (\$20.00 Parking Decal and \$50.00 RFID).
- The Speed limit is 20 MPH. Speeding/Reckless driving is not permitted throughout property.
- Excessive noise from vehicles is not permitted (i.e., music, bass, mufflers, etc.)
- Vehicles need to be kept in working condition. If the vehicle is not in working condition, it will be removed from the property (i.e., broken windows, flat tires, etc.)
- No commercial vehicles on the premises after 6 PM with the exception of emergency service i.e., plumbers, electrician, etc. (This INCLUDES all vehicles with magnetic signs, business/commercial/advertising)
- All vehicles must have valid license plates.
- Any unauthorized, unregistered vehicle that is on the Condominium Property will be booted/towed at the owner's expense.

- No moving vans/trucks are allowed on the Condominium Property overnight.
- No PODS, UBoxes and/or trailers or boats are allowed to be on the property.

## PETS

- Dogs or cats shall not be permitted outside of their owner's Unit unless attended by an adult and on a leash not more than six (6) feet long (regardless of type/style of leash- example- extension leashes). Said dogs and cats shall only be walked or taken upon those portions of the Common Elements designated by the Association from time to time for such purposes. In no event shall said dog or cat ever be allowed to be walked or taken on or about any recreational facilities contained within the Condominium.
- Fish or caged domestic (household-type) birds may be kept in units, subject to the provisions of the Declaration.
- Unit Owners/Residents shall pick up all solid wastes from their pets and dispose of them appropriately.
- No pets will be allowed on any balcony, porch, terrace, or lanai unless accompanied by their owner.
- No litter box or pet receptacle is allowed on any balcony, porch, terrace, or lanai.
- No more than two (2) pets per unit are permitted of any description.
- **AGGRESSIVE BREEDS OR ANY ANIMAL THAT DEMONSTRATES VIOLENT TENDENCIES ARE NOT PERMITTED AS HOUSEHOLD PETS.**
- **Pit bulls, American Pitbull Terrier, Chows, Rottweilers, Dobermans, American Staffordshire Terriers, German Shepherds, Siberian Huskies, Perro Canarios, Alaskan Malamutes, Akitas, any wolf-hybrids and any mix thereof.**
- Documents are required to be provided to Management to verify the type of breed. No rule herein restricts the rights of persons with disabilities to maintain a certified assistance/service animal, regardless of breed, as required by the Fair Housing Act (FHA).
- A photo of your pet(s) is required when registering your animal.
- A violation of the pet regulations shall entitle the Condominium Association to all of its rights and remedies, including, the right to fine Unit Owners/Residents and/or to require any pet to be permanently removed from the Condominium Property.

## PATIOS/ BALCONIES

- Only patio-type furniture shall be placed on the balconies, patios, terraces or lanais or other Common Elements or limited Common Elements. Patio Furniture consists of chairs, tables, settees, or loungers, suited for use on patio.
- Absolutely no types of storage containers are allowed to be stored in your patio, terraces, or lanais.
- No linens, cloths, clothing, bathing suits or swimwear, curtains, rugs, mops, or laundry of any kind, or other articles, shall be shaken or hung from any of the windows, doors, balconies, patios, terraces, lanais or other portions of the Condominium or Association Property.
- Trash cans and other miscellaneous items may not be stored on the patio/balcony.
- If screens become ripped/damaged, it is Owner/Resident's responsibility to repair.
- No window treatments (i.e., bamboo blinds) are allowed to be affixed to your patio screen.
- Plants are permitted on your patio/balcony; hooks or similar are not allowed to be drilled into the exterior of the building or screen enclosure. Plants need to be maintained in good condition. Excessive plants are not permitted and may not be used to block/cover the screen (manager's discretion).
- Hurricane shutters if stored on your patio, balcony, lanai, or terrace are to be secured in place by hook & chain.

- Hurricane shutters are to be stored within the unit or stored within unit storage closet or in a garage (if owned) at Owner's sole responsibility.
- Bikes are permitted to be stored on your patio, balcony, lanai, or terrace (**not at front door area or breezeway**). Bikes need to be neatly stored. Bikes are to be registered with the community (\$5.00), see Management for registration process.
- No hammocks
- No refrigerators or deep freezers

### **GRILLS/FLAMMABLE SUBSTANCES**

- No flammable, combustible, or explosive fluids, chemical or substances shall be kept in any Unit, garage, or on the Common Elements i.e., gas containers, generators, oil lamps, etc.
- BBQ Grills are NOT permitted in any unit, terrace, balcony, or common area. ONLY ELECTRIC GRILLS are permitted (ex. George Foreman Grills). There are NO EXCEPTIONS.
- You will be fined up to \$100/day for violation of this rule.

### **TRASH**

- No trash shall be deposited except as permitted by the Association.
- Trash may be put outside your front door in a proper receptacle (13 Gallon Trash Can) between 6 PM and 8 PM ONLY. Maximum Two (2) bags. NO Grocery/Shopping bags.
- Trash bags MUST be in a container, not on the ground.
- Trash removal takes place promptly at 8 PM on **MONDAY, WEDNESDAY, AND FRIDAY**.
- Trash receptacles need to be inside the unit by 9 AM the next day.
- There is NO TRASH REMOVAL on SUNDAY, TUESDAY, THURSDAY, or SATURDAY or posted holidays.
- No liquids are to be placed in trash. Each bottle/container must be rinsed and emptied prior to disposal and if your bag(s) are to be found with liquid dripping, they will not be collected and will be left in your receptacle.
- All receptacles for storage or disposal of such material shall be kept in a clean and sanitary condition.
- Trash found in any area on property other than your front door/dumpster will be inspected and an automatic fine will be issued.
- Dumping is not permitted. This consists of televisions, couches, chairs, furniture, etc. Only "regular household trash disposal"

### **AMENITIES (GENERAL)**

Include, but not limited to Pool, Fitness Center/Weight Room, Sauna, Steam Room, Locker Room & Shower Facilities, Cold Plunge, Ping Pong Room, Billiard Room, Business Center, Games Room, Owners Lounge, Racquetball / Basketball Court, Tennis and Pickleball Courts.

*In general, ALL AMENITIES are intended for responsible use only. Individuals who cannot safely use any amenity or who require assistance must be accompanied and supervised. Use of ALL AMENITIES is at the sole risk of the user(s) and subject to all health and safety guidelines.*

**Photo ID must be presented by any resident using any/all amenities**, when requested by either a member of the Management/Maintenance Team and/or our Security Team.

### **AMENITY HOURS**

POOL: Dawn to Dusk

FITNESS CENTER/SAUNA/STEAM/ROOM / RACQUETBALL: 5 AM-Midnight

BILLIARD ROOM/MULTIPURPOSE ROOM: 9 AM-11 PM

FITNESS CENTER, LOCKER ROOMS, AND SAUNA/STEAM ROOMS: 5 AM-midnight

- Lockers are for daily use.
- No locks should be kept on lockers overnight.
- Do not tamper with the sauna/steam rooms. If there is an issue, please contact the management office.
- Use is restricted to persons able to safely operate the equipment.
- Bring your photo identification while using the amenities.
- Must use headphones when listening to music.
- Do not open the door for anyone. Everyone must access the amenity areas with biometric fingerprints.

### **TENNIS COURTS/PICKLEBALL COURT RULES**

- Bring your photo identification while using the amenities.
- Pets, rollerblades, skateboards, bikes, other wheeled toys, ball playing, etc. are not permitted on the tennis or pickleball courts.
- San Matera the Gardens Condominium Association is not responsible for any injuries sustained in these areas.
- Courts are not permitted for business use by residents (ie. Professionals providing lessons, etc.), nor are tournaments permitted.
- Courts are for residents and their guests only.
- Do Not abuse the nets or other equipment.
- No food, glass, or alcoholic beverages.
- No Smoking.
- Proper footwear (with rubber soles) is required.
- Tennis courts are for playing tennis only.
- Pickleball courts are for playing pickleball only.
- Use is restricted to persons able to safely participate.
- If others are waiting to play tennis, please limit your time to 1 hour for singles and 1.5 hours for doubles.
- Please take all trash with you, including water bottles, tennis/pickleball balls and racquets, and cans.
- Submit a service request to the Management Office if court maintenance is needed.

### **SWIMMING POOL**

- There is NO LIFEGUARD ON DUTY. The use of the swimming pool is at the Owners/Residents, Occupants, and Guests' own risk.

- Pool Hours are from Dawn till Dusk.
- Residents are allowed 2 Guests per day and must accompany them while in the pool area.
- Bathing Load 73 persons.
- Do not swallow pool water
- NO DIVING
- Pool Max Depth: 5 Feet
- Smoking is allowed in designated areas only by the upper pool deck.
- Inexperienced swimmers or those who cannot swim must be supervised at all times.
- Shower before entering the pool.
- Bring your photo identification while using the amenities.
- No beverages and/or food of any kind can be in the pool or at the edge of the pool.
- No bicycles, rollerblades, skateboards, or scooters are permitted within the pool deck and/or area.
- If any rules are violated, you will be escorted out of the area.
- When/If you plan to listen to music you MUST use headphones.
- Do not open the door for anyone. Everyone must access the amenity areas with biometric fingerprints.

### **SPA RULES**

- Spa Hours are from Dawn till Dusk
- There is NO LIFEGUARD ON DUTY, swim at your own risk. The use of the swimming pool is at the Owners/Residents, Occupants, and Guests' own risk.
- NO DIVING
- Spa Max Depth: 3 FT
- Smoking is allowed in the designated areas only, by the upper pool deck.
- SHOWER BEFORE ENTERING SPA.
- No Food, Drink, Glass, or Animals in the Spa or on the Spa Deck.
- MAX WATER TEMP 104 F. Max Use 15 Minutes.
- No Soap, Shampoo, or tanning oils.
- The spa is intended for responsible use only. Individuals who cannot safely use the spa or who require assistance must be accompanied and supervised. Use of the spa is at risk of the user and subject to health and safety guidelines.

### **THE FOLLOWING ARE NOT ALLOWED IN POOL AREA OR AMENITIES**

- Alcoholic beverages.
- Glass containers/bottles.
- Animals in the pool or on the pool deck.
- Profanity or loud, disruptive conversations.
- Loud music.
- Diving, running, or horseplay in the pool or on the pool deck.
- Removing chairs, lounges, and tables from the pool deck.
- Leaving towels or personal items to reserve chairs.

- Violating the swimming pool rules will result in de-activation of access and/or fines and you will not be allowed in the pool or any of the recreational facilities

**CHILDREN**

- Children will be the direct responsibility of their parents or legal guardians, including full supervision of them while within the Condominium Property and including full compliance by them with these Rules and Regulations and all other rules and regulations of the Association.

**GUESTS/VISITORS**

- Residents are responsible for organizing a Guest Pass for their visitors via the parking app system (“Park-In Spot”). The Management Office does not issue or manage guest passes.
- All Guests must be accompanied by the Resident when using the facilities.
- Only 2 Guests per unit are allowed to utilize all amenities.
- Guests/Visitors are only permitted two - two week passes within a year (30 days). If the Guest is staying the night for more than 30 days within the year, they are required to go through the rental application process.
- If you have any questions regarding Guest/Visitor policies do not hesitate to call the management office.

**NOISE**

- No Unit Owner/Resident shall make or permit any disturbing noises by himself or his family, employees, pets, agents, visitors, or licensees, nor permit any conduct by such persons or pets that will interfere with the rights, comforts or conveniences of other Unit Owners or Occupants.
- No Unit Owner/Resident shall play or permit to be played any musical instrument, nor operate or permit to be operated a stereo, television, or sound amplifier in his Unit in such a manner as to disturb or annoy other residents.
- No Unit Owner/Resident shall conduct, nor permit to be conducted, vocal or instrumental instruction at any time which disturbs other residents.
- Noise violations will result in an immediate hearing and/or fine. Management Office does not get involved in neighbor noise disputes which do not involve a related breach of our Association’s rules and regulations.
- Do not slam doors, cabinets, windows, etc.
- No excessive noise shall be made in any parking lot, breezeway, stairwell, or any other Common Element.
- Excessive noise from vehicles is not permitted (i.e., music, bass, mufflers, etc.)
- Per Palm Beach Gardens City Ordinance, quiet hours are between:

Monday-Thursday	8 PM – 8 AM
Friday	11 PM – 8 AM
Saturday	11 PM – 12 PM
Sunday	8 PM – 8 AM

**COMMON ELEMENTS**

- The sidewalks, entrances, passages, lobbies, and hallways and like portions of the

Common Elements shall not be obstructed nor used for any purpose other than for ingress and egress to and from the Condominium Property.

- No carts, bicycles, carriages, chairs, tables, lockboxes, or any other objects are to be stored in any common area, except (if any) common area designated for such purposes.
- A Unit Owner/Resident or Occupants shall not cause anything to be affixed or attached to, hung, displayed, or placed on the exterior walls, doors, balconies or windows of the building.
- Unit Owner/Resident may display one portable, removable United States flag in a respectful way, and, on Armed Forces Day, Memorial Day, Flag Day, Independence Day, and Veterans Day, may display in a respectful way portable, removable official flags, not larger than 4 ½ feet by 6 feet, which represent the United States Army, Navy, Air Force, Marine Corps or Coast Guard.
- Curtains, drapes and/or blinds (or linings thereof) which face on exterior windows or glass doors of Unit shall be white or off white in color and must be in proper working order. If it is not an approved color, they shall be removed and replaced with acceptable items.
- No Unit Owner/Resident or Occupant shall permit anything to fall from window or door of the Condominium or Association Property, nor sweep or throw from the Condominium or Association Property any dirt or other substance onto any of the balconies, patios, terraces, lanais or elsewhere in the building or upon the Common Elements.
- No Unit Owner/Resident or Guests are allowed to smoke in the common area (i.e., breezeways, passages, lobbies, and hallways).
- No Unit shall have any aluminum foil placed in any window or glass door or any reflective or tinted substance placed on any glass, unless approved, in advance by the Board of Directors in writing.
- No unsightly materials are to be placed on any window or glass or be visible through such window or glass door.

### **PERSONAL PROPERTY**

- The personal property of Unit Owners/Residents must be stored in their respective Units.
- Absolutely no personal property such as bikes, shoes, clothing, plants, pottery, decorations, etc. excluding a welcome mat at your front door shall be placed or stored in any common areas of the Condominium Property. If
- found in the common area, management will dispose of it immediately.

### **HURRICANE**

- It is the responsibility of the Unit Owner/Resident to put up and remove hurricane shutters in the event a hurricane threatens our location.
- A Unit Owner/Resident who plans to be absent during the hurricane season must designate a responsible firm or individual to care for his Unit should a hurricane threaten the Unit and furnish the Association with the name(s) of
- such firm or individual.
- Hurricane shutters may only be put up 3 days prior to a hurricane and must be removed within 3 days after a hurricane.
- Hurricane shutters may not be put up for any extended period of time or if there is no impending storm.

### **SATELLITE DISHES**

- Installation of satellite dishes of Unit Owners shall be restricted in accordance with the following:
- Installation shall be limited solely to the Unit or any Limited Common Elements appurtenant thereto and may not be on the Common Elements.
- The dish may be no greater than one meter in diameter.
- The dish shall be placed in a location which minimizes its visibility from the Common Elements.
- The dish may not be affixed to any part of the Limited Common Elements/Common Elements.

### **A/C UNITS**

- No window air-conditioning units may be installed by Unit Owners or Occupants.
- It is the responsibility of the Unit Owner or Occupant to ensure proper preventative maintenance is conducted on their A/C unit and must be able to show proof of such maintenance if required by the Condominium Association.
- Submission of a completed architectural modification form and all accompanied documents are required and to be approved, before changing out an A/C unit within the Association. (non-compliance will result in a violation to the
- unit)

### **SIGNS**

- No sign, advertisement, notice or other graphics or lettering shall be exhibited, displayed, inscribed, painted, or affixed in, or upon any part of the Condominium or Association Property.
- Additionally, no awning, canopy, shutter, or other projection shall be attached to or placed upon the outside walls or roof of the building or in the Common Elements, without the prior written consent of the Board of Directors of the Association.
- Exterior modifications may also be restricted by provisions of the Master Covenants.

### **SECURITY**

- Any emergency should be immediately reported to 911.
- Security is on premises 7 days a week from 8 PM – 4 AM, subject to change as community needs require.
- Contact Security to report any security concerns after business hours, phone number is listed in all breezeways.
- Security does not handle Guest Pass requests for vehicles.
- Management Office is not a rental office. All inquiries from tenants (with the exception of biometric access issues, purchase of RFID stickers and/or vehicle decals, and/or gate access issues) will be directed back to the unit owner (ie. Landlord). Management Office staff will not engage directly with tenants for any concerns regarding their units, or other complaints.

### **PERSONAL ERRANDS**

- Employees of the Association are not to be sent out by Unit Owners/Residents for personal errands.

- Every Owner and Occupant shall comply with these Rules and Regulations as set forth herein, any and all rules and regulations which from time to time may be adopted, and the provisions of the Declaration, By-Laws and Articles of Incorporation of the Association, as amended from time to time.

*These rules and regulations shall be cumulative with the covenants, conditions and restrictions set forth in the Declaration of Condominium, provided that the provisions of same shall control over these rules and regulations in the event of a conflict or a doubt as to whether a specific practice or activity is or is not permitted.*