

“PROPOSED”

Park Lake Woods Condominium Association, Inc.

Additional Rules and Regulations

This notice is to update and communicate the Additional Rules and Regulations (the “Additional Rules and Regulations”) for the Park Lake Woods Condominium Association, Inc. (the “Association”). The Association is the condominium association for the Park Lake Woods condominium development in Orange County, Florida (the “Park Lake Woods Development”). In addition to the foregoing Additional Rules and Regulations, the Park Lake Woods Development is also subject to the “Parking and Vehicle Rules and Regulations” recorded in the Public Records of Orange County, Florida, on September 20, 2020, as Document Number 20200461612. The Additional Rules and Regulations were adopted by a majority of the Board of Directors of the Association (the “Board”) at an open meeting of the Board conducted on the date reflected below.

1. **Damage Caused by Negligent Act or Omission.** Section 15B of the Declaration of Condominium for the Association (the “Declaration”) requires unit owners to be responsible for the damage to common elements or damage to a unit or units owned by others, in the event such damage is caused by the negligent act or omission of a unit owner, or of a member of his family or household pet or of a guest or other authorized occupant or visitor of such unit owner. The Board hereby states that any maintenance, repair or replacement which must, in the sole discretion of the Association, be completed to correct such damage may, at the option of the Association, be conducted by the Association, with the cost of correction (the “Cost of Correction”) being levied to the unit owner a “charge” or “expense” levied against that owner pursuant to Section 19, Paragraph B, of the Declaration. Should the unit owner fail to promptly reimburse the Association for the Cost of Correction, the Association shall have the right to collect the Cost of Correction, and reasonable attorney’s fees and costs associated with efforts to obtain collection, as provided by Section 19, Paragraph H, of the Declaration.

2. **Alterations, Additions and Improvements.** Per Section 16 of the Declaration, no alterations to any “Common Elements”, or any additions or improvements thereto, shall be made by any unit owner (or tenant) without the prior written approval of the Association. The Board hereby states that this written approval can only be obtained through the submission and approval of an Architectural Review Application (“ARA”), a copy of which can be obtained from the Association’s Property Manager, or, in his or her absence, from a member of the Board. A unit owner or tenant who violates this process may be required to return the unauthorized addition of alteration made to its previous state. The Board hereby further state that, for purposes of this requirement, the exteriors of all buildings are considered “Common Elements”. As a result, any alteration, addition or improvement of the exterior of a building requires the prior written approval of the Association. The Board hereby further states that the following is a list of some of the types of alterations, additions or improvements to Common Elements and Limited Common Elements that are either prohibited or will only be permitted subject to the limitations stated herein. This list is not intended to be all inclusive as there may be other types of alterations, additions or improvements that will also be prohibited or otherwise subject to the ARA process.

- a. **Addition of shutters, window boxes awnings or canopies:** No attached shutters, attached window boxes, attached awnings or attached canopies will be permitted. Free-standing canopies, in the rear of units, which are separated from and not attached in any manner to the building are permitted if approved by the ARA process. Canopies cannot exceed 8 feet in height.
- b. **Balconies and Porches:** Units 801 through 807 have balconies and porches in the rear of the units which were part of the original building construction. Any proposed structural or exterior change to the existing balconies or porches for those units must be approved through the ARA process. No additional balconies or porches will be permitted.
- c. **Decks:** Decks may not be attached to the main structure. Decks must be constructed with pressure treated lumber or a composite decking material for durability. Decks will only be approved for the rear of units. All decks must be approved through the ARA process.
- d. **Fencing:** Maintenance and replacement of the rear property border fence and front gate fence are the responsibility of the Association. If an owner erects side fencing, that fencing, which must be approved through the ARA process, must match the front and rear, which is board on board privacy fence design (6-foot H x 6-inch W x ½ inch slats with dog eared top.) The owner is responsible for the proper maintenance and replacement of any side fencing. Fence wood must be cedar or pressure treated. If the wood is stained it must be of a natural wood tone closely matching the color of the gate fencing. Painting of the fencing is prohibited. Vegetation must be kept clear of the Association's fences as it accelerates wood rot. All Fencing ARAs must include a copy of an approved permit issued by the City of Maitland.
- e. **Generators:** A gas generator, or anything with a fuel-powered engine, should never be operated in a closed space, like a garage and especially not inside a unit. Exhaust gases contain carbon monoxide (CO), an odorless, colorless gas that can poison and kill people. CO could also seep into the adjacent unit. For this reason, generators may only be operated in the backyard and are not to be run within 20 feet of any unit. The exhaust must be aimed to blow away from all buildings. Solar powered generators do not carry these requirements. Permanently installed generators must be approved through the ARA process.

Due to the close proximity of neighboring units, generator noise is also of concern. Generators with a "decibels under load" rating of 70 dB at 25 ft. or lower are strongly suggested.

- f. **Landscaping:** No modification may be made to the Common Areas in front of units without ARA approval. A backyard is considered to be a Limited Common Area owned by the Association, but accessible only to the unit owner and residents of the unit. Limited Common Area maintenance such as mowing, weeding, pruning, removal of pet waste, etc. is the unit owner's duty and responsibility.
- g. **Landscaping - Trees:**
 - Trees planted in pots in Limited Common Areas do not need Association approval. Requests by owners to plant trees in the ground will not be approved.

- Any unit owner who plants a tree in violation of this rule will be required to remove it at the owner's sole expense. If the unit owner does not remove it, the Association, in its sole discretion may remove the unauthorized tree, with the cost of removal (the "Cost of Removal") being levied to the unit owner a "charge" or "expense" levied against that owner pursuant to Section 19, Paragraph B, of the Declaration. Should the unit owner fail to promptly reimburse the Association for the Cost of Removal, the Association shall have the right to collect the Cost of Removal, and reasonable attorney's fees and costs associated with efforts to obtain collection, as provided by Section 19, Paragraph H, of the Declaration.
- h. **Lighting - Additional Exterior:** Additional exterior lighting fixtures may be mounted to the exterior trim molding of the unit or owner's side fence, provided they are solar powered. However, no such fixtures shall be added unless approved through the ARA process. No other exterior lighting fixtures may be added to these areas.
- i. **Satellite Dishes:** Dish must be installed in the rear yard of the property and not attached to the roof or building exterior. The provider must use alternate mounting practices, such as a tripod or pole.
- j. **Security Cameras:** Approval of security cameras will not be granted if a camera will be installed in such a way that violates a person's "reasonable expectation of privacy." This includes locations such as where it is possible for the camera to view or record activity within another owner's unit. Authorized cameras approved to be mounted to the building must be mounted to the exterior trim molding of the unit or owner's side fence. If the Association needs to perform maintenance work in the area of an installed camera, prior notice will be given to the owner if the camera will need to be removed. It is the owner's responsibility to disconnect and reconnect the device and accessories. Cameras must be approved through the ARA process.
- k. **Storage Sheds and Other Accessory Structures:** Compliance with Sections 5-1 and 5-2 of the Maitland Code of Ordinances is required. These sections state that the Florida Building Code (FBC) is adopted as the Building Code of the City of Maitland. The FBC considers a shed, playhouse etc. to be "a structure". As noted in Section 105 requirements of the FBC, permit applications and engineering plans must include construction details and anchoring for wind resistance as well as a professional survey showing the proposed location. Sheds and other added structures must also comply with municipal setback requirements. Sheds and other structures must be approved through the ARA process. For more information, see the Maitland Building Division Website: www.itsmymaitland.com/174/Building-Safety-and-Permitting.

Sheds and other structures may only be placed in the rear yard of the unit. Sheds and other structures must be constructed of pest and wood rot resistant material such as metal, pressure treated lumber or plastic resin, may not have a footprint larger than 64 square feet and may not exceed 8 feet in height at the highest point. Sheds and other structures must be placed at least three feet from any unit exterior wall or fence and must be painted, pre-colored or sided to match the unit color. The shingle color must match the shingle color of the unit. No shed or other structures approved for occupancy. A "to-scale" site plan drawing must be submitted with the ARA which illustrates the size of the back yard

(including fence lines), the size and location of the condominium unit and the size and location of the proposed shed or other structure along with a copy of an approved permit issued by the City of Maitland.

1. **Window air conditioning units:** Traditional window air conditioning units are not approved for use in the community. Compact/portable AC units (those for which the unit sits inside the room with only the hose end and window adapter visible from the exterior) may be approved for use in the rear of units only where they are not visible from the street. Compact/portable AC units may also be used in the garage window, in units that have them, as long as the window adapter is painted brown. However, compact/portable AC units have blanket approval for use in front windows during a loss of power emergency when powered by a generator. All compact/portable AC units, other than those installed in front windows during a loss of power emergency, must be approved through the ARA process.
3. **Conflict with Building Code.** If a conflict exists between the Florida Building Code and these Additional Rules and Regulations, the Florida Building Code will take precedence.

By executing the present document, we hereby affirm that the "Additional Rules and Regulations" listed above were adopted by a majority of the members of the Board at an open meeting of the Association conducted on _____, 2022.

PARK LAKE WOODS
CONDOMINIUM ASSOCIATION, INC.

By: Chris Lovelock
Printed Name: Chris Lovelock

Title: President

By: Margorie Lynn
Printed Name: Margorie Lynn

Title: Secretary

STATE OF FLORIDA
COUNTY OF ORANGE

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 7 day of June, 2023 by Chris Lovelock and Margorie Lynn, as President, and Secretary, respectively, of PARK LAKE WOODS CONDOMINIUM ASSOCIATION, INC., a Florida

corporation, on behalf of the corporation, who are personally known to me or who have produced _____ as identification.



Nicole Cotto

Notary Public (signature)

Nicole Cotto

Typed/Printed name of Notary Public

Commission No. HH 186226

My Commission Expires: 10/13/25

m. **Window and Door Maintenance and Replacement:**

- **Window and sliding door** replacement and maintenance are the responsibility of the owner. However, replacement must match, as closely as possible, the style, type and frame color of the window/slider being replaced. Mirrored windows will not be approved.
- **Garage door** replacement and painting is the responsibility of the Association, but mechanical maintenance costs including automatic openers, will be borne by the owner.
- **Front door** replacement, and side door replacement on units that have them, are the responsibility of the Association. If an owner wishes to change the door due to style or the desire for windows, etc. it must be approved. In which case the costs of the replacement and future maintenance of the added features (i.e.: replace broken window) will be borne by the owner. Replacement doors must be metal. Painting of the front door by the owner is permitted subject to the building guidelines. Contact the Property Manager for the approved colors list.
- **Screen doors** are permitted subject to the building guidelines. Screen doors must be manufactured of metal, vinyl or other durable material. Wooden screen doors will not be approved. Screen door color must be brown or coordinate with the current unit color scheme. Purchase and repair cost of screen doors are borne by the owner.
- **Window and door screens** must be maintained. The owner is responsible for maintenance and repair.

Architectural Review and Approval Requirements - Violation Remedy - After a warning is issued to an owner of issues related to a violation of these Rules and Regulations and the expiration a 30-day grace period, the Association, at its sole discretion, may choose to rectify the violation. The unit owner is required to pay for the cost of the remedy as may be determined by the Association. A property lien will be filed as a result of non-payment by a unit owner.