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CONCEPT OF A CONDOMINIUM - Gasparilla

- We strive to maintain a delicate balance between individual rights and responsibilities and the well being of the condominium as a whole.
- You gain freedom from maintenance responsibilities.
- You have use of recreational facilities.
- The entire property is common area, including all trees and shrubs, and is here for everyone to enjoy.
- Our Board of Directors is made up of five (5) elected unit owners.
- You, as a unit owner, have a voice in governing your condominium. That voice can be heard at the meetings of the Board of Directors. At these meetings, business will be discussed based on a pre-announced agenda. You have a chance to state your opinion on any item of business being discussed.
- Decisions are made based on the well being of the majority of unit owners.
- We have several committees of volunteers who help to keep the property beautiful as well as organize activities for the enjoyment of everyone. You are encouraged to become a committee member.

GASPARILLA CONDOMINIUM ASSOCIATION

RULES FOR COMMUNITY LIVING

Revised and adopted as rules effective March 13, 2004.

For the convenience and instruction of Gasparilla Condominium Association members, their lessees and invitees, your association Board of Directors has compiled the following rules, regulations and restrictions for community living (3 R's). Most of these are contained in the Declaration of Condominium (albeit in somewhat different form in some cases) to which all owners have subscribed at the time of purchase of their units. It is in the nature of condominium living that individual owners cannot freely indulge their desires on the common area of the condominium. Owners are responsible for acquainting renters/lessees and invitees with the rules and regulations and will assume responsibility for their tenants and compliance with these rules and regulations. **PLEASE POST A COPY OF THIS DOCUMENT IN YOUR UNIT FOR TENANT AND INVITEE INFORMATION.** Your co-operation and observance, and that of all residents and invitees, is solicited and appreciated so that we can continue to live in harmony and safety in a beautiful and very desirable community and environment.

Some of the restrictions are subject to petition by Association members seeking exceptions. Such petitions must be submitted in writing, in sufficient detail, to the Board and **await written approval prior to action** on the exception. These petitionable restrictions are indicated by *. It shall be noted that the judgement of the Board is to be final in all cases of dispute on any of the three R's.

It is also to be noted that nothing contained in this document is to be taken to supercede the Declaration of Condominium. Questions as to the proper interpretation of any item should be addressed to the Board of Directions prior to taking action.

Although most of the owners recognize their obligation to conform, it must be further recognized that occasionally some owners fail to respond appropriately or comply with the rules and regulations and use restrictions. Non compliance is not in the best interest of the homeowners who do appreciate the value of the rules and regulations and use restrictions and comply.

DEFINITIONS:

1. **UNITS:** Those portions of each residential building within exterior walls and under roof to which owner has title.
2. **COMMON AREA (ELEMENTS):** Those portions of Gasparilla Condominium which are owned jointly by all unit owners. Elements such as exterior walls,

roofs, walkways, roads, grounds and their appurtenances, trees, shrubs, foundation plantings, swimming pool, cabana, fences, dock, ponds, and sprinkler system are COMMON AREA (ELEMENTS).

3. **LIMITED COMMON AREA:** Those elements of each residential building which lie outside the exterior walls, but have been assigned to the individual units. Specifically, these are the lanai (porch), front enclosure, shed (if any) connected to the unit. Limited common areas are for the sole use of the owner or lessee and guest of the associated unit.
4. **OCCUPANT:** Owner, lessee, or invitee during the term of ownership, lease or rental, whether at home or not and any other person present in a unit or common area by permission of an owner, lessee or invitee.

RULES AND REGULATIONS:

1. Garbage is to be set out for collection in trash containers with lids no earlier than after dark the night before the day of collection (presently on Thursday). To avoid attracting animals, closed plastic garbage bags must be put out no earlier than daybreak on day of collection. Recycle containers may also be set out the night before collection (presently Monday). In both cases, containers are to be returned to enclosure on collection day.
2. Each unit occupant is responsible to recover spilled trash.
3. No refuse, garbage or trash may accumulate in places other than in lidded garbage cans or recycle bins.
4. **STAY AWAY FROM THE ALLIGATORS.** Do not feed them. It is an unlawful practice. Signs have been posted for your safety. Please observe them.
5. Each unit owner is responsible to maintain, repair, and replace everything within the confines of his unit including such items as lanai (porch) surfacing, all exterior doors, windows, and screening, all water and waste lines between the unit and the main distribution or collection line. Note: For more detail/clarification, refer to condominium declaration article 20 (b) and paragraph 13 (d) from the 1995 amendment.
6. Occupants will not keep animals in a unit, other than one cat and birds and fish, and one dog not larger than 30 pounds. Dogs must be leashed when outside and their fecal matter is to be immediately removed. Animals are not permitted to remain outside overnight.
7. Unit owner is responsible for cost of repair of any damage caused by him/her or his/her guests or lessees.

8. Unit owner relinquishes his rights to use of common area while his unit is rented/leased – i.e. pool, shuffleboard, boat dock. For further clarification, refer to Amendment to the Declaration, February 8, 1995, #12 article K.

RESTRICTIONS:

Owners, tenants, or other occupants are NOT permitted to:

1. Make any use of a unit which violates any laws, ordinances, or regulations of any governmental body; or commit or permit any nuisance or illegal act in his unit or in or on the common area.
2. Rent a unit for a term of **less than one month** and not more than three (3) times in a calendar year.
3. Have in any unit or common area, anything to be done or kept which is or may become a fire or health hazard, or which would increase insurance rates on any unit or on the common property.
4. Hang any laundry or garments which are visible outside of the unit.
5. Permit loud and objectionable noises or obnoxious odours to emanate from the unit which may cause a nuisance to the occupants of other units in the sole opinion of the Board.
6. Use a condominium unit for any purpose other than as a single-family residence. No commercial, professional or business use will be permitted. No unit may be permanently occupied by more than four (4) persons, or by any person under the age of sixteen (16) years excepting persons under the age of 16 years may reside as a temporary houseguest for a period not to exceed 30 days per annum. According to the community over age 55 provisions, 80% of units must have at least one occupant 55 years or older.
7. Make any structural additions or alterations to support carrying interior partitions of the unit or to the common area or to the limited common area.
8. Divide or subdivide a unit for purposes of sale or lease except to the owner of an adjacent unit. However, a unit may be combined with an adjacent unit and occupied as one unit. For clarification, refer to Amendment to the Declaration February 8, 1995 - #16, article 22.
9. *Change the appearance of any exterior wall, door, window, lanai (porch), or any other exterior surface.
10. *Place any sunscreen, blind, or awning on any lanai (porch) or exterior opening.

11. *Place any draperies or curtains at the windows of any unit without a solid, light-colored liner facing the exterior of the units.
12. * Tint, color, or otherwise treat any window which will adversely affect the uniform exterior appearance of the building.
13. * Place any signs or symbols in windows.
14. * Erect or attach any structures or fixtures within the common area.
15. * Erect, construct or maintain any exterior lights or signs, wire, antennas, garbage or refuse receptacles, or other equipment or structures on the exterior of the building or on any common area.
16. Obstruct the common way of ingress or egress to the other units or to the common area.
17. Make use of the common areas in such manner as to abridge the equal rights of the other unit owners to their use and enjoyment.
18. Place crab traps, live bait containers or other devices, floating or on the bottom, to the boating side of the dock because of the hazard to boat hulls and propellers. They are to be attached between the dock and the shore or at the ends of the dock. For the safety of crab traps and boats, the Dock Committee must approve any other location.
19. Leave unused or abandoned crab traps or other paraphernalia on or about the dock area.
20. Hold garage sales/yard sales. Please consider donating all such articles to the Gasparilla Community Annual Auction Sale. For more information, contact any member of the Board of Directors.
21. Display more than one wreath or plaque affixed to the front entry area. Wind devices – bird feeders, chimes, windsocks, kites, banners, flags, excepting the US flag, etc. may not be hung or flown from the exterior of the unit or other object in the common area.
22. Display statuary in other than the rear of unit so as not to interfere with lawn maintenance. Acceptable material would be metal, wood, concrete and resin. Acceptable colors are shades of grey, natural wood, terra cotta, green, natural metal and are to be muted tones to blend with the natural surroundings. Bird baths, domestic, cartoon, farm animals and other themes are prohibited. Statuary is limited to three and shall be to scale, not larger than full size, and the longest dimension not to exceed 30”

23. Display window boxes other than white, grey, green or terra cotta in color, planted and well tended.
24. Display free standing and hanging planters other than white, grey, black, green, terra cotta or natural wood in color.
25. Display artificial plants or flowers outside the unit.
26. Leave planters, window boxes, and grills in other than a secure place when leaving the condominium for a prolonged period. They become lethal flying objects in storms.
27. Display outdoor Christmas decorations before the day after Thanksgiving or after January 10th.

Vehicles:

28. Keep or park within the condominium premises any vehicle other than a passenger automobile; but provided that **guests** of unit owners or lessees may keep or park non-commercial ½ Ton (or smaller) pickup trucks, maximum length not to exceed 20 ft., for a period **not to exceed one week**. Pickup trucks with factory installed exhaust systems altered or factory installed suspensions altered and tires replaced with larger ones are prohibited. The term “passenger automobile” specifically includes passenger vans or minivans and sports utility vehicles. The term “**guests**” is defined for purposes of this Rule 28 as those persons who are invitees of a unit owner or lessee.

To facilitate the relocation of personal belongings, **owners** may park a non commercial ½ Ton (or smaller) pickup truck, maximum length not to exceed 20 ft., on the condominium premises for a period **not to exceed one week**. Pickup trucks with factory installed exhaust systems altered or factory installed suspensions altered and tires replaced with larger ones are prohibited.

Pickup Truck Notification Form must be completed and submitted to Manager when a qualifying truck will be parked on the property (see page 20).

This rule specifically prohibits the presence within the condominium premises of those vehicles commonly known as pick-up trucks (except as described above), travel trailers, motor homes, commercial trucks or vans (except as described above), trailered boats/boat trailers (except as provided elsewhere herein), motorcycles, go-carts, foot propelled scooters, and skateboard: the list of vehicle classes is in illustration and is in no way intended to limit the generality of the above. Permitted are step-through motorized mopeds and electric scooters with seats with prior Board of Directors approval before being brought onto Gasparilla property. Exception is made for service vehicles during the time they are actually servicing the unit or common elements.

29. Keep unregistered or inoperative motor vehicles on the grounds. Failure to remove such after notification will result in removal at the unit owner's expense.
30. Exceed the speed limit of **15 MPH**. Please adhere to this limit for the safety of your neighbours.
31. Park in the parking areas assigned to other occupied units without permission of the occupant.
32. Park on the grass. This will avoid damage to our sprinkler system. Additional parking for guests is available at the end of each street and at the pool.
33. Park trailered boats on the property for a period to exceed 24 hours. This will allow preparation time for launching or storage.

Landscape:

34. * Plant any planting outside of a unit except upon written approval of the Landscape Committee in accordance with the Gasparilla Landscape Plan, dated November, 2000, which plan is incorporated herein with the force and effect of any rule. Permission is not needed to plant annuals, but you must take care of them and remove them when you leave for the summer.

Pool Regulations:

35. Swimming pool users are to observe the rules posted at the pool and may be called upon to do so by Association members.
36. Swimming is at your own risk. There is no lifeguard on duty.
37. Glass beverage containers are not permitted within the fenced enclosure around the pool.
38. All used food/drink containers and leftover food must be disposed of in proper receptacles.
39. To maintain our pool area in excellent condition for all to enjoy, **all pool users must shower before entering the pool** to remove suntan, facial and body lotions. To avoid staining and additional related costs, users of lotions and oils must place towels over chairs and lounges. To maintain a neat appearance, when you are finished with it, pool furniture is to be returned to its original location/position. Persons requiring diapers must use a swim diaper in the pool.
40. Smoking is not permitted in the pool. Smokers are asked to be considerate.

41. Children under 12 must be accompanied by sponsoring adult when on or about the dock³ and within the fenced enclosure at the pool.

Boat Dock Regulations:

42. Boat dock space shall be contracted on an annual basis and rental shall be due in advance by January 1 of each year. Each condominium unit is limited to one boat dock space rental. If all dock spaces are not rented then, by making application to the Dock Committee, the application would be reviewed/approved at that time and a unit could rent another dock space. Rental charges will be reviewed during or before November by the Board of Directors and announced for the coming year. Owners currently occupying dock space on an assigned annual basis shall retain dock space priority. **However, in order to have a boat at the dock, you must be in residency.** By early November an ASSIGNMENT LETTER will be mailed advising of assigned slip number, amount of fee and a DOCK SPACE CONFIRMATION form to be completed and returned with payment on or before January 1.
43. All dock spaces, without exception, shall require a written application. Applications can be obtained from a member of the Dock Committee or the Gasparilla Condominium Manager. Dock assignment will be based on the submission date of a fully completed application. A copy of a valid boat registration must be presented with the application or within 30 days after notification of an assigned dock space. Should more than 30 days elapse, the application becomes invalid and a new application will be required at a later date. However, a one-time extension of the 30 days, if necessary can be granted by Board action. The boat must be registered in the name of the applicant, his/her spouse, a corporation owned entirely by the applicant, his/her spouse, or a group of JOINT OWNER RESIDENTS.
44. Maximum boat size is twenty (20) feet in length overall (LOA). (Motorized) Personal Watercraft (PWC) is prohibited.
45. Owners making application for the first time, who have fully qualified but fail to receive a dock assignment, will be entered on the APPROVED APPLICANT LIST in the order of their application date. As vacancies occur spaces will be filled from this list. Names will remain on the list as long as necessary to receive an assigned space. Applicants can decline the space one time. Thereafter, they will be placed at the bottom of the list.
46. When purchasing a replacement boat a new application, without loss of dock space seniority must be filed within ten (10) days of purchase.

47. Dock users are responsible to keep all dock walkways free and clear of obstructions at all times. No storage bins shall be allowed and no alterations, additions or material changes to the dock will be permitted without prior Board approval.
48. The boat may be insured for the limits of your homeowners insurance policy, but in no event less than: personal injury and property damage in at least the minimum amounts 100/300/50 (\$100,000 bodily injury, \$300,000 each occurrence, \$50,000 property damage) or \$300,000 CSL – combined single limit.
49. In the owner's absence, that dock space may be temporarily assigned to an approved applicant in order of sequence at a rate to be determined by the board of directors each year, payable to the Gasparilla Condominium Association. The dock master (or acting dock master), with Board of Directors approval, can grant permission to the next eligible person on the APPROVED APPLICANT LIST to use the absentee's dock space. The owner does not have the right to assign his space during his absence. Only the Board of Directors can make assignments (see application form).
50. In the absence of a condo owner who has a dock space, usage of his space and boat shall be permitted by family members, 21 years of age or older, who are occupying his unit. Family members are defined as parents, children, grandchildren, siblings and/or their spouses. They are to be advised by the owner of all boat dock rules and they will be responsible to observe them. Owners must provide written notification to the Management Company as to who will be using their boat and the relationship to owner.
51. All authorized users of dock spaces are responsible to know and abide by all dock rules. Infractions of rules, non-payment of rent or any unsafe boating practice could result in dock lease termination. A first infraction will result in a verbal reminder from a member of the Dock Committee who will also file a written report with the Board. If a second infraction occurs a written report will be submitted by a Dock Committee member to the Board with a copy to the owner. Said report will request a Board hearing with the owner to review the infraction and determine a resolution.
52. A Dock Committee member will report boats using spaces not assigned to them. Such boats will require immediate movement and/or contact with the Dock Committee for an explanation. Failure to comply within 24 hours will result in Board action to have the boat removed at owner's expense.
53. It is recommended, in addition to the required dock lines, each boat owner affix his/her boat to the dock by means of a locking cable or chain. This will help deter theft and/or boats set adrift.

Unit Sales/Lease/Rental:

54. The Declaration of Condominium has certain restrictions concerning the sale, leasing and renting of individual units. Owners are urged to examine their documents or to consult with the Board of Directors for guidance. In brief, all proposed contracts for sales, leasing, or rentals by owners must be provided to in writing to the Board of Directors. Failure to comply may result in voiding of the transfer. The Board must approve or disapprove the transfer in writing within 30 days.

Thank you for your understanding and co-operation.

_____, President

_____, Vice President

_____, Secretary

_____, Treasurer

_____, Member at Large

ENFORCEMENT:

When a violation occurs, the **desired result is voluntary correction of the situation** by the violator.

No fine may be levied unless the violator has been given reasonable notice and the opportunity to be heard. The fine cannot become a lien against the unit. No fine will exceed **\$100.00 per violation**. The fine may be levied on the basis of each day of a continuing violation, provided that the aggregate does not exceed \$1,000.00 per violation.

To ensure that the approved rules and regulations are followed, it is necessary that enforcement procedures be established. The procedures are as follows:

- Notice of violation is given by Management Company and will include a clear statement of the alleged violation and specific reference to the rule prohibiting the conduct. This notice shall be a courtesy call to the occupant with a letter to follow confirming the conversation. If personal contact cannot be made, a notice will be left at the door with a confirming letter to follow. The confirmation letter will be sent Certified Mail. If applicable, the notice will also provide a time, date and place that the owner can respond to the alleged non-compliance. If the location of the owner/occupant cannot be determined, letters will be sent to both addresses provided.
- If the violation is not corrected immediately, a second notice will be sent by certified mail. The board of directors will review the violation and if the violation is confirmed, a second notice will be sent to the owner by certified mail. The notice will state a specific deadline for compliance, allowing the non-conforming unit owner an opportunity to correct the situation.
- If a similar violation occurs in the future, notice will be given and a fine levied immediately.
- The Association's letter will state that if the violation has not been corrected within the allotted time, the notice will provide for a fine of **\$100.00 per day** levied against the unit and specify the effective date of the fine. The notice will state that the fine will not exceed \$1000.00 in the aggregate plus costs associated.
- Failure to comply would result in appropriate legal action being taken.
- Once the violation is corrected, the Association will provide the owner with a final written accounting of the fine, if necessary, based upon the number of days the owner took in curing the violation.

Authority to enforce the rules and regulations is set out in the Articles of Incorporation – 1995 Declaration Amendment Section 14.2, in part as follows:

- 3.2(e) To make and amend reasonable rules and regulations respecting the use of the property in the condominium.
- 3.2(g) To enforce by legal means the provisions of the Condominium Act of the State of Florida, the Declaration of Condominium, the Articles of Incorporation, Bylaws of the Association and the regulations for use of the property of the condominium.

RIGHT OF ENTRY INTO UNITS:

In case of any emergency originating in or threatening any unit, regardless whether the owner is present at the time of such emergency, the board of directors of the Association or any other person authorized by it, or managing agent, shall have the right to enter such unit for the purpose of remedying or abating the cause of such emergency, and such right of entry shall be immediate and to facilitate entry in the event of such emergency, the owner of each unit, if required by the Association, shall deposit under the control of the Association a key or keys to the front door locks of such unit.

- Unit owners of this Association are required to provide a current key to the front door locks to the secretary of the Board of Directors so as to permit entry in an emergency.

Many owners have had locks installed which the existing pass key will not fit. If you have any doubt that the Board has the requisite keys, please send them promptly, properly identified to:

Secretary, Board of Directors,
160 Jose Gaspar Dr.,
Englewood, FL
34223

The keys are kept on a board and, of course, in a secure place.

GASPARILLA LANDSCAPE PLAN
(Adopted by Board of Directors –March 11, 2006)

1. It is to our benefit to maintain the attractive woodland charm of Gasparilla by retaining native plantings, especially ones that are well established. We need to protect our property from radical changes and preserve our natural habitat. It shall be the responsibility of the Landscape Committee to monitor and maintain the grounds with this objective in mind.
2. All native growth – i.e. southern pines (slash, sand, etc.), saw-palmettos, live oaks, palms and other healthy trees will remain undisturbed unless, by Landscape Committee recommendation and subsequent Board of Directors action, they are deemed to present a hazard to the infrastructure or resident safety.
3. All grounds and vegetation surrounding residential units are community property; therefore, changes in landscaping (island shapes, walkways, border boards, etc.) including all removal, replacement, change of placement or new plantings of trees, bushes, shrubs or other vegetation shall be the responsibility of the Landscape Committee.

Owners are not obligated, nor even encouraged, to plant shrubbery or other vegetation. However, anyone desiring or contemplating an alteration or addition to our community landscaping is requested to first counsel with the Landscape Committee for advice, assistance and PERMISSION.

The philosophy of the community has always been to maintain a general uniformity of well groomed, balanced natural landscaping. This is especially true of the front elevation of individual units. Selection of trees, shrubs or other vegetation is made from a comprehensive, continually up-dated list of vegetation recommended by local and state horticulturists and the Landscape Committee's assessment of needs to maintain Gasparilla's attractive appearance.

4. All requests for any landscaping alterations shall be in writing with a simple diagram attached. The diagram must show the specific changes desired including the removal, replacement and relocation of shrubs and other vegetation as well as vegetation that will remain undisturbed.

Action on the request will be undertaken by a majority of the Landscape Committee. A prompt reply, in letter form, signed by the Committee Members, clearly citing the criteria for the decision, will be delivered to the initiator of the request. DO NOT undertake any action until the written decision is in hand. Vegetation planted without permission must be removed and plantings removed without permission must be replaced.

As a matter of public record, each request, including the decision, will be presented at the next Board of Directors meeting, as part of the Committee report. The report will be formally voted on and entered into the Board's minutes. Should any initiator of a request wish to appeal a decision, it would be presented to the Board at this time.

All costs for materials, shrubs and labor for such changes will be the responsibility of the unit owner. Annuals need not have permission as long as they are tended and removed before departure for the season.

If you receive permission to plant a shrub, bush or tree:

- You are responsible for watering all new plantings and replanted items until they are well established.
 - If plantings do not thrive, you are responsible for replacing them.
 - The shrubs, trees or bushes that you plant, of course, become community property and, as such, the Condominium Association assumes full responsibility after they are established for their care, maintenance and disposition.
5. Leave all trimming and pruning of vegetation to the direction of the Landscape Committee. If you wish to assist in the trimming of your foundation plantings, please consult the committee for advice and guidance. Do not make special requests of the lawn personnel.
- Plantings under windows must be kept at windowsill height. Lanai plantings shall be kept at chair rail height.
 - Mature plantings should not rub or touch the walls of the buildings nor block air flow to air conditioner units.
6. Pine needles from our trees will be used where mulch is needed. The pine needles will be spread no deeper than 4 inches. There should be a clear space around the base of trees of about 2 inches. There should be no pine needles used around the base of fruit trees or light posts. Any excess needles can be placed at a designated area next to the North pond by Third Street. These needles can be used by anyone needing more mulch. If pine needle mulch is not used by a unit owner, then that owner must place, at his/her expense, organic mulch approved by the Landscape Committee.

MEMORIALS:

- Memorial donations are gratefully appreciated and may be made to the treasurer of the Gasparilla Fund Committee.
- All memorial donations will be acknowledged in writing.
- The committee, working with the Landscape committee, will select memorials.
- All memorial selections will enhance our beautiful property.
- If you have any questions concerning a donation, please discuss with one of the committee members or one of the members of the Board of Directors.
- The committee also gratefully appreciates honorarium donations.

FORMS/APPLICATIONS and ENCLOSURES:

For your convenience, we have included samples of the following forms which are currently in use in our community – all are available online at <http://josegaspar.org>

- **Landscape committee request form** (available from Committee Chairperson or other committee members)
- **Dock space application form and procedure** (available from Dock Master or other of committee members)
- **Pickup truck notification form** (available from Management Co. or Secretary, Board of Directors)
- **Request for Approval to Lease Form** (available from Management Co. or Secretary, Board of Directors)
- **Request for Approval to Sell Form** (available from Management Co. or Secretary, Board of Directors)
- **Request for Approval for Hurricane Shutter Installation** (available from Management Co. or Secretary, Board of Directors)

LANDSCAPE COMMITTEE REQUEST FORM

Please submit your request in writing to the Landscape Committee for consideration before you plant shrubs or trees or remove shrubs or trees from around your unit.

This form is to be used to make...

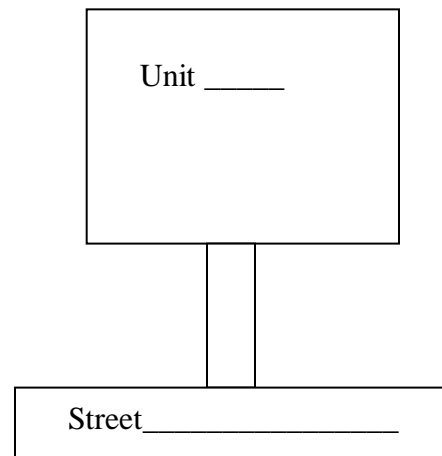
1. Any request for the planting or removal of plant material around units.
2. Any request for extensive trimming of existing plant material from around your unit other than what you have planted yourself.
3. Placement of stepping stones or patio blocks.

Use the space below for a brief description and simple diagram.

Shrub A. _____

Shrub B. _____

Shrub C. _____



APPLICATION FOR DOCK SPACE
GASPARILLA CONDOMINIUM ASSOCIATION

I, _____ apply for dock space at GCA, and agree to abide by all published
(PRINT FULL NAME)
rules, regulations and docking policies..

Please provide the following:

(1) Condo Unit # _____ Date of condominium purchase _____

(2) Boat registration number _____ (3) Registration State _____

(4) Boat is registered to: _____
(PRINT FULL NAME)

(5) Boat Description: Mfg. _____ Mod. _____ (6) Boat name : _____
PERSONAL WATERCRAFT (PWC) PROHIBITED.

NOTE: BECAUSE OF PREVIOUS MISUNDERSTANDINGS IT IS IMPERATIVE THAT BOAT LENGTH (RULE #3) NOT BE EXCEEDED. ANY EXCEPTIONS WILL BE REJECTED!

L.O.A. _____ BEAM _____ DRAFT _____ H.P. _____ O.B. _____ I/O _____

(7) Boat is insured for PERSONAL INJURY & PROPERTY DAMAGE by: _____
(COMPANY)

Policy No. _____

8) The Board of Directors, through the Dockmaster, reserves the right to temporarily assign your dock space, on a weekly basis, in your absence. It is your responsibility to keep the Dockmaster informed when your dock space will be unoccupied.

APPLICANT'S SIGNATURE: _____

OWNER : _____
RENTER : _____

DATE APPLICATION RECEIVED : _____ Comm. Member

COPY OF BOAT REGISTRATION : _____ Comm Member

DATE APPLICATION APPROVED : _____ Comm. Member

APPROVED APPLICANT LIST : _____ Comm Member

SLIP # _____ ASSIGNED : _____ Comm. Member

Revised: Mar. 9, 2002

(Instructions on back)

**GASPARILLA CONDOMINIUM
DOCK APPLICATION PROCEDURE**

1) Obtain an APPLICATION FOR DOCK SPACE from the DOCKMASTER, DOCK COMMITTEE member or the GASPARILLA CONDOMINIUM MANAGER.

**NOTE: ALL BOAT OWNERS MUST COMPLETE THIS DOCK APPLICATION
PROCEDURE TO BE ABLE TO USE GASPARILLA DOCKING FACILITIES
ALL ASSIGNMENTS ARE APPROVED BY THE FULL BOARD OF DIRECTORS.**

2) Complete APPLICATION and return to DOCKMASTER, DOCK COMMITTEE member or GASPARILLA CONDOMINIUM MANAGER.

3) Applicant must present copy of boat registration with application or not later than thirty (30) days after notification of an assigned dock space.

4) Applications will be routed to DOCKMASTER for checking and presentation to Board of Directors.

5) Following Board approval DOCKMASTER will enter applicant's name on the DOCK ASSIGNMENT CHART and mail him an ASSIGNMENT LETTER.

6) Qualified applicants, failing to receive a dock assignment, will be entered on the APPROVED APPLICANT LIST in order of eligibility. As vacancies occur spaces will be filled from this list and notification will be made by mail. In the absence of a regularly assigned dock space owner, his space may be temporarily assigned to the next eligible person on the APPROVED LIST.

**GASPARILLA CONDOMINIUM ASSOCIATION, INC.
A 55+ COMMUNITY**

c/o Antares Group, Inc.
4195 S. Tamiami Trail, PMB # 173, Venice, FL 34293

Phone (941) 484-7900 * Fax (941) 484-7099 * Toll Free 877-252-4354

PICK-UP TRUCK (Max. ½ Ton) NOTIFICATION FORM

This form is to notify Management when and for how long (MAXIMUM ONE WEEK) that a pick-up truck (maximum ½ ton) will be parked on the property. Permission is automatically granted by rule #28, found on page 7 of the Rules for Community Living, as long as the pick-up truck meets the guidelines.

DO NOT COMPLETE THIS FORM ASKING PERMISSION IF THE TRUCK DOES NOT MEET THE GUIDELINES. THE TRUCK IS NOT ALLOWED AND EXCEPTIONS CANNOT BE MADE.

Pick-up truck (maximum ½ ton) description:

Year/Make/Model _____

State and Tag/Plate # _____ Length of Truck _____

Registered Owner of Truck _____

Arrival Date _____ Departure Date (**maximum one week**) _____

Signature _____ Unit # _____ Date _____

Mailing Address: _____

NOTE: A partial list of examples is:

½ Ton Pick-ups

Ford F150
Dodge RAM 1500
GMC Sierra 1500
Toyota Tundra

Smaller than ½ Ton Pick-ups

Ford Ranger
Dodge Dakota
GMC Sonoma
Toyota Tacoma

At no time will a ½ Ton Pick-up or smaller be allowed if:

- Length is over 20 ft (including a trailer hitch).
- The pick-up has had the factory installed suspension altered and larger tires placed on the vehicle.
- The factory installed exhaust system has been altered.

**GASPARILLA CONDOMINIUM ASSOCIATION, INC.
A 55+ COMMUNITY**

c/o Antares Group, Inc.
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**REQUEST FOR APPROVAL TO LEASE PROPERTY WITHIN THE
GASPARILLA CONDOMINIUM ASSOCIATION, INC.**

To: Gasparilla Condominium Association, Inc.

In accordance with the recorded Declaration of Condominium, I hereby request Board of Directors' consent to lease, FOR A PERIOD OF NOT LESS THAN ONE (1) MONTH, AND LEASE/RENT NOT MORE THAN THREE TIMES PER YEAR, my property described as:

Street Address: _____

The following information is submitted for consideration:

1. **Lessee(s) signature on this application indicates Lessee(s) have received, read and have an understanding of all Condominium Documents presently in effect together with all current Association Rules and Regulations.** Note: The temporary transfer of mail key is the responsibility of the lessor.
2. Number of persons that will be in continuous occupancy _____.
3. Number, make, model and types of vehicles to be parked on premises-**No trucks allowed:**
 - a. _____
 - b. _____
4. Any Pets _____ Breed and Weight _____ **NOTE: 1 Cat/1 Dog Not Over 30 Pounds.**
5. Real Estate Agent (if applicable) _____ Phone: _____
6. Duration of Lease: From _____ To _____
7. **Lessee will please attach a copy of driver's license or passport for all occupants.** This is required for a 55 and over community.
8. A **\$25.00 Screening/Processing fee must** be attached to this document, **the application will not be considered without the fee attached.** Fee will be refunded if application is not approved.

UNIT OWNER AS LESSOR:

Name: _____ Phone: _____

Address: _____

City/State: _____ Zip: _____

UNIT LEASED/RENTED TO:

Name: _____ Phone: _____

Address: _____

City/State: _____ Zip: _____

Signed (Unit owner as Lessor): _____

Signed (Lessee): _____

Board Approval: _____ Date: _____

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**REQUEST FOR APPROVAL TO SELL PROPERTY WITHIN THE
GASPARILLA CONDOMINIUM ASSOCIATION, INC.**

To: Gasparilla Condominium Association, Inc.

In accordance with the recorded Declaration of Condominium, I hereby request Board of Directors' consent to sell my property described as:

Street Address: _____

The following information is submitted for consideration:

1. A copy of the completed purchase agreement together with any other agreements relating thereto.
- 2. Proof of age of buyer (copy of drivers license or passport).**
- 3. Buyer(s) signature on this application indicates Buyer(s) received, read and have an understanding of all Condominium Documents presently in effect together with all current Association Rules and Regulations.**
4. Seller(s) agree to provide Buyer(s) with Mailbox Keys at sale closing.
5. Number of persons that will be in continuous occupancy _____.
6. Children under the age of 18 _____.
7. Number, make, model and types of vehicles to be parked on premises-**no trucks allowed**
a. _____ b. _____
- 8. Any Pets _____ Breed and Weight _____ NOTE: 1 Cat/1 Dog Not Over 30 Pounds.**
9. Real Estate Agent (if applicable) _____ Phone: _____
10. Anticipated date of closing _____
11. **A \$100.00 Screening/Processing fee must be attached to this document, the application will not be considered without the fee attached. Fee will be refunded if application is not approved. Fee will also be refunded if sale fails to materialize.**

UNIT OWNER AS SELLER:

Name: _____ Phone: _____

Address: _____

City/State: _____ Zip: _____

UNIT SOLD TO:

Name: _____ Phone: _____

Address: _____

City/State: _____ Zip: _____

Signed (Unit owner as Seller): _____

Signed (Buyer): _____

Board Approval: _____ Date: _____

HELPFUL HINTS/HOUSE PREPARATION:

The following is a list of additional items that are recommended to be done by residents before leaving for an extended period of time:

- Take photos of interior of your home for insurance purposes in case of damage.
- Place a small amount of bleach in toilet bowls and then cover toilet bowls and tanks with saran wrap to prevent evaporation of toilet water.
- Put a lubricant such as vegetable oil (approximately 2 tablespoons) into your dishwasher and garbage disposal unit.
- Shut off water to sinks, toilet tanks, and washing machine. Cover all drains (duck tape is recommended) to prevent evaporation of trap water. Add a little bleach to prevent bacteria growth.
- Set your air conditioner/humidistat if your system has one, at a level to prevent mildew.
- Disconnect all low voltage sources (telephones, answer machines, computers, printers, etc). It is recommended, but optional, to terminate phone and ISP service.
- Unplug all electronics – i.e. TV's, VCR's, etc.
- Remove ink cartridges from your computer printer and put them in a zip-lock bag to prevent the ink from drying.
- Store bicycles upside down to help keep air in tires and prevent "flat spots".
- If you leave your refrigerator and/or freezer on, fill them with water bottles for maximum efficiency.
- If you shut your refrigerator and/or freezer off, make sure the door(s) are held or propped open.
- Do not store white cloths in plastic bags. The bag may cause mildew.
- Make sure all windows, doors and sliding doors are locked.
- Make sure your shed door, if applicable, is locked
- Close window blinds.
- Call Englewood Water District to disconnect water at the street and reconnect upon your return. Currently this service is free.
- Have mail and newspapers stopped
- Deactivate electric circuits except for air conditioning and refrigerator (if left on).
- Remove all food that will attract animals/pests.
- Secure all outside objects i.e. garbage containers, all pots/planters, window boxes, statuary, and gas grill.
- Remove all annual plants.
- Spray exterior/interior for bugs (optional)
- Allow for cross ventilation in lanai if unit has vinyl windows.

GENERAL INFORMATION

Security

For the security and peace of mind of our community, it would be very nice and we encourage all owners to notify the management company or the Board of Directors should you allow friends or family to use your unit in your absence. It will identify who has the authority to be in our community and identify those who are unauthorized intruders. This knowledge will forestall any embarrassing challenges to your guest by the board or the management company. It is also reassuring to your neighbours.

Pool

The swimming pool is a private facility for residents and their condominium guests only. Unauthorized users will be considered to be trespassers and be required to leave the premises. Unauthorized users could create a liability issue as well as initiating a precedent that could have serious consequences.

Please do not go into the swimming pool while covered with suntan oil. This results in clogged filters as well as an unsightly oil slick around the edge of the pool. You are required by the rules posted at the pool to shower before swimming. Please remember to do so.

We ask you to use a towel while sunning on a chaise lounge or chair. This will prevent any oil or lotion from accumulating on or staining the furniture. Please do not leave the chaise on which you have been sunning covered with your oil or lotion.

If you are a smoker, please empty your ashtray when you leave.

When leaving the pool, remove all personal items and return poolside furniture to original location. We do not have any daily clean-up service, so it takes a little friendly co-operation to keep things tidy.

Remember..... this is your property. Please give it the same care outside that you give to your home inside.

Requests to Board of Directors

Requests regarding authorization for a petitionable restriction in the Rules for Community Living are to be in writing and sent to the Secretary of the Board of Directors, 160 Jose Gaspar Dr. If you prefer, your written request can be hand delivered to any member of the Board of Directors. The request will be reviewed at the next regular Board of Directors meeting and you will be notified in writing within seven (7) days of the Board's decision.

Alligators

Please do not approach, feed or molest the alligators. This includes throwing things at them. It is against the law. Please keep all children, dogs and cats away from the ponds where the alligators reside as anything small is considered food for them. While they may look slow and sleepy, they move suddenly and with excessive speed and are a dangerous, wild animal.

Bird Feeding and Squirrel Control

Please do not feed the birds or any kind of animal outside. Pets should be fed inside. Never leave their food outside. Squirrels are very mobile and a pet dish or bird feeding station is "open" territory, so any and every animal will be attracted to that area to eat the food or to eat the animals that eat the food. These animals will almost certainly spread diseases between each other and may also do the same for you.

We all love to feed the birds, but please refrain. True naturalists will confirm that feeding wildlife is not a good idea. So will any exterminator. The animals will find their food well enough without our help and be better for it. Enjoy the birds, but please let them find their own food. We have many plantings which provide that food and encourage their presence on our property.

Squirrels are interesting little creatures and fun to watch. However, they are very persistent and can wreak havoc when they nest in our attics. The damage they cause to our buildings can be very costly, both for you and your neighbours.

Bird Baths

Bird baths, although pleasant to have to watch the birds, are not permitted. The water can become stagnant and a breeding ground for infection carrying mosquitoes. None of us would like to see ourselves or our neighbour succumb to such illness. We have plenty of water on our property to encourage birds without the risk of stagnant water creating health issues.

Lease/Rental/Sales of Units

The Condominium Documents provide that all unit owners must notify the Board of Directors in writing at least 30 days prior to the final closing on a sale or lease/rental of a unit. This notice will provide the name and address of the prospective purchaser/renter, the rental agent, if applicable, and a statement to the effect that a copy of Gasparilla's Rules, Regulations and Restrictions (now known as Rules for Community Living) has been given to the prospective buyer or renter. The Board has 30 days after receipt of such written notice to disapprove the transaction in writing or else it stands approved. This provision is not intended to restrict sales or rentals beyond that which is already stated in the Condominium Documents. Forms are currently in use providing this information (refer to pages 16, 21, and 22 of this document).

Rules and Regulations for Hurricane Shutter Installations
Resolution of the Board of Directors, Gasparilla Condominium Association
Revised December 12, 2009

WHEREAS, Section 718.113(5), Florida Statutes (2008) state that “each board of administration shall adopt hurricane shutter specifications for each building within each condominium operated by the association which shall include color, style, and other factors deemed relevant by the board. All specifications adopted by the board shall comply with the applicable building code.”

The Board of Directors of Gasparilla Condominium Association establishes the following rules governing the installation of Hurricane Shutters:

Definition: “Hurricane shutter” shall mean any device, installation, equipment or appliance, whether permanently or temporarily affixed or attached in any manner to any portion of the exterior of the building or any portion of the building so as to be visible from the exterior of the building, used, either directly or indirectly, as its main purpose or incidental to its main purpose, as protection against storm damage, water penetration by driven rain or rising water, wind damage or damage from physical objects or projectiles carried by wind or storm.

Installation Requests: Any person desiring a hurricane shutter shall submit a written request form to the Board no less than fourteen (14) days prior to the proposed commencement of installation. The written request shall contain the:

- (1) name and address of the person desiring the hurricane shutter,
- (2) unit number to which the hurricane shutter will be installed,
- (3) name, address, telephone number, proof of insurance and state license number of the proposed contractor and proposed subcontractors who will install the hurricane shutter
- (4) proposed location(s) for installation of the hurricane shutter,
- (5) proposed type, style, brand, color, material and name and address of the manufacturer of the hurricane shutter, including a brochure of the proposed installation,
- (6) proposed manner of installation of the hurricane shutter.

Technical Specifications: The hurricane shutter and the installation will conform, in all respects, to the State Minimum Building Codes. All hurricane shutter installations must be permitted with the Sarasota County Building Department. This is the responsibility of the contractor. Any fines related to not obtaining the appropriate building permits will be the responsibility of the property owner of record.

Types of Shutters: No Hurricane Shutter except those approved by the Board of Directors shall be permitted. All specifications adopted by the Board of Directors shall be permitted. All specifications adopted by the Board of Directors shall comply with applicable building codes. The unit owner shall choose from the following list of shutter types (a combination of these may be used):

- Clear polycarbonate type panels, i.e. ClearTek, Lexan
- Aluminum panels – ivory/cream or white. No raw aluminum is permitted
- High impact Wind Screens – ivory/cream, gray, brown, black or matching exterior wall color
- Fabric type – ivory/cream or matching exterior wall color
- Roll down – ivory/cream, gray, or matching exterior wall color
- Accordion Shutters – ivory/cream, gray, or matching exterior wall color

Framework: Framework and tracks must be ivory, white or color of soffit trim or color of exterior building

Maintenance and Owner Obligations: As a condition of approval, all record owners of a unit requesting installation of hurricane shutters agree to maintain the shutters. If the project is abandoned or the shutters are removed from the home the owners agree to return building to its original condition i.e., no holes are left in walls; no unpainted areas, etc.

Hurricane season is from June 1st through November 30th. If homeowners are leaving prior to June 1st, or they return after November 30th, permanent shutters can remain closed, i.e. up or in use, while the house is vacant. Shutters should go up no earlier than 5 days before leaving prior to June 1st, and should be removed no later than 5 days after returning.

Contractor Requirements: No person (hereinafter Contractor) shall install, construct, affix, attach or place a hurricane shutter, unless authorized by the manufacturer as a qualified manufacturer's installer, licensed and insured

Liability: The owner of the unit to which the hurricane shutter is installed shall be liable for any and all damage to the common elements, Association property or the property of other owners arising out of or concerning the construction, installation or maintenance of the hurricane shutter.

Miscellaneous/Remedies:

1. The Association shall not be required to approve or permit any hurricane shutter, unless and until the person requesting the installation has fully and completely complied with each and every provision of these rules.
2. Disapproval of a hurricane shutter, for any reason, shall entitle the Association to remove the hurricane shutter, or any portion thereof, or bring an action to force the removal thereof, or force compliance with these rules, as provided in the Condominium Documents including, but not limited to, an action for an injunction or damages or both. The prevailing party to any such action shall be entitled to an award of attorney's fees and costs.
3. No contractor, subcontractor, laborer or material person shall be permitted entry upon the condominium property, for purposes of actual installation, construction or delivery of materials, unless and until, the proposed hurricane shutter installation request has been approved by the Association.
4. Nothing in these rules shall be construed as a limitation or restriction upon any of the Association's rights or remedies, or act as an election of remedies. All rights and remedies available to the Association shall be cumulative.
5. The Board of Directors must be notified of installation delays.

TEMPORARY PROTECTION:

Temporary protection is raw aluminum or galvanized aluminum panels; plywood panels-painted or unpainted. Plywood should be not less than a thickness of 7/16" and a maximum span of 8' – pre-cut to cover glazed opening.

The unit owner may put up temporary protection to protect his property. Temporary protection may not be put up prior to 72 hours before a storm is predicted to reach the area as reported by the National Weather Bureau. All temporary protection must be removed no later than 5 days after the storm has left the area. Failure to remove the temporary protection within the specified timeframe shall be authorization for the Association to have it removed by a licensed contractor at the owner's expense.

The unit owner shall be liable for damage caused by temporary hurricane protection. Refer to liability paragraph above.

Adopted by the Board of Directors of
Gasparilla Condominium Association

12/12/2009 _____
Date Adopted by the Board of Directors:

Thank you to all who contributed to the compilation of this booklet. Contributors were:

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