



NEW ATLANTIS CLUB

RULES & REGULATIONS

AND

GUIDELINES

Revised 3/28/2011

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Introduction

The Board of Directors asks for your cooperation in the enforcement of Rules designated to make The New Atlantis Club a pleasant place to live. No regimentation is intended, but the Board has a legal responsibility to administer the affairs of the association and /or property for the benefit of the majority.

To ensure your comfort and that of your neighbor's, condo owners and renters must familiarize themselves with all the rules contained in the Declaration of Condominium and this document. These rules must be available to your guests or lessees, particularly when you are absent.

The Board is primarily responsible for enforcement of all Rules and Regulations.

Revisions will be made when the current rules fail to cover existing situations. Suggestions should be submitted in writing to the Board of Directors.

The following rules do not supersede the Declaration of Condominium, Articles of Incorporation, the By-Laws, State Statute 718, or any other legal obligation of the owners at The New Atlantis Club.

General Rules

A) **The Association has the irrevocable right to access a unit during reasonable hours; when necessary to perform maintenance, repair, or replacement of any common elements within the Condo. FS Chapter 718.III, paragraph 5 – Maintenance includes Pest Control.**

B) Each Condominium occupant shall maintain the unit in a clean and sanitary manner. Screen doors and windows must be in good repair.

C) The balcony railings, porches and terraces shall be used only for the purposes intended and shall not be used for hanging garments or other objects, for cleaning rugs or other household items. No drying of laundry or towels will be permitted outside of the occupant's condominium.

The **common elements** such as hallways, stairwells, elevators, grassed areas, etc. are to be used for the purposes intended only. No articles belonging to a unit shall be kept in such areas. The common elements must be kept free and clear of refuse, debris or any other materials.

Personal property of all residence must be stored within their unit at night.

Linens, clothing, curtains, mops, rugs, etc., may not be shaken in the common elements identified above.

D) Condominiums shall be occupied as residence only, and for no other purpose. Occupancy is limited to no more than the (2) full time residence per bedroom.

E) Owners and Lessees cannot use the unit for transient hotel, commercial or other non-residential purpose.

F) **Guests must be registered** at the Office if they are staying more that 30 days.

G) **No cooking** shall be permitted on the porch, patio, balcony, entryway, nor on the condominium property, except in the designated areas assigned by the Association. **You must be at least 18 years of age to operate the Gas Grills located throughout the complex.**

H) No resident may make or permit any disturbing noises in the building or on condominium property whether made by himself, his family, friends or guests, nor do permit anything to be done by such persons that would interfere with the rights, or comfort of other occupants. No occupant may play a musical instrument, radio or television, etc., in the condominium complex between the hours of 11:00 pm and the following 8:00 am. Volumes must be lowered between the above mentioned hours. **Repairs / Construction** will be permitted between the hours of 8:00 am to 9:00 pm ONLY.

I) Signs, advertisements, notices or other lettering are not permitted in or on any of the condominium units, common elements, or condominium property without written permission from the Association except on the bulletin boards provided. All postings on bulletin boards must be approved by NAC management.

J) No unauthorized individuals are allowed to enter the roofs of the condominium buildings at any time for any reason.

K) **Water beds** must be covered by liability insurance with proof thereof submitted to the office.

L) **Skateboards**, skates, motorized scooters, etc. are not permitted to be used on the premises.

M) **Bicycles** must be stored in the racks provided or in the individuals unit. Bikes may not be kept in walkways.

N) **Games of any kind include but are not limited to running such as football, Frisbee, soccer, etc. are NOT allowed anywhere on the complex.** Bonner Park should be used for these activities. Responsibility for the minors while on the complex ground is the sole responsibility of the parent or guardian and shall assume any and all liability.

I - Vehicles

A) Each unit is assigned one (1) designated parking space. An additional car must use a visitor space. Visitors, guests and service vehicles must use Visitor parking space. No vehicles should be backed into a parking space.

B) Repairs and servicing of vehicles shall not be permitted on the premises. This includes but is not limited to oil changes, draining of radiators/ brake lines etc.

C) Vehicles may be washed in the designated area behind building #5 by the maintenance shed.

D) Unregistered vehicles will be removed from the property at the owner's expense. Vehicles storage is permitted in the owners designated parking space ONLY. Keys should be left at the office for emergency purposes.

E) Commercial vehicles are allowed on the premises only when making service calls.

F) Motorcycles, Boats, Mopeds, motorized bikes, RV's, trailers, etc. are not permitted on the property. Exceptions can be made for a 24 hour period to accommodate loading and unloading.

G) Owners, tenants and their guests must abide by the parking and traffic regulations posted. **The speed limit on the property is 15 mph.**

II - Waste Disposal

A) Garbage must be secured and tied in a plastic garbage bag and deposited in a trash chute or dumpster.

B) All boxes should be broken down and deposited in a dumpster ONLY. If a dumpster is full, use another dumpster. Do not leave trash outside the dumpster.

C) All newspapers, bottles and cans should be placed in trash bags and deposited in dumpsters.

III – Pools and Jacuzzi

A) Pools and Jacuzzi can be used from sunrise to sunset seven (7) days a week.

B) Music of any type is not permitted at the pools without the use of earphones.

C) Boisterous conduct and running on the pool or Jacuzzi deck areas will not be permitted.

D) Glassware and breakable objects are not permitted in the pools or Jacuzzi area.

E) Persons who are ill or have skin lesions / abrasions may not use the pools or Jacuzzi.

F) Objects such as balls, floats, toys etc., are not permitted in the pools or Jacuzzi areas. Arm or waist flotation devices are allowed.

- G) **Infants with diapers and untrained children are not allowed in the pools or Jacuzzi.** Parents or guardians are responsible for the conduct of minors using the pools or Jacuzzi.
- H) Pool furniture must not be removed from the pool area.
- I) Cover the lounges and chairs with towels when sunbathing
- J) **Lounges may not be reserved by placing towels or other personal objects on them.**
- M) **Food in the pool area is prohibited.**

IV Exercise Room

- A) The exercise Room is located in the front building by the entrance gates. You can access the exercise room by using your security code that provides entrance to the clubhouse.
- B) You must be at least 14 years of age to use the exercise equipment.
- C) After you have used the equipment you should use the sanitizing spray and paper towels located in the bathroom to wipe down the equipment.

V –Tennis Courts

- A) The tennis courts are to be used for tennis only between the hours of 7:00 am and 11:00 pm.
- B) Maximum usage of the courts is one (1) hour for singles and one and a half (1½) hours for doubles; if others are waiting to use the courts.
- C) Only tennis shoes / sneakers are permitted to be worn on the courts.

VI – Shuffle Board

- A) No walking on the courts.
- B) Shuffle Board courts should be swept before they are used.
- C) All equipment must be returned to the locker and locked up after usage.

D) Play is on a first come basis. Maximum playing time is 30 minutes if others are waiting to play.

VII – Clubhouse Use

A) Use of the clubhouse is restricted to Condo owners, their guests and tenants. No children under 15 are allowed in the clubhouse without adult supervision.

B) The clubhouse will be open during business hours Monday through Friday 9:00 am to 3:00 pm. Entry to the clubhouse after normal business hours will require use of the unit owner's security code. **The clubhouse will be closed at 11:00 pm** except by written approval from the Board of Directors. (Revised at 10/23/12 Board Meeting)

C) Shirts and shoes are required at all times. Wet bathing suits are not permitted in the clubhouse.

D) The pool table should be covered when not in use.

VIII – Clubhouse Reservations

The clubhouse may be reserved by Condo owners and tenants upon the completion of the required forms and subject to approval by the Board of Directors. Social club functions will supersede private functions. Applications should be completed in advance to reserve the date. Applications are on a first come basis.

A) The number of persons attending a private function is limited to fifty (50).

B) Reserved use of the clubhouse does not include use of the pool without written permission from the Board of Directors.

C) Hosts must arrange for guests vehicle entry. All guest vehicles must be parked in the marked visitor spaces (V).

D) The clubhouse will close at 11:00 pm without written approval, extending this time, from the Board of Directors.

E) The clubhouse must be cleaned and trash free at the conclusion of the function.

F) Fees for using the clubhouse are as follows: (Revised at 3/6/12 Board Meeting)

Clubhouse usage fee is \$50.00 plus a \$150.00 damage deposit. (Refundable if no damage)

IX- Pets Amended 4/2/1998

No pets of any kind including, but not limited to, dogs, cats, birds, and reptiles shall be permitted in the condominium unit or on New Atlantis property. Guests and visitors are not permitted to bring pets onto the New Atlantis property. Any pet registered at the office prior to 2/2/1998, shall be grandfathered for the life of the said pet.

X – Elevators

Smoking in elevators is prohibited. Wet bathing suits are not to be worn in elevators. Footwear is required when riding in the elevators

In the event of a power failure, the elevator may stop between floors. Should this happen, follow the instructions on the wall panel and be patient. Help will arrive as soon as possible.

Do not use elevators during electrical storms or if a fire is in the immediate area.

XI - Guests – Tenants or Owners in residence

A) Visitors may be admitted by the owner or tenant through the use of the electronic directory if they have a touch tone phone. If the resident does not have a touch tone phone, they will have to meet their guest at the gate.

B) Owners should notify the Office during normal business hours when there is a tenant change.

C) Owners should give every tenant a copy of these Rules and Regulations. Owners should also provide a gate card, mail key, and laundry card to all tenants. Clubhouse, exercise room and Bonner Park entry code should also be provided to all new tenants by the owner.

XII – Guests – Owners not in residence

Owners should notify association Office in writing at least one (1) week in advance of the guest's arrival. Owners must provide electronic entry card to the guest prior to their arrival. The office will not provide entry without appropriate notification.

XIII – Office Business Hours

The New Atlantis Business Office is located at the entrance of the Clubhouse.

Office business hours are: Monday through Friday 9:00 am – noon and 1:00 pm - 3:00 pm

Office Phone #: 727-595-5511 Fax: 727-593-9198

Keys / Locked Out- if you are locked out of your unit the office Manager can help you during normal business hours. **If you are locked out after normal business hours you will have to call a locksmith.** You might want to consider giving a key to a neighbor to prevent a potential problem.

XIV – Pest Control

Pest control spraying will be completed in each condo on a monthly basis. **Please leave your deadbolt in the unlocked position on the day of service.** The schedule is as follows:

- Building 1, 2, 3, & 4 - First Tuesday of the Month
- Building 5 - Second Tuesday of the Month
- Buildings 6, 7, 8, & 9 - Third Tuesday of the Month
- Building 10 - Fourth Tuesday of the Month

XV – Deliveries – Moving

A) All moving and delivery services must be confined to the hours of 8:00 am to 5:00 pm.

B) **Any damage to The New Atlantis Club property** in the course of moving / delivery will be the sole responsibility of the tenant / owner using the service.

XVI – Sale - Lease – Lease Renewal

- A) Owners are required to notify the Office when they are listing the unit for sale.
- B) All sales require the prospective buyer to have a complete background check and an interview by the Board of Directors.
- C) Condominiums may be leased by the unit owner or by a rental agent. **A lease must be for no less than 30 days. Sub-leases are not permitted**
- D) A lease of 6 months or more will require a background check by the Association, an interview by the Board of Directors and approval by the Board. Completed application forms and a copy of the lease must be filed at the Office.
- E) **The Board of Directors will review all lease renewals** to ensure the renewing tenant has complied with all the rules set forth in this document and the Condominium By-Laws.

XVII – Emergency Information

Fire

If a fire breaks out, call 911 immediately. Pull the alarm system lever that is located as follows:

- | | |
|-------------------------|---|
| Building #1 | - two (2) located on each floor |
| Building #2 & 3 | - NONE – use the alarms at Bldg. #1 or Bldg. #4 |
| Building #4 | - two (2) on each floor |
| Building #5 | - four (4) on each floor |
| Building # 6, 7, 8, & 9 | - two (2) on each floor |
| Building #10 | - four (4) on each floor |

Become familiar with the locations of the fire alarm pulls.

Take no chance – Evacuate immediately. DO NOT use the elevators. Lookout for your neighbors by using the “Buddy System”. This could save a life as special handicaps, illness or hearing problems may hamper their ability to act in an emergency.

Severe Weather

1) Listen for weather updates as hurricanes are unpredictable – keep informed.

Do not call 911 unless you have an absolute emergency. If you cannot make arrangements for transportation or you need medical assistance – call the County Emergency Management at 727- 464-3800.

2) Have your car ready to go with a full tank of gas, oil and water.

3) Prepare a Survival Kit

- A) Medicines (2 week supply)
- B) Special dietary foods as needed
- C) Blankets or sleeping bags
- D) Cell Phone - flashlights and extra batteries
- E) Portable radio and extra batteries
- F) Extra clothing
- G) Light weight folding chair or cot
- H) Important papers (ID, Passport, etc.)

4) Board or tape your windows to reduce the risk of flying or broken glass

5) Obtain at least 3 gallons of clean drinking water

6) Obtain a weeks supply of non-perishable food. (Include a non electric can opener)

7) Be a friend and check on your neighbors

8) Stay inside away from windows

9) If maintenance personnel are not on site – each building should be prepared to remove all loose items from the pool / jacuzzi areas.

10) Every resident should know where the water shut-off valves are for each building to prevent as much water damage as possible. They are identified by a “W” on the building or a white pipe sticking out of the ground in the front of the building.

If you must Evacuate

- 1) Take your survival kit.
- 2) Turn off all electricity water and gas. Pull all electrical plugs from sockets
- 3) Contact a friend or relative and make them aware of where you're going.
- 4) Stay tuned to your TV or Radio for information and directions to an emergency shelter.

After the Storm

- 1) Be patient, access to affected areas will be controlled.
- 2) Keep you ID handy as it will be required when returning.
- 3) Look out for loose or dangling wires and report them as soon as possible
- 4) Enter your Condo with caution, open windows and doors to ventilate.
- 5) Assess and take pictures of any damage to your unit and its contents.
- 6) Report and broken water or sewer lines immediately.
- 7) Stay tuned to your local radio or TV station for advice and instructions.

HURRICANE SHUTTERS/PROTECTION & WINDOW SPECIFICATIONS

Below are the guidelines voted on and adopted at the March 28, 2011 Board of Directors meeting for the Application of Hurricane Shutters/Protection and or Hurricane Windows for the “New Atlantis Club Condominium Association, Inc.”

Description for windows: Any window replaced shall match existing windows. Single-hung or Double-hung style.

Frame color: White

Hurricane Shutters: Windows shall be protected with Roll-Down Shutters ONLY.

Frame color: Ivory slats, hood and tracks.

For Hurricane Shutters on the lanai you may install Accordion Shutters, Roll-Down Shutters or “Hurricane Screening” on the inside perimeter of the lanai or against the existing sliding glass doors. However, if the lanai is enclosed with windows and the Shutter(s) are placed on the exterior of the windows, the application of the Roll-Down Shutter is the ONLY approved Shutter.

Accordion Shutter color: Ivory

Screen color: Black

Roll-Down Shutter color: Ivory

All products MUST meet current codes and must be permitted with the city and approved by the New Atlantis Club Condominium Association, Inc. prior to installation.