

**PINEDA OCEAN CLUB CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS
REVISED BY POCCA BOD August 8, 2022**

1. FOREWORD

A. The following Pineda Ocean Club Condominium Association (POCCA) Rules and Regulations are prescribed for the purpose of protecting and maintaining the Condominium property and insuring the health, welfare, and safety and comfort of all residents. They are applicable in full to each POCCA owner, lessee, guest and visitor.

B. These Rules and Regulations derive and are pursuant to the POCCA Articles of Incorporation, Bylaws, and Declaration of the Condominium.

C. The statutory authority to enforce these Rules and Regulations is vested in the POCCA Board of Directors.

2. GENERAL

A. The facilities of the Pineda Ocean Club are available to the following persons:

1. Owners and families
2. Registered lessees and their families
3. Houseguests and visitors of owners and lessees

B. Owners are ultimately responsible for their lessee, families, guests, and visitors, and must ensure they are informed of POCCA Rules and Regulations and conduct themselves accordingly.

C. SECURITY OF PROPERTY

The common property areas including common areas walkways of buildings 2 and 3 are secured by locking entry doors, locking garage doors, and locking gates to the pool and gate at the beach crossovers. These entries are to remain closed and locked at all times providing a secure environment for all owners. Very often residents, through carelessness, jeopardize their security, and the security of their neighbors by circumventing these security systems. No security system can function by itself. This means the cooperation from all residents to ensure that our property is secure.

1. DO NOT prop open a locked door by any means. This includes entry gates, garage doors, pool doors, and crossover gates.
2. Do not climb over or under the crossover railings and gate on the beach crossovers. Use your key to open gate and access beach or any other secured areas.
3. Secure any doors, gates, and garage doors you find open. Malfunctioning gates should be reported to maintenance immediately.

3. OCCUPANCY AND SALES/LEASE PROCEDURES

A. OCCUPANCY

1. No more than four (4) persons shall occupy a single unit on a permanent basis.

**PINEDA OCEAN CLUB CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS
REVISED BY POCCA BOD August 8, 2022**

2. A houseguest is defined as any person(s) occupying a unit in presence or absence of the owner without financial reimbursement to the owner for such occupancy.
3. House guests unaccompanied by the owner or lessee must be pre-registered in writing with the board designated building representative of the owners building providing the name(s) of the guests, date of arrival and departure, and the model and license plate number of any vehicles. Renter/Guest information form can be obtained from the secretary of the association if needed. (Addendum 1)
4. Registered house guests are not permitted to have other house guests or bring visitors to the Swimming pool facilities.
5. The physical move of an owner or lessee in or out of the unit will be coordinated with the maintenance staff -prior to THE move. Moves on Sunday will be avoided whenever possible.
6. When the unit is placed under lease, the unit owner foregoes all privileges for personal use of the swimming pool and other condominium facilities during the period of the lease.

B. SALES AND LEASES

1. The secretary of the association shall be notified of a pending sales or leases by the unit owner. Notice of pending sale must be provided to the management agent by the owner and or their real estate agent.
2. All leases will be executed for minimum period of (4) months. Any units advertised for rent on VRBO, Airbnb, or any other rental web site must specifically state that rental period is for a minimum of (4) months.
3. The owner is required to submit detailed information about the renter to the association. A Renter/Guest information form should be obtained from the Association secretary and the completed form with a copy of the lease is required to be submitted to secretary of the Association with a copy of the lease before rental commences. (Addendum 1)
4. An owner may not sell or lease their unit to a corporation or similar institution.

4 OWNER'S UNITS, BUILDINGS, LIMITED COMMON AREAS AND COMMON AREAS

A. APPEARANCE

1. No alterations to the exterior of any unit and limited common area may be made without written permission from the Board of Directors. This includes such items as exterior painting, additions in the form of screens, shutters, awnings, and latticework, outside lighting fixtures or overhead storage. The addition, removal or alteration of plants

PINEDA OCEAN CLUB CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS
REVISED BY POCCA BOD August 8, 2022

and shrubs on the property is not permitted. As specified above, all such alterations or refurbishments will conform to the standards existent in the Pineda Ocean Club as of the publication of these revised rules and regulations. The following are examples, not all inclusive, of items included in this category:

- a) Balcony and patio enclosures will be constructed of anodized aluminum and black screening. Screen doors to the first-floor patio enclosures will be centered midway opposed to the living room area.
- b) Front doors will be painted a uniform color as declared by the association board. Storage doors will match the building color as declare by the board. (Addendum 2)
- c) Storm and/or security shutters will conform to the accepted association specifications. (Addendum 2)

2. No Signs, advertisements, notices or other lettering shall be exhibited, displayed, inscribed, painted, or affixed in, on, or upon any part of the condominium unit, limited common element, or condominium property. This includes signs within a unit visible from the outside of the unit, posters, advertisement and circulars upon the condominium property and signs on a vehicle parked upon condominium property. The foregoing signs include the types of signs normally placed by Realtors announcing sales of a property, open house announcements, etc. Privately owned vehicles with job related advertisements are the exceptions.

3. No clothing, towels, surfboards, beach equipment, etc. will be hung or stored outside units, on balconies or patios, or in common areas of the building.

4. Waterbeds or water mattresses are not permitted on the second, third, and fourth floor of Condos 2 and 3.

5. The floors of all units in Condominiums 2 and 3 shall be carpeted except bathrooms, kitchens, balconies, foyers, and entrance halls. Tile is permitted in second, third and fourth floor units for areas other than specified providing a sound dampening barrier material is installed underneath the tile.

6. All bicycles must be stored within the unit or under the stairwells on the ground floor of condominiums 2 and 3.

7. No volatile liquids, propane, paint thinner, paint remover or similar flammables, other than those required for nominal household use, may be stored in any unit, storage room, or garage.

8. Garages in Condominiums 2 and 3 are for storage of vehicles. Storage of articles in the spaces between vehicles is prohibited. Each garage space is allocated equally through-out each garage enclosure. Each parking space is 6.5 feet (78 inches) +/- and each walkway between each parking space is 15 inches +/-) The raised walkways on the east wall of the

PINEDA OCEAN CLUB CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS
REVISED BY POCCA BOD August 8, 2022

garages are to be kept clear at all times as required by local Fire Department Rules and Regulations. Exceptions can be made by the board for extraordinary circumstances such as shutter storage during concrete restoration work.

9. Hosing and/or volume washing (using buckets of water) of second, third, and fourth floor balconies in condominium buildings 2 and 3 are not permitted without consulting occupants in lower floors.

10. Carpeting on balconies and walkway entrances is not permitted.

B. USE OF COMMON GROUNDS AND WALKWAYS

1. The common areas between the dunes and east side of the condominium (grassy area) exist for the aesthetic pleasure and enjoyment of all residents. Any activity that causes the destruction of the lawns is prohibited. Walking pets in this area is not permitted.

2. Outdoor cooking or barbecuing is not permitted on the grassy areas, pool or gazebo.

3. The use of skateboards, roller skates, and bicycles in the common area, except for biking ingress and egress, is not permitted.

4. The feeding of stray or wild animals anywhere on the condominium property or the feeding of birds from the balconies is prohibited.

5. The sand dunes along the Pineda Ocean Club shoreline are the single most essential element of the Condominium property and one upon which the owners have invested considerable money to repair and bulwark in years prior. They provide the most vital and last line of protection against the high tides and rough surf that can prevail in our area. The dunes are sacrosanct and crossing them at any point other than the structured crosswalks is absolutely forbidden.

6. Jumping the gate and railings to gain access to the beach is also forbidden by the association as well as in violation of Florida Statue 161053 Section 2, which forbids persons from being on or disturbing the dunes which occurs when jumping the gate and railings.

NEXT TO THE FORCES OF NATURE, THE SINGLE SOURCE OF THE GREATEST DAMAGE TO THE DUNES IS WALKING ON OR ACROSS THEM.

The association will take all necessary action, including fines and notification to Brevard County of any intrusion to our dunes.

7. Smoking is prohibited in the elevator and surrounding areas. No smoking signs are posted in areas where smoking is prohibited. Please be aware of the areas in which smoking is prohibited and obey the rules accordingly.

**PINEDA OCEAN CLUB CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS
REVISED BY POCCA BOD August 8, 2022**

C. USE OF SWIMMING POOL

1. All persons using the swimming pool do so at their own risk. A POCCA board member or manager may bar individuals from the pool for violations of the Rules and Regulations or for any other reason that constitutes a hazard to others.
2. Inappropriate, illegal, or offensive behavior will not be tolerated.
3. Individuals with open skin sores or other infections, which would be communicable in swimming pool water, are prohibited from using the pool.
4. Towels must be placed on chairs and chaise lounges to protect them from deterioration caused by oils and suntan lotion.

PLEASE REVIEW ADDENDUM 3 FOR COMPLETE POOL RULES AND REGULATIONS

D. MOTOR VEHICLES

1. All vehicles parked on Pineda Ocean Club property will be in operating condition and bear a current license tag affixed to it.
2. Commercial or heavy-duty trucks, campers, recreational vehicles, boats, trailers or mobile homes shall be prohibited from parking in any area of the Pineda Ocean Club.
3. The following exceptions shall be made to the foregoing parking limitations:
 - a) Service vehicles may be temporarily parked in parking areas during the time they are actually servicing a home, but in no event overnight.
 - b) Boats, trailers, trucks, commercial and recreational vehicles and other prohibited vehicles may be temporarily parked in a parking area when they are being loaded or unloaded.
 - c) Motor homes and other recreational vehicles operated by persons who are guests of owners may temporarily park their vehicles on Pineda property with the prior permission of the Board of Directors of the Association, but in no event more than 14 days of any calendar year.
 - d) Any motor vehicles, which are otherwise prohibited, may be parked inside an owner's assigned garage if garage door is kept closed.
4. No vehicle which cannot operate on its own power, shall remain on the condominium property for more than 48 hours and no repairs of the vehicle shall be made on condominium property. Certain minor repairs such as changing batteries, changing flat tires, changing windshield wipers and minor repairs of this sort are permitted.

**PINEDA OCEAN CLUB CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS
REVISED BY POCCA BOD August 8, 2022**

5. No vehicle shall be parked in such a manner as to impede or prevent access to another owner's parking space.

6. No parking is permitted on the lawns or grassy areas of the condominium property.

5. CONDUCT OF OCCUPANTS

A. GENERAL

1. All persons while on the premises of the Pineda Ocean Club will not infringe on the rights and enjoyment of other residents.

2. All residents have a right to peaceful enjoyment of their property and any noise or disturbance, which interferes with this right, is prohibited. Toward this end, no occupant shall play any musical instrument or operate a television, radio, or stereo equipment or sound amplifiers in such a manner as to disturb others. Particular care will be taken to ensure that such loud disturbances will not occur between the hours of 11:00 PM and 8:00 AM.

3. All residents share the responsibility for the care and proper use of the common areas. Littering and other such abuses to the common areas will not be tolerated.

4. All trash will be placed in provided receptacles. With the exception of newspapers, boxes and other clean paper goods, all trash must be contained in plastic bags and tied before disposal in trash chutes and dumpsters. Boxes must be broken down and flattened. If items are too large to dispose in chute, they should be discarded in the dumpster at the north end of the building in front of the town homes. The dumpster at the south end of property is for yard and lawn waste. Recycling bins are provided in parking lot at the south end of the complex.

5. Residents who plan to be absent for an extended period must clear all removable items from front door area and the balcony (if not enclosed by storm shutters) and patio and designate a responsible individual to oversee their unit in their absence. Notify your Building Representative accordingly.

The association documents require access to an owner's unit in cases of emergencies. Keys to owner's units are kept in secure location in the maintenance office. If association does not have keys to an owner's unit, the owner will be responsible for any expenses incurred by the association in obtaining access to unit in the case of an emergency situation.

Examples: Closing storm shutters before a major storm
 Water leak coming from unit.

**PINEDA OCEAN CLUB CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS
REVISED BY POCCA BOD August 8, 2022**

B. PETS

1. The number of pets shall be limited to no more than 2 birds and/or 2 cats or 1 dog that cannot exceed 30 pounds in weight.
2. All pets must be on a leash when walked on Condominium property. Pets will be walked in designated areas that are situated between the front fence and the black top parking area fronting the condominium structure, and the south end of Condominium 3 from the parking lot to east end of corner of building 175 Hwy A IA.
3. Owners, renters, and guest are responsible for cleaning up after their pets.
4. If the pet becomes a nuisance, disturbance, or threat to residents or their guests, the Board will take appropriate action to eliminate the violation.
5. Under no circumstances will pets be permitted in the pool area.
6. The POCCA Board will enforce strict adherence to all requirements in the Rules and Regulations concerning pets.

C. OWNER ACCOUNTS

1. All assessments are due on the first (1st) of each month. Assessments received after the 10th of the month are considered late and will be subject to a one-time late fee and 6% interest as allowed in the association's governing docs.

**PINEDA OCEAN CLUB CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS
REVISED BY POCCA BOD August 8, 2022**

VIOLATIONS AND ENFORCEMENT OF POCCA DOCUMENTS AND RULES
AND REGULATIONS

When a violation of the condo documents occurs, including the Rules and Regulations, the desired result is the voluntary correction of the situation by the violator. In many instances the person observing the violation might politely point out the violation to the person as courtesy to avoid further action having to be taken by the board. In many instances the person may not be aware that they are in violations of the Rules and Regulations.

If this does not correct the situation and the violator continues to break our document rules and the Rules and Regulations adopted by the Board, the following action will be taken.

1. Any owner having witnessed a violation of the Rules and Regulations will need to submit a request to the POCCA Board to take action. This request is required in writing or by e-mail and should be addressed to our CAM with Space Coast Property Management, or other persons assigned by the BOD. Be specific in your complaint as to date, time, and nature of violation you have observed. Any interaction between the violator and you should also be documented.

Ryan Marrs (CAM)
SCPM
928 East New Haven Ave. Melbourne, FL 32901
Tel: 321-733-3382
Fax: 321-575-9597
E-mail: ryanM@towersmgmt.com

Written notice to the owner by Ryan Marrs BOD Representative will include a clear statement of the act or alleged violation and specific reference to the Rules and Regulations prohibiting the conduct. This notice will also state a specific deadline for compliance.

If an infraction is caused by renter or guest of the owner, the owner is responsible for taking corrective action with the renter and guest and the owner is responsible for all fines levied as result of infractions to the Rules and regulations.

2. If efforts to achieve voluntary compliance are unsuccessful, the Board will issue a warning to the owner concerning the infraction and its intention to levy a fine to the owner for the infraction. If the infraction is not corrected or continues, the Board will fine the owner for each and every infraction after the warning is issued in accordance with Florida Statute 718.303 Section 3.
3. The Board of directors also has the option of referring the matter to the Association's legal counsel for advice and additional legal action to correct the infraction.

PINEDA OCEAN CLUB CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS
REVISED BY POCCA BOD August 8, 2022

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PINEDA OCEAN CLUB CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS
REVISED BY POCCA BOD August 8, 2022

ADDENDUM 1
Pineda Ocean Club Condominium Association
Renter/Guest/New Owner Information Fact Sheet

Owner Name: _____ Unit Address: _____

Phone: _____ E-Mail: _____ Rental/Guest Occupancy Period: _____

RENTER__ GUEST__ NEW OWNER__ (CHECK ONE)

First Name: _____ Middle: _____ Last Name: _____

Home Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

E-Mail Address: _____

Emergency Contact: _____ Relationship? _____

Phone: _____

List the names of all the additional adults (18 or older) staying/living in the condo:

Name: _____ Name: _____ Name: _____

VEHICLE INFORMATION

Make: _____ Year: _____ Color: _____ State: _____ License Plate #: _____

Make: _____ Year: _____ Color: _____ State: _____ License Plate#: _____

ALL VEHICLES NOT REGISTERED WITH THE ASSOCIATION ARE SUBJECT TO TOWING AT OWNERS EXPENSE.

PET RESTRICTIONS: Please note that the association documents allow for 1 dog per unit not over 30 pounds, or two cats. There will be NO EXCEPTION made to this regulation.

All owners/ renters/guests must follow the rules and regulations set forth in POCCA documents to be provided by the owner to their renters and guests.

Please complete information on this form before renters/guest occupy your condo and submit this fact sheet and copy of rental lease, if applicable, to POCCA secretary by USPS or by e-mail.✉

**PINEDA OCEAN CLUB CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS
REVISED BY POCCA BOD August 8, 2022**

Date: _____ Signature of Owner: _____

ADDENDUM 2

SHUTTER SPECIFICATIONS

1. Balcony

- A. Type: Accordion
- B. Color cream to match existing accordions.
- C. Location - east side of balcony inside of existing handrails.
- D. Material - aluminum manufactured in accordance with and to meet or exceed South Florida building code.
- E. Installation specifications.
 - 1. Stainless steel fasteners.
 - 2. Neoprene washers to separate fasteners from aluminum to prevent electrolysis.
 - 3. Penetrations to slabs must be sealed using premium grade silicone caulking.
 - 4. Bottom tracks must be shimmed using 1/8-inch plastic shims. Tracks must be shimmed to a minimum every 48 inches

2. Side and front windows

- A. Color cream
- B. Type - Roll-ups with medium bronze shutter boxes and side support rails.
- C. Material - aluminum
- D. Installation specifications
 - 1. Require two mulbar supports in keeping with the design of the existing windows. Mulbars must be median bronze in color.
 - 2. All penetrations must be sealed.
 - 3. Stainless steel fasteners with neoprene washers.

NOTE: CONTRACTORS WILL BE RESPONSIBLE FOR ALL DAMAGED SILLS OCCURRING DURING INSTALLATION. CONTRACTORS MUST BE LICENSED. THEY MUST PRESENT A CERTIFICATE OF INSURANCE AND A COPY OF WORKERS' COMPENSATION.

**PINEDA OCEAN CLUB CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS
REVISED BY POCCA BOD August 8, 2022**

FRONT DOORS (painting colors or paint supplier may change and updated when that occurs)

1. 6 panel steel exterior 36" x 80"
2. Pre-primed for paint
3. Exterior must be painted with specified color as declared by the association board

STORAGE DOORS (painting colors and manufacture may change and updated when that occurs)

1. Must be painted with specified color as declared by the association board

GARAGE DOORS (painting colors may change and updated when that occurs)

1. Must be Clopay Model 4F flush panel design (available through Precision Overhead Garage Doors)
2. The color must be a uniformed color as declared by the board of the association

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**PINEDA OCEAN CLUB CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS
REVISED BY POCCA BOD August 8, 2022**

ADDENDUM 3

PINEDA OCEAN CLUB POOL RULES

POOL HOURS: 8:00 AM - DUSK

NO LIFEGUARD-SWIM AT YOUR OWN RISK

- USE OF POOL IS RESTRICTED TO RESIDENTS AND THEIR GUESTS
- SHOWER BEFORE ENTERING POOL
- CHILDREN 12 AND UNDER MUST BE SUPERVISED BY AN ADULT
- DIAPERS MUST BE INDUSTRY APPROVED SWIMMING DIAPERS, COVERED WITH PLASTIC PANTS.
- NO DIVING OR JUMPING IN POOL
- NO RUNNING OR BALL THROWING IN THE POOL AREA
- NO RAFTS, FLOATS, OR OTHER PLAY OBJECTS IN THE POOL OR POOL AREA (NOODLES ARE PERMITTED)
- NO PETS IN POOL AREA
- NO GLASS OBJECTS OF ANY TYPE IN POOL AREA
- BATTERY OPERATED RADIOS ONLY---KEEP VOLUME LOW PLACE WASTE IN RECEPTACLES PROVIDED
- PLEASE CLEAN UP AFTER YOURSELF WHEN LEAVING POOL AREA and PLEASE KEEP TOILET FACILITIES CLEAN
- LOUNGE CHAIRS CANNOT BE RESERVED
- PLEASE CLOSE UMBRELLAS WHEN LEAVING POOL AREA
- PLEASE RE-ATTACH FLOAT ROPE IN POOL IF DETACHED FOR SWIMMING LAPS
- THE POOL MAY BE CLOSED AT ANY TIME BY ANY MEMBER OF THE PINEDA OCEAN CLUB BOARD OF DIRECTORS
- PLEASE ASSURE THE POOL GATES ARE CLOSED AT ALL TIMES
- COOKING AND OR BARBEQUEING IS PROHIBITED BY HEALTH CODE
- THE POOL AREA IS A NO SMOKING AREA

REPORT ANY MAINTENANCE ISSUES TO MAINTENANCE OFFICE 321-773-3916

EMERGENCY--- DIAL 911