WELCOME PAC

SOUTH PAULA POINT CONDOMINIUM ASSOCIATION, INC.

433 PAULA DRIVE SOUTH

DUNEDIN, FLORIDA 34698

SOUTH PAULA POINT CONDOMINIUM ASSOCIATION, INC.

GENERAL INFORMATION

ASSOCIATION INFORMATION (South Paula Point Condominium Association, Inc.)

Board of Directors

President	Alec Willeson
Treasurer	Peggy Koplitz
Secretary	Victoria Prewitt
Director	Hilda Boston

Monthly & Annual Meetings

Annual Meeting	Notice is mailed to owners in April for May meeting
Monthly Meetings & Workshop	Notice is posted by the Clubhouse mailboxes and send via email to all owners.

Association Management Company

Monarch Association Management, Inc.

Community Association Manager: M. Susan (Sue) Marino, LCAM
500 Alternate 19 South • Palm Harbor, FL 34683
Office: (727) 204-4766 • admin@monarcham.com
Website: www.managedbymonarch.com

CONDOMINIUM DOCUMENTS – On Monarch's Website

Articles of Incorporation
By-Laws
Declaration of Condominium
Minutes of Meetings

Property Insurance

Turner Insurance Advisor Group
2121 NE Coachman Rd,
Clearwater, FL 33765
727-442-0012 Extension: 105

EMERGENCY SITUATIONS

911 - For all life-threatening medical, fire & police emergencies

Severe Weather – Local tv and radio stations, sign up for alerts on your cell phone, and Pinellas County alerts on their website:
https://public.coderedweb.com/cne/en-US/455136DCE8F8

Tropical Storms/Hurricanes – see information above for severe weather and should a mandatory evacuation be ordered, you will always have advance information

Water Leaks – Turn off the water in your unit and if still leaking, then call Monarch.

ELEVATOR

Located between the Marina and Canal Buildings. Elevator is for general resident/visitor use only and not to be used for heavy duty (freight) items.

GROUNDS/COMMON AREAS – ***Please read the SPP Rules & Regulations for specific information.***

Clubhouse – For Residents' and their guests' use and can also be rented for an event. There Is a community bulletin board located inside near the kitchen area

Kayak Racks – Available for rental if there is a vacancy
(form can be found on www.managedbymonarcham.com website)

Mail Boxes – located on each side of the clubhouse

Parking Areas – Carports are reserved for residents only and guests may use uncovered spaces on the property. Please do not park around the Clubhouse and elevator areas (unloading only)

Pool Area – Rules are posted inside the pool area and directions for the grill are posted adjacent to it

Storage Units - for Residents' use and may be rented if there is a vacancy (form can be found on www.managedbymonarcham.com website)

Trash Pick-Up – Pinellas County picks up from the dumpsters located on both sides of the property on Mondays and Thursdays. Please do not leave any items outside the dumpster area – check the SPP Rules & Regs. to make arrangements for pick-up information of large items

RESOURCES (Local)

City of Dunedin – Main Switchboard: 727-798-3000 and website: www.dunedingov.com

Medical Facilities:

Mease Dunedin Hospital
601 Main Street – Dunedin, FL
727-733-1111

Mease Countryside Hospital
3231 North McMullen-Booth Road
Clearwater, FL
727-725-6111

Urgent Care:

Baycare Urgent Care
3351 North McMullen Booth Road
Clearwater, FL
Phone: 727-314-4774

Med Express Urgent Care
26812 US Highway 19 North
Clearwater, FL
727-799-2727

Walk-in Clinics:

Walgreen's Healthcare Clinics

1477 Main Street.	33670 US Highway 19 N
Dunedin, FL	Palm Harbor, FL
727-733-3176	727-785-7643

Pinellas County – Information Desk No. 727-464-3000 and website: www.pinellascounty.org/

Sheriff's Department – Main No. 727-582-6200; 737 Louden Avenue – Dunedin, FL
Website: www.pcsoweb.com

SOUTH PAULA POINT – RULES & REGULATIONS

See the separate document after the General Information

UTILITIES

Cable, Internet & Phone Services – Basic cable is included in the monthly maintenance fee, but for additional services, please call:

Frontier Communications – 844-619-6873 and website: www.frontier.com
Spectrum/Charter (Brighthouse) - 855-222-0102 and website: www.charter.com
WOW/Knology – 866-376-7003 (Sales) and website: www.wowway.com

Electric Company – Duke Energy Pinellas 727-443-2641 and website: www.duke-energy.com
Outages: 800-228-8485

Edition: July 2021

SOUTH PAULA POINT CONDOMINIUM, INC.

RULES AND REGULATIONS

SOUTH PAULA POINT CONDOMINIUM, INC.

RULES & REGULATIONS

TABLE OF CONTENTS

Page No.

I. COMMON AREAS 1

A. Birds 1
B. Children under 12 1
C. Clubhouse
1. Bulletin Board 1
2. Rental 1
D. Dumpsters 2
E. Elevator 2
F. Grills 2
G. Hurricane Shutters 3
H. Kayak Racks 3
I. Landscaping 4
J. Parking 4
1. General 4
2. Unauthorized Vehicles 4
K. Pets 4
L Pool 5
M. Repairs/Renovations 6
N. Resident Parking 7
O. Roof Access 7
P. Speed Limits 7
Q. Storage Units – Rentals 7
R. Vehicle Repairs 7

II. EXTERIOR AREAS 7

A. Air Conditioning Units – First Floor 7
B. Awnings, Retractable, Rear Balconies and Patios 7
C. Balconies, Patios & Courtyards 7
D. Decorations 8
E. Electric Circuit Breakers 8

Page No.

III. INTERIOR AREAS 9

A. Business Use 9
B. Drywall Repairs/Replacement 9
C. Smoke Detectors 9

IV MANAGEMENT 9

A. Board Policies – General 9
B. Complaints-Service Requests 9
C. Emergency Situations 10
D. HOA Dues 10
F. Owner's Liability 10
G. Recommendations – Absence from Unit 11
H. Selling or Leasing Units 11
I. Visitors 12
J. Weather Emergency Operations Plan 12
1. Board Member Responsibilities 12
2. Owner/Resident Responsibilities 13

SOUTH PAULA POINT CONDOMINIUM ASSOCIATION, INC.
RULES & REGULATIONS

I. COMMON AREAS

Please keep sidewalks, stairways and walkways free from obstructions.

No antenna or wiring, for any purpose, may be installed on the exterior of the buildings.

A. Birds

Residents and visitors are prohibited from feeding birds or any other animals on the South Paula Point ("SPP") property.

B. Children under 12

All children of residents, or their guests, who are under the age of 12, must be under adult supervision at all times.

C. Clubhouse

The Clubhouse is for the quiet enjoyment of all residents. It may also be leased for private use according to the rules listed below. The Clubhouse is not for business meetings with clients or customers unless reserved for private use.

1. Bulletin Board – See guidelines posted adjacent to the board in the Clubhouse.

2. Rental

   a) The fee for reserving exclusive use by residents is $100 per use, with prior approval by the Board. Users are responsible for cleaning, turning off lights and fans, closing windows and locking the building. A refundable clean-up deposit for $50 per use is also required. These fees are intended to cover the added expenses of air conditioning/heating, electricity, water, sewer, and general wear and tear.
   b) The Clubhouse may not be reserved by residents on national holidays, except as hosts for community events.
   c) Please respect the private function taking place at the Clubhouse and avoid going in until the event has ended.
   d) Rental is for Clubhouse only and does not include Pool & Restrooms. Those areas can be used my residents/guests.

D. Dumpsters

1. Dumpsters will only be used for trash removal and all items placed completely inside, and all cardboard boxes need to be flattened. NO items may be left outside the dumpster because city collectors will not pick up any items outside the dumpster area. If large items need to be picked up, please call the City of Dunedin Solid Waste Dept., at 727- 298-3215, to make arrangements. All costs will be paid by the unit owner (currently less than $16). Please mail your check to the Management Company.

2. Contractors, handymen, etc. are responsible for removal of all debris and construction materials and are requested not to use the dumpsters for that purpose.

3. For those residents that would like to participate in recycling, there are two drop-off areas nearby (Curlew Rd. and Michigan Ave.) Please refer to the Pinellas County website for information: www.pinellascounty.org/solidwaste

E. Elevator

1. The elevator is only a passenger elevator and should not be used for moving purposes or very heavy items.

2. Board approval must be secured in advance for anyone entering the elevator and power equipment rooms, or roof.

F. Grills

1. All gas/charcoal grills need Board approval prior to installation. Dunedin Fire Code requires that all gas and charcoal grills be used and stored not less than 10 feet away from condo buildings. Portable electric grills are allowed in the outside areas. Please do not leave grills unattended while in use.

2. The Board's policy is:

   a) Unit owners may construct a small patio pad of paver blocks in the area to either side of the rear concrete stairway landing pads (but not on the pad). Paver blocks must be white, beige or natural concrete in color, or as otherwise approved by the Board.

   b) The pad may be no larger than 24" wide by 36" long with the length being parallel to the stairway and must not extend out from the building past the concrete stairway pad. Alternative situations to deal with obstructions will be considered, after submission to the Board. An eye bolt of a minimum 3/8" in diameter shank must be secured to the bottom stairway post or stanchion, and the grill thus secured to

the eye bolt to prevent it from blowing in high winds. Other alternatives will be considered on an individual basis. These pads should be constructed so as to be easily removed, if necessary.

c) Those in 3 bedroom garden units with 12' extended patios need only place them on the outer edge. However, please use a method to anchor them against high winds.

d) All owners are reminded that violation of any fire regulation may result in individual fines levied by the City of Dunedin.

G. Hurricane Shutters

Owners are permitted to install hurricane shutters. In an effort to maintain a generally uniform appearance and to reasonably accommodate the décor of the building exteriors, all shutters must conform to the following general specifications:

1. Hurricane shutters may be of the roll-up, accordion or removable panel type. Any other type of shutter must be presented for Board approval prior to installation. Owners using the panel type must make provisions for storage of panels when not in use. No panels shall be stored in common areas or in limited common areas.

2. Please check with the Management Company to see the types of shutters that were approved by the Board. Only horizontal slat-type shutters may be used on third floor windows on the front of the building, unless they are intended to be temporary (see No. 4 below). When in doubt, obtain Board approval before installation.

3. Colors shall conform to established building colors. Shutters shall be the same color as the main building exterior, storage compartments for roll-up type shutters shall be the current color of building trim. Tracks, brackets and other hardware shall be of either of these colors as deemed by the Board to be most appropriate.

4. Shutters intended to be temporary in nature, such as plywood or other types of shutters which do not conform to standards, may only be in place during times of tropical storm threats.

H. Kayak Racks

1. The Association assumes no responsibility or liability for damage, theft, or vandalism to kayaks or other items left on the property, or for personal accident or injury of any kind resulting from, or related to, the use of the racks.

2. Persons using kayak racks do so at their own risk.

3. Kayak owners are asked to lock their water craft.

4. Do not leave paddles, life vests, cushions or other personal items unattended.

5. Kayaks must have owner's name displayed in a clearly visible location when stored on the racks. For example: Permanent marker on Duct Tape.

6. Forms for renting a kayak rack are available (See Appendix A).

I. Landscaping

1. Residents cannot alter landscaping by planting, removing, altering or damaging the landscape in the common areas. Pruning and trimming will be the sole responsibility of the landscaping company.

2. Limited potted plants and decorative items may be maintained on patios and balconies providing they do not intrude on other residents and observe fire and safety codes. Flower boxes may be mounted on the side of dividers, railing section, between unit balconies and must be securely attached. Plants should not exceed 48" from the balcony surface.

3. **Reminder**: In the event a tropical system (or severe weather with high winds) is approaching our area, please secure or remove all items from your balcony or front & rear patios.

J. Parking

1. **General**: The curbed area in front of the elevator must be kept free at all times for use of emergency vehicles. Please observe the no parking signs in other areas.

2. **Unauthorized Vehicles:** Commercial vehicles, boats/boat trailers, moving vans, vehicles that have more than four (4) wheels, campers, PODS*, trailers of any kind, etc., shall not be parked on the SPP property, except for delivery and service vehicles. No lettering or company logos on vehicles shall be permitted, with the exception of government vehicles.

K. Pets

1. A limit of two (2) pets (not to exceed 25 lbs. at maturity) per unit are permitted with the Pet Application (see Appendix A) with prior Board approval.

2. All pets must be duly licensed by Pinellas County, or wherever the pet's owner legally resides, and remain current with immunization shots, as required by law.

3. Pets must be on a leash, or in a carrier, at all times, while in the common areas of the SPP property.

4. Pet's should only be allowed to relieve themselves in designated areas. Pet owners/caregivers are obligated to pick up after the pet and dispose of properly. See the map attached to the Pet Application and Appendix A showing the Designated Pet Walking Areas, which are as follows:

    a) East end of south building (kayak rack area) bounded by the back of the storage units, side of building, fence and seawall;
    b) North end of west building bounded by Piper's Ten Condo building, north and west fences, and seawall;
    c) Grassy area of north end of SPP property bounded by dumpster, street, parking lot and shrubbery;
    d) Front area bounded by S. Paula Dr., pool fence, and two landscaped areas; and
    e) Between the two buildings, behind the elevator, out to the end of each building.

5. No pets are allowed in the Clubhouse or pool areas unless a certified service animal.

6. Any pet, whether previously approved or not, which becomes a nuisance or annoyance to other unit owners, by the noise of barking, or otherwise, will receive one warning letter. If, after receiving such letter, the animal remains a nuisance or annoyance then, upon the order of the Board of Directors, the owner will be requested to have it permanently removed from the premises.

L. Pool

Use of the pool area is only for residents and their guests, cannot be reserved, and only allowed for use between dawn and dusk.

1. Age - Any person under fourteen (14) years old must be accompanied by an adult.
2. Animals - No animals are allowed in the pool area except certified service animals.
3. Audio Devices - Volume must be kept to a level low enough so as to not disturb others.

4. Clubhouse – Please dry off before entering to avoid getting water on the tile floors and, when leaving, turn off all lights and make sure doors are locked.
5. Debris/Trash – Please put it in the receptacles provided.
6. Diving - No diving is allowed.
7. Gates - Keep locked at all times.
8. Glass - No glass articles are permitted in the pool area.
9. Grill – Instructions for use are clearly posted above it.
10. Infants –Swim specific diapers are required in the pool.
11. Lifeguard – No lifeguard is provided and swimming is at your own risk.
12. Lifesaving - Equipment is mounted on the east fence of the pool deck and used for emergency purposes only.
13. Open Sores/Wounds - Any person with an open sore/wound is not permitted in the pool.
14. Pool Heater – The heater will be turned on mid-November and left on until the end of the Christmas/New Year holiday season. It will be turned on again at the time of spring break and/or the Easter holiday season. These times may be modified depending upon the weather conditions. The heater is set to 80 degrees when running.
15. Pool Items - Floats, rafts or activities that restrict the use of the pool by others are not allowed.
16. Running - No running is allowed
17. Shoes - Please wear shoes to and from the pool area.
18. Smoking – All smokers must provide their own ashtrays.
19. Swimmers - Every swimmer must shower before entering the pool and also after applying oils or sunscreen.
20. Umbrellas – Please put umbrellas down when leaving the pool area.

M. **Repairs/Renovations**

1. Repairs (except emergency repairs) and remodeling work are allowed Monday through Friday from 8 am to 6 pm, and Saturday from 9 am to 5 pm. Repairs and remodeling work on Sunday are not allowed.

2. Air conditioning condenser maintenance needs to have roof access.

3. Sawing and tile cutting must be done in carports, in front of unit if you have a first floor unit, or by the workshop (far side of the carport by the kayak rack). No dry tile cutting allowed – must use either a wet cutter or have built-in vacuum containment.

4. Be courteous and clean up to minimize any affect to your neighbors.

5. All contractors must comply with all OSHA regulations.

N. **Resident Parking**

1. A carport is assigned to each unit and is not available for use by others unless authorized by the unit owner. Only one (1) motor vehicle is permitted in one carport at any time. Nothing else is to be placed or stored in the carport area at any time.

2. Only two (2) vehicles per unit at any time may be parked on the SPP property.

O. **Roof Access**

Roof access is only available to owners who have received prior approval for authorized contractors. Please make arrangements with Monarch for access to the roof.

P. **Speed Limits**

The speed limit within the community is 5 miles per hour.

Q. **Storage Units - Rentals**

Additional storage lockers are available for lease by owners/renters on an annual basis, based on the current monthly charge. Storage Unit applications are available (see Appendix A).

R. **Vehicle Repairs**

No mechanical work, or changing of oil or other fluids, is permitted anywhere on the SPP property.

II. EXTERIOR AREAS

A. Air Conditioning Units – All units are located on the roof.

B. Awnings, Retractable, Rear Balconies and Patios

Retractable awnings will be allowed with prior Board approval, using current colors & specifications.

C. Balconies, Patios & Courtyards

1. Umbrellas may be attached to railings for stability and must be removed in anticipation of severe weather in the short-term weather forecast. Please make arrangements to secure your outdoor items if there is no one living in your unit, or you plan to be out of town.

2. Hose Bibs – outside hose bibs are **common use** to be used by all residents and are not specific to the units they are adjacent to.

3. Please keep these areas uncluttered and not used for storage of any personal items other than normal patio items. The Board shall have the authority to decide what constitutes cluttered.

4. Hanging plants, baskets, wind chimes, or any other hanging items are not permitted on the exterior property as these can cause problems during winds.

5. Please keep porches, patios, and exterior stairways clean and free of items and permanent gates which are also not allowed due to the Dunedin Fire Code. Do not hang garments/towels or other items from railings. Upstairs unit residents should use caution when sweeping respecting their downstairs neighbors.

6. Front and back patios and balconies are in very close proximity to our fellow neighbors. Please keep the noise level to a minimum. No resident or guest will operate audio/visual equipment, tools, etc., before 8 am or after 10 pm.

7. Also, though smoking is currently allowed, please be respectful of your neighbors. Most everyone has windows opened during nice weather and everyone has the right to clean air inside their unit and on their patio or balcony.

D. Decorations

1. Front door decorations are allowed in moderation.

2. December displays should not be in place before the day after Thanksgiving and should be removed by January 8th. Outside lights should have Underwriters Laboratories (UL) approval. UL items are marked on purchased items. Items should be safely installed in accordance with the Dunedin Fire Code. Low voltage miniature lights are recommended for outdoor lights.

E Electric Circuit Breakers

It is the policy of the Board that individual unit main circuit breakers located by the unit electric meters shall be the responsibility of the Association. If a unit owner has to replace an individual main breaker, the Board shall reimburse the owner for the expenditure up to an amount it shall, in its opinion, considered to be reasonable.

III. INTERIOR AREAS

A. Business Use

Units are generally for residential purposes; however, home businesses are allowed as long as there is no regular client traffic.

B. Drywall Repairs/Replacement

The Association will replace any interior drywall of any unit that is damaged due to rain, water leak, or plumbing leak of any pipe that serves two or more units, or any roof drain pipe. In such cases, the Association will provide a primer painted surface. Finishing of the drywall surface (paint, popcorn, wall paper, etc.) is the responsibility of the unit owner. Damage caused by plumbing leaks solely within a unit (i.e., fixtures, water lines to fixtures, appliances, etc.) and any damage caused by such to another unit are also the responsibility of the unit owner.

C. Smoke Detectors

The Dunedin Fire Code requires that each unit be equipped with working smoke detectors. Recommendations are to replace each 9 volt battery when we change over to daylight savings time, or as needed.

IV. MANAGEMENT

A. Board Policies – General

The Board of Directors of the South Paula Point Condominium Association may, from time to time, revise the written policies in order to address certain issues that arise. All policies that are approved by the Board shall be available for viewing to any owner at any reasonable time.

B. Complaints-Service Requests

Please call Monarch directly for all requests for service/repair or complaints.
Phone – 727-204-4766
Email – admin@monarcham.com

C. Emergency Situations

1. Electric – Outside main circuit breakers for each unit are: (1) Canal Building, downstairs in back between Units 3 and 4; and (2) Marina Building, downstairs in back between Units 13 and 14.

2. Fire – Call 911 first. Fire Extinguishers and Call boxes are located: 1st floor on rear of carport storage sheds near each stairway and 2nd floor in both buildings near each stairway. Additional Call Box is on the first floor of the Elevator building and a Fire Extinguisher on the storage building.

3. Medical – Call 911

4. Water Leaks - First turn off the water in your unit right away! The majority of water heaters in units have a water turn-off valve located on top of the unit or other marked location.

If leaking does not stop, immediately contact the Management Company or board member on the SPP Contact List.

D. Association Fees

1. Fees: Payments of monthly association fees and any special assessments will be paid to the Management Company by mail, present bank withdrawals, or hand delivered their office promptly each month. Association fees are due on the first of each month. Late payments (those received after the 10th of the month) will be assessed a late fee of $25. An additional $25 will be assessed on the 10th of each month thereafter.

2. Late Payment/Non-Payment of Maintenance Fees: The following schedule will be followed for failure to pay Association fees:

a) 30 days delinquent – friendly reminder letter;

b) 14 more days – threat of lien letter;

c) 14 more days (total of 60 days) sent to our Attorney for placement of lien;

d) 30 to 60 additional days, possible foreclosure;

e) The $25 monthly late fee continues accruing until paid in full.

E. Owner's Liability

Any property damage due to noncompliance of these Rules & Regulations will be the sole responsibility of the owner of the unit.

F. Recommendations – Absence from Unit

1. The Board has recommendations which it asks all residents to comply with when they are preparing to leave their premises for a long period of six (6) or more weeks.

2. The Association is not responsible for damages from sewer backups or water leak damage caused by plumbing problems inside of a unit, and the second floor unit owners may be liable for water damages in a downstairs unit stemming from an upstairs leak.

The Board recommends the following actions be taken:

a) Shut off the unit water supply. If a washing machine hose or supply line to a plumbing fixture broke, or a water heater springs a leak, it could be days before this is discovered outside of the unit.

b) Turn off all electrical breakers, or at least those that are not needed during your absence.

c) Secure or move inside all patio furniture or other objects outside of your unit that could blow around and cause damage in a wind storm.

d) Use Bio-Clean, or other similar product, in the drains to help prevent sewage back-ups. (For purchase of Bio-Clean, see their website: www.bio-clean.com).

G. Selling or Leasing Units

1. A copy of (i) the sale/lease contract, (ii) the application for sale/lease, and (iii) a $130 nonrefundable check (made payable to the current Management Company) all need to be provided to same.

2. Any change of title of a unit needs to be provided to the Management Company.

3. An interview will be set up with the Board/Management Company and the new owner(s) and/or resident(s).

   a) Selling

      i. Upon the purchase of a unit, the seller provides the new owner with the SPP Condominium documents and new owners are required to comply with all of them.

ii. All new owners will be provided with a Welcome Package.

b) Leasing

i. Owner must own their unit for at least one (1) year prior to leasing.

ii. The minimum rental period is ninety (90) consecutive days, and no more than two (2) lease periods shall be permitted, per unit, within any twelve (12) month period. All leases shall only be effective with prior written approval of the Board of Directors. A background check and interview are both required.

iii. All unit owners are responsible for handling issues for their renters.

iv. Upon leasing a unit, the renter is provided a Welcome Package.

The Sale/Lease application is available on the Management Company website and also Appendix A.

H. Visitors

The Management Company/Board should be informed if guests/visitors stay longer than a month. Please contact the Management Company to furnish all necessary information.

I. Weather Emergency Operations Plan

This Emergency Operations Plan has been initiated by your Board to prepare the facilities and grounds for an impending weather emergency and to assist owners and residents in protecting personal property and lives.

The Board recommends the following actions be taken by owners and residents in the event of an emergency situation:

1. Board Member Responsibilities:

a) Breakers - Shut off breakers to Clubhouse and other common areas.
b) Elevator - Move to the top floor and turn off in the event of potential flooding.
c) Flag – remove from flagpole
d) Pool - Turn off pool pump and heater. Place outdoor pool furniture and the grill cover in the Clubhouse.

e) Roof - Latch roof access hatches.
f) Sprinkler System – turn off.

2. Owner/Resident Responsibilities:

a) Balconies and Patios - Make plans to remove or secure **all** items from patios and balconies (don't forget plants and containers). This includes taking in umbrellas and retractable awnings, if applicable.

b) Contact Information – Updated telephone numbers and e-mail addresses should be provided, on an on-going basis, with the Management Company (see Appendix A for Information Form).

c) Keys - Duplicate keys to all front door/screen door locks should be placed in the Emergency Key Box (if not previously provided) should access to your unit be needed.

d) Vehicles - Move all vehicles on the property to a safer area. Part-time residents, who have vehicles on the premises, need to make arrangements for someone to move them in their absence.

Reminder: Any property damage due to noncompliance of the Rules & Regulations will be the sole responsibility of the owner of the unit.

Pinellas County Emergency Management information can be found on their website: www.pinellascounty.org/resident/disasters.htm. You can also sign up for the ALERT Pinellas Emergency Notification Service in this link.

*PODS need to be previously approved by the Board.

ANY EXPENSES INCURRED BY THE ASSOCIATION FOR THE ENFORCEMENT OF THE RULES AND REGULATIONS, OR CONDOMINIUM DOCUMENTS, INCLUDING BUT NOT LIMITED TO, ATTORNEYS' FEES, CLEAN-UP COSTS, REPAIR COSTS OR ANY OTHER EXPENDITURES DEEMED NECESSARY BY THE BOARD OR MANAGEMENT COMPANY FOR THE ENFORCEMENT OF SAME, WILL BE PAID FOR BY THE RESPONSIBLE UNIT OWNER.

Revised Rules & Regulations July 2019

APPENDIX A

SOUTH PAULA POINT RULES AND REGULATIONS FORMS

Most forms listed below are available on the website but all forms are available by contacting Monarch Association Management:

Phone: **(727) 204-4766**
Email: **admin@monarcham.com**
Website: **managedbymonarch.com**

Owner Information or Change Form

Pet Approval Application and Approved Walking Areas

Request for Exterior Addition or Modification (ARC Form)

Specifications for Exterior Addition or Modification

Sale or Lease Application

Clubhouse Private Usage Rules

South Paula Point Who to Contact List

Kayak and/or Storage Locker Rental Form

SOUTH PAULA POINT CONDOMINIUM ASSOCIATION, INC.

APPLICATION FOR PET OWNERSHIP

Please complete prior to bringing the pet(s) on the premises, and return the application to the Management Company for review and approval. You will be contacted following approval (please fill-in your preference) by either telephone _____, or via email address: _____.

Date: _____ Unit Number: _____

Type of Pet:
Dog name: _____ Breed: _____ Weight: _____ Age: _____
Dog name: _____ Breed: _____ Weight: _____ Age: _____

OR

Cat name: _____ Breed: _____ Weight: _____ Age: _____
Cat name: _____ Breed: _____ Weight: _____ Age: _____

Other: Name _____ Please describe (i.e., bird) _____
Are any pets certified service animals? _____ Please provide documentation.

Vaccinations:

Doctor's Name _____
Address: _____
Phone No.:_____

All Vaccinations Current: Yes___ No___ Date(s) Given: _____
Rabies: _____ Good Until: _____ License No. _____

Veterinarian's Signature: _____
Printed Name: _____

I/We agree that pet ownership at South Paula Point is at the Board of Directors' discretion, and this approval can be removed after one (1) warning letter if I/We am/are still found to be in violation of the below rules, or if we allow the pets' rabies vaccination or license to expire.

1. A limit of two pets (not to exceed 25 lbs. at maturity) per unit are permitted with the Pet Application for prior Board approval.

2. All pets must be duly licensed by Pinellas County, or appropriate licensing authority if moving from out-of-state, and remain current with immunization shots, as required by law.

3. Pets must be on a leash or in a carrier at all times, while in the common areas of the SPP Condominiums.

4. Pet's should only be allowed to relieve themselves in designated areas. Pet owners/caregivers are obligated to pick up after the pet and dispose of properly. Designated pet walking areas are as follows:

    a) East end of south building (kayak rack area) bounded by the back of the storage units, side of building, fence and seawall;
    b) North end of west building bounded by Piper's Ten Condo building, north and west fences, and seawall;
    c) Grassy area of north end of property bounded by dumpster, street, parking lot and shrubbery;
    d) Front area bounded by S. Paula Dr., pool fence, and two landscaped areas; and
    e) Between the two buildings, behind the elevator, out to the end of each building.

5. No pets are allowed in the Clubhouse or pool areas except certified service animals.

6. Any pet, whether previously approved or not, which becomes a nuisance or annoyance to other unit owners, by the noise of barking, or otherwise, will receive one warning letter. If, after receiving such letter, the animal remains a nuisance or annoyance then, upon the order of the Board of Directors, the owner will be requested to have it permanently removed from the premises.

7. All expenses incurred by the Association, in the enforcement of these restrictions and limitations, including attorney's fees and extra charges by the Property Management Company for cleanup, shall be borne by the Unit Owner/tenant in question.

Date_____

Signature of Unit Owner(s) _____

Printed Name(s) _____

Date: _____

Signature of Tenant(s) if applicable_____

Printed Name(s) _____

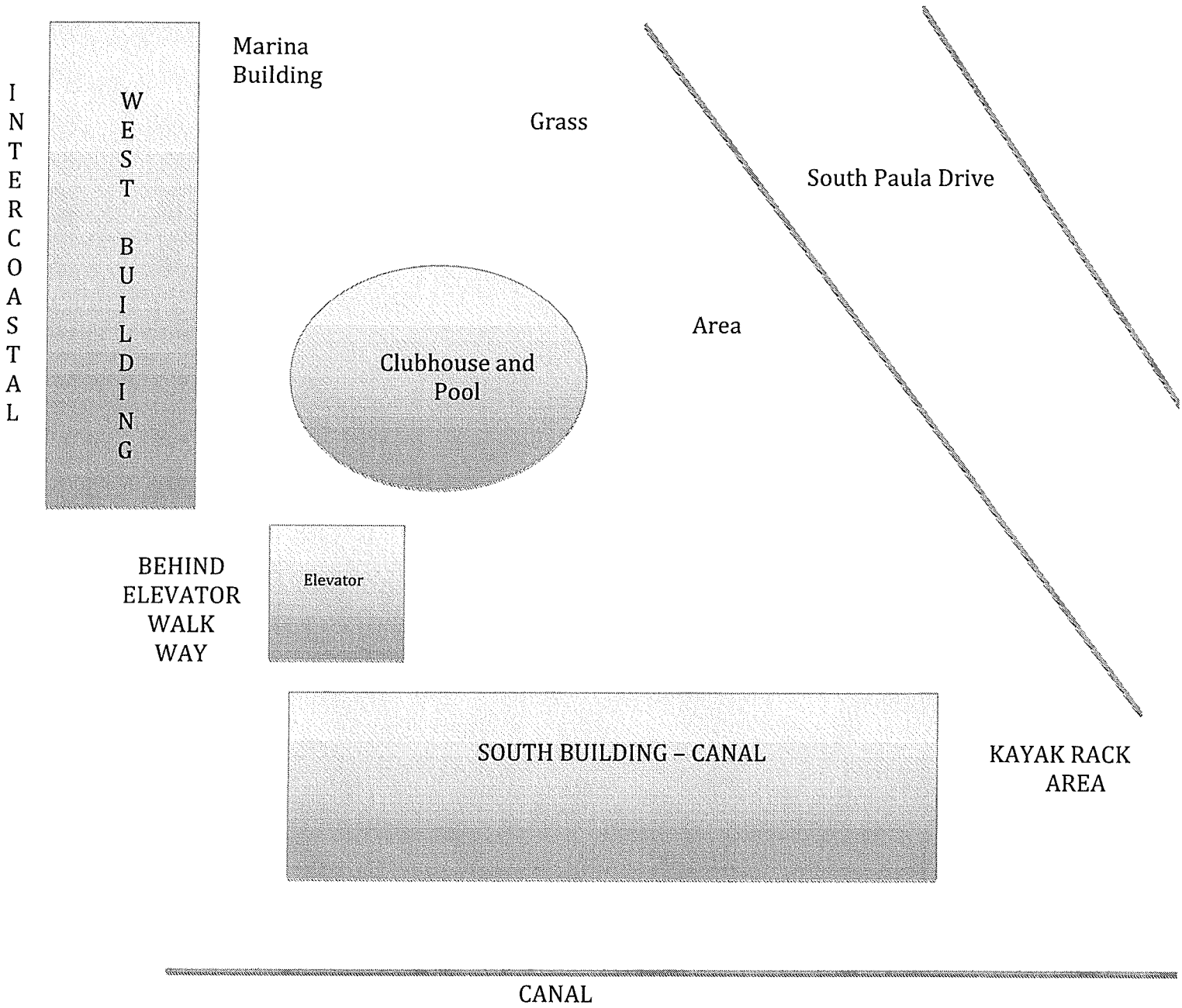
SOUTH PAULA POINT CONDOMINIUM BOARD APPROVAL

Approved: _____ Disapproved: _____ Date: _____

By: _____ Title: _____
Signature

July 2021

South Paula Condominium
Approved Pet Walking Area



South Paula Point Condominium Association, Inc.

Request for Exterior Addition or Modification

Request From: _____ **Date:**_____

Local Address: _____ **Acct. #**_____ **Phone:**_____

Other Address: _____ **Phone:**_____

- - - DOCUMENT CHECKLIST - - -

(To be submitted at time of request)

( ) **Permit** ( ) **Specifications** ( ) **Building Plans**
( ) **Details** ( ) **Vendor Information** ( ) **Photos**

Brief Description of alteration, improvement, addition, etc.

_____

_____

Contractor: _____

Address: _____

Certificate of Insurance: _____

Occupational License #: _____

- - - HOMEOWNER'S AFFIDAVIT - - -

I have read the Deed Restrictions and Policies of the South Paula Point Condominium Association, Inc., and agree to abide by same. No work will commence without the written approval of the Architectural Review Committee/Board of Directors. *Work must commence within thirty (30) days of approval unless otherwise indicated and approved.*

Signed:_____ **Date:**_____

ARCHITECTURAL CONTROL COMMITTEE RECOMMENDATION

( ) **Approved** ( ) **Denied** **Date:** _____

Signature: _____ **Print Name:** _____

Signature: _____ **Print Name:** _____

Signature: _____ **Print Name:** _____

FOR THE BOARD OF DIRECTORS:

Signature: _____ **Print Name:** _____

PLEASE MAIL YOUR REQUEST TO:

South Paula Point Condominium Association, Inc.
C/O MONARCH ASSOCIATION MANAGEMENT, INC.
500 Alternate 19 South - Palm Harbor, FL 34683
(727) 204-4766 – Cindy@monarcham.com

Received: _____
To ARC: _____
Approved: _____
Denied: _____
Final Approval: _____

Revised 06/20/18

SOUTH PAULA POINT CONDOMINIUM, Inc.

2021 OWNER RENTAL APPLICATION FOR KAYAK SLIP AND/OR STORAGE UNIT

◆ NOTICE TO ALL OWNERS ◆

In order to maintain better records for the above rentals, the following rules will be enforced for 2021 for all owners who are presently renting or want to rent storage unit and/or kayak slips:

1. **If you are presently RENTING a kayak slip or storage unit, all yearly rental payments must be paid in full and mailed with completed application to Monarch by 1/31/21.**
2. **If you are VACATING either a kayak slip or storage unit at the end of the year, please notify Monarch and remove all items promptly.**

◆ ◆ ◆ ◆ ◆

KAYAK SLIP APPLICATION: Please fill out below information even if you currently have a kayak or storage unitr rental.

Kayak slip rentals are from January 1 through December 31 of the same year. We would recommend locking all kayaks. The association is not responsible for any damage or theft to any kayak. Management must be notified by email when slip is permanently vacated. **Payments must be made in advance by check WITH THIS APPLICATION**, no prorated rates. Upon acceptance, Management will send copy of application and slip number to applicant by email.

_____ **Kayak 12' or smaller** **$30.00**

_____ **Kayak greater than 12'** **$45.00**

Name: _____ **Unit #:** _____

Type of Kayak: _____ **Color:**_____ **Size:**_____

Mailing Address: _____

City:_____**State:**_____**Zip:**_____

Contact: Phone: ( ) _____ **Email:**_____

OFFICE USE ONLY: Payment Date: _____**Amount:** _____ **Assigned Slip:**_____

STORAGE UNIT APPLICATION:

Storage Rental $420 per year, or prorated at $35 per month at time of lease to end of year.

Storage unit rentals are from January 1 through December 31 of the same year and all payments must be made in advance for the year. **THEREFORE, 2021 PAYMENTS NEED TO BE SUBMITTED WITH THIS APPLICATION.**

Any early terminations must be made 30 days in advance.
All rental calculations or refunds will be prorated by month.
Owners will have priority rights over renters for storage unit.

Upon acceptance, Management will send copy of application and slip number to applicant by email.

Name: _____ **Unit #:** _____

Mailing Address: _____

City:_____**State:**_____**Zip:**_____

Contact: Phone: ( ) _____ **Email:**_____

Please make check to: **South Paula Point Condominium, Inc.**

Send payment and application to: **Monarch Association Management, Inc.**
500 Alt US 19 South
Palm Harbor, FL 34683

OFFICE USE ONLY:

Payment Date: _____ **Amount:** _____ **Assigned Unit Number:**_____

South Paula Point Condominium, Inc.

Application for ( ) Sale * Application for ( ) Lease

There is a $130 application fee for all Sales or Leases. Please make your check or money order payable to **Monarch Association Management** and send to 500 Alt 19 South, Palm Harbor, FL 34683. Please mail or email your application, provide your check number, screening form and a copy of your sales or lease agreement to cindy@monarcham.com.

NOTE: Closing and/or Occupancy of a unit prior to Board approval will be considered improper procedure and will result in the application fee to be increased to $200.00.

I/We_____prospective buyers/tenants for the property, located at 433 South Paula Drive, Unit_____ Dunedin, FL 34698, hereby allow Tenant Screening Now and/or the Property Manager to inquire into my/our credit file, criminal and civil history to obtain information. I/We understand that on my/our credit file will appear that Tenant Screen Now has made an inquiry. I/We cannot claim any invasion of privacy against them now or in the future.

Signed_____ Date_____

Signed_____ Date_____

Application check List:

- ☐ Mail Check $130 made payable to: Monarch Association Management. Check Number_____
- ☐ Tenant Screening Now Application
- ☐ South Paula Point Application
- ☐ Copy Sales or Lease Agreement

Applicant's Information

Full name_____

SSN: _____

Driver's license: _____

Telephone: _____Cell: _____

Email Address: _____

Present Address: _____

How long: _____ Rent: Y / N

Landlord Name and Telephone: _____

_____

Occupation:_____Employer:_____

How long: _____Employers Telephone: _____

Have you ever been arrested: Y / N Have you ever been evicted: Y / N

Co-Applicant's Information

Full name_____

SSN: _____

Driver's license: _____

Telephone: _____Cell: _____

Email Address: _____

Present Address: _____

How long: _____ Rent: Y / N

Landlord Name and Telephone: _____

_____

Occupation:_____Employer:_____

How long: _____Employers Telephone: _____

References

_____ _____

Name Address / Telephone

_____ _____

Name Address / Telephone

_____ _____

Name Address / Telephone

Names and ages of person (s) occupying the Unit

Many Associations have restrictions on the number of individuals occupying the unit please check the Association by-laws to ensure that you will be in compliance.

Name	Age	Name	Age
Name	Age	Name	Age

Vehicle Information

Many associations have restriction on different types and number of Vehicles. Please review the Association by-laws to ensure that you will be in compliance. Please be aware that any vehicles restricted by the By-Laws of the Association can be towed at the owner's expense.

Make/Model	License Number
Make/Model	License Number
Make/Model	License Number

Corporate record information and other matters related to the Association

Florida Statutes require the Association to maintain a current roster of owners and occupant of the complex. The purpose of this section of the application is to update the corporate record of the Association.

Mailing address if different that property address for matters related to the Condominium:

_____

Telephone number of the property: _____

This number will not be given out. It will only be used in the event of an emergency or if the Board of Directors feels it is necessary to contact you immediately.

In case of an emergency, please notify: _____

Name / Telephone

Document & Agreement:

I/We have received and read the Condominium Rules and Regulations (Sale or Lease) and the Declaration of Condominiums, Articles of Incorporation and By-Laws (Sales) and I/We agree to abide by same.

Applicant	Co-Applicant

SOUTH PAULA POINT CONDOMINIUM ASSOCIATION, INC.

INFORMATION REQUEST FORM

For emergency purposes and to ensure that the South Paula Point roster is kept updated, correct information on each unit owner is needed for the files, particularly in case of an emergency. ***Please be assured, the information that you are providing is confidential and will not be shared with any outside source.***

Please complete the following and return to Monarch's office:

South Paula Point Condominium Association, Inc.
c/o Monarch Association Management, Inc.
500 Alternate 19 South - Palm Harbor, FL 34683
(727) 204-4766 - admin@monarcham.com

Owner Name(s): _____

On Site Property Address: _____ Dunedin, FL 34698

Mailing Address If Different from above: _____

_____

Phone No. (Home): _____ (Work): _____

Cell Phone: _____ Cell Phone: _____

E-mail: _____

I give my permission to send broadcast emails for purposes related **only** to living at South Paula Point.

( ) Yes ( ) No

Is your unit rented?

( ) Yes ( ) No

If someone looks after your unit when you are out of town, please provide the following information:

Name: _____

Address: _____

Telephone No.: ( ) _____

Emergency Contact: _____

_____
(Name and phone number)

EXTREMELY IMPORTANT: Please contact your insurance company and ask them to email a copy of your proof of insurance for your unit to: admin@monarcham.com.

If there is any other information that you feel we should know, please use the back of this sheet.

THANK YOU FOR YOUR COOPERATION.
PLEASE PROVIDE ANY ADDITIONAL INFORMATION ON REVERSE SIDE OF THIS FORM.

January 2021