

**DALTON PLACE CONDOMINIUM
ASSOCIATION, INC.**

RULES AND REGULATIONS

2025





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INTRODUCTION

The purpose of this booklet is to provide information to Dalton Place residents, as to the rules established by the Board of Directors. The rules were formulated to provide protection, safety, and a harmonious environment for all residents.

Please be courteous and respectful to our neighbors when in the shared common areas.



**RULES & REGULATIONS FOR DALTON PLACE
CONDOMINIUM ASSOCIATION INC.**

RULES COMPLIANCE

It is the duty and responsibility of the Board of Directors to uniformly enforce all rules and regulations.

Violations should be reported in writing to the Manager, not to individual officers or members of the Association Board. Written reports of violations will be held in confidence, but must be dated and signed.

The Manager supervises all employees and Association contractors. At no time are residents to interrupt work being done by an employee or Association contractor, or to directly reprimand any employee of Dalton Place. All requests or comments are to be directed to the Manager.

An owner is responsible for compliance with the Rules and Regulations by anyone occupying an apartment with the owner's express or implied consent. Any corrective action, penalties, or legal measures appropriate against a particular guest, invitee or lessee of the owner, or a lessee's invitee or guest may also be directed against the owner.

The Board of Directors, and or the Manger will promptly call violations to the attention of the person who appears to be at fault, with a request to discontinue the offending activity, correct the offending condition, or take other appropriate action. The failure of an offending party to respond satisfactorily to such requests will be addressed by the Board of Directors. The procedure for enforcing these rules and regulations shall be as follows:

FIRST OFFENSE (1st) notice

When the Association becomes aware of non-compliance with a rule or regulation by an apartment owner, occupant, guest or tenant, it shall send a notice to the apartment owner advising him or her of the violation and warn that compliance with the rules and regulations will be required.

SECOND OFFENSE

The Board of Directors may authorize a fine to be levied upon the apartment owner or lessee.

THIRD OFFENSE

Suspension of privileges.

The fine for a second offense may be up to the maximum permitted in FS718, which is currently \$100.00 per day. Notice of a second violation shall be in writing. The person who is fined will be provided with at least fourteen days' notice and an opportunity for a hearing before the —Compliance committee.

EXEMPTIONS

Any apartment owner may submit a written request to appear before – the Compliance



committee, to seek an exemption from any given rule or regulation on grounds of undue hardship or other special circumstances.

LESSEES USE OF FACILITIES

Owners who lease their apartment assign to the lessee their full rights to use any Dalton common areas and facility, along with their rights to use any common areas and facilities of the Center Association, Beach Club and Marina.

Therefore, owners who lease their units have **limited access** to the Dalton Building. Owners are prohibited from using the amenities and Beach Club for the term of the lease. If the lessee leaves prior to the term of the lease; lessors may not move back into their unit early even if the tenant moves out before the lease ends.

Owners are also required to remove all of their vehicles and bikes from Dalton Place premises for the duration of the lease.

All owners' Dalton Fobs and Beach Club access IDs/Bands will be deactivated for the full term of the lease.

SWIMMING POOL

All residents, guests, lessees and visitors may use the south corridor door or go through the kitchen through the social room to the pool. Please make sure you have a cover up on, or proper attire, and be sure to dry off before entering back into the building. Please refrain from placing your hands on the glass when entering and exiting.

Anyone using the Dalton pool is required to do so in a manner considerate of others and must comply with the following regulations:

- The pool is for exclusive use of Dalton Owners, Lessees, Guests and Visitors. All persons using the Dalton swimming facility do so at Their Own Risk.
- Children must be accompanied by an adult, who must remain at the pool area while the child is in the pool or on the pool deck.
- No diapered person is permitted in the pool at any time.
- Radios, I-pods, I-pads, cell phones or any other musical devices are not allowed in the pool and shall not be operated in the pool area at any time, except when earphones/ear buds are used.
- No food or glass containers are permitted in the pool area, except in the designated area. All food residues must be bagged and discarded inside of the building.
- Smoking in Designated-area only, and only if smoking in that area is not infringing on the rights of other people in the pool area. If there are people in the pool area, smokers must first ask those people if they will be bothered by the smoke. If the answer is affirmative, then smoking is prohibited. Similarly, if a person(s) comes to the pool while someone is smoking in the designated area and indicates that the



smoke is bothering them, then the smoker must immediately cease smoking. If the wind conditions are directed south, it is permissible to smoke in the BBQ area, providing it is not in use.

- The pool furniture must be covered with a towel.
- Pool furniture cannot be reserved.
- Life preservers, vests, noodles, and personal water exercise equipment are permitted in the pool. These items are to be removed when leaving the pool area.
- Toys, balls, rafts and similar items are NOT permitted in the pool.
- Users of the pool and pool area shall not participate in games or activities involving shouting, running, ball playing, or the throwing of any objects. Unnecessary splashing and any diving or jumping into the pool is prohibited.
- Bathers must wear proper bathing attire. Wearing of wet-suits, underwear, cut-offs, or jeans and T-shirts in the pool is prohibited.
- Cover attire (beach coat, jacket, cover or robe) and footwear must be worn to and from the Dalton pool area and the Center's Beach facility. Those that choose to wear bathrobes must go directly to the pool and then directly to their apartments. Lounging in the lobby, getting mail or going to the Manager's office in bathrobes is prohibited. Those wearing bathrobes for beach use must go and come through the south entrance.
- Persons with skin rashes, skin ailments, nasal/ear or skin discharges or with open wounds; or any transferable or communicable disease whether covered or not – are forbidden in the pool.
- Pool use time is dawn to 9:30pm.
- Animals are not permitted at the pool, nor on the deck area, nor on any pool furniture, whether held in arms or leashed.

FITNESS CENTER USE

Use of the fitness center and its equipment is "At Your Own Risk". All owners, lessees, guests and persons using the exercise room must first sign a waiver (one time only), which is available in The Manager's office, prior to use thereof.

Owners & lessees shall be responsible for the actions and safety of their guests and/or visitors while at Dalton Place.

Rules and regulations governing use of fitness center:

- No one under the age of 12 is permitted to use any of the machines or equipment.



- No cell phone use while others are present.
- Proper footwear required.
- Shirts must be worn at all times.
- All equipment must be wiped down with sanitized wipes provided.
- Maximum use time is 30 minutes when others are waiting for your machine.

We strongly recommend that if you intend to exercise alone in the fitness center, notify someone and take your cell phone.

If you would like to change the channel of the television or adjust the lights, please be courteous and ask others in attendance if they would mind.

STEAM ROOM USE

Use of the Steam Room is "At Your Own Risk". No children are allowed in the steam room facility unless accompanied by a unit owner or a guardian. For safety, no children under 16 may use the Steam Room.

Notify someone and take your cell phone if intending to use the Steam Room unaccompanied.

NOISE CONTROL AND NUISANCE ABATEMENT

- No apartment owner shall place tile or any floor covering other than carpeting within an apartment without the prior approval of the Board of Directors. Board-approved sound insulation must be installed under any flooring other than carpet. Other Work Approval Rules also apply to any/all improvements inside the units. Repair/improvement work agreement must be signed by unit owner and contractor (if applicable).
- There will be no construction of any kind allowed during the dates of December 21st through January 1st.
- Furniture and chair legs are to be cushioned against noise transfer. The Board can require an apartment owner to re-carpet or take other corrective action in order to curtail transfer noise found excessively disturbing to other apartments.
- Musical instruments, radios, stereos, and television speakers shall be operated in such a manner as not to disturb the occupants of other apartments.
- Any carpentry, picture hanging, carpet laying or any other work in an apartment which involves hammering, or pounding, or drilling, or other work noise in the units and balconies must be done Monday to Friday, on days when the manager's office is open, between the hours of 9am and 4pm. No exceptions will be allowed and any contractor or maid service, or an owner's home improvement work must be scheduled in compliance with the building work rules.



- No owner or lessee shall allow their unit entrance door to the hallway to remain open for any purpose other than immediate entry or exit. Apartment doors are to be maintained so that they do not loudly slam and properly lock when closed.
- No apartment owner or lessee shall make or permit any unnecessary noise or raucous conduct in the unit, building, hallways, lobby or elsewhere on the premises by family, guests, visitors, domestic help or other employees, or contractors, that interferes with the rights, comfort and convenience of other apartment owners or occupants.
- No use of speakers while on cell phones in common areas.

PETS

Pets are not permitted.

CARTS

Grocery and luggage carts are provided for the use of all residents. Carts are to be immediately returned after use. Carts are not to be left in the hallway, storage area, or any common area. Carts are not to be stored inside your unit.

BICYCLES

Bicycles must be pre-registered with the Association office and display a Dalton Permit Decal. Only one bicycle per resident may be placed in the Bicycle Room but may not be permanently stored therein.

Bicycles may not be left in automobile parking spaces, on balconies, or any common area except the Bicycle Room.

Bicycles must always be maintained in safe riding condition while stored in the Bicycle Room. Bicycles not displaying the required Dalton Place registration decal or in unmaintained condition as well as flat tires are subject to removal.

All bike riders that have their bikes stored in their apartment must exit through the service hallway via the service door, not through the lobby. This includes children's bikes as well.

You may not leave your bike, golf clubs, strollers, **shoes**, or equipment of any kind in the common area of the storage room or in front of your door.

MOPEDS

Mopeds/Scooters that meet the criteria listed below as classified by Florida Law and also meet all other conditions as stipulated in the Dalton Place Rules and Regulations, will be allowed to be driven and housed on Dalton property.

If you lease your unit, your moped must be removed from the moped room. There is no guarantee that after your lease ends, the spot will be open.

Moped Classification in Florida –



A moped is defined as a vehicle that has:

- A seat for the rider
- Pedals that allow you to propel the vehicle
- 3 wheels or fewer
- A motor of two-brake horsepower or less
- Maximum speed of 30 MPH on level ground
- An automatic power-drive system that does not require the rider to manually change gears.
- Displacement of 50 cc or less (for those with an internal combustion engine)

320.01(28) "Moped" means: (28) any vehicle with pedals to permit propulsion by human power, having a seat or saddle for the use of the rider and designed to travel on not more than three wheels, with a motor rated not in excess of 2 brake horsepower and not capable of propelling the vehicle at a speed greater than 30 miles per hour on level ground, and with a power-drive system that functions directly or automatically without clutching or shifting gears by the operator after the drive system is engaged. If an internal combustion engine is used, the displacement may not exceed 50 cubic centimeters.

316.003(82) "Motorized Scooter" means: Any and all pedal requirements and references shall not apply to scooters. Any motorized scooter without a seat or mini motorized scooters are not permitted. All the other requirements, including the maximum engine displacement of 50cc and maximum speed of 30 MPH, shall apply to the scooters permitted by Dalton Place.

License, State Registration and Insurance Requirements: All moped/scooter drivers need to have a valid Class E driver's license and be at least 16 years old or older to drive a moped/scooter on a public road. Your moped/scooter must be registered, which you can do at your local county tax collector office. You will be issued motorcycle license plates, which you will need to renew annually. If you're under 21 years old, your plate will have a distinctive design and color. The fee for registering a moped is \$5, though other statutory fees and titling fees may apply. You will need to observe the following requirements and regulations. You will not be allowed to ride your moped on sidewalks, or bike or footpaths. All passengers 16 years old or under must wear a helmet.

Moped/Scooter Noise Limits: The maximum sound levels permitted are 82dBA (35mph or less) for vehicles manufactured before January 1, 1979, and 78dBA (over 35MPH) for vehicles manufactured after January 1, 1979.

Waiver of Liability and Insurance: Although Moped/Scooter drivers are no longer required to carry Personal Injury Protection insurance in order to register a moped in FL, Personal Injury Protection insurance in an amount of \$10,000 minimum will be required as a



condition of registration. In addition, a Waiver of Liability for Dalton Place will be required.

ADDITIONAL PROVISIONS AVAILABLE FROM THE MANAGER'S OFFICE.

LOBBY ENTRANCE

With the exception of residents who park in the north garage, the Association carts may not enter through the lobby entrance. Service entrance is to be used for this purpose.

All persons shall wear proper cover-garment and footwear, whether in swim attire or not, when in Dalton hallways, elevators, and building common areas. Wet swim attire is prohibited in lobby, elevators, social room, and other common areas inside the building.

No bicycles, tricycles, or animals may enter through the lobby. Residents with ESA/Service animals and bicycles must use the service hallway and service door for entering and exiting.

Tennis players must remove the clay sand from their sneakers and clean their shoes thoroughly at the tennis courts before entering the building or change shoes prior to entry into the building. Tracking sand from the tennis courts through the building is not permissible.

BUILDING ENTRY SAFETY

Building residents should not provide access to or allow joint entry by person's unknown to the resident.

Owners or lessees may not give blue or red fobs, or unit keys, to non-residents including, but not limited to, maids, friends, handymen, contractors, realtors, relatives, etc. These people must first register with the office and check out your unit key during weekday office hours.

All delivery and service people, except for food deliveries, are to arrive at Dalton no earlier than 8:00am and leave by 4:00pm Monday through Friday. They must sign in and out at the office or front desk before going to an apartment.

Residents and guests must meet food deliveries in the lobby, including Instacart deliveries.

FOBS

The term "FOB" refers to electronic entrance devices used for all entry at Dalton Place, and as noted below, in some cases entry to the north and south gates.

FOBS are limited to one (1) each approved adult owner occupant and one (1) each approved adult lessee occupant per apartment. Guest FOBs are limited to one (1) each adult registered guest and can be either purchased or rented. If rented, a fee applies and is fully refunded upon the timely return of the FOB.

All Fobs shall be programmed in the name of the approved resident carrying the device.



Lessee and guests FOBS shall be programmed to operate only during their authorized stay.

The cost for all FOB keys shall be set by The Board of Directors.

A Pro-pass decal may be purchased at the Beach Club by appointment only.

Lost or stolen FOB keys are to be immediately reported to the Dalton Manager's office, which will deactivate them. — Replacement fobs are available in the Manager's office for a fee. Should a lost FOB subsequently be found, and in good working order, it can then be used as a guest FOB.

Complete FOB provisions can be obtained from the manager's office.

The Beach Club separately advises its Rules for use of their required entry devices.

UNIT EMERGENCY ENTRY

Florida Condominium Law dictates that in case of an emergency originating in or threatening any portion of the building or an apartment, the Association and/or any emergency person authorized by the Board of Directors shall have the right and obligation to access any portion of the common area and/or any apartment for the purpose of investigating, remedying, taking protective measures against, mitigation of damage or additional damage, and/or abating such emergency, and such right of entry shall be immediate without requirement of pre-notification.

Obligatory Association access for attention to building components, shutters, fire alarm, fire sprinklers, pest control, etc., located within a unit, shall be granted by unit occupants as required.

Each Dalton Place owner is obligated to submit two sets of access keys, electronic codes, alarms, etc. to operate all door locks to, and within the apartment.

If an owner subsequently installs an additional unit door lock or changes the door locks by adding/changing internal locks, you must bring to the office 2 sets of keys for the new lock.

Before purchasing an electronic lock, you must get approval first by showing the Manager a picture of the lock. The Office must have the code as well. All hardware must be the same as originally on the door. You cannot change the color or style of the hardware.

Dead-bolt locks are only permissible with keyed entry.

Should an owner refuse or fail to submit the required sets of working keys to or within the apartment with the Association office, the Association shall have the authority to take whatever measures necessary to enter the apartment, or any room in the apartment, for the purpose of investigating, correcting, mitigating, or abating any emergency.

Any damage resulting from emergency entry as a result of the absence of working door



keys to and/or within the unit shall be the full responsibility of the owner.

There shall additionally be a charge to the owner if the Association incurs any expense because the owner has no key or has not submitted a working key.

LOOK-IN SERVICE

The Association provides mandatory look-in service for no additional fee to unit owners. All unoccupied units will be checked twice a month, time permitting. If the unit owner is out of the country, the owner must have a local person to contact in the event of an emergency. The owner must provide a contact number to the Dalton Office. Residents are advised to notify the office of their absence dates.

LOCK-OUT KEY

All unit owners and lessees are required to maintain in their storage unit, a key to their unit's front door. Or they may place a key in a lock box in their air conditioning/water heater closet.

Note: The Board of Directors strongly suggests the use of a combination lock on the storage unit.

If a resident requires the office to assist in opening their unit door, outside of normal business hours, there will be a \$50.00 service fee charged for the first occurrence and \$100.00 for each subsequent occurrence.

MOVING & TRUCK DELIVERIES

Furniture vans and delivery trucks must make Deliveries ONLY Monday through Friday, no earlier than 8:00 AM, on days when the manager's office is open, and MUST BE COMPLETED no later than 4:00 PM.

Before arranging any move or truck delivery the Manager's office must be notified to avoid conflicts with freight elevator use.

Owners or their authorized representative must be present at the unit to receive and supervise all truck or large shipment deliveries.

Certificate of insurance is mandatory from the delivery company with Dalton Place being the additional insured. The delivery company must email the COI to the Dalton Office prior to delivery of goods.

Moving contractors must be licensed and insured, including Dalton Place Condominium Association as additional insured. Proof of insurance and a \$500.00, fully refundable (in absence of damage), common area damage deposit is required to be submitted to the Manager's office prior to the move.

All truck delivery or removals shall be made through the south service entrance only. All deliveries or moving trucks shall be parked for loading and unloading as directed by the Manager.



Owners, Lessees or other occupants shall require those making such deliveries or removals to comply with the rules. In the event of non-compliance, The Manager is authorized to refuse to permit the delivery or removal, or to suspend any such operation which has commenced.

All delivery, contractor and service personnel are required to sign in and out with the Manager's office. Any owner or occupant of an apartment who orders or is responsible for approving any moving, delivery or pick-up shall be liable for any damage to Dalton Place property caused in the course of such activity.

If a lessee or other non-owner occupant ordered such activity or is responsible for generating it on behalf of a unit, the owner of the apartment involved shall be jointly liable for any such damages.

DAILY PACKAGES

A Consent and Waiver form signed by the owner/lessee must be on file in the office authorizing the office to accept package deliveries on behalf of the owner/lessee during normal business hours.

An owner must be in residence to accept packages larger than 30 pounds. The staff WILL NOT be able to deliver any package over 30 pounds.

If the owner is not residence, the package will not be accepted. There is no storage for large packages at Dalton.

Items sent to Dalton Place by absent owner or lessee may not include furniture, appliances, large/heavy construction or remodel materials, carpeting, heavy/bulky sporting equipment, and the like. Dalton Place office or staff will not accept such items.

Owners/Lessee's must be present, or in their absence, pre-notify the office other arrangements for receipt and cartage.

BUILDING EXTERIOR

For safety purposes and to maintain uniform and pleasing appearance to the exterior of the building, no awnings, umbrellas, screens, glass enclosures, or any other objects may be attached to the outside walls of the building.

BALCONIES

Balcony floor coverings are restricted to tile and waterproofed concrete. You must obtain approval prior to removing your tile from your balcony. All cement must be waterproofed and approved by Management.

No sound media, music devices, television sets or speakers shall be operated on the balconies. No shouting is permitted from the balconies to other areas.

Only balcony furniture (excluding umbrellas) and potted plants, not exceeding 30 lbs. in total weight, are permitted on the balcony.



No air conditioners or fans, nor any part of the system of which is visible from the exterior of the building shall be installed on the balcony or apartment. Nothing shall be installed on the balcony railing, floor or walls, either temporarily or permanently.

Cooking and/or BBQ devices on the balconies are prohibited.

Plants, pots, receptacles and other movable objects must not be kept, placed or maintained on windowsills or ledges outside windows.

No objects shall be hung from balconies, windowsills, balcony railings, or window ledges. Bedding of any sort, clothing, bathing suits, towels, rugs or mops, etc., are prohibited on balconies and railings, nor shall rugs, mops or clothing be shaken from windows, doors or balconies, nor in stairwells of the building.

Cleaning of balconies must include mopping only, as hosing down or other flows of water creates run-off onto all unit balconies below yours.

Upon vacating an apartment for an extended period of time during hurricane season, all balcony furniture and items must be moved into the unit.

Only Dalton Staff should be opening and closing shutters. If you open or close the shutters and the shutters become stuck or break, the resident will be responsible for the repair of their shutters.

WINDOW COVERINGS

Where curtains, drapes, shades or other window coverings are applied, if the exterior design or color is other than white or off-white, they must be lined or have “under drapery,” or “Black-Out” drapery in white or off-white that shows to the exterior.

OBSTRUCTIONS & DECORATIVE ITEMS

Sidewalks, entrances, driveways, passageways, elevators, stairways, corridors, garages and halls must be kept open and free from any object or obstruction.

Pictures, paintings, plants or any decorative materials or devices are not permitted to be placed in hallways or attached or affixed to corridor walls or doors. Nothing may be placed outside any front door including mats, shoes or rugs.

The exterior of the apartments and all other areas appurtenant to an apartment shall not be painted, decorated, or modified in any manner without prior written consent of The Board of Directors, which consent may be withheld on purely aesthetic grounds within the sole discretion of the Board. No items are to be affixed to unit doors and under no circumstances are doors to be defaced with nails, screws, hangers, and the like. As to the display of religious symbols, they are to be affixed only on door frames and only with double-sided tape. Holiday lights and decorations can be displayed from Thanksgiving through January 15th. Displays on balconies must be securely fastened by temporary means, without marring or defacing any structures.

**ROOF**

No one other than the Manager and contractors authorized by the Board of Directors is permitted on the roof of Dalton Place Condominium building at any time for any purpose.

DAMAGE TO DALTON PLACE PROPERTY

Owners and Lessees will be personally responsible for damages whether caused directly by them or by their visitors or guests.

Vandalism of any sort in any location to Association or owner property; including misuse and abuse of furniture will not be tolerated. No taking apart of furniture, or jumping, or standing on, or putting your feet up on furniture.

PLUMBING – SHARED DRAIN LINES

Toilets, sinks, drains and other plumbing facilities and installations shall not be used for any other purpose or in any other manner than those for which they are constructed and intended.

No sweeping rubbish, rags, grease, grout, paint or dirty mopping water or other foreign substances shall be thrown into or flushed down the pipes, nor shall they be otherwise improperly used.

The cost of any damage or blockage resulting from misuse will be borne by the owner of the apartment where the misuse occurred.

WHEN LEAVING YOUR APARTMENT FOR MORE THAN OVERNIGHT, THE UNIT'S MAIN WATER VALVE MUST BE TURNED OFF!**MAINTENANCE**

All maintenance, repairs and replacements of, in or to any unit shall be performed by the owner of such unit at the unit owner's sole cost and expense (detailed explanation of maintenance provisions can be found in section seven (7) of the amended Declaration).

Unit owners are required to replace water heaters, air conditioning and heating equipment, plumbing fixtures and plumbing lines at the expiration of their useful life. The useful life will be based on industry standards and unit owners will be notified by the Board as to replacement dates. Plumbing, electric or cable lines exclusively serving a unit are the responsibility of the unit.

If the unit owner fails to undertake such replacement, after reasonable notice, the Association will affect such replacement and charge the cost to the unit owner. This is enforceable in the same manner as an assessment, together with interest, costs and attorneys' fees, which shall be secured by a lien against the Condominium Parcel.

TRASH DISPOSAL/RECYCLING

All trash items put down the trash chute must be enclosed in tightly closed plastic bags. Nothing other than bagged household food discards and small trash items may be disposed via the trash chute.



Dalton Place recycles. Blue and yellow recycle receptacle bins are located on the ground floor.

Only newspapers and magazines are to be left in the recycle bins in the trash chute room on each floor. All other recyclables must be brought downstairs and placed in the appropriate recycle container in the trash room or outside recycle container area. No boxes or garbage should ever be placed outside on the ground next to the containers.

All boxes, large cardboard containers, florescent bulbs, air conditioner filters, and the like must be hand carried and placed in the ground floor dumpster room, located just inside the south entrance area.

All construction debris, discarded appliances, furniture, mattresses, clothing, sundry domestic articles, computers and old televisions, etc. must be donated or otherwise hauled off the property by the owner or the owner's contractor and properly disposed. Such items are not permitted to be placed in building dumpsters.

No bulk items are permitted in the dumpster room.

SOLICITATIONS AND NOTICES

There shall be no solicitation by any person, including owners or lessees, anywhere in the building for any cause, charity, service or any purpose whatsoever, unless first specifically authorized by The Board of Directors through the Manager's office.

No signs or notices of any kind may be installed or posted on the Dalton Place premises, unit windows or doors, on vehicles, or in the common areas except those put up at the direction of The Board of Director's or its Manager.

Advertising of unit leasing or sales are prohibited from cork board posting. Other notices placed on the bulletin board in the mail room must first have the approval of the Manager, must be dated, and can remain posted for up to one (1) week only.

You may advertise for sale by owners only on the Dalton Place website. Only residents are permitted to do so. No commercial advertising is permitted. You must contact the office for approval.

Association meeting notices shall be posted on the bulletin board in the mail room. Additional methods of notifications to unit owners may also be employed.

PERSONNEL

Building employees are under the direction and supervision of the Manager. Any request for unit work or services shall be made to the Manager and not directly to the employees.

With the prior knowledge and approval of the Manager, staff employees may arrange to perform personal service for owners on their own time and not during any period when they are required to be working for Dalton Place. Owners must provide their own work materials supplies and light bulbs.

**HURRICANE PREPARATIONS**

Any owner whose apartment will be unoccupied during any part of the hurricane season shall make the following preparations:

- Remove or arrange to have removed, all furniture, plants and other moveable objects from the balcony during unoccupied periods and have a Dalton staff member close/lock the shutters. Each slider door and window is to be securely closed and fully locked.
- Unplug electronics anytime when leaving the unit for extended periods, particularly when leaving during any portion of storm season.
- Remove all perishables from both the refrigerator and freezer.
- Designate a responsible firm or individual to take appropriate protective action both prior to a storm and to inspect afterwards, in event the apartment should be threatened with or suffer storm damage while unoccupied. Each owner shall furnish the building Manager with the name of such firm or individual.
- If evacuation is required, all residents must vacate the property on a timely basis and remain off the island until notified by Dalton Place it is safe to return.
- Keep important papers and insurance coverage documents in a safe and dry location at all times.

Consult the internet for more public safety information.

HURRICANE PROTECTION

The Association is responsible for repairing and maintaining the hurricane shutters, when necessary, at common expense. An owner should not open and close their shutters. If they do so and the shutters break, the resident/guest will be responsible for the repair bill.

PARKING/CARS

Only one car per resident permitted to be parked on Dalton Place property.

Each garage parking space may be used only by the owner or lessee, or such other Dalton resident as has written authorization from the owner or lessee, a copy of which has been first furnished to The Manager.

Each car must display a Dalton Permit Decal affixed to it, which can be obtained from the Manager's office. An improperly parked vehicle without pre-notified authorization or decal can be towed at owner's expense.

Cars must be parked "nose first". Backing into a parking space is prohibited.
No car covers are permitted.

Cars are required to be kept in good working condition. Any car that is disabled or has



mechanical problems such that they are damaging the garage floor or are deemed a danger will be towed at owner's expense.

No vehicle mechanical work or maintenance of any nature is to be performed on Dalton Place property, except in an emergency. The manager must be notified in advance of such emergency work. All washing and polishing of automobiles is to be performed in the provided car wash area at the northwest end of the property.

No parking space may be used for non-vehicles. Carts and strollers may not be left at or in or near the parking space for later use. **Exception:** if you have a registered service dog or ESA dog you MUST leave the stroller in front of your parking space when you walk your dog. If you go out in your vehicle with your animal, the animal carrier must be placed in the bike room. No motorhome, trailer, boat, van, camper, motorcycle, moped, motor bike, moving truck, pick-up truck, or other commercial or recreational vehicle shall be permitted on any portion of the common area within Dalton Place, except delivery trucks as may be present for approved delivery of goods during office hours.

There shall be no vehicles left unattended at the building front entrance. There shall be no parking in the delivery/loading service area during the hours of 7:00am-5:00pm Monday thru Friday. This area is for transport of dumpsters, the loading/unloading by all contractors, and truck delivery services of goods to all units of the building during this time period.

BEACH CLUB/CENTER ASSOCIATION YACHT BASIN

All individuals who walk around the marinas on sea walls or on the Center's dock surrounding the yacht basin do so "At Their Own Risk". Dalton Place is not affiliated with nor maintains nor owns yacht basin, its seawalls or adjacent land area within 3 feet of the seawalls, or any portion of the docks or boat slips. Any inquiry is to be directed to the Beach Club office.

Obtain Beach Club and Marina rules at the Beach Center office.

COMMON FACILITIES USE

Owners, Lessees and their visitors and guests are requested to cooperate with the building Rules at all times and in every respect in the use of the shared common facilities and to comply with any notices or procedures established in connection herewith.

Skateboards, roller skates, in-line skates, scooters, or similar activities are not allowed. You may not ride your bikes/tricycles through the lobby, you must walk your bikes/tricycles through the service hall and service door. Playing football, catch or similar activities on Dalton Place common areas is also prohibited. All children shall be attended by an adult.

FLORIDA INDOOR CLEAN AIR ACT

In accordance with the Florida clean indoor air act, The Board has banned all smoking in all interior common areas; i.e., lobby, social room, fitness center, rest rooms, stairwells and hallways.

**USE OF SOCIAL ROOM**

Social room facilities are for the use of the residents of Dalton Place; Association social committee events; Board meetings; official member meetings and other activities sponsored or approved by The Board of Directors and not available for any business functions whatsoever. No jumping or stepping on furniture or taking the cushions apart. If you move the furniture, you must put it back as originally found. Misuse of the social room will result in suspension of privileges.

Up to 4 exclusive use reservations may be made by a unit owner during January-December with a maximum of 2 reservations at any one time. Such reservations may be made no more than six months in advance, and no less than three days in advance.

A lottery drawing will be held on a date to be designated by the Board for social room reservation during peak holiday periods. If no one participates in the lottery, then the social room shall be available for exclusive use on a first come first serve basis.

The exclusive use reservation form available in the Manager's office discloses all terms of scheduling, hours of use, damage deposit, and clean up requirements.

SALES & LEASING OF APARTMENTS

Dalton Place enforces its Right of First Refusal. No owner may dispose of a residence or any interest therein by sale or by lease or by Estate assignment for any term without the prior written approval of The Board of Directors of the Association.

No purchase, lessee or inheritor shall occupy any residence in advance of such approval. The procedure can be obtained from the Manager's office.

Owners wishing to sell or lease must register their preferred real estate agent in writing with the office.

Units may not be leased until one year after the purchase date.

Sub-leasing is prohibited. No apartment rooms may be separately leased, and no transient tenant occupancy accommodated. All leases must be first approved by The Board of Directors.

No apartment may be leased for a period of less than ninety (90) days and no more frequently than once in an 11-month period. Any apartment that is leased shall not be available to be leased again until eleven (11) months after the first day of any lease.

HAZARDOUS MATERIALS

No resident shall use, store, or permit to be brought into the apartment or building any flammable oils or fluids or any other explosive chemical, or articles deemed to be extra hazardous to life, limb or property. Nothing is permitted in the hallway unit air conditioning/hot water utility closet.

**RULE CHANGES**

The Board of Directors of The Association reserves the right to change or revoke existing rules and regulations and to make such additional rules and regulation from time to time, as in its opinion, shall be necessary or desirable for the safety and protection of the building and its occupants, to promote cleanliness and good order of the premises, and to assure the comfort and convenience of the residents.

OCCUPANCY AND USE RESTRICTIONS

Units are for residential use only and are to be occupied by the owner; a Board-approved lessee; the immediate family or authorized guest who is staying with an in-residence owner/lessee.

ANY EXCEPTION TO THE ABOVE REQUIRES PRIOR WRITTEN APPROVAL BY THE BOARD OF DIRECTORS.

Under no circumstances may any unit be used for any business purpose which would cause a level of noise, odor, traffic, debris, nuisance or other activity inconsistent with residential use.

A "visitor" is a person(s) who is in Dalton Place at the invitation of an owner or lessee, but does not stay overnight.

A "guest(s)" is a person who spends at least one night in the apartment of an in-residence owner or lessee. A guest(s) is permitted to stay in an apartment for a maximum of 30 cumulative days within a 12-month period.

An immediate family-member guest may occupy the unit without the owner present. Immediate family member is defined as: fathers, mothers, brothers, sisters, sons, daughters, nieces, nephews, and grandchildren.

Owners or lessees are required to pre-register all guests with The Manager's office, prior to their arrival, stipulating the time period of their stay.

Guests are required to obtain and display a dashboard ID card to use while at Dalton Place. (See office for necessary instructions).

No more than six (6) persons may remain overnight in a two (2) bedroom unit and no more than eight (8) persons in a three (3) bedroom unit at any time.

If/when an owner or lessee employs maids, household help, medical attendants or similar help, the owner shall be liable for any violations and/or damages created or caused by their employee.

Medical Assistance aides may be issued qualified FOBs for entry. The Owner/Lessee is responsible to pre-register their Medical Assistant aide with the Association, and also with the Front Gate; however, such entry privilege is subject to cancellation should issues of Association concern subsequently arise.

RULES AND



REGULATIONS

**BY ORDER OF THE BOARD OF DIRECTORS
DALTON PLACE CONDOMINIUM ASSOC., INC.**

(March 2025)