



March 26, 1991

FROM: BOARD OF DIRECTORS
TO: MEMBERS OF PORT CARLOS COVE, INC.
SUBJECT: PETS-RULES PERTINENT TO AND REGISTRATION OF CURRENTLY OWNED PETS.

In accordance with the vote at the March 17, 1992 membership meeting, the Board of Directors will implement the "NO PET" rule by registering all pets in the Park as of this date.

Subsequent to March 18, 1992 no new pets may be housed in Port Carlos Cove.

Current pet owners will be allowed to keep their present pets until their demise. No new pets will be permitted thereafter.

Current pet owners must register their pets by completing a pet registration form, submit same to the office along with a close-up photograph of the pet with date of photograph, age of pet and owners signature on back of photograph.

When outdoors, all pets must be on a leash and not allowed to run free. Pets shall be walked only in designated areas. Barking or noisy pets must be controlled.

Failure to register currently owned pet(s) will necessitate removal of pet(s) from the Park.

Completed registration form shall be submitted to office on or before April 30, 1992.

Board of Directors,
Port Carlos Cove, Inc.

PLEASE DETACH THE FORM BELOW AND SUBMIT TO OFFICE ON OR BEFORE APRIL 30, 1992

PORT CARLOS COVE, INC.

PET REGISTRATION FORM

_____ TYPE OF PET	_____ COLOR	_____ AGE	_____ SEX
YES NO _____ SPAYED OR NEUTERED	_____ WEIGHT	YES NO _____ LICENSED	

DATE

OWNER SIGNATURE

RULES AND REGULATIONS

The Board of Directors is currently working on revisions. In so doing we found three subjects on which we voted (but not unanimously) to recommend to you for adoption. These are:

1. Shareholder Monthly Payment and Fees:

Suggested - All owners monthly payment are based on one or two occupants per mobile home. There will be an additional charge per month of one-half monthly assessment for each and every person over two occupying a mobile home. No fee for shareholder's guests up to thirty (30) days per year.

Note: Present charge is \$15.

Question: Do you approve?

NO

2. Motorcycles:

Suggested - Motorcycles will be permitted in the park.

Note: Present rule - motorcycles are not allowed. Mopeds are acceptable.

Question: Do you approve?

NO

3. Pets:

Suggested - Pets will be permitted only if they do not exceed 20# and are not reptiles nor exotic pets.

Pets must be on leash, and noisy pets must be controlled.

Park lawns and streets may not be used for walking pets. A designated area behind the boat lift is provided for this purpose.

Note: Present rule - no new pets will be allowed in Port Carlos Cove either through re-sales, new sales, or by present occupants. Visiting pets limited to one (1) day only. Pets are not allowed to run free. When outside unit they must be leashed. Barking or noisy pets must be controlled. Park lawns will not be used for walking pets. There is a designated area for this purpose. In event of complaints, if investigation reveals complaints are warranted, one warning will be issued to the owner. On the second justified complaint, the owner will be requested to appear before the Board.

Question: Do you approve?

NO

Board of Directors

PORT CARLOS COVE, INC.

Revisions and additions made to the Prospectus of February, 1988 are shown below:

A. Additions.

1. Owner planning to put concrete or asphalt on his lot other than replacement of existing concrete or asphalt shall submit a written plan to the Board for approval prior to installation.
2. Addition to Paragraph III (b) Page 47: Owner who wishes to alter or change anything pertinent to his lot must obtain written permission from the Board prior to installation.
3. Owner planning to replace a mobile home shall submit a written plan to the Board for approval prior to installation.
4. The Board requires the following guidelines for construction of concrete slab or patio blocks adjacent to any seawall:
 - a. Before construction is begun, a plan must be submitted in writing to the Board and approved.
 - b. If patio stones, blocks, etc. are used, enough fill dirt must be maintained to provide adequate drainage over the top of the seawall.
 - c. A concrete patio must be minimum of 4" thick, be reinforced, and be attached to the top of the seawall. It must be sloped to provide adequate drainage over seawall. Also, to facilitate telephone and television cable replacement, two Schedule 40 PVC pipes 2" in diameter must be installed under the concrete.
 - d. For owner's convenience a 3/4" conduit should be placed from telephone pedestal and from the TV cable pedestal to entry of mobile home.
 - e. Port Carlos Cove, Inc. assumes no responsibility for any damage to TV or phone cables or to any patio in event of seawall failure.

NOTE: Even though the owner pays real estate taxes on his lot, the property still belongs to Port Carlos Cove, Inc. - the owner leases the land. Therefore, Port Carlos Cove, Inc. has the sole right to approve or disapprove any changes in the lot.

B. Revisions.

1. Rules for Renters and Guests:

- a. Two people maximum per rental unit. Guests for more than 48 hours must pay \$2.00 per person per day over the two in the unit and in advance.
- b. Six people maximum per unit at any one time excluding children under 10.
- c. Renters and guests must register at office.
- d. Renters and guests must abide by "Rules and Regulations" of Prospectus.
- e. Owner and/or renter will be responsible for adherence to all Park rules.
- f. Renter rules and "Rules and Regulations" must be posted in each home.
- g. Renters or guests may not sub-let the home.
- h. No pets are permitted.

2. Item IV Page 47 of Prospectus under "G" is revised to read: Holes and voids within 2 feet of seawall cap must be reported immediately by owner or occupant to the office for remedial action by the Park.

Copies of "Prospectus" of February, 1988 and this sheet may be obtained in office.

PORT CARLOS COVE, INC.

Ft. Myers Beach, FL.

RULES AND REGULATIONS

Port Carlos Cove, Inc. is a residential Park, cooperatively owned by Shareholders who are required to maintain attractive homes and lots to help provide a pleasant atmosphere associated with gracious mobile home living.

The responsibility of the Board of Directors is to enforce the Rules and Regulations which may be changed by the Board with thirty (30) days notice to the Shareholders.

ACCEPTANCE OF SHAREHOLDERS

1. The Board reserves the right to refuse admittance and may require references to investigate before admittance.
2. Shareholder must be at least eighteen (18) years of age.
3. Shareholder must be approved by at least two (2) Board members in maximum of two weeks before the sale is consummated or by a designated committee.

SHAREHOLDER MONTHLY PAYMENT AND FEES

1. The monthly fee is payable on the first day of the month.
2. If the fee is not paid by the fifteenth (15th) of the month, a ten (\$10.00) fine will be added to his bill.

THE MOBILE HOME

1. The mobile home must be attractively maintained by the Shareholder and comply with all applicable health, fire, zoning, and building codes, laws, ordinances, and regulations of the Federal government, State of Florida, Lee County and Port Carlos Cove, Inc.
This includes any alteration, new construction, repairs, tie-downs, blocks, etc.
2. The home must have an easily accessible outside water shut-off valve above ground.
3. A replacement home must be approved with a written plan to the Board or a designated committee before installation, be less than three years old, be at least twelve feet wide, and be properly skirted within thirty (30) days.
4. NOTE: The shut-off valve below ground is Park property and must not be turned on or off by occupant.

THE MOBILE HOME LOT

1. Even though the Shareholder pays real estate taxes to Lee County for the occupied lot, the property still belongs to Port Carlos Cove, Inc. - the mobile home owner leases the land from the Corporation. Therefore, Port Carlos Cove, Inc. has the sole right to approve or disapprove any changes in the lot.
2. The Board requires a written request from the Shareholder and Board approval to:
 - a. Change or alter anything pertinent to the lot including replacement and/or alterations to existing concrete and/or asphalt areas.
 - b. Plant or remove trees and large shrubs.
3. Shareholder is responsible to:
 - a. Keep lot orderly, neat, and free of litter.
 - b. Mow, trim, water, weed and maintain good general care of the lawn, trees, shrubs, and flowers.

3. c. Keep lot appearance acceptable to the standards of the Board; otherwise, the lot will be maintained at the expense of the Shareholder, in the amount of fifteen (\$15.00) per mowing.
4. No fences.
5. No laundry left to dry overnight outside.
6. Boat Docks:
 - a. New docks are to be: Maximum of twelve (12') feet long, six (6) feet on each side of center of lot line, and not more than five (5) feet wide from seawall including pilings.
 - b. Permission and a drawing to install a new boat dock, boat rack, boat lift, and/or davits must be approved by at least two (2) Board members or a designated committee.
 - c. Shareholder is responsible for proper maintenance, repairs, and safety of dock.
 - d. Lee County requires a permit before constructions.
 - e. May be rented or used by Park residents only.
7. Seawalls:
 - a. Only sod, grass, or Board-accepted filler can be placed within two (2) feet of seawall.
 - b. Holes and voids within two (2) feet of seawall must be reported immediately by occupant to the office for remedial action.
 - c. Concrete slab and patio blocks adjacent to seawall will not be acceptable as of effective date of these Rules and Regulations.
 - d. Port Carlos Cove, Inc. assumes no responsibility for any damage to a concrete patio if a seawall failure occurs.

PETS

No new pets may be housed in Port Carlos Cove subsequent to March 18, 1992, and such pets will be allowed until their demise. They must be registered in the Office on or before April 30, 1992, and subject to conditions outlined in requirements of March 18, 1992. On the second justified complaint, the owner will be required to appear before the Board.

RENTERS AND GUESTS OF RENTERS

1. Limit of two (2) persons per rental unit (no children) without extra assessment.
2. Guests of renters for more than 48 hours will pay two (\$2.00) per person per day in advance.
3. Maximum of six (6) people including children per unit at any one time.
4. Renters and their guests for more than 48 hours must register at Office.
5. Renters and their guests must abide by all Park rules and regulations.
6. Owner and/or renter is responsible for adherence to all renter rules, park rules, and for damage incurred.
7. Renter rules and Park "Rules and Regulations" must be posted in each unit.
8. Renters cannot sub-let the unit without prior approval by the Board.
9. Maximum stay of guests of renters is fourteen (14) days per year.
10. No pets are permitted.
11. Children must be kept under control at all times.

RECREATIONAL FACILITIES

1. Responsible adult must accompany children under 16 years of age.
2. Use of equipment and facilities will be at your own risk.
3. The recreational hall may be reserved at the office by shareholder for private functions, if there is no previous commitment and must be left clean and in arranged condition after use.
4. Limit shuffleboard to ten (10) frames if others are waiting.
5. Everyone must abide by rules posted for swimming pool, patio, and shuffleboard courts.

LAUNDRY

1. Do not overload or abuse machines.
2. Clean machines after each use and put refuse in nearby containers and lint from dryers.
3. No dyeing of clothes in machines.
4. Machines are for park residents only.

REFUSE RECYCLING PROGRAM

1. Place all glass, plastic, and tin containers in Green containers so marked.
2. Rinse and flatten any containers you can.
3. Place all newspapers in the Green containers marked "Newspapers" and include any items that come with your newspapers. No string or plastic around newspapers.
4. No drinking glasses, mirrors, window glass, styrofoam, grocery bags, or newspaper sleeves. Place these items in large dumpster.
5. Aluminum cans must be placed in wire mesh basket.
6. All other items such as metal or wood, TV's, chairs, appliances, etc. are to be placed on the concrete pad to the left of the dumpster.
7. If the large Green containers are full, please place your items in the large dumpster.
8. Bush, tree trimmings and grass clippings must be placed on flat bed trailer- no plastic bags.
9. Crush all boxes before placing in dumpster.

RESPONSIBILITIES

1. Port Carlos Cove, Inc. will not be responsible for loss or damage caused by fire, accident, theft, or act of God to any home or personal property.
2. Owners, renters, and guests avail themselves to the recreational facilities at their own risks. Port Carlos Cove, Inc. shall not be liable.
3. Neighborhood disputes are not the concern of the Board unless the Park is involved. Personality conflicts are not the purview of the Board. Please respect your neighbor.
4. Shareholders are responsible for damage caused by their guests, renters, and guests of renters.

VEHICLES

1. Do not park on lot grass or any other grass or on street (commercial vehicles only)
2. Speed limit is ten (10) miles per hour.
3. Boats, trailers for all uses, vans in back storage area must be marked with name of owner.
4. Each mobile is allowed only two parking spaces other than carport per home.
5. Boats, travel trailers, utility trailers, trucks, motor homes, etc. must be parked in one of the designated storage areas.
6. No more than 5 days are allowed for minor boat repairs at the mobile home.
7. BOAT LIFT:
 - a. For use by owners and renters only - sign for key in office for each use.
 - b. Two day limit for use if others are waiting.
 - c. Please observe printed instructions to operate.
 - d. Area must be left clean.
 - e. Minor Auto repairs only may be made in the area.
8. Motor homes and travel trailers are allowed 24 hours for loading, unloading, or for cleaning in the mobile home parking spaces.
9. Overnight living in motor homes or travel trailers is not allowed in any part of Port Carlos Cove, Inc.
10. The Board reserves the right to restrict delivery or any vehicular transportation if detrimental to the safety and traffic control of the park residents and park property.
11. Boats may be stored under a carport of mobile home. Boats must be on a sound boat trailer. Tongue of trailer must be under the carport. Bow of boat shall not project more than 5' from under carport roof. Wheels must be blocked up to remove weight from the tires. No loose items shall be stored in boat unless boat is covered and tied. Tie-downs shall consist of four concrete anchors 1/4" or larger combined with cables (two) in good condition, 3/16" or larger in diameter. Boat must be lashed down bow and stern.

MISCELLANEOUS

1. Loud language and/or annoying parties are not permitted.
2. Television, radios, VCR's, tape entertainment, etc. must be turned low after 10 PM.
3. Please report any vandalism to the office.
4. Violations of Rules and Regulations must be submitted to the Board in writing and signed.
5. Selling, soliciting, peddling, or any commercial enterprises, warehousing, and bringing in laundry from outside the park for washing must have written permission for the Board.