

RULES AND REGULATIONS  
AMELIA RETREAT CONDOMINIUM ASSOCIATION, INC.

This is a combined condominium association complex. It is not your house or your backyard – it is collectively OURS to share and mutually enjoy. Please treat the units and common areas with this in mind and with the same courtesy and respect you would expect from others. Rude or abusive behavior will not be tolerated.

These Rules and Regulations (“Rules”) apply to all condominium owners, their family members, guests, renters, and any renter’s guests. They are necessary to promote safety, comfort, convenience, and preservation of property for all to enjoy.

DWELLING UNITS:

1. No towels, swimsuits, toys, or any other items that can be seen from the grounds or the beach are allowed on terraces and balconies.
2. Continuous disturbing noises are not permitted.
3. No exterior additions or alterations are allowed to be made to units without written approval from the Amelia Retreat Board of Directors (“Board”). Prior to commencing maintenance, construction or remodeling work, the unit owner must complete the attached Maintenance, Construction and Remodeling Form.

RENTERS:

1. An owner may not rent their unit for a lease term of less than thirty (30) days, and there must be a written rental agreement for each term.
2. An individual adult who signed the rental agreement must be present the entire lease term (when occupied).
3. Any owner who rents their unit must provide the Board and Amelia Island Management Company with a copy of the rental agreement. The executed agreement should be emailed to Mike Mihalik at [m\\_mihalik@yahoo.com](mailto:m_mihalik@yahoo.com) and emailed to Chad Brockman of Amelia Island Management at [chad.brockman@omnihotels.com](mailto:chad.brockman@omnihotels.com).
4. Any owner who rents their unit must provide a copy of the most current version of these Rules to the individual adults who sign the rental agreement, and the rental agreement must make clear that all individuals who reside at the unit during the rental term must follow the Rules. Maximum occupancy is limited to eight people total for the entire rental period.
5. If an owner lists their unit for lease through a realtor or rental agency or other similar entity (all “Rental Agency”), the owner must provide the Rental Agency with a copy of the most current version of these Rules and must post the Rules within each unit. In addition, the Rules must be attached as an exhibit to the rental agreement.
6. Renters are not permitted pets of any kind. The rental agreement must make it clear that pets are not permitted.
7. Owners renting their units are responsible for the renter’s compliance with these Rules and are liable for any injury or damage to property, including common elements, caused by the renter or the renter’s guests.

## COMMON AREAS:

1. **BEACH ACCESS:** You may only access the beach via the boardwalks and the previously established paths to the beach. Do not create new paths through the sea oats or sea grass or walk or play on the dunes for any reason. Personal items should not be left on the boardwalks.
2. **SWIMMING POOL:** All residents and guests must abide by the Rules governing the use of the swimming pool. Rules specific to the pool are clearly posted at the pool.
  - a. There is no DIVING allowed.
  - b. No children in diapers are allowed, children must wear proper leak proof swim pants.
  - c. Unsupervised children under 13 years old are not allowed in the pool.
  - d. You must shower before entering the pool, particularly if you are returning from the beach.
  - e. Pool toys and other personal items left at the pool overnight will be collected and discarded.
  - f. No grilling or cooking is allowed inside the fenced boundaries of the pool area.
  - g. No dogs are allowed inside the fenced boundaries of the pool area.
3. **TENNIS COURT:** Use of the tennis court shall be limited to owners and their guests. Proper tennis attire and tennis shoes are required for all players.
4. **PETS:** Dogs must be on a leash and under control at all times. You must clean up after your dogs, even on the beach.
5. **MISCELLANEOUS VEHICLES:** No boats, motorcycles, or commercial vehicles such as trucks, mobile homes or trailers are permitted in the open-air parking lots overnight.
6. **SIGNS:** No commercial ventures or signs are permitted (garage sales, etc.)
7. **GARBAGE:**
  - a. All garbage, including old newspapers, must be securely enclosed in a plastic bag, and placed in the dumpster.
  - b. All cardboard boxes must be flattened prior to putting them in the dumpster.
  - c. Items to be recycled must be placed in the recycling bins.
  - d. Do not leave trash or recyclables inside the trash area, place all items either in the dumpster or recycle bins.
  - e. Dumpster doors must be securely closed to ward off raccoons and other pests.
  - f. Dumpsters are only for the use of Amelia Retreat residents and their guests.
  - g. Contractors must provide their own dumpster for renovation work or remove construction debris daily. Wood should be used to protect the pavement from damage by the dumpster wheels or legs.

8. GARAGE PARKING:

- a. Garage areas are limited to two cars per unit and may be parked only in the properly assigned spaces unless permission is given by a space's owner for additional vehicles or there are unassigned spaces available.
- b. Garage doors are to be kept closed.
- c. Garage areas must be kept free of litter that could pose a fire hazard.
- d. Do not attempt to park a large vehicle in garages.
- e. Open areas in garages should not be used as storage, except for bicycles.
- f. Golf Carts and Motorcycles are also permitted inside the garages.

9. OUTSIDE PARKING: Park only in designated areas. Do not park on the grass.

10. STORAGE CLOSETS: One storage closet is assigned to each unit owner and is marked with their unit number. The additional storage closets per quad under the stairs are for shared use by all owners of that quad.

11. GRILLS: Grills must not be stored blocking the stairs or any other place that may block an exit. No gas grills are allowed, only charcoal grills may be used and need to be at least 10' from the building.

12. PROPANE & GAS: No propane or gas containers are allowed to be used or stored within the buildings, including the garages or storage units.

DAMAGE: Owners are financially responsible for any damage to the common areas or to other owner's units caused by themselves, their families, guests or any renters or their guests.

FINES: In addition to any damage to personal property or the common areas that will be assessed separately, any violation of these rules may result in fines of \$100 per day per violation up to \$1000 per violation.

All actions relating to fines taken by the Board will comply with Florida Statute 718.303(3).

COMPLAINT PROCEDURE: A complaint by an owner about another owner, renter, or guest must be submitted in writing to the Board. A copy of the complaint will be delivered by the Board to the owner who is the subject of the complaint within five days of being received by the Board. The Board will review and take any necessary action.

Board approved: October 1999

Re-approved: March 2005

Amended: October 2008

Amended: December 2012

Amended: December 2020

Amended: March 2022

Amended: December 2022

Updated: October 2023

Maintenance, Construction and Remodeling Form for Amelia Retreat Condominium Association

Owner Name \_\_\_\_\_ Unit No. \_\_\_\_\_

Prior to commencing maintenance, construction and remodeling work the unit owner must notify by copy of this form to the Property Management Company and a member of the Amelia Retreat Board if the scope of work meets one or more of the following conditions:

- Breaching or modification of common areas. Examples include, but are not limited to, adding additional piping/electrical, HVAC penetrations through floors, external walls, or the roof.
- Activities that will require staging of equipment and/or materials in common areas, outside of the owner's unit.
- Activities likely to create noise that will be readily heard in other units, multiple entries into the quad areas, or use of construction equipment such as lifts or cranes necessary to complete the work.

Provide the following information:

1. Scope of work including details of any required breaches or modifications to common areas. Add additional pages if needed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Name and address of the contractor(s) to be used:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Verify Contractors are licensed, insured, and bonded. \_\_\_\_\_

4. Contractors have obtained and posted proper building permits in the unit. Circle (Yes)/(No)

5. Dates of work to be performed. Please advise us at least one full week prior to work starting. The complete duration of the project is needed.

Start date: \_\_\_\_\_ Estimated End date: \_\_\_\_\_

It is the owner's responsibility to notify contractors of the following:

- Replacement flooring requires sound abatement features.
- Position any construction Dumpster as directed by the Board with plywood required under wheels to prevent pavement damage.
- Plywood required under lift vehicles on turf.
- Equipment and vehicles cannot be parked on the property overnight without Board approval.
- Protective floor covering is to be used in quads and removed overnight.
- Work hours are 8 AM to 5 PM, Monday through Friday, and 9 AM to 12 noon on Saturday.
- Provide daily cleanup of all non-unit areas affected.
- Noise is to be kept to a minimum.

The owner shall be responsible for any expense incurred resulting from the work being done by contractors if repairs to the common areas are required.

\_\_\_\_\_  
Owner Signature Date

\_\_\_\_\_  
Contractor Signature Date