



MERIDIAN OF PALM BEACH  
CONDOMINIUM ASSOCIATION, INC.

## **RULES AND REGULATIONS REVISED NOVEMBER 2020**

THIS CODE OF RULES AND REGULATIONS HAS BEEN ESTABLISHED BY YOUR BOARD OF DIRECTORS IN ORDER TO:

1. Make condominium living a pleasure for all residents.
2. Show consideration for our neighbors.
3. Maintain a proper atmosphere and decorum.
4. Assure our safety and protection.
5. Preserve our property value and investment.

### **A. PRELIMINARY OBSERVATIONS**

1. No set of rules has yet been devised to cover every conceivable situation or emergency. There is no substitute for common sense, good manners and neighborliness. Your complete cooperation is earnestly requested.
2. It is the obligation of the Board of Directors to interpret and regulate the House Rules. The Board of Directors of the Association shall have the powers and the duties necessary for the administration of the affairs of the Association. After a violation or willful disregard of any of the Rules and Regulations, the Board will provide a fourteen (14) day written notice to the owner; and an opportunity for a hearing before a committee of at least three (3) members appointed by the Board who are not officers, directors or employees of the Association, or the spouse, parent, child, brother or sister of an officer, director, or employee. The committee will determine whether to confirm or reject the fine levied by the Board. If the committee does not approve the proposed fine by a majority vote, the fine may not be imposed. The Association must provide written notice of such fine by mail or hand deliver to the unit owner.

A fine may be levied by the Board on the basis of each day of a continuing violation, with a single notice and opportunity for a hearing before the above described committee. However, a fine may not exceed One Hundred Dollars (\$100.00) per violation, or One Thousand Dollars (\$1,000.00) in aggregate.

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### B. LIABILITY, RESPONSIBILITY AND OBLIGATION OF OWNER

1. The owner of any unit shall be liable and responsible for the conduct of members of his/her immediate family, relatives, guests, visitors, servants and tenants, and in the observance of and compliance with all of the House Rules adopted by the Board. It shall be the responsibility and duty of the owner to inform and acquaint all of the above persons with said Rules and Regulations, prior to or simultaneously with their entrance to the premises.
2. In addition to the foregoing, the owner shall be liable for all monetary costs incurred by the Association for the enforcement of these Rules and Regulations including, but not limited to counsel fees, court costs and all other necessary and incidental expenses, which sums may be collected in the same manner as default in the payment of any assessment.
3. Any person buying or renting a unit will be supplied with a copy of these Rules and Regulations at the time an application for purchase or rental is approved.

### C. GENERAL

1. Grocery carts and luggage racks are provided for the convenience of all. After use, they MUST be returned to the designated areas at once.
2. The bulletin boards in the mail rooms and garages are under the control of the Board and are not to be tampered with.
3. All suggestions or complaints concerning the operation of the condominium should be *made in writing* to the Manager's office.
4. No furniture or furnishings in the common areas are to be removed by any unit owner.

### D. SERVICES AND HELPFUL INFORMATION

1. There are stairways in the buildings. They must be used in a fire or other emergency.
2. Never enter an elevator during a fire emergency.
3. Be sure that all occupants of your apartment know what to do in case of a fire or other emergency. In the event of a fire, once you are out of the building -- stay out.
4. A list of all residents needing assistance and their unit numbers will be maintained in the Manager's office.
5. Telephone numbers: Main Office: (561) 582-9830 Choose 1 (Office), 2 (Manager) or 3 (guardhouse) Fire/Police/Emergency: 911
6. Basic First Aid equipment is available in the office.

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### E. EMERGENCIES

In the event of an emergency, the Manager must be notified immediately. Do not call the Guardhouse unless the emergency occurs "after office hours."

### F. NOISE AND CONSTRUCTION

1. No one shall make any disturbing noise in the building or on the premises, permit anything to be done to interfere with the rights, comfort or convenience of other residents. Noise of all kinds shall be kept low enough so as not to disturb neighbors. The rule of reason shall prevail.
2. No construction, installation, maintenance or repair work causing noise will be permitted from October 15th to May 15th, except in an emergency. All such work must take place between May 15th and October 15th. It is the responsibility of the unit owner to insure their trades and/or service personnel are familiar with the above restriction before commencing services.
3. Construction that causes noise cannot start before 8:30 AM and must cease by 4:00 PM. No trucks, service vehicles or major deliveries will be permitted to enter before 8:30 AM. No construction, moving or major deliveries can be made on Saturday, Sunday or holidays.
4. Units expecting workmen, contractors, movers and/or furniture or appliance deliveries must give the Manager notice in advance so that the elevators can be prepared and the carpeting covered. The Manager or Office Manager should be notified in advance if noise is to be made so that the unit owners can be warned.

### G. ATTIRE

All persons must be properly attired when appearing in the elevators and other public areas of the buildings. Covering garments and footwear must be worn.

### H. LOITERING

Unit Owners, residents and their guests, invitees and licensees are not permitted to loiter or play in the corridors, lobby, parking areas, driveways, stairways or elevators.

### I. ELEVATORS

1. Trades people must use the designated elevators.
2. Any signs for posting must be presented to the Manager's office.
3. Smoking is not permitted in all interior condominium common areas.
4. Elevator must be padded when moving furniture. Only the freight elevator may be used for moving. Units expecting workmen, contractors, movers and/or furniture or appliance

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deliveries must give the Manager notice in advance so that the elevators can be prepared.

### J. BUILDING EMPLOYEES

1. Building employees are NOT permitted to perform personal services during their regular hours except in emergencies.
2. Owners, tenants, guests, and visitors are not permitted to give orders or direction to any employee. All requests must be made through the Manager's office.

### K. LIGHTS

To conserve energy and reduce costs, make special effort to remember to turn off lights when not needed in such places as trash rooms, recreation room, exercise room, storage areas, etc.

### L. CLEANLINESS OF PUBLIC AREAS

All owners and renters should take pride in helping to maintain the appearance and cleanliness of the grounds and buildings, including being sure trash is put in the receptacles provided.

### M. SECURITY

1. Report to the office immediately any suspicious stranger wandering through our corridors, walkways, deck area, garage, etc.
2. Lock your doors when leaving your apartment. If you have any alarm, provide the office with the access code.
3. DO NOT give Common Area keys, key fobs or keys for your unit to your maids or any other third party, other than those authorized to have access to your unit.
4. All public space doors on the lower floors must be kept locked. Do not leave your door open in anticipation of returning soon. Check to make sure that the door is securely locked.
5. If you do not recognize someone waiting at the entrance, or at any door, suggest that the individual contact the person they came to visit for admittance. Do not permit them to enter the building with you.
6. All parked automobiles should be locked. An owner is to leave a car key in the office for any car left for lengthy periods without being in attendance.
7. No commercial, group notices or advertisements of any kind shall be placed under doors except communications from the Board of Directors or its committees.

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8. Management must be aware at all times of occupants in residence. All guests of owners are required to register with the guard upon arrival, stating name, date of arrival and anticipated departure. Please inform your guests that this is required.
9. Each owner is required to provide the Association with any key or keys and access codes, if applicable, required in order to access the unit. The keys and information will be securely stored by the Office of the Association.
10. No person shall be admitted by the Manager or building employee to any unit in the absence of the owner without written authorization of said unit owner, except for emergency repairs and pest control.
11. All unit owners must have their unit number etched on the exterior plate of their lockset.

### N. STAFF ASSISTANCE

All requests for assistance from a member of our staff must be made through the Manager or the Office Manager.

### O. GRIEVANCES

Grievances should be addressed to the Secretary of the Board in writing and placed in the office at least 48 hours prior to a Board meeting.

### P. SOLICITING AND MERCHANDISING

1. Is strictly forbidden except as a charitable activity by the residents of the condominium and approved by the Board.
2. The Bulletin Board may not be used by residents for the sale of personal items. Approval by the Manager should be obtained prior to posting notices
3. No correspondence or other writing concerning election of the Board or Officers shall be distributed by building personnel.

### Q. DELIVERIES

Deliveries must be made through the garage entrance after notifying the Manager.

### R. EXTERIOR OF BUILDING

1. Exterior windows of units may not be washed by hose or use of water which will fall to lower units.

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2. Unit owners are not permitted to attach or hang awnings or other projections on outside walls of the building
3. Unit owners are not permitted to use their lanai or balcony for storage. Unit owners are allowed to have outdoor furniture, including tables, chairs, lounges, and plants for décor. Anything else requires written approval from the office.
5. Unit owners shall not cause anything to be placed on the exterior walls of their balcony and / or balcony railings.
6. Storm shutters which meet the standards of the South Florida Building Code for hurricane protection must be installed by an owner at his expense, or must conform to the uniform design plan on file in the Manager's office.
7. When leaving the building for a lengthy absence and/or a hurricane alert, please close shutters. Residents must completely clear their terrace of all movable objects. This is an important safety measure in the event of high winds.
8. The use of terraces or any areas of the building for any type of outdoor cooking is strictly prohibited.
9. Corridors are centrally air-conditioned. Apartment doors must be kept closed.

### S. SMOKING

Smoking of cigarettes, cigars or e-cigarettes is prohibited in all common areas, including the Recreation Room, pool area, garages, all hallways, elevators and lobbies, and other outdoor areas, including balconies and lanais, where they may impact other's enjoyment of outdoor space. This also includes the Manager's apartment (which is condo property).

### T. PARKING

1. Each unit owner will park only in his assigned space and be given an identification sticker. The sticker should be affixed to the inside lower left corner of the front window of the car.
2. A unit owner with more than one car should request additional stickers. Cars shall be parked in any available guest parking space outside.
3. Temporary exchange of parking spaces between unit owners must be recorded with the Manager's office.
4. No parking areas or spaces shall be used for any purpose other than for parking a private vehicle. No trucks, boats, boat trailers, vans, buses, campers, motorcycles or commercial vehicles (with visible lettering) are permitted. All parked vehicles must be in working condition and with current license plates.

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### U. LOBBY

1. Owners and guests must be properly attired when in the main lobby.
2. Walking through lobbies and corridors in bare feet or golf shoes with cleats is strictly prohibited.
3. Refreshment drinking is prohibited in all lobbies.

### V. POOL AND DECK AREAS

1. A shower must be taken before entering the pool and all possible oil and suntan lotion removed.
2. Any person(s) who use diapers must use Swim Diapers (waterproof diapers) or plastic pants over diapers.
3. All children under twelve (12) years of age must be accompanied by an adult while in the pool or on the pool deck.
4. Ball playing on the deck is not permitted. Bicycles, tricycles, wagons, scooters, skateboards, skates, etc., are not permitted in pool area.
5. Diving into the pool is not permitted.
6. Fins, rafts, floats, water toys, and balls are permitted in the pool but must not be disturbing to others in the pool.
7. Any tar and sand must be removed from feet or shoes when returning from the beach. Tar removal supplies are available at the entrance to the beach stairways.
8. When returning from the beach, all sand must be removed under the shower before entering the pool or building.
9. Persons with contagious or infectious health conditions, such as colds, ear infections, fungus or skin diseases, or with bandages or open skin abrasions are not permitted in the pool.
10. Food and beverages are allowed under the Gazebo only and must be in unbreakable containers. All trash is to be disposed in the designated garbage cans and the area left clean.
11. Proper covering attire is required going to the pool/beach or when leaving the area to enter the building. Such attire shall include some type of robe, shirt, or jacket and shoes or sandals. Entrance and/or exit to and from pool/beach shall be by the East door only.

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12. Changing of infant diapers or any person(s) bathing suit, is not permitted in the pool area. Use the bathrooms in the recreation building. Diapers are to be placed in a plastic bag prior to placing in garbage receptacle.
13. Under no circumstances are support or assistance animals permitted in, on or about the pool area or deck.
14. CHAIRS OR LOUNGES AT POOL CANNOT BE RESERVED AHEAD OF TIME.
15. All chaises and chairs must be covered with towels when occupant is in bathing attire.
16. Do not open pool umbrellas during very windy days. If you open an umbrella after the staff has left, be sure to close it when you leave the pool area.
17. No smoking is permitted, this is a common area. This includes cigarettes, cigars and e-cigarettes.
18. Residents may barbecue outside the Recreation Room from 5 PM to 9 PM throughout the season.

### W. UMBRELLAS

Umbrellas are permitted only on the decks of the Lanai apartments and they must conform to the size and colors of the pool umbrellas.

### X. BEACH

1. Please be sure to close the bridge gate leading to the beach when you exit and return. The Common/Area key allows owners and guests to re-enter our premises.
2. Dispose all trash in the proper manner when eating on the Beach.
3. Smoking is permitted on the beach. Cigarette butts are to be disposed of appropriately and not left in the sand.

### Y. PETS AND EMOTIONAL SUPPORT, ASSISTANCE AND SERVICE ANIMALS

1. The Meridian has a no-pet policy. Accordingly, no pets are permitted in any condo unit or any of the common areas. The only exception is when an Emotional Support, Assistance or Service Animal has been approved by the Board and is compliant with Federal laws.
2. Guests of residents may not bring dogs or pets on the property unless they are Emotional Support, Assistance or Service Animals.
3. Owner's and guests must clean up after their Emotional Support, Assistance or Service Animals and have appropriate clean-up materials.



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4. All owners with approved Emotional Support, Assistance and Service Animals need to provide the office an annual confirmation by January 15<sup>th</sup> from their licensed veterinarian stating their animal is up to date with their required shots and are free of fleas.
5. Under no circumstances are support or assistance animals permitted in, on or about the pool area or deck.

### Z. RECREATION BUILDING

1. The recreation rooms are for the use and enjoyment of all residents and their guests. The Board and/or any committee thereof shall have priority in the use of these rooms.
2. Reservations for private parties must be made with the building Manager on an availability basis and approved by the Board. A fee of \$100.00 is required for such use.
3. After use, the room must be cleaned, furniture returned to its original position, and lights extinguished.
4. Damage done during such use must be paid for by the resident who reserved the room; therefore, a \$500.00 refundable deposit is required for this purpose.

### AA. SAUNA BATHS AND EXERCISE EQUIPMENT

Saunas and exercise equipment are for the use of owners, renters and guests only. Children under 16 years of age are not permitted to use exercise equipment without adult supervision.

### BB. RECREATION FACILITIES

The game rooms in the North and South buildings can be utilized only from 9:00 A.M. until 9:00 P.M. daily.

### CC. STORAGE, STORAGE ROOMS AND STAIRWAYS

1. The steps and landings of the stairwells must not be used for storage of any kind.
2. Owners must not store any items which create a fire hazard in their storage cubicles.
3. Any property stored is at the unit owner's risk.
4. No items may be stored in the aisles of store rooms or above the storage cubicles.
5. Unit owners are not permitted to use their lanai or balcony for storage.

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### DD. TRASH DISPOSAL

1. All garbage must be put in plastic bags and securely tied before depositing in the trash chute. The chute is not an incinerator.
2. Loose dust, extinguished cigar and cigarette butts, corn husks and cobs, large boxes, metal, and broken glass must be secured in a plastic bag before depositing in chute.
3. Under no circumstances should lighted cigarette or cigar butts or live ashes be thrown down the chute. This is not an incinerator. Any such action would constitute a very serious fire hazard to all occupants of the building.
4. Extreme care should be exercised in carrying all refuse from apartments to chutes to prevent littering the corridors and the carpets.
5. Please keep these chute rooms neat and clean as they are a part of our homes.
6. Bottles, magazines and newspapers, and other recyclable items should be placed neatly in the recycling bins supplied in the trash room. They will be picked up daily.

### EE. GUESTS AND LEASING

1. When absent from their apartments, owners are not permitted to have any guest occupying their apartments except for the following relatives: children and grandchildren, parents, grandparents, brothers, sisters, and their respective spouses.
2. The only persons permitted to occupy a Leased unit are the individuals on the Lease agreement and contract.
3. Owners who allow their authorized immediate relative to occupy their apartments must advise the Manager's office of the names of the relatives, the relationship, the date of arrival and the length of the stay.
4. All owners shall furnish the Manager's office with a list of who may occupy their unit on their Owner Information Sheet. A copy of this information will be located in the office, the manager's office and at the security gate.
5. All relatives on arrival must show ID so that the security guard can check the names against the authorized list. If their names are not on the list they will be refused entrance. Possession of apartment keys does not grant right of access to the condominium.
6. In the event that an unauthorized person demands entrance, the Manager will be called; and in case of any disturbance, necessary action will be taken.

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7. Authorized guest(s) with automobiles will be issued a temporary dated decal from the office. Guests are to park in the guest parking spots.
8. All owners should report to the Manager or any Board member if they believe an unauthorized person is occupying an apartment.
9. Any owner or renter leaving his/her apartment for a period in excess of one week must inform the office and security of their departure and arrival.
10. Under no circumstances should apartments be used for business purposes.
11. After the date of purchase, a unit shall not be leased or rented for a period of one (1) year (twelve (12) consecutive months). After the one year period, to discourage a transient atmosphere, unit owners are permitted to enter into one (1) lease during any twelve (12) month period for a term of not less than three consecutive (3) months. Unit owners, acquiring a unit after 4/28/15, and after a period of one year, may lease or rent the unit one time every third year for a term of no more than twelve consecutive months, and for no less than three months. The lease application must be submitted with a check for \$100.00 as the application fee. Applications are available with the Office Manager and on the Meridian's website.
12. A copy of the Rules and Regulations shall be given to every prospective lessee who shall, as a condition to the approval of the lease, sign a written statement accepting these Rules. New owners shall also sign a statement accepting full responsibility for any damage to the common elements and for any inconvenience or annoyances that may arise from the actions of the lessee.
13. An apartment is intended to be a personal residence and may not be used as a hotel, transient apartment, motel, or business vehicle. Owners misrepresenting tenants as a guest may be denied future leasing privileges as well as being subject to other disciplinary actions.
14. Applicants for the lease of a unit shall be required to appear at the office of the Association or at an alternate site by agreement for a personal interview. Such appearance, together with the written application, shall constitute the original notice to the Association. The Association has ten (10) days from such time to approve or disapprove the lease.
15. A proposed lessee shall deposit with the Association a refundable security deposit check to cover any damages to the common or limited common areas of the Meridian in a sum equal to one month's rent, a minimum of \$2,500 but not to exceed \$5,000. The security deposit is to protect the Association against damages to the common elements or Association property which may be caused by the lessee or guests, employees or agents.

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### FF. SALES

1. No unit owner may dispose of an apartment, or any interest in an apartment, by lease, resale or otherwise, without approval of the Association. Please note that you must obtain the required application forms from the office to sell or lease your unit.
2. The Association has fifteen (15) days after receipt of all required paperwork is received in the office to approve or disapprove the Purchase.
3. An application fee of \$100.00 payable to the Meridian Condominium Association, Inc., is required for the sale of a unit. Payment shall accompany the application submitted.

### GG. MAINTENANCE FEES

1. Payment of maintenance fees is required on the first day of the beginning of each calendar quarter (January 1, April 1, July 1, October 1).
2. Payments that are delinquent by more than ten (10) days are subject to a ten percent (10%) interest charge per annum.

### HH. TENNIS.

Proper tennis shoes and tennis clothing must be worn when using the courts. Other rules pertaining to the use of the tennis courts is listed separately in Tennis Rules and Regulations.

### II. KEYS, KEY FOBS and GARAGE REMOTES.

1. Extra keys and key fobs to the common areas and garage remotes may be purchased by owners through the Manager's office. Owners are not to give the common area keys or key fobs to their employees (i.e. contractors, home health aides, housekeepers).
2. Owners and renters must have on file at the Manager's office a signed authorization form naming person(s) permitted entry to their units, for maids, and other service personnel. Failure to comply with these rules will result in refusal of entry for service personnel.

### JJ. ELECTRIC VEHICLE CHARGING:

1. The Meridian has two 220-volt electric vehicle charging outlets in the outdoor parking area east of the guardhouse for unit owners use only.
  - a. Owners must inform the office that they have an electric vehicle.

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- b. Owners will be allowed to park their vehicles by the outlets for charging purposes only for a maximum of 3 hours.
  - c. Residents must then move their vehicle to their regular parking space so other residents can use the charger.
  - d. The fee for charging your vehicle is \$50 per month (when in residence), payable to the Meridian.
2. Unit owners with electric cars cannot charge their vehicles on any Meridian electrical outlet in the garages, even if they have a 110 adapter.
  3. When not in residence for an extended period of time, owners can plug their electric vehicle in the garage with their 110 adapters so that their batteries can remain charged.