

PARK LAKE TOWERS CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS (Revised 6-24-2026)

INTRODUCTION

The following rules and regulations have been developed over the years to address community living at Park Lake Towers. It is incumbent on each resident to exercise courtesy and common sense with respect to the rights and property of others; for example, removing lint from clothes dryers after use, preventing entry doors from slamming and allowing others to exit the elevator before entering. The common desire is to help create an environment of peaceful enjoyment without having to establish and enforce excessive rules. The Board of Directors of Park Lake Towers Condominium Association has adopted the following Rules and Regulations. For the purposes of this document, Park Lake Towers Condominium Association may be referred to as the "Association" and the Park Lake Towers Board of Directors may be referred to as the "Board." Park Lake Towers may be referred to as "PLT." Any consent or approval given under these Rules and Regulations by the Board shall be revocable at any time. Further, they may be amended, modified, or repealed from time to time by the Board in accordance with Florida Statutes. PLT maintains many Association documents for owner access on its website (currently PLTowers.com) which remains accessible using password credentials. Contact management for any assistance with sign-on credentials.

PLT Security officers are contracted to assist in resident security, safety, protection, and adherence to the Rules and Regulations. In the event that a directive from a security officer is necessary, you should follow it. Please notify the Manager in writing should you believe that the directive was incorrect, inconsistent with our rules or not appropriate. Written concerns from any resident will be reviewed by management and Board for evaluation and/or corrective action. **Video recordings may also be used to enforce rules.**

OWNERS OR RESIDENTS WHO VIOLATE ANY OF THE FOLLOWING RULES AND REGULATIONS SHALL BE SUBJECT TO NOTICE, FINES, ASSESSMENTS AND/OR PENALTIES AS PERMITTED BY LAW.

DEFINITIONS

Guest: Individual visiting a resident for a period of 72 consecutive hours or less.
Houseguest: Individual visiting a resident for a period of more than 72 consecutive hours up to 30 days.
Resident/Tenant: Individual who is in residence for more than 30 days and receiving all benefits of residency including, but not limited to proper contact information, receiving mail and packages, and amenities use. This occupant shall have met all criteria for residency in accordance with Article 11.2 of the Declaration of Condominium and Rule #51 of the Rules and Regulations of Park Lake Towers Condominium Association, Inc.

PREMISES AND COMMON AREAS

1. **Resident Approvals and Introduction:** New members and residents approved for purchase and lease of a unit at Park Lake Towers Condominium Association shall be provided with an introductory meeting hosted by Welcoming Committee members or management consistent with Rules 51-53.
2. **Register of Houseguests:** Residents shall register the names of houseguests with management and introduce them. Parking passes are not required for guests and houseguests. Guests (visiting for less than 72 hours) shall be accompanied by residents during amenity use. Houseguests on extended visits who are registered and receive a copy of Rules and Regulations with a signed acknowledgement need not be accompanied by the resident when using the pool or other amenities.
3. **Building Communications:** PLT maintains a web-based communication product (Buildinglink) to provide residents with communication and notification for several purposes that may include an email and/or phone number provided to the Association. For the benefit of residents, communications may include package handling, unit entry instructions, travel instructions, guest registration, amenity reservations, building events or conditions, work order handling and other means to communicate between management and residents. Password credentials for portal access may be used to modify resident information and notification controls to suit individual preferences. Requests to opt out of electronic notification and receive manual notices must be submitted to management in writing.
4. **Guest Admittance & Building Security:** Exterior doors to the building shall remain locked to protect privacy. Residents shall be responsible for arranging guest entry to the building and not rely on management, security officers or staff to arrange guest entry. All guests must use the call box to obtain

PARK LAKE TOWERS CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS (Revised 6-24-2026)

entry to the building by the residents they are visiting or use access credentials provided by the residents. Care is necessary not to allow access for people not in their party or allow guests of other residents to follow them into the building or the parking garage. Security is the responsibility of each resident as it pertains to guests and deliveries made directly to resident units.

5. **Quiet Enjoyment:** The Association has established quiet hours between **11pm and 7am**. No resident shall make or permit any noise which will disturb or annoy the occupants of units or do or permit anything to be done which will interfere with the rights, comfort or convenience of other occupants. Residents must control the volume of sound or other entertainment media after 11:00pm and cease any unreasonable noise during quiet hours, including any noise on balconies that can be heard in neighboring units. The Board encourages owners and residents to use interior walls for media equipment, rather than a wall shared with another unit.
6. **Occupancy Limits:** The restriction on density or occupancy of PLT units is as follows. The number of people permitted to occupy or reside within units is as follows:
 - 2 Persons – 1 Bedroom unit (01, 05, 06, 10)
 - 2 Persons – 1 Bedroom Convertible unit (03, 08)
 - 3 Persons – 2 Bedroom Convertible unit (03, 08)
 - 4 Persons – 2 Bedroom unit (02, 04, 07, 09)
 - 6 Persons – Units 1702, 1704, 1707, and 1709 (penthouses)With respect to occupancy limits, houseguests over the above occupancy levels exceeding 30 days are subject to Board approval.
7. **Ingress and Egress:** The walkways, entrances, halls, corridors, stairways and ramps shall not be obstructed or used for any purpose other than ingress to and egress from the unit, or except as necessary with approval of management, for repair or remodeling of the unit.
8. **Appropriate Behavior:** Residents shall be held responsible for the actions of their guests and invitees. A code of civility is necessary and uncivil or inappropriate behavior will be referred to law enforcement.
9. **Absentee Owners:** Residents planning to be absent from their unit for more than three days must prepare the unit prior to departure by:
 - Notifying Management of travel dates and communicating travel instructions
 - Securing all furniture, potted plants and other objects susceptible to high winds
 - Designating a responsible firm or individual to care for the unit should it suffer storm or other damage. In the event a party is not designated, the Board or its agent shall have right to inspect conditions to report findings, respond to urgent conditions and/or make temporary repairs at the expense of the owner.
10. **Entry Doors:** Decorations may be displayed on entry doors two weeks prior and two weeks after a holiday. Door hardware, painting and repairs shall be consistent with common area décor as selected, and entry door repair and/or replacement is the responsibility of unit owner in accordance with Declaration of Condominium. Deadbolt and handle set keyways to be consistent with Rule 48: Access to Units. Except for surveillance provided by the Association, door-mounted video recording is prohibited.
11. **Unit Exterior:** The exterior of the units and all other areas appurtenant to a unit shall not be painted or modified by any resident in any manner without prior consent of the Board, or agreement consistent with the Declaration of Condominium, and which consent may be withheld on purely aesthetic grounds at the discretion of the Board. Residents shall not put their names on any entry of the units, mail receptacles or other appurtenance. No article shall be attached, hung or shaken from the unit exterior including doors, windows, balconies or placed upon side walls of balconies except as temporarily provided for decorations in Rule #23, C, 7. No awnings, window guards, light reflecting materials, hurricane or storm shutters, ventilators, fans or air conditioning devices shall be installed in windows or used externally, except as shall have been approved by the Board, which approval may be withheld on purely aesthetic grounds at the discretion of the Board.

PARK LAKE TOWERS CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS (Revised 6-24-2026)

- 12. Signs or Advertisements:** No signs, notices or advertisements shall be displayed, inscribed or exposed through any window, or projected from any other part of the unit, except as shall have been approved in writing by the Board.
- 13. Posted Notices:** Official notices for building operations may be posted in designated areas or as required by Florida Statutes on the official membership board in the Main lobby. Other community information may be posted on the community board located on the Parking level as space allows. Alterations, defacing or removal of any official notices is prohibited.
- 14. Cleanliness/Sweeping:** Each unit shall be maintained in a good state of repair and cleanliness, so as to prevent nuisance or hazardous conditions that may impact other units, common areas or other residents. Residents shall not sweep or throw or permit others to sweep or throw any dirt or other substance from the doors, windows or balconies.
- 15. Antennae:** No radio or television aerial or antenna shall be attached to or hung from the exterior of the unit or the roofs thereon; and no radio or television transmitting equipment shall be operated in a unit, except any central antenna system installed to serve all residents.
- 16. Bicycles, strollers and personal articles:** Bicycles, scooters, baby carriages, toys or other personal articles are prohibited from being stored in common areas or driveways. Bicycles may be stored in common areas as designated by the Board. Bicycles are permitted to be transported in elevators, but no bicycles or toys shall be ridden through the interior lobbies or common areas (excluding parking areas). Assigned decals provided by management shall be affixed to all bicycles stored in the parking garage and decals shall be visible for auditing from time to time. Bicycles without assigned decals are subject to removal and disposal.
- 17. Shopping carts:** Black plastic shopping carts may be used to transport groceries and other items to and from a resident's unit and their vehicle and must be returned to the Parking lobby after each use. Carts shall not remain in the parking garage, lobbies (other than the Parking lobby), individual units or any other common areas. They are available on a first-come, first-served basis, but not for contractor use. Carts for contractor use are in the garage at the exit gate. If no carts are available, it is the contractor's responsibility to provide such. PLT has no obligation to provide carts to contractors. PLT reserves the right to retrieve shopping carts from any common area and request them from individual units.
- 18. Common Area:** Residents or guests shall not use PLT common area property in any manner other than the manner in which each of these areas are reasonably intended to be used, as demonstrated by the fixtures and furnishings located therein (this includes, but is not limited to, parking areas, swimming pool, health club, recreation room, main lobby or individual lobbies), and shall not upset the tranquility of PLT, or otherwise cause damage to the common elements.
- 19. Damage:** Groceries, food and beverages should be carried and/or delivered through common areas with care. Any damage caused in the common areas by service contractors, residents, their guests/houseguests or other invitees, including amenities and related equipment, shall be timely cleaned, restored or repaired to the satisfaction of the Board at the expense of the unit owner, and/or reimbursable to the Association for the value in performing timely cleaning, restoring or repairing.
- 20. Attire in Public Areas:** No one shall be allowed in the lobby or elevators at any time without shoes and proper attire. When coming from the swimming pool, please dry off and /or cover up sufficiently so as not to drip water onto the lobby and elevator floors.
- 21. Maintenance and Expense for Response and Repair in Units:** Each owner shall maintain in good condition all interior elements of their unit such as windows, sliders, screens and fixtures, including connections to common elements such as water heaters, air conditioners and plumbing fixtures such as valves, p-traps and toilet seals. Unit owners may be assessed for response, damage and repairs, including investigation, mitigation and extraction for conditions impacting common elements and/or other units. Please see service contractor information under Rule 43.

PARK LAKE TOWERS CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS (Revised 6-24-2026)

- 22. Other Noise and Odors:** The Association shall post notice for construction-related noise provided by any service contractor or owner (such as tile demolition) that may have substantial impact on residents' quiet enjoyment. Residents will act to minimize and control offensive odors and drifting second-hand smoke coming from their unit into the common areas. A non-permanent under-door sweep may aid in controlling the passage of both noise and odor from units to the common areas. A unit entry door shall not remain open while performing meal preparations.
- 23. Balconies:** Balconies are identified as a limited common element of the Association, reserved for the use of certain units to the exclusion of other units and maintained by the Association as needed and determined by the Board of Directors. **The boundary of each apartment unit ends at the sliding glass door and window and does not include the balcony.** Use of the balcony requires some appropriate consideration for preservation of the finishes, safety of residents and protection of property on lower balconies, pool deck and parking areas.
- A. The following care is necessary for the balcony floor waterproof coating:
1. The Association will prepare for annual exterior cleaning of balconies, but residents may use mild soap detergent to sponge mop the floor and railings in between building cleanings.
 2. The Association does not allow tiling, painting or other customization of physical appearance, including permanent adhering or affixing products to surfaces of limited common elements.
 3. Balcony furnishings shall not break the floor coating or have a means to cut, poke or gouge into the coating. Rubber feet or rubber caps may be necessary for any furniture. Be mindful of rust conditions that may permanently stain finishes by inspecting furniture regularly. No glass furniture is permitted.
 4. The floor coating dries with air circulation, and no products shall trap water and dirt, such as rubber-backed mats, artificial turf and interlocking tiles.
 5. Pots and plant containers need saucers to contain drainage water and elevation to allow air gap underneath for drying.
- B. Items prohibited from balconies, roofs, walls or other limited common elements of Park Lake Towers:
1. Grills, stoves or other apparatus creating open flames or served by flammable source, wood or charcoal (Florida Fire Code)
 2. Appliances, including hot tubs, refrigerators, and generators.
 3. Storage of building supplies.
 4. Outdoor storage furnishings that exceed 40 inches in height or larger than 6 square feet in total (subject to Board approval).
 5. Other outdoor furnishings that exceed 52 inches in height.
 6. Water hook-ups
 7. Wind Chimes
 8. Feeding birds or other wildlife.
 9. Launching or throwing fireworks.
 10. Throwing objects such as, but not limited to, liquids, soil, cigarettes or other tobacco products.
 11. Other objects hung from balconies, except as provided in Rule #23, C, 7.
- C. The following rules also pertain:
1. All items on balconies subject to blowing off balcony by winds must be removed and stored inside the unit when occupants are away from PLT. Surprise storms and high winds occur at any time of year.
 2. Water or other liquid and debris shall not be washed or swept from the balconies to prevent falling onto residents, lower balconies, parked cars and/or pool deck.
 3. Bird excrement must not be allowed to accumulate, be thrown or washed from the balcony. It must be swept and disposed of by unit resident.
 4. Plants or pots may not be left unattended and allowed to harbor bird nesting or other wildlife.
 5. Glass use on balconies is not recommended to prevent it from falling, flipping, rolling, bouncing or sliding off from balconies.
 6. Rooftop balconies must comply with the provisions of the roofing warranty, and any alteration requires approval of the Board and/or membership as necessary.
 7. Holiday decorations and lights may be strung on balconies and plugged into a receptacle. Decorations and lights may be displayed two weeks before a holiday and must be removed within two weeks after the holiday, or concurrently with the Association decoration.

PARK LAKE TOWERS CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS (Revised 6-24-2026)

24. Smoking & Vaping: Smoking or vaping is prohibited in all common indoor areas, garage, pool area and parking lots. Currently, the Association is not required to accommodate smoking or vaping but has provided Designated Smoking Areas located under the breezeway on the East and West sides of the building. Smoking and vaping rules may be amended from time to time but smoking around entry doors on the North and South sides is currently prohibited. Cigarette receptacles located near the building's entrance doors are there solely to allow guests and/or residents to extinguish all smoking materials upon arrival to PLT property.

AMENITIES: Swimming Pool, Recreation Room, Health Club, Laundry, Car Wash & Garden Area

25. Amenities General Use: Association amenities are solely for the use of PLT residents and their personally invited guests. Use of amenities is transferred to the tenants of any units leased by the owner for the full term of the lease. Amenities are maintained by common expenses and commercial use of the resident amenities is prohibited unless authorized in advance by the Board. The use of all recreational facilities shall solely be at the risk of those using the facilities and not, in any event, at the risk of the Association, management, employees or agents. Children under 16, or individuals not skilled in the use of respective amenities, must be accompanied by an individual skilled at the use of such facility. Shared use of amenities also includes consideration of other residents actively using amenities and residents that may be using them next. PLT staff and security officers have the authority to respond to conditions that may cause harm, pose hazard, or create significant nuisance to other residents and may include temporary ejection of residents or invited guests from amenities. This authority extends to ejecting one or more people for the possession of a glass container in the fenced pool area or closing the pool area with cause, which may include response to broken glass found in the pool or pool area.

26. Swimming Pool: Orange County Health Department governs the use of the swimming pool, and rules for pool use follow regulations provided by that agency, including filtration equipment, water chemistry, safety and sanitary provisions, signage, permitted hours, guest rules, bathing load, and other pertinent regulations adopted from time to time by the Department. Conditions to maintain compliance may require temporary closure for the purpose of cleaning or making other chemistry or equipment adjustments. The following rules apply:

- a) Pool use is exclusively limited to residents and their invited guests.
- b) Glass use and glass containers are prohibited in the pool area.
- c) Use of the pool area, furnishings and equipment must be reset upon leaving the area, including disposal of any trash.
- d) Children under 16, or individuals not skilled in the use of respective amenities, must be accompanied by an individual skilled at the use of such facility.
- e) No food or drink may be consumed while in the pool or the pool wet deck (the area spanning out four feet from the outer edge of surface pool water). Food and drink may be consumed while in the pool's gated area only if food and drink containers, bowls, plates and cups are made of paper or plastic. All trash must be properly disposed of in trash receptacles.
- f) Proper swimwear is required. Swimming nude, in cut-offs, or in street clothes is prohibited.
- g) No smoking or vaping in or around the pool or pool area including the breezeway between the pool and rear entry doors.
- h) Umbrella use is subject to wind and weather conditions and may be restricted during strong winds that can produce damage. They must be closed after use.
- i) Pool use is prohibited during severe weather conditions, including lightning storms.
- j) Diaper-clad persons are restricted from using the pool.
- k) Safety rope defines the deep and shallow areas and will remain in place while children under 16 are in the pool area. Sitting, standing, hanging, swinging, jumping or playing on the pool safety rope is prohibited. If conditions are suitable, temporary removal of safety rope is allowed for lap swimming, and the rope must be replaced before leaving the pool.
- l) No animals are permitted inside pool area.
- m) Broken glass in the pool is a serious event for which a damage assessment to owner can occur for not less than \$1000.00 to offset the cost of draining, clean-up, refilling and rebalancing the pool chemistry.

PARK LAKE TOWERS CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS (Revised 6-24-2026)

27. Recreation Room: The Recreation may be reserved by a resident for group functions or other private use through Buildinglink and requires a deposit. Reservation for groups of 10 or fewer participants shall require a deposit of \$150.00, and groups of more than 10-55 participants require a deposit of \$250.00. The occupancy of the room is limited to 55 people. The amount of the deposit may be increased or decreased by the Board from time to time. Reservation requests for repeat or sequential use, or for events more than 60 days out, may be subject to Board approval. The Board shall reserve the right to restrict use of the recreation room on holidays including, but not limited to New Year's Eve, championship sporting events and Independence Day or require additional security detail. Unit owners are financially responsible for any conditions not settled by a tenant resident.

- a) The resident is responsible for cleaning all areas around the recreation room used by guests or invitees. The deposit return is subject to confirming facilities are returned to original condition after use.
- b) The resident is responsible for maintaining security in the building during a function, including access doors on the parking level. The resident is also responsible for all building access for guests and invitees, whether by escort or using the call box (dialing 500 on the call box rings the wall phone in the recreation room). The residents should not ask guards or staff for their guest access.
- c) The resident is responsible for any damage caused by guests or invitees to the recreation room, its furnishings or other common areas used during the reservation. Management shall have the sole discretion to inspect the recreation room and other common areas to determine what items or areas, if any, may be missing or have been damaged by the resident or his/her guests. Related expenses for damage exceeding the deposit amount shall be payable by the resident, and guaranteed by the unit owner. Subject to Board approval, reservations for facility use by residents in which damages have occurred shall be restricted for a period of 90 days. Additional deposit may be required for future reserved use.
- d) No furniture or equipment belonging to the Association may be removed from the recreation room (or any common area) at any time without the written consent from management.
- e) No resident shall reserve the recreation room for a party or event where an "open invitation" is published by email, social media (e.g., Facebook, X, Instagram, etc.), signage or any other means. No residents shall reserve the recreation room for a party or event where an admission fee is charged. All of the residents' guests must be known to the residents.
- f) Residents who reserve the recreation room are responsible for advising their guests to park in guest parking spaces or on the street.
- g) No resident shall reserve the recreation room for commercial purposes or to further any business endeavor.

28. Health Club: The Health Club (gym) may be used by any resident or registered houseguest at any time, except for scheduled cleaning as posted. The following conditions apply:

- a) Exercise equipment or weights shall not be removed from the Health Club.
- b) Weights must be re-racked, and equipment must be returned to their proper places.
- c) Children under 16 or individuals not skilled at the use of health facilities must be accompanied by an individual skilled at the use of such facilities.
- d) Broken or damaged equipment, mirrors, furniture or torn rugs must be reported to management.
- e) The use of dry paste or powder is prohibited.
- f) Residents shall not leave or store any personal equipment in the Health Club.
- g) No residents shall use the health club for commercial purposes or to further any business endeavor.
- h) Steam room and sauna use is by notification to PLT staff or security and requires notification when done with use. Sauna use typically requires 30-minute warm-up time.

29. Laundry Rooms: Laundry facilities are provided on all residential floors for the convenience of all residents on any floor and user fees partially fund the utilities for operation. Original building design did not provide for in-unit private laundry equipment. A contracted vendor furnishes commercial-grade equipment for resident use and provides maintenance and service for the term of the contract. Vendor contact information is posted near the equipment to report an issue, and PLT staff may be able to provide minor assistance in the event of an operation issue. Because water flows through it, any leaking conditions should be reported to staff or security for appropriate response. The following conditions apply:

- a) Front loading equipment has a higher load capacity and high-speed spin.
- b) The appliance door must be completely closed for operation.

PARK LAKE TOWERS CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS (Revised 6-24-2026)

- c) Recommended detergent is HE liquid (high efficiency).
- d) Only liquid products are used in the soap tray.
- e) Laundry powder is prohibited by contracted vendor.
- f) Use of any pod-style detergent products are used in the drum (not soap tray).
- g) Synchronize a personal alarm with the laundry timer to promptly transfer or remove laundry.
- h) Unattended laundry after 30 minutes may be removed from equipment by management.
- i) Clean the dryer lint screen after use and leave the washer door partially open when done.
- j) Please close the laundry room door when not in use.

30. Car Wash Area: Temporary parking spaces on the parking deck are dedicated for the convenience of vehicle care such as washing and waxing and other detailing by residents and professionals. Other temporary uses may include minor services such as windshield, battery and tire replacement.

31. Garden Area: A community pocket garden is located on the deck near the access steps to Parking Area 3 and is available for shared use. Unattended vegetation is subject to removal and/or disposal.

GARBAGE: Recycling, Trash Chute, Dumpster & Bulk Disposal

32. Recycling: Recycling is highly encouraged and significantly reduces waste expenses for the Association. Recycling is an active process and conditions apply. Materials for recycling need to be cleaned prior to depositing them into collection carts. Blue recycling carts are located on the garage parking level and materials can be combined.

- a) The following **clean** items can be placed within the recycling carts:
 - Cans: aluminum, tin, steel, bi-metal cans
 - Paper: newspaper, cartons, junk mail, magazines, cereal boxes
 - Glass bottles and containers, clear or any color
 - Plastics containers with recycling symbols on the bottom
 - Residents must flatten cardboard boxes and stack on the rolling cart in the recycling area.

- b) The following items are prohibited in recycle bins, but can be put in the dumpster:
 - ALL PLASTIC BAGS
 - Food and food contaminated products (such as stained pizza boxes)
 - Styrofoam cups, containers and egg cartons (Styrofoam is currently excluded from recycling)
 - Glass tables & glass mirrors
 - Containers with pumps
 - Ceramics
 - Clothing/Textiles
 - Light bulbs
 - Batteries (Ordinary batteries in trash, and rechargeable and lithium batteries can be recycled at many electronics stores)
 - Hard covered books (may be donated to the Recreation room library)
 - Photos
 - Shredded documents

33. Trash Chute Use: The hours for chute use are 7:00am to 11:00pm. Only household trash in securely tied bags may be put into trash chute, because it falls past several floors. No loose food or liquids are permitted.

- a) The following items are prohibited from the trash chute use and are brought to parking garage level for the dumpster:
 - All glass and glass bottles (items that are not recycled)
 - Pizza boxes
 - Shipping boxes or cardboard
 - Wood
 - Coat hangers or metal rods of any length
 - Gardening supplies, flowerpots, tools and soils
 - Air conditioner filters
 - Construction materials
 - Animal waste and kitty litter

PARK LAKE TOWERS CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS (Revised 6-24-2026)

34. Dumpster Use: Dumpsters may be used for all other household trash that is not suitable for trash chute or recycling carts.

a) The following items shall not be placed in dumpsters, trash chute or recycling carts:

- Furniture
- Televisions, computers, electronics (many electronics stores may accept them.)
- Appliances
- Toilets, kitchen or sink basins, water heaters, doors, etc.
- Paint and paint materials
- Any flammable material or containers
- Construction debris. Residents and service contractors may not dispose of construction debris in PLT dumpsters and is required to be removed offsite in accordance with renovation instructions. Violators may be assessed \$500 per violation.

35. Bulk Trash Disposal: Arrangements are necessary for picking up or disposal of bulk items (solid waste), such as furniture, mattresses, appliances and fixtures. The City of Orlando will pick up some items placed curbside on Hillcrest Street next to the entrance to Parking Lot #3, but residents must schedule pick-up by City of Orlando solid waste: [407.246.2314](tel:407.246.2314) or email: swcustomersvc@orlando.gov.

Other items such as paint and electronics may be taken to drop-off locations:

- Orange County Landfill, 5901 Young Pine Rd Orlando FL 32829
- Porter Transfer Station, 1326 Good Homes Rd Orlando FL 32818

PARKING AND VEHICLES

36. Safety and Courtesy: The reasonable speed limit in all parking areas is 8 mph. No vehicle belonging to a resident, guest/houseguest shall be parked in such manner as to impede or prevent ready access to another parking space and shall not extend beyond the boundaries of the parking space. Residents and their guests/houseguests will obey parking regulations and signage posted in the parking areas and driveways for the safety, comfort and convenience of the residents. Presently, guests are NOT required to register their vehicles at the front desk or display a parking pass, however, a good courtesy would be to make management aware of guest vehicles in case of any issues during the guest's stay or should vehicle relocation be necessary. Vehicles left immobile for more than 14 days, vehicles parked illegally may be cited and/or towed at the expense of the vehicle owner. Parking areas are designated for vehicles, and items other than motor vehicles are prohibited from occupying parking spaces in the underground parking garage and the floating deck. Parking areas are defined as follows:

- a) **Parking Area #1** (Underground Parking Garage): Clearance height is approximately 6'-0" and remote is needed for opening and closing access gates. Because of the entrance and exit slopes, vehicles should not be overloaded to prevent scraping the ground when entering and exiting the garage. All parking spaces in the garage are reserved for residents and no areas for guest parking. Vehicle traffic follows a clockwise direction, and gates are marked for entering and exiting.
- b) **Parking Area #2** (Floating Deck around pool area): Vehicles weighing more than 6,000 pounds (3 tons) are restricted from this area. Clearance height is approximately 6'-6". This parking area has reserved parking spaces for residents, designated parking for guests, two temporary loading zones and a temporary car wash area.
- c) **Parking Area #3** (Upper Level Parking): Vehicles not permitted to park in Areas #1 and #2 may park in the diagonal spaces of the upper-level parking lot behind the adjoining offices presently known as Quest. This area includes a shared use for ingress for both PLT and Quest parking areas. Overflow use of the Quest property (straight-in spaces) may be allowed during weekday non-business hours of 5:30pm-7:00am and weekends. On-street parking is also available.

37. Loading Zones: The fifteen (15) minute parking spaces are for loading and unloading only. The 15-minute rule will be strictly enforced, and violators may be towed at the expense of the vehicle owner.

38. Permissible Vehicles: Vehicles described as passenger automobiles, vans, mini-vans, pick-up trucks, sport utility vehicles and motorcycles shall be allowed to park in the parking garage or on the floating deck. Residents are permitted to park a motorcycle crosswise in front of their registered vehicle without exceeding the perimeter of their assigned space.

PARK LAKE TOWERS CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS (Revised 6-24-2026)

- 39. No Back-in Parking:** All parking areas are restricted to front-in parking only, providing visual access to license plates and parking decals.
- 40. Unauthorized Vehicles:** No vehicle described on the vehicle registration certificate as a recreational vehicle, boat trailer, boat or trailer may be parked on PLT property. Also prohibited from all Parking Areas are unlicensed, disabled, or inoperative vehicles, improperly licensed vehicles, commercial vehicles with lettering or company logos, boats, trailers, campers, recreational vehicles, vehicles improperly maintained and/or causing property damage or leaking fluids. Some exclusions apply to vendors actively performing work on PLT property. Parking area #2 is a floating deck and accessible from Hillcrest Street and is restricted from accommodating vehicles weighing over 6000 pounds (3 tons). Vendor and commercial vehicles shall also not exceed weight and height restrictions, nor create other property damage.
- 41. Vehicle Maintenance:** Access to an air compressor for tire inflation is available for residents in the parking garage near the Maintenance office. Performing vehicle maintenance is restricted and limited to repairs such as battery service and tire changing. Oil changing is prohibited. Please limit vehicle idling to reduce carbon monoxide accumulation in parking garage.
- 42. Parking Restrictions:**
- a) The front driveway ramp is always active and parking on it is prohibited. Residents shall not allow their ride shares or taxis to stand or park in the front driveway. Food deliveries, ride shares and taxis should be directed to entry of Parking Area # 2 (floating deck) accessed from Hillcrest Street (GPS address: 401 Hillcrest Street, Orlando, Florida 32803).
 - b) Each unit within PLT is assigned one numbered parking space which is maintained by the Association as a limited common element for exclusive unit use. Additional drivers share the guest parking spaces. Residents' parked vehicles must display PLT decal on the outside of the rear window (lower left) which grants authorization for vehicle parking on PLT property. A roster of parking decals is maintained by management and decal assignments are limited to current licensed drivers and valid vehicle registrations per unit, not to exceed the maximum occupancy allowance per unit. Decals must be affixed to the vehicle and are non-transferable. Additional parking decal assignments are determined at the discretion of the Board.
 - c) The limited number of guest parking spaces restricts use to vehicles of PLT guests and houseguests or vehicles of residents with a valid and properly affixed parking decal.

ARC, CONTRACTORS, PEST CONTROL & ACCESS TO UNITS

- 43. Architectural Review Committee (ARC):** ARC shall provide guidelines and enforcement pertaining to repairs, remodeling and other improvements of PLT units. An ARC information package includes applications, specific building instruction and other guidance for owners and contractors to comply with project approvals. The package is maintained and updated from time to time and copies are available online and from management. Deposit, applications and other documents are submitted for review and approval at regularly scheduled Board meetings. To prevent water damage, licensed and insured plumbers shall make fixture connections to the common Association piping. Renovations and repairs shall comply with ARC guidelines, and deposit returns are subject to cleaning expenses or damage repairs.
- 44. Hours for Service Contractors:** Service contractor hours of access are between 9:00 a.m. and 4:30 p.m., Monday through Friday (non-holidays) and are pre-arranged by owner/tenant for the purposes permitted under the terms of the Declaration of Condominium, By-laws, or management agreement, if any. Emergency access is coordinated with Security to address matters such as A/C service, cable service, appliance repair or electrical or plumbing issues that are NOT related to any current renovation.
- 45. Service Contractor Access on Property:** Residents shall direct all service contractors appropriately for the following:
- a) Parking in appropriate areas
 - b) Registering at the management desk when entering and leaving building
 - c) Coordinating contractor access through the garage level (not through the Main lobby) and using the padded elevator for transporting tools and materials and all other bulky items such as appliances, furniture, and all building materials

PARK LAKE TOWERS CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS (Revised 6-24-2026)

- d) Notifying management of service work affecting common areas or other units
- e) Refraining from tampering with or adjusting HVAC water valves unless coordinated with the PLT Maintenance Supervisor
- f) Refraining from tampering with fire sprinkler heads
- g) Notifying management upon completion of repair or improvement.

46. Pest Control: As a common expense, the Association provides interior pest control services for the health and safety of all unit owners. Pests are commonly transported unintentionally to property, and each unit will be treated by pest control vendor on a rotational basis as determined by the current service contract. Exceptions for residents with valid medical accommodation can be recognized.

47. Water Alarms: The Association provides for the maintenance of a battery-operated water alarm in the A/C closet that is inspected and tested each year with advance notice. It is specifically placed at the lowest known point near the A/C unit to provide an early detection alert for the accumulation of water. Water alarm activation is a high-priority event requiring an urgent response to protect personal and common property. Please contact management, staff or security in the event of water alarm activation.

48. Access to Units: The Association must retain a passkey to each unit for emergency response access in service to unit owners. The highest priority for access is response to a water condition to identify a source and determine the impact to respond, report and notify residents or owners of findings. No owner/tenant shall alter an entry lock on any unit entry door without notice to the Association. The Association manages entry lock rekeying and approved handle set changes for authorized hardware and keyway consistency, and to prevent forced entry during an emergency response. An emergency is defined as an unforeseen combination of circumstances that call for immediate action (access) to prevent property damage or stop additional property damage and/or to provide emergency medical aid or assistance in situations where occupants are unable to assist themselves. The agents and/or officers of the Association shall make a reasonable effort to secure a witness prior to entry under emergency situations but are not precluded from entry if the situation warrants such entry. The agents and/or officers of the Association, having made entry under this section of the Rules and Regulations and having taken such necessary action to prevent property damage or render emergency medical aid, shall immediately: a) notify owner or tenant of such unit entered; b) write a detailed report of such entry and circumstances that justified such action. A copy shall be retained by management and shall be forwarded to the unit owner and/or tenant, and to the Association President, who shall present all such reports at the next regular Board of Directors' meeting or sooner. Keys held by the Association for this purpose shall be security coded and not filed according to unit numbers. Keys shall be secured in a locked area under management control, and the President of the Association may retain a key. Management and authorized agents shall provide access to any on-duty party.

DELIVERIES AND MOVING GUIDELINES

49. Deliveries: Furniture, appliances and other deliveries are conducted during the same hours as contractor access: Monday through Friday (non-holidays) between 9am and 4:30pm when elevator padding is installed in the service elevator. Parking is available along Colonial Dr to provide easy access through the parking garage and to or from the unit. Reservations are made through management and delivery time frames are helpful for managing elevator use and passenger traffic. Saturdays, Sundays, and legal holidays are restricted. Oversized deliveries by common carriers such as FedEx, UPS and Amazon may also be restricted for lobby access and require delivery directly to unit by carrier through the Parking garage level. Light duty black plastic shopping carts designated for residents' use may be used for moving articles through the lobby but not used as furniture dolly. The Association prohibits moving furniture through the main lobby level. Hand trucks are available for resident use, and damage to common areas caused by moving, maneuvering or carrying products shall be the responsibility of the resident. To accommodate late deliveries, each one-hour period beyond moving hours will be assessed \$100.00.

50. Moving In & Out: Moving in or out of PLT is scheduled by reservation and includes planning and payment of moving fee and refundable deposit. Moving may be conducted through contracted movers or by residents, and protocols for moving are outlined in the Moving & Delivery Guidelines document available in the online documents or from management and are updated from time to time. Elevator use may be

PARK LAKE TOWERS CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS (Revised 6-24-2026)

monitored to ensure active use of the elevator car while in reservation status. Staging of personal effects and furniture shall not block resident access through common areas, and PLT staff may provide conditional instructions. Minor expenses for repairing common areas found damaged in the process of moving will be deducted from the moving deposit, and major expense conditions may warrant an additional assessment. Moving deposits are refunded if findings reveal no property damage to PLT property.

PURCHASING OR LEASING A UNIT

51. Board Approval: A unit sale or lease is formally presented for approval or denial at a scheduled meeting of the Board of Directors consistent with Association documents. In advance of formal review, applicants interested in purchasing or leasing shall submit to a screening and fee payment in accordance with standards adopted by the Board of Directors and may be amended from time to time. Screening is conducted by a third-party vendor for all adults expected to occupy the unit or have ownership of the unit and right to vote. A minimum credit score is required for lease applicants as stated on the residency application which is available on the Association website (currently www.pltowers.com).

52. Welcoming: Welcoming meetings are conducted by appointment with a meeting host for all occupants prior to moving or commencing renovations on the property. An information package is maintained and provided by management for onboarding the new resident(s). Any changes to the information provided for the Association such as names, emergency contacts or other contact information are the responsibility of each resident.

53. Leasing: Owners who lease their unit shall transfer the rights for use of amenities and that unit's assigned parking space to the tenant for the duration of the lease agreement. Copies of the executed lease are delivered to management. The owner also provides unit credentials for access to unit, building, mailbox and parking assignment. **Lease terms are approved for one-year periods and allow for month-end adjustment for concurrency in the initial term. Subsequent lease renewals are subject to re-approval each year and based on tenant history in the building. All lease agreements require tenants to comply with PLT Rules and Regulations, and violations of the Rules and Regulations may result in non-renewal of lease, not excluding eviction action.** Proof of renters insurance with minimum liability of \$100,000.00 shall be presented by the tenant. Hardship considerations for early lease terminations may be subject to Board review. Owners are responsible for providing a copy of these Rules and Regulations to their tenants; a current copy should be attached to the lease agreement. **House and/or Condo swapping, short term leasing and/or vacation rentals are never permitted.**

Owners who sell their units are responsible for providing a current copy of these Rules and Regulations to the buyer prior to closing.

ANIMALS

54. No Pets: No pets shall be allowed on PLT property at any time, except service animals trained to perform specific tasks and emotional support animals as provided by law which may be amended from time to time and regulated in Rule #55. Lessees, owners, members of the immediate family, guests or visitors are not permitted to bring animals onto the premises of Park Lake Towers, except in providing service or emotional support in accordance with current law.

55. Assistance Animals: An assistance animal is not a pet. A service animal is one that is trained to work, aid, or perform tasks for the benefit of a person with a disability. An emotional support animal is one that alleviates one or more identified symptoms or effects of a person's disability. A unit owner or occupant wishing to possess an assistance animal within PLT shall request reasonable accommodation from the Association. A unit owner's or occupant's request for reasonable accommodation to possess an assistance animal in a unit shall be reviewed by the Association. The Association may ask a unit owner or occupant who has a disability that is not readily apparent or known by the Association to submit reliable documentation of a disability and their disability-related need for an assistance animal. If the disability is readily apparent or known but the disability-related need for the assistance animal is not, the Association may ask a unit owner or occupant to provide documentation of the disability-related need for an assistance animal. For example, the Association may ask a unit owner who is seeking reasonable accommodation for an assistance animal

PARK LAKE TOWERS CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS (Revised 6-24-2026)

that provides emotional support to provide documentation from a currently licensed health professional that the assistance animal provides emotional support that alleviates one or more of the identified symptoms or effects of an existing disability. Such documentation is sufficient if it establishes that a unit owner or occupant has a disability and that the animal in question will provide some type of disability-related assistance or emotional support. If any such documentation as described above is not provided to the Association, the Association may disallow any such animal to be present within PLT until such time as sufficient documentation, as described above, is provided to the Association. However, the Association may not deny a reasonable accommodation request because the Association is uncertain whether or not the owner or occupant seeking the accommodation has a disability or a disability-related need for the assistance animal.

- a) The Board of Directors may grant reasonable accommodation to any of these rules as the Board of Directors deem necessary or desirable in order for a unit owner or occupant to avail himself or herself of the services of any assistance animal, consistent with current law.
- b) The Association may deny the request for a reasonable accommodation to possess an assistance animal if (1) the specific assistance animal in question poses a direct threat to the health or safety of others that cannot be reduced or eliminated by another reasonable accommodation, or (2) the specific assistance animal in question would cause substantial physical damage to the property of others that cannot be reduced or eliminated by another reasonable accommodation. The assistance animal's owner is entirely responsible for any damage done to PLT or to persons on PLT property.
- c) An assistance animal may not be a nuisance to other residents.
- d) Animal handlers must pick up all animal waste.
- e) Animals may not be loose in common areas or left unleashed outside of the unit.

OTHER GENERAL RULES AND REGULATIONS

- 56. Flammable oils or fluids:** No owner or resident shall use or permit to be brought into the units or Association property any flammable oils or fluids such as gasoline, kerosene, naphtha or benzene, except in normal household amounts, or any other explosives, fireworks (including sparklers) or articles deemed extra hazardous to life, limb or property. Other than electric grilling, flame barbeques are prohibited.
- 57. Illegal Activity/Gambling:** Gambling or other illegal activity is NOT permitted in the recreation room, pool area or other common areas.
- 58. Sewer Restrictions:** City of Orlando provides sewer services for PLT and recommends that residents refrain from disposing non-sewage products into the sewage system including oil and other non-decomposing articles such as "flushable" wipes. To preserve the drain system, garbage disposal use should not include items such as citrus, eggshells, coffee grounds or other accumulating articles that prevent regular drainage and pipe flow.
- 59. Private work by Association Employees:** No resident shall request or cause any employee of the Association to do any non-Association work for the resident during business hours.
- 60. Feeding or housing stray animals:** Stray animals may be locally present near the property, and feeding or housing stray animals is prohibited, including but not limited to cats, dogs, birds, squirrels, etc.

The foregoing Rules and Regulations were last adopted by the Board of Directors on June 24,2026, and are subject to interpretation by the Board. If there is a conflict between the By-Laws and these Rules and Regulations, then, in that instance, the By-Laws shall control. Titles and subtitles used in this document are placed there for convenience only and shall not affect the substance of this document.