

Imperial Bonita Estates Cooperative, Inc.

Rules and Regulations –Effective December 1, 2018

The purpose of these Rules and Regulations is to promote the comfort, welfare and safety of the owners, residents, and occupants of mobile homes in IMPERIAL BONITA ESTATES (hereinafter called “I.B.E.”) and to improve and maintain the appearance and reputation of I.B.E.

These rules have been established by the Board of Directors of Imperial Bonita Estates Cooperative, Inc. owner of the Park, representing the share owners of this corporation. These rules may be changed from time to time to achieve this and other purposes. Notices of changes in these rules shall be given at least thirty (30) days prior to the date of the implementation of the changes.

I. DEFINITIONS

1. Cooperative – “Cooperative” or “Co-op” means IMPERIAL BONITA ESTATES, COOPERATIVE INC., the owner of the Park and landlord of all residents.
2. Members – “Members” shall be the person or persons owning a membership certificate issued by the Co-op pursuant to the Articles of Incorporation and Bylaws.
3. Resident – “Resident” shall mean any person residing in the park.
4. Board – “Board” shall mean Board of Directors of the Cooperative.

II. THE MOBILE HOME

1. Prior to the purchase of a new mobile home to be installed in place of an existing mobile home by a member, an application indicating all required information shall be submitted to the Park Manager for the Board’s approval.
2. No person shall purchase or own a unit for the sole purpose of rental.
3. Residents shall maintain the safety and beauty of the grounds. Residents may install outdoor satellite dishes and antennas which comply with the Telecommunications Act, section 207, regulated by the FCC, with the installation location approved by the Park Manager and/or Modification Committee.
4. Tie downs and blocking must comply with all applicable government laws, ordinances and regulations.
5. Residents may not commence construction of a new structure or an addition to an existing structure until drawings and specifications are submitted to the Park Manager and/or the Modification Committee for written approval and such approval has been obtained. The applicable City permit must be obtained prior to beginning the project and a copy of the permit given to the office and posted on the home.

6. Residents may not repaint or install new siding of a color other than the existing color without the written prior approval of the Park Manager and/or Modification Committee.

III. MOBILE HOME SITE ¹

1. Residents are responsible for the overall appearance of their mobile home lot. Outside of units shall be kept clean, (free of mold/mildew/staining) and painted as needed. This includes siding, roofs, gutters, awnings and skirting. A modification request is required for color choice. Skirting shall be kept in good condition. Damaged horizontal skirting shall be replaced with vertical vinyl ventilated soffit material. Siding reaching to ground level is also acceptable. A modification request is required before work is started. Cracked or broken windows and screening must be repaired in a timely fashion. Raised patios/decks are not permitted as of the approval date of these standards. Lots shall be kept orderly, neat, clean and free of litter. General care of the lawn, planters, shrubs and trees are the responsibility of the member. All planters shall be kept in good repair, clean and free of weeds. All lawn ornaments shall be properly maintained. Lawn mowing and grass trimming (will not trim around vinyl siding or within gravel lots) will be provided by the Co-op. Residents must obtain the Park Manager's and/or Modification Committee's written approval before planting shrubs or trees. Gravel lawns are not permitted as of the approval date of these standards. Indoor/outdoor carpeting is also not permitted on lawns or carport floors.
2. Residents who wish to have a well drilled on their lot shall first obtain the following:
 - a.) A permit from the Modification Committee and/or the Park Manager allowing the drilling of the well;
 - b.) A permit from the proper Lee County department to drill the well;
 - c.) A permit from South Florida Water Management District to use water from the well.
3. When unit is occupied, all awnings shall be in the open position. Exceptions may be granted by the office manager. Seasonal Residents must notify the Park Manager at time of departure and the name of the person responsible for the maintenance and appearance of the property.
4. Items on carports will be limited to those in general use such as outdoor furniture, bicycles, and closed storage boxes. Garbage cans, tools, lawn care equipment, appliances, etc. will be stored in utility sheds.
5. Sheds or storage units will be permitted in the rear of the home. No sheds/storage units are permitted in front or on the sides of the home. They must be tied down and all required permits must be obtained by the resident.
6. Vehicles, Boats – Major repairs, overhauling or painting of vehicles on a Resident's lot is not permitted. Trucks over 1 ton are not permitted, except temporarily for commercial purposes in I.B.E. All commercial vehicles must be garaged elsewhere.

7. Off-street parking is provided for each mobile home lot in the carport or driveway on a permanent basis. Driveway pavers, concrete or blacktop shall be kept in good condition and free of weeds. No gravel driveways are permitted in the Coop. Parking in the street or on the lawn is prohibited. No overnight parking other than on home sites is permitted. This includes no parking in the lots by the Recreation Hall, Founders Hall, and the Pool. Unlicensed or inoperable vehicles will not be permitted in I.B.E. and will be towed at the owner's expense to the extent allowed under Florida law. Golf cart pads consisting of pavers or concrete, exactly the size of the cart, according to the footprint of the mobile home shall be allowed. Modification request is required for installation.
8. Recreational vehicles: DURING THE SEASON, (Nov. 1 - April 30), recreational vehicles are allowed to be parked in a Resident's driveway or on the street in front of their house for 72 hours for loading and unloading. After 72 hours, they must be moved to the designated storage compound. Boats and other watercraft are allowed to be parked in a Resident's driveway for 24 hours, after which they must be moved to a designated storage compound. DURING THE OFF SEASON, (May 1 - Oct. 31), boats and other watercraft on trailers are allowed to be parked under a Resident's carport, providing that the entire boat and trailer is housed under the carport. Any boat or watercraft that does not fit completely under a carport must be stored in a designated storage compound.
9. Carports: Lattice may be used for protection from the sun on the side of carports with a clearance of at least 1 foot on top and one foot on the bottom. Rollup shades are also acceptable. Modification request is required before installation..
10. Washing and minor repairs to vehicles owned by a resident will be permitted on the Resident's lot only.
11. Fences are not allowed in I.B.E. Air conditioners and support structures below air conditioning units may be enclosed according to the boundaries of the structure. Materials that shall be used will be lattice, vertical skirting or faux brick/stone. Modification request required for installation.
12. Individual yard sales for those selling their homes and moving will be permitted with a permit issued by the Park Manager obtained prior to the date of the sale.
13. Any clogging of sewer line from the home to the clean-out is the responsibility of the Resident. The mains are the responsibility of I.B.E.
14. Residents are responsible for the maintenance and repair of electric lines from the meter to the unit.
15. No outdoor drying lines or apparatus for drying laundry shall be permitted on any lot, except one folding umbrella-type not exceeding six (6) feet in height. Outdoor laundering will not be permitted on any lot.
16. For safety and security reasons, all outside lamp lights must be lit every night year round.

17. For emergency purposes, it is required that each unit have three (3) inch house numbers displayed and visible on **the lamppost or the front of the house. Future installations of numbers on lampposts shall be perpendicular to the street.**
18. No stand-alone screen rooms or tents are permitted.

IV. RECREATION FACILITIES

1. IBE badges are mandatory when at the pool and all functions.
2. The recreation hall, pool area and other activity area are for the mutual use of all Residents and their registered guests. Use of these facilities for other than park functions shall require prior written approval from the Park Manager and requests will be granted, provided date and space do not conflict with previously requested park commitments. Residents not included in such private functions shall continue to have access to the premises and shall not be excluded.
3. Rules regarding use of each facility, recreation buildings, pool, shuffleboard and horseshoe, bocce, petanque, pickleball and tennis courts, and picnic areas are posted in their respective areas and must be observed by all users of the facilities.
4. Children under the age of 12 may not be allowed to use the shuffleboard, horseshoe, bocce or pickleball courts, petanque courts, practice putting green or recreation buildings unless accompanied by an adult, either a Resident or registered guest.
5. Children under the age of 16 may not use the pool unless accompanied by an adult, either a Resident or registered guest who is capable of swimming. Proper identification tags issued by the Park Manager must accompany all Residents or registered guests using the pool. Babies in diapers are not allowed in the pool area without "Lil Swimmers" or the equivalent protection. Hosting resident is responsible for clean up costs of any incident in the pool or pool area which causes the pool to be closed. I.B.E. is not responsible for any injuries sustained at the pool.
6. No food or beverage (except plastic water bottles) is permitted in the pool or deck area. Food and drink (no glass containers) are permitted under the pool shelter. Alcoholic beverages are prohibited within the pool enclosure. There is no smoking, e-cigarettes, or vaping allowed at the pool or any IBE recreational facilities.
7. Since the units are so close together, open or contained fires are not permitted. This includes Tiki Torches and campfires. Gas and charcoal grills are allowable for cooking purposes only. The firepit is available for campfires. Schedule through the Office.
8. Neither bare feet nor beach or swimming attire will be permitted in the recreation halls or office.
9. No alcoholic beverages shall be used in excess by any resident or guest in any common area.
10. All cell phones are to be muted in the recreation halls. Calls are to be taken outside.

V. RESIDENTS AND GUESTS

I.B.E. is a 55+ community. It is intended and operated for the occupancy by households with at least one person 55 years of age or older and the other whose minimum age can be no less than 45 years of age. A caregiver may be under the age of 55 in the event that the caregiver is determined to be a “reasonable accommodation” for the resident that requires the assistance of the caregiver.

1. All guests of Residents must be registered at the office. A guest tag will be issued to each guest for a nominal fee. Guests staying more than thirty (30) days during a twelve (12) month period, may do so only at the discretion of the Board.
2. Guests are not permitted to live in recreational vehicles on the lot while visiting.
3. Residents shall be responsible for their guests’ conduct while in I.B.E. and shall be responsible for acquainting their guests with the rules and regulations of I.B.E.
4. Immediate family members (adult children and grandchildren) may occupy the unit in the absence of the owners for a period not to exceed thirty (30) days in a calendar year. All occupants must be registered at the office with arrival and departure dates.
5. An owner is only allowed to rent his home two times* each year, and not to exceed a total of four months per calendar year. At all other times the home must be unoccupied or occupied only by the homeowner or members of the homeowner’s family, and if the homeowner is not present during the time the family member(s) is/are there, those family members can only stay as long as guests would be allowed to stay.
6. It is the responsibility of owners and guests to ensure that all loose items are picked up and stored inside the home when they leave for the summer. No bricks, ornaments, decorations, etc. may be left outside during hurricane season (beginning June 1) in their absence.

VI. SPEEDING/OTHER VEHICLES

1. The speed limit on the streets of the co-op section for all vehicles is 15 m.p.h. Posted regulations and traffic signs must be observed.
2. Motorcycles, mopeds and golf carts are permitted in I.B.E., however, go-carts and ATV’s are not permitted in I.B.E.
3. ***No overnight parking is permitted at the recreation hall. These spaces are restricted for use of visiting the office, laundry center, or recreation hall for events.
4. Residents are strongly encouraged to have insurance on their golf carts. Each resident is responsible for any and all damage or injury caused by the operation of his or her golf cart. All golf cart drivers are required to obey all rules of the road including driving on the right side of the road, obeying all stop signs, one-way signs, etc. Lights must be on at night.
5. Bicyclists are required to observe the rules of the road. Keep to the right and stop at all stop signs. The streets in the Park are for casual cycling only. Please use bicycle-friendly Imperial Parkway if you want a more vigorous or lengthy ride. Bicycles must be equipped with lights and/or reflectors for nighttime safety. Pedestrians should carry a flashlight after dark and walk against the traffic.

VII. LAUNDRY

1. The laundry facilities are open for the use by members, renters and their overnight guests only.
2. Rules for use are posted in the laundry room and must be observed by all.

VIII. REFUSE

1. Garbage and trash collection is provided by the Co-op. All pickups must be at roadside by 8:00 A.M. Per Florida Administrative Code 64E-15, garbage put out for pick up must be in a can with a tight-fitting lid. No garbage is to be set outside overnight. Newspapers should be put in recycle bins or paper bags. Aluminum cans should be put in semitransparent plastic bags. Horticulture must be put at roadside on the appropriate day. Shrub or tree cuttings must be cut into lengths at a maximum of six (6) feet length.

Days for the above services are as follows:

Tuesday	GARBAGE AND RECYCLABLE
Friday	GARBAGE AND HORTICULTURE

If a holiday falls on any pickup day, regular pickup will commence the next business day.

2. There are community disposal points for tires, batteries, paints, oils, propane tanks, etc. This information is available in the park office.
3. All contractors are responsible for the removal of all waste and debris generated by them. Residents who are doing the work themselves may schedule the use of a dumpster for a nominal fee.

IX. MAIL

1. Mail is delivered and picked up at the designated areas.

X. SELLING OF MOBILE HOME

1. A member shall have the right to sell his mobile home and assign his proprietary lease and share to a qualified purchaser. This purchaser will then become a member, subject to the approval of the Board. Such approval shall not be unreasonably withheld.
2. All for sale signs must be affixed to the unit or placed within two (2) feet from the front of the home.
3. Coop Residents may own a maximum of two (2) units in IBE, including the RV section, one of which must be for sale and not available for occupancy or subletting.

XI. SOLICITING AND SUBLETTING

1. Solicitation in I.B.E. is not permitted by commercial companies, non-profit organizations, churches, charitable groups or individuals.

2. Mobile homes may be sublet only by a prospective tenant subject to the approval of the Board, which shall not be unreasonably withheld.
3. Owners who sublet their units must surrender their Resident's pass and a pass will be issued to the renter.

XII. MAINTENANCE AND REPAIRS

1. Quiet time in the park is from 10:00 p.m. until 8:00 a.m. When contracting with out-of-park companies, you are required to tell them of this rule.

XIII. NEWS RELEASES TO THE MEDIA

1. Only the President of the Co-op or the designated representative shall speak for the Park.

XIV. COMMUNICATION POLICY**

Audiotaping and videotaping of board meetings is permitted, but this taping must be focused on the board, not other shareholders in attendance. This is to protect the privacy concerns of shareholders. Florida Administrative Code Rules specifically state that a person audiotaping or videotaping a meeting shall not be permitted to move about the room to facilitate the recording. Our policy requires the person videotaping to focus on the Board at all times.

If a shareholder requests to speak at a Board of Shareholders meeting, they must come up to the podium, introduce themselves to the board and shareholders present, and then address the Board. If the podium is captured by the person videotaping the Board, that is considered acceptable.

XV. SIGNS

1. Signs are permitted for unit identification and Real Estate sales. All other signs are prohibited.

XVI. FINES

1. Pursuant to Florida Statute 719.303, residents may be fined \$100 per day, not to exceed \$1,000 per incident, for Rules violations.

XVII. WEAPONS and FIREWORKS

1. The use or display of weapons in the community by Residents is prohibited; including firearms, air rifles, slingshots, or any other type of weapons.
2. The use of fireworks in the community by Residents is prohibited.

*Amended 2/20/19
**Amended 2/20/19
***Amended 3/20/19
¹Amended 3/18/20