



# CANAVERAL TOWERS

## **Rules and Regulations**

(Refreshed in 2025)

A Guide to Neighborly Living

### **HELLO NEIGHBOR!**

Welcome to Canaveral Towers. This guide is designed to help you understand and follow the rules and regulations that ensure a safe and harmonious living environment for all owners and guests.

### Introduction

This guide is a reference for owners and guests to promote a safe and harmonious living environment at Canaveral Towers.

Condominium living offers a unique and rewarding lifestyle! It's built around the idea of shared ownership, where working together as a community helps promote the greater good—though it occasionally means balancing individual preferences for the benefit of all. Naturally, differences of opinion may arise. In the spirit of fostering a friendly and cooperative environment, we encourage owners to resolve any personal concerns directly with one another whenever possible and to always keep in mind what's best for the community as a whole. By doing so, we can ensure the smooth and effective operation of the Association and create a harmonious place to live.

By focusing on safety, security, and reducing the Association's liability, we can protect our community and ensure a pleasant living experience for everyone.

### General Responsibilities:

- Florida statutes require all condominium owners to comply with condominium documents, rules, and regulations.
- As a condominium owner, you are required to comply with these rules, and you are responsible for ensuring that your guests and tenants do the same.
- Owners are responsible and liable for their guests' or tenants' behavior and any resulting property damage.
- Owners must ensure that the Rules and Regulations are available and posted for all guests and renters to review and follow when they use their unit.

### Association Staff

The Association employs contractors and vendors to meticulously care for our building and property. Our Community Association Manager (CAM) handles day-to-day operations, while maintenance service providers manage cleaning, general handyman tasks, and maintenance repairs prioritized by the Board. In addition to these key roles, the Board also employs many other contractors who help us care for our various amenities like the pool, landscaping, and shuffleboards, as well as care for critical building systems like elevators, fire pump, alarm system, and the emergency generator. In general, owners are responsible for maintaining and resolving issues that occur within their units using their own hired contractors that are properly licensed and insured, and ensuring proper permits are pulled and inspections completed per city codes.

# Important Rules, Regulations, and Information for: Tenants, Guests, and Owners

1. **Zero-tolerance policy:** At Canaveral Towers, we maintain a zero-tolerance policy toward bullying, harassment, or aggressive behavior of any kind. This applies to all interactions involving guests, owners, contractors, and vendors hired by Canaveral Towers. We believe in fostering a safe, respectful, and welcoming environment for everyone. Any acts of bullying, harassment, or aggression will be taken very seriously. Should such behavior be observed or reported, immediate action will be taken, which may include removal from the premises, suspension of privileges, or further legal measures if necessary. We appreciate everyone's cooperation in upholding this policy and ensuring Canaveral Towers remains a positive and inclusive community for all.
2. **Rental of Units:** Fire regulations limit overnight occupancy to 6 people for 2-bedroom units and 8 people for 3-bedroom units. City Ordinance mandates that it is unlawful to rent a unit for less than seven consecutive days.
3. **Unit and Common Area Keys and PIN Codes:** For everyone's safety and security, never share your key or pin code. Memorize your pin code and always keep your key with you. If you lose your key, report it immediately to your property manager or owner. If you suspect your pin code is compromised, immediately report it to the CAM, and alert your Property Manager. Failure to do so puts everyone at risk.
4. **Noise:** Condominium living involves shared walls, floors, ceilings, and balconies. Excessive noise from TVs, music, pets, parties, furniture moving, etc., is prohibited.
5. **Carts:** Carts are available on the first floor next to the elevators for moving items. Return carts immediately after use. Do not take carts into units, leave them unattended on walkways or in laundry areas, or take them off the property. Pets are not allowed in the carts.
6. **Recycling:** Place recyclable items in designated bins on the north side of the building across from the first-floor trash door. Separation of items is not required. All boxes must be broken down and are never allowed to put into the trash chute as it will jam and clog the chute.
7. **Trash Receptacles:** Recycle if possible. Place any non-recyclable items in a tied, regular-sized plastic bag before depositing them in trash chutes on floors 2-9 or next to the mail room on the first floor. No pizza boxes or loose boxes in the trash chute, as they will clog and jam the chute.
8. **Smoking (including e-cigarettes, vaping, and marijuana) :** Smoking is prohibited in all common areas, including but not limited to the lobby, parking lot, pool and deck areas, restrooms, mailroom, walkways, elevators, stairwells, and balconies (considered limited common elements). Smoking, including the smoking of marijuana (if in possession of a valid medical marijuana card), is at the discretion of each owner, and may require disclosure and written approval from the owner before renting. Please check first, as there may be fines or immediate rental termination if not disclosed.
9. **Fire Alarm Annunciators or smoke detectors:** Tampering with or disabling fire alarm annunciators or smoke detectors is illegal. Sprinklers are only in limited mechanical or storage areas, not in individual units. If the fire alarm sounds, including visual strobes for the hearing impaired, leave the building immediately and stay away until the Fire Department gives approval to reenter.

**10. Swimming Pool Rules:** No lifeguard on duty; swim at your own risk. Obey all posted rules.

**Usage Guidelines**

- Lap swimming only from 8:30-9 AM. General pool hours are from 9:00 AM to dusk (typically 5:30 PM in winter and 7:30pm in summer). The pool capacity is 36 people.
- The pool is exclusively for residents and their accompanied guests. Friends or relatives of owners (including previous renters) may not use the pool when not in residence at Canaveral Towers.
- Florida statutes prohibit owner use of the pool or any amenity if their unit is rented.
- When in the pool area, owners are responsible for enforcing pool rules per state statute.
- Owners will be held responsible for the conduct and any damage caused by their guests.
- This condominium, its agents, directors, and contractors will not be liable for injury to persons or property caused directly or indirectly by failure to obey our rules.

**Safety First**

- No lifeguard on duty; swim at your own risk. Obey all posted rules.
- According to state law, the rope dividing the shallow and deep areas of the pool must always be in place, except during designated lap swimming times. It is prohibited to sit, stand, or play on the rope.
- Diving, running, pushing, and horseplay are strictly forbidden in or around the pool.
- Children under the age of 12 must be supervised by an adult resident from their household while inside the pool fence. Children who are not yet toilet trained are not allowed to use the pool.
- State statutes prohibit glass and food in the pool areas. Tables outside the enclosed pool area are available for eating.
- Smoking and vaping are banned throughout the grounds, including the pool area.
- Do not share access codes, keys, or usage rights with others. For safety and security, the swimming pool, pool restrooms, and beach gate must remain locked at all times.
- Before entering the pool, rinse off to remove beach sand and tar. There is a shower near the beach gate and a hose by the walkway on the southeast end of the parking lot.
- Avoid hanging towels or other items on the fence.
- When leaving the pool, take all personal belongings, return chairs, tables, and lounges to their original positions, and close and secure table umbrellas. Unattended items left in the pool area may be removed by staff as abandoned property.
- Sitting, standing, or climbing on the pool house is not allowed.

**Pool Furniture**

- Pool furniture is only for use within the pool enclosure and may not be removed. It is the unit owner, and / or their property manager's responsibility to make sure no pool furniture is removed or used off the property by guests or resident tenants.
- Pool furniture may not be reserved and is available on a first-come, first-served basis. Do not leave towels on chairs to "save them for later" when you are not currently present in the pool area.
- Please close the umbrellas at end of the day when not in use.

**Behavior and Conduct**

- Radios, stereos, and other electronic devices must be kept at a low volume for the tranquility and peaceful enjoyment of everyone.
- Swearing, offensive language, or disruptive behavior will not be tolerated, and you will be asked to leave.
- Proper swim attire is required. No cut-offs pants or street clothes are allowed in the pool.
- Nudity, lewd, or sexual behavior is not permitted.

## CT Rules & Regulations (2025) – Tenants & Guests

11. **Beach Access:** Our beaches are exceptional, and we encourage you to enjoy them responsibly.
  - Use designated boardwalks to access the beach, as sand dunes are protected by Federal and State Law. Trampling or destroying dune foliage is prohibited.
  - Pool furniture may not be removed from the pool area or used on the beach. No dogs allowed on the beach.
  - Do not feed or encourage pets and/or strays on CT property.
  - Shower facilities are available near the beach entrance on the south side of the property (close to the Shuffleboards) to remove sand and tar before using the pool or elevators.
  - Do not disturb turtle nests, which are protected and vital to local wildlife. Identified nests will be staked and taped off; please keep your distance.
12. **Barbecue Grills:** The Florida Fire Prevention Code (FFPC) prohibits the use and storage of flammable fuel sources (gasoline, propane, lighter fluid, charcoal/wood/pellet grills) on balconies or under overhangs. No open flame grills are permitted on Canaveral Towers premises.
13. **Emergencies:** During emergencies, the Association may close the building, suspend services, evacuate the property, shut down elevators, turn off utilities, and declare the condominium uninhabitable until the emergency passes. The Association has the legal authority to access any unit in an emergency.
14. **Elevators:** The elevators are an essential feature of our tall building, providing convenience and accessibility for all residents and guests, especially those with disabilities. To ensure they remain safe, reliable, and in good condition, everyone must follow these guidelines:
  - Jumping or playing in elevators is strictly prohibited and often causes service disruptions and entrapments. Press the 'PUSH TO CALL' button to contact our elevator maintenance service provider. Be patient, as response time may vary. If a service call is required due to jumping or horseplaying to get the elevators back online, the unit owner is responsible for **the full cost of the service call** plus an **additional \$150 per incident** to cover association administrative coordination expenses. The owner may decide to pass these costs to their renters or guests. All elevators have security surveillance cameras.
  - Parents are responsible for teaching their children the correct use of the elevators and supervising them at all times. For their safety, young children must be accompanied by an adult.
  - Smoking, vaping, e-cigarettes and consuming alcohol are strictly prohibited in the elevators.
  - Acts of vandalism will result in prosecution and/or legal action to recover damages. Elevators are critical for safety, are expensive to repair, and are frequently inspected by state regulators.
  - Before entering the elevators, please kindly ensure you remove any sand and other dirt from your feet to prevent dirtying the floor and carpet.
15. **Stairwells, Walkways, Lobby Areas:** For security and safety, stairwell doors are locked and must be closed after each use. Use the pin code provided by the owner or property manager to access these areas. Running, playing, or loud noises are not allowed.
16. **Balconies and Walkways:** For safety and aesthetic reasons, balconies and walkways are not for storage. Do not drape items from railings, shake rugs or mops, or feed birds from your balcony. To avoid building damage (e.g. corrosion and mold), nothing may be attached to balcony ceilings, walls, or floors.
17. **Washers and Dryers:** Credit card-operated commercial washers and dryers are on floors 2, 5, & 8 across from elevators, available from 7:00 AM to 10:00 PM. Please clean soap residue from washers, lint from dryers, and turn off lights when finished.

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18. **Parking:** The parking lot is for the exclusive use of unit occupants. Only passenger vehicles may park in numbered spaces. Unauthorized parking may result in towing at the driver's expense.
- Additional parking for guests is available in the northwest area of the main parking lot in any spot that is not marked with a number.
  - Compliant motor homes, RVs, and boats/trailers may park along the western side of the parking lot for up to ten days. You are required to email [canaveraltowersmanagement@gmail.com](mailto:canaveraltowersmanagement@gmail.com) with make, model, license plate number, photo of the vehicle, and the specific dates it will be parked at Canaveral Towers. Please use the oversized parking spaces located in the southwest area of the main parking lot.
  - Motor homes, RVs, and boats/trailers longer than two parking spaces, in disrepair, or with commercial or 'for sale' signs are not permitted.
  - Unauthorized commercial vehicles may not park in our lot unless temporarily required for deliveries, projects, or repairs authorized by the owner or property manager.
  - Buses are never allowed to drive through or park in our parking lot and must remain on the main roads (Tyler Ave or Polk Ave).
  - Auto repairs are limited to minor adjustments or emergency repairs.
  - Skateboards, roller skates, roller blades, hover boards, and bicycles are prohibited in the parking lot.
  - Requests for exemption must be directed to the Community Association Manager and preapproval is required by the Board of Directors.
19. **Pets:** Condo rules allow only dogs, cats, or birds, limited to two per unit. Exotic pets are prohibited.
- Tenants and guests must follow the pet allowance rules for their unit, as some units do not allow pets at all.
  - All pets must be 30 pounds or less, and on a leash or contained at all times.
  - Owners must clean up after their pets. Pet relief areas are located outside of property fences along the north (Tyler Ave) and south (Polk Ave) sides of the parking lot by the sidewalks.
  - Pets are never allowed in the pool enclosure and must always be kept quiet so as not to disturb others.
  - Proof of vaccination must be available for inspection if requested.
  - Any aggressive actions from a pet should be reported to the CAM or by calling 911. Overly aggressive or dangerous pets may be removed from the property.
  - Owners of support dogs and emotional support animals must maintain proper documentation as prescribed by law.
    - ✓ **Documentation:** The pet owner must provide reliable documentation, typically in the form of an ESA letter, from a licensed healthcare professional (such as a doctor or therapist) stating that they have a disability, and the emotional support animal is necessary to alleviate symptoms of that disability.
    - ✓ **Verification:** The landlord, owner, or property manager should verify the authenticity of the documentation even though they cannot request detailed medical records or information regarding the renter's disability. They can only confirm that the renter has a disability and that an ESA is needed.
      1. Ensure the letter is on official letterhead and includes the healthcare provider's name, license number, and contact information.
      2. Verify that the letter is current (typically issued within the last year).
      3. Confirm that the letter explicitly states the tenant's need for the ESA due to a disability.
      4. Confirm that the healthcare provider is licensed and authorized to practice in the tenant's state. This can often be done by checking the provider's credentials through state licensing boards or online directories.
20. **Fireworks:** Fireworks are strictly prohibited and never allowed on the premises.
21. **Wi-Fi and Cable TV:** Wi-Fi and Cable TV are provided by the Association for all owners and their guests. Owners must negotiate and pay for any upgrades directly with Spectrum.

## CT Rules & Regulations (2025) – Tenants & Guests

22. **Putting Green and Shuffleboards:** The shuffleboards and putting green are for family fun and practice, and available from 8:30 AM to dusk daily. No other activities (e.g., skateboarding, Frisbees, hoverboards, bicycles) are allowed in this area.
23. **Bicycles:** A bicycle stand is available near the pool house area in the parking lot near the shuffleboard courts.
  - For safety and liability reasons, bicycle riding is not allowed in the parking lot; please walk your bicycle to the street before riding.
  - Bicycles may be stored inside your unit or locked storage unit but may not be left unattended elsewhere on the property (e.g., parking lot, boundary fence, carports, stairwells).
24. **Sea Turtles:** During turtle season (May through October), sea turtles bury their eggs in nests along Florida beaches. Adult turtles and hatchlings are protected by city ordinance to safeguard them from artificial light. During turtle season, blinds must be closed after sundown to prevent turtles from being attracted to artificial light. The county may fine individual owners for excessive lighting.
25. **U.S. Flag:** Owners may display one portable, removable United States flag in a respectful manner.
26. **Holiday Decorations:** Decorations are allowed but cannot be permanently attached to balcony railings. Only Association installed turtle lights may be used for balcony illumination.
27. **Drones:** Operating drones or drone-like devices is prohibited on or above the property unless with written authorization from the CAM for building restoration surveying or real estate activities.
28. **Recreation Room:** Currently the Recreation Room is available during the day for the shared enjoyment of all guests / tenants from 11:30 am – dusk, Monday through Friday. To access this room, enter the PIN code provided to you by the owner / property manager on the entry door next to the bathrooms (facing the pool). On the weekends this room may be rented through a reservation process managed by our Community Association Manager. Please reach out to the CAM for more details or send email to the [canaveraltowersmanagement@gmail.com](mailto:canaveraltowersmanagement@gmail.com) alias. Please be aware that for security reasons, this room does have a surveillance camera that records all activities.

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