

MILANO RECREATION ASSOCIATION, INC.

RULES & REGULATIONS

Formally Adopted May 20, 2008
Revised and Adopted June 29, 2009
Revised and Adopted April 1, 2015
Revised and Adopted February 22, 2021

To protect the character, harmony, stability and value of the Milano Association Community, this easy-to-use guide is being provided to the resident of Milano.

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While the Master Recreation Association Governing Documents will always supersede any documents that pertain to Rules & Regulations or Policies, this document is intended to be used as a quick guide to the rights and restriction of the Association. The residents of Milano are always encouraged to refer to the Declaration of the Covenants and Restrictions of the Master Recreation Association. **Please note at the end of each point is a reference to the Amended and Restated Master Recreations Association Governing Documents adopted August 8, 2020. Please see this association document for full details located on the association website at www.milanonaples.com.**

GENERAL

- Please observe the speed limit of 10 miles per hour within Milano (9.3)
- Garage doors must be kept CLOSED except when a vehicle must enter or exit the garage- No Exceptions (5.5) (ND7A)
- Garages and Lanais are to be used as intended and not as room to store items, reside or “live” in (5.5) (ND 5.5)
- Please respect “No Trespassing” Areas as these are not common areas for children to play. “No Trespassing” signs have been placed appropriately throughout the community.
- All garbage and trash containers must be placed within the garage. (9.11) Trash containers can be set out at the curb after **6pm the night before trash collection** (Tuesday and Friday) and returned to the garages **before 11pm that night**. Recycling pick up is Friday only.
- No fishing, swimming, boating or playing allowed in the lakes. No exceptions. (SWFL Permit prohibits)
- Residents are not allowed to conduct any trade or business activities within Milano that are apparent or detectable by sight, sound or smell from outside the unit; constitute a nuisance; are hazardous or offensive; threaten the safety and security of other residents and that do not conform to zoning requirements (9.1)
- Animals must be kept on a lease at all times and all animal waste must be picked up and disposed of by resident animal owners or their guests who bring animals into Milano. Fines of \$250 will be imposed for violations. (9.6)
- No littering of any kind (i.e. cigarette butts, cans, papers, trash) is allowed in Milano.
- Skateboards of any kind, bicycles, mopeds, and hoverboards, etc. are not allowed to be used or ridden on Milano common areas or at recreational facilities (pool, basketball courts, or tennis courts or Milano Park)
- Please refer to the Milano Recreation Association Property Manager regarding any issues further outlined in this document.
 - Sales or Leases (12.1-12.8)
 - Landscaping (5.1, 7.2, 9.5, 9.9)
 - Change of tenant, vehicle, phone number, email, or address (3.10)

SALES AND LEASING

Please notify the Milano Recreation Association Property Manager regarding the sale or leasing of a unit. Items include, but may not be limited to:

- Completed Application and possible Board Member interview to be submitted at least **30 days before date of occupancy**. All forms available online on the Milano website at milanonaples.com.
- \$125 application fee for sales and lease applications
- National criminal background check \$50 screening fee
- No unit may be rented for less than 6 months or more than 12 months; no more than 2 times per year. Please note this is subject to availability as per the Rental Cap of 20% in the community effective as of 8/8/2020.
- New Owners, please note that you must live in the unit for 1 year before you may be eligible to rent your unit, subject to the rental cap of 20%.
- Only two vehicles allowed per unit, this includes motorcycles
- No Subleasing allowed. No Air BnB, VRBO, etc. allowed in Milano.
- \$1,000 Capital Contribution fee for sale or transfers
- \$75 Key Fob (Please note this is for every new rental. A Key Fob is assigned to each individual, not the unit, for access to the pool and tennis courts. Once the lease has ended, the Key Fob must be returned to the Property Management Company.

VEHICLES AND PARKING

Please contact the Milano Recreation Association Property Manager for a complete copy of the Vehicle and Parking policies. **Certain requirements are as follows and violations of there infractions are subject to fines and/or immediate towing:**

- All vehicles must be registered with the Property Management Company. Owners (red) or Tenant (green) parking stickers must be displayed on all vehicles on the driver side rear window. Guests must have a guest parking tag (green) prominently placed on the rear view mirror and the unit number must be legible and clearly viewed. All vehicles must be in compliance or may be fined or the vehicle will be subject to towing. (policy)
- Guests cannot park in guest parking for more than **3 consecutive nights**.
- Guests staying from 3 days up to 29 days need to register with the Property Management Company to apply for an extended Guest Parking Pass with specific dates notating duration of the visit. Passes are issued for each occurrence and not in perpetuity. A \$50 fee may apply for each extended guest pass. (9.7)
- No more than 2 vehicles per unit, this includes motorcycles. No exceptions. Please see full list of excluded vehicles. (9.7 A)
- No parking on the street. (County Code)
- No partial or full blocking of any sidewalks. (9.7 D)

- No parking to create an overhang onto the street or sidewalk. (9.7)
- No sideways or parallel parking in the driveway or street is allowed. (9.7 C)
- No parking or driving on the grass or any landscaped area. (9.7)
- Owners and Tenants are not allowed to park their resident vehicles at the pool or basketball courts unless using the recreational facilities and are parked there for that period of time. Residents are not allowed to park in any designated guest parking overnight. (policy)
- Parking is not allowed at the post boxes.
- Motorcycles must be parked in the garage when not in use and never on the driveway. (9.7 A)
- Bicycles must be kept in a garage when not in use and not left outside. (9.7 A)
- Only operable and currently licensed and registered vehicles may be parked in Milano (9.7 A)
- Vehicles cannot be kept in a state of disrepair. (9.7 A)
- No parking is permitted on another owner's driveway without the expressed written consent of the owner, Board with documentation on file with the Property Management Company and the Towing Company. Additionally, the approved vehicle must be registered with the proper sticker as previously stated in the Rules and Regulations. (9.7 E)
- No overnight tandem parking allowed between the hours of 11pm -7am. (9.7 C)
- No commercial vehicles are allowed to park in Milano overnight. (9.7 C)

RECREATIONAL FACILITIES

Please follow all posted rules. If you violate these rules, usage of these facilities may be suspended. If you are 2 or more times in arrears on your Association Quarterly Assessments, your access may be suspended.

- You must use your assigned Key Fob for entry to the pool and tennis courts. No jumping over the fences.
- If you give out your assigned Key Fob, or if an unauthorized person is using your Key Fob then access will be suspended and fines may be imposed.
- Residents must observe the Pool Rules that are posted (i.e. no alcohol, no smoking, no unruly behavior, no use of bad language, no unmonitored screaming children, no loud music, no animals, no swimming or use of spa at night)
- Pool and Spa hours are Dawn to Dusk as per our permit. Use of the pool and spa after hours constitutes trespassing and violators will be prosecuted. Residents will be fined. No exceptions. There is 24 hour monitored surveillance at the pool.
- Tennis Courts are for playing tennis only. No other activities are permitted including bicycles, skateboards, or animals.
- The Basketball Court is for basketball only. No other activities are allowed including bicycles, skateboard, or animals.
- Milano Park is to be used for gatherings, children and pet recreation from dusk till dawn.

- Please clean up after yourself when using the Recreational Facilities. Please be considerate and leave the facilities in the condition in which you found them. This includes returning pool furniture and umbrellas to their original positions.
- Please contact the Milano Recreation Property Management Company to reserve space at the pool house for parties including a security deposit and schedule of availability.
- Any children under the age of 12 shall be supervised by a responsible adult, 18 years of age or older at all times. (9.18)
- No children under the age of 5 will be allowed to use the hot tub.

CHILDREN

Roadways in Milano shall be used only for their intended purpose, which is vehicular and pedestrian traffic. Children are not permitted to play in the roadways.

- Preserves are Private Property. No recreational activities are allowed in the preserves or around the lakes. (7.3)
- Personal recreational items such as, but not limited to bicycles, helmets, mopeds, go carts, hover boards, skateboards of any kind, and toys should be stored indoors when not in use. Items left outside overnight may be subject to a fine against the property owner, tenant, occupant, or guest.
- Chalk drawing on the driveway pavers, streets, sidewalks, tennis courts, basketball courts or parking lots is not permitted.
- Permanently affixed basketball hoops, toys, and swing sets are not permitted on an owner's property nor shall they be stored on any lanai. Portable toys and play equipment may be used during daylight hours and must be stored in the garage or inside the Living Unit or otherwise stored where they are not visible from the outside when not in use. (9.11)
- Motorized cars and scooters are not permitted in Milano. (policy)
- The speed limit in Milano is 10 mph. Any person, adult, or minor, who is witnessed speeding or otherwise using the roadways in an irresponsible or reckless manner will be in violation of this policy and subject to fines and further enforcement action.

PETS

Please ensure to follow these guidelines for pets in Milano:

- Animals must be on a leash at all times and all animal waste need to be picked up and disposed of by the owner of the animal, or their guests, who bring animals into Milano. (9.6)
- Aggressive dog breeds (i.e. Pit Bulls, Rottweilers, Dobermans, wolf breeds, etc. are not permitted in Milano. (9.6)
- Limit of two pets per unit maximum weight of 40lbs. each.

- Pets are not to be kept on lanais, screened porches front yards, or in garages and will be reported to the County if they annoy other residents with excessive barking etc. (9.3) (9.6)
- Pets are prohibited in rented or leased Living Units. (9.6)
- Pet owners are responsible for maintaining current vaccinations for their pets and shall provide copies of such records and proof of vaccinations, if requested by the Board within 5 days. (9.6)
- Pets are not allowed at or in the pool.

TRASH

Waste Management Schedule:

- Tuesdays – trash only
- Fridays – trash and recycling
- Remember: Trash containers can be set out at the curb after 6pm the night before trash collection and returned to the garages before 11pm that night.

Note: if you have larger items for trash pickup (i.e. Furniture, TVs, etc.) Waste Management MUST be called at (239) 649-2212 ahead of time to arrange for pick up so that items are not left out on the street.

Please pickup any litter in the community when noticed (i.e. cigarette butts, papers, trash, etc.).
Thank you

ARCHITECTURAL REVIEW

Any changes or additions being made to the outside of a unit (front or back) must first be submitted by application to the Architectural Review Committee and approved by the Milano Recreation Board. Application forms may be found on the Milano Website. Some examples are:

- Screen doors – to match existing front door color
- Installation and display of flags
- Satellite dishes – please see the specific details on installing a satellite dish
- All signs – there is a specific sign type approve for use within Milano
- Hurricane Shutters (other than the ones provided by the builder)
- Hi-Impact Glass or Film
- Florida Screens
- Lanai Tiling or Paving
- Certain decorations
- Do not nail signs to any trees or display signs in the window of a living unit (9.2)
- Approval from the ARC is required for surveillance or security cameras/devices installed on the exterior or interior of the living units.

GROUNDS MAINTENANCE & LANDSCAPING

Please notify the Milano Recreation Association Property Manager for information only on replacement or repair of:

- Outside entryway light fixtures or lights
- Outside address number

Comments and requests with regard to the landscaping maintenance should be directed to the Milano Recreation Association Property Manager or the Milano Recreation Association Board member in charge of the Landscape Committee. All decisions will be made by the Board after reviewing the budget.

A Milano resident is not allowed to remove any plantings or trees from the area around their home unless they first receive written approval from the Board, and are prepared to immediately replace the same item at their own expense. In addition, you must notify the Milano Recreation Association Property Manager or the Milano Recreation Association Board of your intention to do so in order to receive prior approval. (9.3)

HOLIDAY DECORATIONS/FLAGS

Please make sure to follow these guidelines for decorations and flags. If you have any questions, please reach out to the Property Management Company:

- An owner can display one portable, removable American flag or official flag of the State of Florida, and one portable, removable official flag, no larger than 4.5 feet by 6 feet, which represents the United States Army, Navy, Air Force, Marine Corps, Coast Guard, Space Force, or POW-MIA flag, in a respectful manner.
- Holiday flags must be approved by the Architectural Planning Committee. If approved, a flag must be representative of the holiday at hand and be put out no more than a week prior to the holiday and stay out no more than 2 days after the holiday has passed.
- Holiday decorations shall only be installed in the front entrance of the Living Unit and shall not disrupt or cause damage to the landscaping and plantings surrounding the Living Unit. Please no signs or decorating of the garage door or in the windows. (9.19)
- Holiday Decorations cannot be put out more than 2 weeks prior to the holiday and can stay out no more than 2 days after the holiday. In the case of Christmas, Hanukkah, or Kwanzaa- holiday decorations may be allowed to be put out right after Thanksgiving and put away by January 7th.

CONTACT INFORMATION

Milano Receptions Association:

Cambridge Property Management
2335 Tamiami Trail N. Suite 402
Naples, FL 34103
239-249-7000

Stacy Fults, CAM
stacyf@cambridgeswfl.com

Milano Section I

Cambridge Property Management
2335 Tamiami Trail N. Suite 402
Naples, FL 34103
239-249-7000

LJ Lithgow, CAM
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Milano Section II

Waterways Property Management
2180 Immokalee Rd Ste 309
Naples FL 34110
239-348-3030

Stefany Cordoba, CAM
Stefany@waterwaysmgmt.com

Milano Section III & IV

Cambridge Property Management
2335 Tamiami Trail N. Suite 402
Naples, FL 34103
239-249-7000

Stacy Fults, CAM
stacyf@cambridgeswfl.com

Morely's Towing
6344 Janes Lane
Naples, FL 34109
239-597-6711

Emergency Call: 911
Non Emergency Call: 239-213-4844
Fire Control and Rescue: 239-597-9227

Patrol Operation: 239-213-4808
Sherriff's Office: 239-774-4434