

WAIKIKI LANAIS HOUSE RULES

GENERAL INFORMATION:

Ground Floor - Lobby
Fifth Floor - Laundry
Sixth Floor - Pool, Sauna, Spa & Exercise Room
Roof Deck - Barbecue & Sun Deck
Enterphone - Dial "9" for Entry
Trash Room - Ground Floor Parking Area
Fire Exits - Two per floor - See FIRE EVACUATION PLAN

The primary purpose of these House Rules is to protect all occupants from annoyance and nuisance caused by improper use of "WAIKIKI LANAIS", a condominium project, and also to protect the reputation and desirability of "WAIKIKI LANAIS" by providing maximum enjoyment of the premises. These House Rules may be amended by the action of the Board of Directors of the Association of Apartment Owners.

The full authority and responsibility of enforcing said rules may be delegated to a managing agent by the Board. All occupants, tenants, and their guests shall be bound by these rules and by standards of reasonable conduct whether covered by these rules or not; provided, however, neither the Board of Directors nor the managing agent shall be responsible for any noncompliance or violation of said rules by the occupants, tenants, and their guests.

WAIKIKI LANAIS FINE SYSTEM

1. Verbal notice will be given.
2. Written notice will be given.
3. Fine:
 - First time - \$25.00
 - Second time - \$50.00
 - Third time - \$100.00
 - Fourth time - Turned over to Association Attorney

All maintenance fees collected will first be applied to outstanding fines or debts. All unpaid fines or debts will be charged late fees. Fines may be adjusted according to the seriousness of the violation.

A. GENERAL PROVISIONS

1. The public stairways, walks and passageways shall not be obstructed or used for purposes other than ingress and egress.
2. No resident shall make or permit any noises in the building or on the grounds by himself, family, guests or employees; nor do, or permit anything to be done by such person that will violate the State of Hawaii, Dept. of Health noise limits for a multi-family dwelling. That being a maximum of 60 dbA from 7 AM - 10 PM and a maximum of 50 dbA from 10 PM - 7 AM..
3. Nothing shall be thrown, emptied or swept by the resident, their servants, employees, or guest from the windows, stairs, doors, corridors, walkways, or lanais. Nor shall anything be hung from the windows or balconies or lanai railing or placed in the window sills.
4. All provisions, milk groceries, bottles, newspapers, etc., shall be taken from the corridors or stairs with all convenient dispatch and speed to prevent unsightliness.
5. Any damage to the building caused by the moving of furniture or other personal effects or any other reason shall be repaired at the expense of the resident caused such damage.
6. No common area shall be used for the storage of any items. Any items improperly stored will be removed by the Resident Manager and placed in storage at the owner's expense.

7. No cigarette butts shall be put out or thrown in the parking lot, pool level, corridor, elevators, roof recreation deck, stairways, sidewalks, yard lanais, or other common areas including trash chute.
8. There is to be no shooting of fireworks of any type at anytime, in, from or around the building or common areas.
9. Ball playing, skateboard riding and related activities will not be permitted in the common areas.
10. No one shall be permitted to loiter or play in the corridors, lobbies, stairways, elevators, parking areas or other common elements.
11. Lanai barbecuing is strictly limited to gas or electric equipment because of danger of flying sparks. Gas barbecues are located on the roof recreation deck.
12. Neither Managing Agent, nor Resident Manager is responsible for packages or other deliveries left in hall, service lockers, at doors of units or any other place on premises, not for any article left with any employee, nor for any personal property placed or left in or about the building.
13. (a) No livestock, poultry, or other animals whatsoever may be kept in any part of the project, except as set forth herein.
(b) Dogs cats or other household pets may be kept in the apartments under the following specific guidelines:
 - (1) Pets in residence on the effective date of this House Rule Amendment must register with the Resident Manager within thirty (30) days. Failure to register pets will cause expulsion of the pets from the property.
 - (2) Each apartment is permitted to house two (2) pets, not to exceed twenty-five (25) pounds each. Pets exceeding the weight limit will be grandfathered for residence in the specific apartment for which registered and must be removed from the property simultaneous with the vacate of the pet's owner.
 - (3) Pets will be "carried" in all areas of the common elements. The common elements include, but is not limited to: hallways, stairways, lobbies, resident manager's office, driveways and parking stalls. Current pets and pets exceeding the weight limit will be grandfathered for residence in the specific apartment for which registered and must be removed from the property simultaneous with the vacate of the pet's owner.
 - (4) Pets are not permitted on the roof deck area, the pool deck area, or the laundry.
14. Residents and prospective residents who require movement of household effects in or out of the complex shall coordinate such movement in advance with the Resident Manager so that he may make arrangements for padding the interior of the elevator. Movement of household effects shall be through the garage entrances to or from the elevators, unless specifically authorized by the Resident Manager.
15. Each owner shall furnish the Resident Manager pertinent and current information for use in emergency, as set forth on Waikiki Lanais Registration Form, regarding emergency notification information.
16. Whenever an apartment is to be occupied for more than 180 days, the apartment owner or agent shall furnish the Resident Manager with a completed and signed Waikiki Lanais Registration Form. This indicates that a copy of the House Rules has been received and will be adhered to. The apartment owner will require that any agent acting in his behalf to similarly comply with the above requirement.
17. No construction or repair activity is allowed within the Waikiki Lanais which will result in loud noise between the hours of 5:00 p.m. and 8:00 a.m., Monday through Saturday and all day on Sunday. Activity which is specifically prohibited during the above stated times is pounding, sawing, scraping, drilling or any noise which is considered to prevent the peaceful enjoyment of the Waikiki Lanais.
18. Any articles to be discarded must be properly disposed of. Anything left in any common area will be removed and all costs incurred will be charged to the owner of the unit involved.
19. 514 B, the recodification of the State of Hawaii statute regarding condominiums became effective on July 1, 2006. Our insurance carrier is recommending that our association adopt 514B. One provision is in the insurance section that allows the Board to require all owners to carry their own homeowners liability policy. This will now be required.
20. Feeding of birds on your lanai or in the recreation areas will not be permitted.

B. PARKING AND PARKING STALLS

1. Parking on the premises will be permitted for resident owners or their tenants only within the spaces assigned to them. No major automobile or motorcycle repair work is permitted on the premises. No racing of motors, etc. will be permitted on the premises.
2. Residents may not hose down or wash any vehicles except in designated areas.
3. Residents are responsible for the cleanliness of their assigned stalls, which includes the removal of any grease build-up.
4. Only vehicles currently registered or with a properly fitting car cover may be stored in the parking stall.
 - (a) All boats must be on a currently registered boat trailer.
 - (b) All car covers must be clean and properly fitted and all tires must be fully inflated.
 - (c) Any item improperly stored in the stalls will be removed by the Resident Manager and placed in storage at the owner's expense.
5. The first time a vehicle is illegally parked, a warning will be placed on the windshield. The second time the vehicle is illegally parked, it will be towed.
6. Residents are not allowed use of marked 'VISITOR' spaces. These areas are reserved for use by guests and tradesmen, with a six-hour maximum in any 24-hour period.

C. REFUSE DISPOSAL

1. Refuse must be wrapped or bagged before depositing into rubbish containers.
2. No inflammable materials, such as paint, thinner, solvent, gasoline, or other combustible material shall be put into the trash chute.
3. All bottles and glass, as well as cardboard cartons shall be carried to the ground floor TRASH ROOM.

D. RECREATIONAL AREAS

1. Recreation areas open during the hours of 8:00 AM to 10:00 PM daily.
2. No running, pushing or shoving of persons permitted around the pool area. No jumping from any part of the building or railings into the pool.
3. Residents and their guests use the swimming pool at their own risk. The privilege of having pool guests shall not be abused.
4. Swimming is not allowed in other than proper swimming apparel. No jeans or sweatshirts allowed in pool.
5. No loud or disturbing noise shall be permitted in or around the pool.
6. Children under 12 years of age using bathing suits may use the pool and all recreational areas only when accompanied by and during the continued presence of a parent, adult, or responsible teenage member of the same household.
7. All non-resident guests must be accompanied by an apartment owner or tenant in the enclosed pool area.
8. Rafts, large toys, or other inappropriate equipment shall not be permitted in the pool or pool deck.
9. No pets are permitted in pool area or roof deck.
10. No glassware, ceramics, chinaware, or other breakables are permitted in the pool area.

11. Litter (such as food items, papers, etc.) is not to be left in the pool or roof area. Cigarettes are to be extinguished and left in receptacles only.
12. After using the swimming pool, residents and guest shall dry themselves thoroughly before entering the lobbies or elevators of the building.
13. Bathers returning from the beach shall not use the pool before showering.
14. The following Board of Health requirements (Section 61. Personal Regulations) area applicable to all persons using the pool:
 - (a) "All persons known to be suspected of being afflicted with an infectious disease, suffering from a cough, cold, or sores, or wearing bands or bandages, shall be excluded from bathing in the swimming pool.
 - (b) Spitting, spouting of water, blowing the nose in the swimming pools shall be prohibited."
15. A cleaning deposit is required for parties of eight or more people on the roof deck.
16. JACUZZIS - According to the Consumer Protection Agency:
 Jacuzzis are therapeutic in nature. They are a popular way to relax, but there are hidden dangers. Water temperature should never exceed 104° F. (100° may be healthy for adults, but is too hot for children.) Drinking alcohol prior to or during hot tub use could lead to unconsciousness and drowning. Pregnant women or people with any serious illness, such as heart disease, or diabetes, should not use a hot tub. Anyone taking medication should get their doctor's permission to use a hot tub. Keep gates and drain covers in good repair and secured. Caution bathers to stay away from these devises; the suction from the drain outlets is strong enough to trap hair or body parts sometimes resulting in drowning."
17. Jacuzzis are not to be used by anyone under 12 years of age. Use of the Jacuzzi is restricted to the periods between 8:00 AM and 10:00 PM daily.

E. USE OF PROJECT AND CONSTRUCTION OF IMPROVEMENTS

1. No residential apartment shall be used other than for residential purposes.
2. No owner or occupant shall erect or place anywhere within the Project, any building or structure, nor make any additions or structural alterations to or exterior changes of any common element thereof, except that an owner may make additions to or alteration of his apartment or a limited common element appurtenant thereto in accordance with plans and specifications, including a detailed plot plan, first approved in writing by the Board of Directors and by the owner or owners of apartments to which the limited common element in question is appurtenant.
3. An owner of two adjoining apartments in the Project may make alterations of the party walls common to and between the apartments jointly owned only in accordance with plans and specifications first approved in writing by the Board of Directors.
4. All lanai sun shades and railing enclosures shall be of the type approved by the Board of Directors.
5. Apartment drapes may be of any color the occupant desires; however, colored drapes which are visible from the outside of the building must have a beige or neutral lining.
6. These Rules and Regulations, which were approved by the Board of Directors on July 14, 1993 and revised on July 11, 2007 are enforceable by the Resident Manager and the Managing Agent. The House Rules contained herein are not intended to conflict with the By-laws and/or Rules and Regulations of the Association of Apartment Owners.
7. These Rules may be modified and amended at any time by a majority vote by the Board of Directors of the Association of Apartment Owners.

FIRE & EMERGENCY EVACUATION PROCEDURES

All should be concerned with the safety of Waikiki Lanais residents. You have a responsibility to each and every occupant of your apartment and it is your responsibility to have these "Fire Emergency Evacuation Procedures" available, within your apartment, to all occupants (family, renters or visitors).

The Resident Manager's office maintains a list of those residents who require assistance in evacuating their apartment (wheelchair, elderly, etc.). However, this list can only be complete if you notify the Resident Manager's office to add or delete residents' names and apartment numbers.

This procedure, outlined below, is only intended as an aid in ready reference to assist and guide you to safety in case of emergency.

It is your responsibility to have all occupants of your apartment read and understand the contents herein, as well as knowing the location of each alarm box and how to use it, the location of each fire extinguisher cabinet and how to use the fire extinguisher and the location of the fire exit stairways on your floor.

- I. If you should discover a fire, DON'T PANIC - STAY CALM!
 - A. Notify the Fire Department by using the telephone on dialing 911. Do not assume that someone else has call the Fire Department. Our fire alarms rings only on our property and not at the Fire Department.
 - B. Remain calm, speak clearly and distinctly and give the following information:
"I am reporting a fire in a high-rise condominium at Waikiki Lanais, 2452 Tusitala Street." If possible, give exact location of the fire by the apartment number and floor. Do not hang up until the operator is through asking questions.
 - C. Immediately inform all occupants by activating the building's fire alarm system located in the hallway of each floor (familiarize yourself with the location of this fire alarm station).
 - D. The system is not automatic. You must pull down on the lever to sound the alarm for your neighbors.
- II. If the fire is small, you may want to help bring it under control. If so, remember, do not use water on a grease or electrical fire. You should have an ABC type chemical fire extinguisher in your apartment for use in a grease or electrical fire.
 - A. Go to the nearest fire hose cabinet and remove the fire extinguisher. If the handle is on the inside of the door, break the glass with something other then your hand and pull down on the handle to open the door.
 - B. If the fire is in the kitchen, do not use water unless the electrical power is off. Use only an ABC type fire extinguisher, pull the pin, stand about six feet from the fire, point the nozzle at the base of the fire, squeeze the lever and move the nozzle from side to side.
 - C. Remember, your personal safety should always come first. If the fire is beyond control, leave the area and evacuate the building by using the fire exit stairway. DO NOT USE THE ELEVATOR. All elevators will be keyed off to return to the main lobby for the Fire Department's use. In using the stairway, always use the right hand side, going down the stairway, leaving the left hand side for the Fire Department personnel coming up.
 - D. Always leave the stairway doors closed. This will keep the smoke out. DO NOT PROP THE STAIRWAY DOORS OPEN.
- III. Upon hearing the fire alarm sounding (steady ringing). DO NOT PANIC - STAY CALM!!
 - A. Before opening your apartment door, first feel it with the back of your hand.
 - B. If the inside of your door is hot or you see smoke seeping into your apartment, the hallway may be engulfed with fire or smoke. Brace the door firmly with your foot to avoid the door from blowing inward from the heat and smoke pressure built up in the hallway. Open the door slightly while bracing and holding it firmly. Keep your body away from the door opening. If smoke or flame is present and too intense for escape, close the door immediately, but LEAVE YOUR DOOR UNLOCKED so the Fire Department can enter to search all apartments for any injuries or trapped residents.
 - C. Fill your bathtub and sinks with water for use if needed.

- D. If smoke or flame is below your apartment coming up from the lanai side of the building, do not go out on your lanai. Close all windows and doors on that side of the building.
- E. Remember leave all doors unlocked.
- F. Don't panic - keep calm. Don't jump. Rescue of some type will arrive. Remain close to the floor for fresh air, as smoke and heat will rise to the ceiling.

IV. If hallways are passable:

- A. Evacuate your apartment and use the nearest fire escape stairway.
- B. Do not use any of the elevators. THE DOORS MAY OPEN AUTOMATICALLY ON THE FLOOR ON WHICH THE FIRE IS LOCATED WITH YOU IN THE ELEVATOR. Also, the elevators must be available for use by the fire fighters.
- C. Use only the fire exit stairway to evacuate the building. Exit only on the ground floor. Each occupant should have a flashlight to take with them, day or night, in case of a power outage.
- D. Wheelchair, elderly, and other occupants who are unable to descend the stairs should remain in the stairways at the landing at their floor along with an able bodied adult to insure their safety until help arrives for evacuation.
- E. Have all occupants of your unit study and understand the fire evacuation plan. Make sure that they know where all emergency stairways are located so that they can find them even if they are in the dark.
- F. Plan for all occupants of your apartment to meet for a head count someplace outside the building but away from the Fire Department equipment.
- G. Notify the Resident Manager if there are any occupants in your apartment which may need assistance if evacuation is ever necessary.