

Milano Recreation Association, Inc.
Application for Approval to Lease

Please check: Section I _____ Section II _____ Section III _____ Section IV _____

Lease term minimum of 6 months (180) days with a maximum of two (2) times a calendar year (per Milano Recreation Declaration).

IN ACCORDANCE WITH THE GOVERNING DOCUMENTS OF THE ASSOCIATION, THIS FORM AND ALL REQUIRED ENCLOSURES MUST BE SUBMITTED TO FRANKLY COASTAL PROPERTY MANAGEMENT THIRTY DAYS (30) PRIOR TO OCCUPANCY IN ACCORDANCE WITH SECTIONS 12.3.1.A. OF THE DECLARATIONS FOR MILANO I, II, III, AND IV. APPROVAL MUST BE RECEIVED PRIOR TO OCCUPANCY.

Please complete entire application. An incomplete application will cause delays in processing

Owner of Record: _____

Milano Address: _____

Term of Lease: From: _____ Through: _____

Full Name of Applicant: _____

DOB: _____ Phone: _____ Email: _____

Present Address: _____

Full Name of Co-Applicant: _____

DOB: _____ Phone: _____ Email: _____

Present Address: _____

Persons who will occupy the above dwelling unit are as follows: **(all occupants 18 years of age & older will need a background check):**

Name: _____ Relationship: _____

DOB: _____ Phone: _____ Email: _____

Present Address: _____

Name: _____ Relationship: _____

DOB: _____ Phone: _____ Email: _____

Present Address: _____

Name: _____ Relationship: _____

DOB: _____ Phone: _____ Email: _____

Present Address: _____

APPLICANT IS AN ACTIVE MEMBER OF THE UNITED STATES ARMED FORCES? _____ YES _____ NO

Employer: _____ Phone: _____

Address: _____ Position: _____

NOTE: If retired, enter former business or profession on employer line above.

Financial Reference: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

**NOTE: ONLY 2 VEHICLES ARE ALLOWED PER DWELLING UNIT.
CARS MUST BE PARKED IN ENCLOSED GARAGE OR DRIVEWAY**

Auto: Make/Model: _____ Color: _____ Yr: _____ Lic#: _____ St: _____

Auto: Make/Model: _____ Color: _____ Yr: _____ Lic#: _____ St: _____

- **TENANTS ARE NOT PERMITTED TO HAVE PETS**
- **COMMERCIAL TRUCKS OR VEHICLES MUST BE KEPT IN ENCLOSED GARAGE AT ALL TIMES**
- **NO OVERNIGHT TANDEM PARKING IS ALLOWED**
- **GARAGES ARE NOT INTENDED FOR STORAGE – TENANTS SHALL HAVE 2 WEEKS FROM START OF LEASE TO COMPLY**

By submitting this application, I consent to the Association performing a criminal background check and a credit check. I understand that my application may be denied by the Association based upon background information obtained.

I (We) acknowledge receipt of and have read and agree to abide by the governing documents for Milano Recreation Association, Inc., as well as any sub-association within the Milano community, including any rules and regulations, as they may exist or be amended, time to time. I acknowledge that my application will not be approved if I fail to submit a rules compliance agreement executed by all persons who intend to occupy the unit.

By signing this application, I understand that I am agreeing to abide by the Association’s documents, rules and restrictions and that the Association has the authority to terminate my lease and evict me in accordance with Chapter 83, Florida Statutes, whether such covenant is expressed in my lease or not.

Owner acknowledges that he or she shall be jointly and severally liable for tenant’s failure to abide by the governing documents, including any fines, individual assessments, and attorney’s fees and costs to compel compliance. In addition, owner shall be jointly and severally liable for any damage to the Association property caused by tenant’s negligence, intentional actions or misuse.

Owner and tenant both acknowledge that any renewal or extension of this lease shall be treated as a new lease and subject to application and approval by the Association, and further subject to any fees or costs associated with performing a background check.

1. SIGNATURE OF APPLICANT: _____ Date: _____

2. SIGNATURE OF APPLICANT: _____ Date: _____

2. SIGNATURE OF OWNER/AGENT: _____ Date: _____

Name of Real Estate Co. (if applicable): _____

Address of Owner or Agent: _____

Email: _____ Phone: _____

Please include the following: *(an incomplete application package will cause delays in processing)*

- _____ Fully Completed Application
- _____ Background Check Authorization Form (one for each applicant/occupant age 18 and over)
- _____ \$100.00 -- Payable to “Milano Section” (application fee - nonrefundable)
- _____ \$50.00 -- Payable to “Milano Section” (background check required for each applicant/occupant 18 years of age and older, including both spouses, if married, **\$50.00 PER person**)
- _____ Copy of fully executed lease agreement
- _____ Copy of fully executed lease addendum
- _____ Photo ID for each applicant/occupant 18 years and older: Driver’s license or Passport
- _____ Vehicle Registration Form
- _____ Compliance Agreement
- _____ Reference Letters (2 per applicant/occupant age 18 and over)
- _____ Income Verification (last four paystubs OR last two years tax returns)

Forward application to: Frankly Coastal Property Management/
Collier Financial
4985 Tamiami Trail East
Naples, FL 34113

ACTION OF BOARD OF DIRECTORS:

Approved: _____ Disapproved: _____

Date of Decision: _____

By: _____
Association President/Secretary

or

Manager for the Association

INSTRUCTIONS:

- 1 -All applicants are processed as separate investigations.
- 2 -Print legibly or type all information. Account and telephone numbers and complete addresses are required.
- 3 -If any question is not answered or left blank, this application may be returned, not processed or not approved.
- 4 -Missing information will cause delays in processing your application.
- 5 -Any misrepresentation, falsification or omission of information may result in your disqualification.
- 6- Only the applicants are authorized to sign all forms on page 2.

APPLICATION FOR OCCUPANCY/APPROVAL

PRINT OR TYPE (Use Black Ink)

Purchase _____ or Lease _____ (How long)

Apt. No. _____ Bldg No. _____ Special Address or Unit _____

Date _____ 20____ Desired date of occupancy _____

Name (Mr./Mrs./Ms.) _____ Date of Birth _____ Soc. Sec No. _____
(mm/dd/yy) (Passport, Alien, Green Card, Social Insurance No.)

Spouse (Mr./Mrs./Ms.) _____ Date of Birth _____ Soc. Sec No. _____
(mm/dd/yy) (Passport, Alien, Green Card, Social Insurance No.)

[] Sngl. [] Married [] Widow(er) [] Sep. _____ [] Div. _____ Maiden Name _____
(How long) (How long)

Number of people who will occupy. Adults (over age 18) _____ Children (over 18) _____ Children (under 18) _____

Names & ages of children who will occupy: _____

Description of Pets (Breed, Size, Color, Weight, Etc.) _____

In case of emergency notify: _____
Name Address Telephone

PRINT OR TYPE (Use Black Ink)

RESIDENCE HISTORY

A. Present Address _____ Phone (____) _____
(Street Address, Apt No., City, State, Zip)

Name of Apt. /Condo _____ Phone (____) _____ Dates of Residency _____

Name of Landlord or Mortgage Co. _____ Phone (____) _____

Address _____ Mtg. No. _____

B. Previous Address _____ Your Apt No. _____
(Street Address, Apt No., City, State, Zip)

Name of Apt. /Condo _____ Phone (____) _____ Dates of Residency _____

Name of Landlord or Mortgage Co. _____ Phone (____) _____

Address _____ Mtg. No. _____

C. Prior Address _____ Your Apt No. _____
(Street Address, Apt No., City, State, Zip)

Name of Apt. /Condo _____ Phone (____) _____ Dates of Residency _____

Name of Landlord or Mortgage Co. _____ Phone (____) _____

Address _____ Mtg. No. _____

PRINT OR TYPE (Use Black Ink)

EMPLOYMENT & BANK REFERENCES

A. Employed By (Business Name) _____ Phone (____) _____
(or retired from)

How long _____ Dept. or Position _____ Mo. Income _____

Address _____ Zip _____

B. Spouse's Employment (Business Name) _____ Phone (____) _____
(or retired from)

How long _____ Dept. or Position _____ Mo. Income _____

Address _____ Zip _____

C. Bank Reference _____ Phone (____) _____

How long _____ Ck. Acct. No. _____ Sav. Acct. No. _____

Address _____ Zip _____

D. Bank Reference _____ Phone (____) _____

How long _____ Ck. Acct. No. _____ Sav. Acct. No. _____

Address _____ Zip _____

PRINT OR TYPE (Use Black Ink)

CHARACTER REFERENCES

1. _____
Name Address Phone (Residential & Office)

2. _____
Name Address Phone (Residential & Office)

3. _____
Name Address Phone (Residential & Office)

Driver's Lic. No. #1 _____ #2 _____ State _____

Make _____ Model _____ Year _____ Plate No. _____ Color _____ State _____

Make _____ Model _____ Year _____ Plate No. _____ Color _____ State _____

If this application is NOT legible or is not completely and accurately filled out, Applicant Information (and the Association) will not be liable or responsible for any inaccurate information in the investigation and related report (to the Association) caused by such omissions or illegibility. By signing, the applicant recognizes that the Association or their agent, Applicant Information may investigate the information supplied by the applicant and a full disclosure of pertinent facts may be made to the Association. The investigation may be made of the applicant's character, general reputation, personal characteristics, credit standing, criminal background and mode of living as applicable. I may request, in writing, within a reasonable time, a complete and accurate disclosure of the nature and scope of any investigation.

Signature _____ Applicant Signature _____ Applicant's Spouse

APPLICANT(S): Most banks, financial institutions, mortgage companies and employers require your signature and name printed. Make sure Authorization Form is completed as indicated.

AUTHORIZATION TO RELEASE BANKING, CREDIT, RESIDENCE, EMPLOYMENT, AND CRIMINAL BACKGROUND

I have named you as a reference on my application for residency.

You are hereby authorized to release and give to the below mentioned party(s) or their Attorney or Representative, any and all information they request concerning my banking, credit, residence, employment, and background in reference with my /our application made for residency.

DESIGNATED PARTY: APPLICANT INFORMATION

I hereby waive any privileges I may have with respect to the said information in reference to its release to the aforesaid party(s).

Photocopies of this Authorization may be made to facilitate multiple inquiries. In the event you do receive a photocopy of this Authorization, it should be treated as an original and the requested information should be released to facilitate my/our application for residency.

(Applicant's Signature)

(Applicant's Name Printed)

(Spouse's Signature)

(Spouse's Name Printed)

DATE _____



MILANO RECREATION VEHICLE REGISTRATION FORM

Please complete the following for each vehicle belonging to your household. If you currently have a tenant in your unit, complete both sections indicated for owner and tenant. If you and/or your tenants do not currently have a sticker on their vehicle, please contact our office to obtain one.

CIRCLE ONE: SECTION I SECTION II SECTION III SECTION IV

HOMEOWNER VEHICLE(S):

Owner Name(s): _____

Property Address: _____

Phone Number: _____ E-mail: _____

(1) Vehicle Make _____ Vehicle Model _____

Color _____ License Plate _____ Sticker # _____

(2) Vehicle Make _____ Vehicle Model _____

Color _____ License Plate _____ Sticker # _____

TENANT VEHICLE(S):

Tenant Name(s): _____

Property Address: _____

Phone Number: _____ E-mail: _____

(1) Vehicle Make _____ Vehicle Model _____

Color _____ License Plate _____ Sticker # _____

(2) Vehicle Make _____ Vehicle Model _____

Color _____ License Plate _____ Sticker # _____

TERM OF TENANT OCCUPANCY: FROM ____/____/____ TO ____/____/____

MILANO RECREATION ASSOCIATION, INC.

COMPLIANCE AGREEMENT

NAMES OF RESIDENTS (please print the names of all owners, tenants and family members over the age of 18 who will occupy the unit):

_____	_____
_____	_____
_____	_____

UNIT NUMBER & ADDRESS: _____ in **MILANO**

By signing this Compliance Agreement and taking occupancy in the above-described unit in MILANO, I HEREBY ACKNOWLEDGE AND AGREE that I have received a complete copy of the Rules and Regulations for the Milano Recreation Association, that I have reviewed the Rules in their entirety, that I understand the restrictions and obligations contained in the Rules and that I agree to abide by the Rules for as long as I reside in the unit.

I further ACKNOWLEDGE AND AGREE that the Milano Recreation Association, Inc. has the right to impose fines and suspensions if I fail to abide by the Rules and the right to seek an eviction or injunctive relief under legal proceedings if I continue to violate the Rules after a written warning from the Association. I understand and agree that the Association's Board of Directors has the right to determine if a violation has occurred, in its sole discretion.

DATED: _____, 20____.

SIGNATURE

SIGNATURE

SIGNATURE

SIGNATURE

SIGNATURE

SIGNATURE

Applies to new owners, new tenants, and lease renewals

LEASE ADDENDUM

MILANO RECREATION ASSOCIATION, INC.

This Lease Addendum is entered into this _____ day of _____, 20____, by and between _____ (“Landlord” or “Lessor”) and _____ (“Tenant” or “Lessee”).

WHEREAS, Landlord and Tenant have entered into a lease agreement for the lease of dwelling unit _____ in the Milano community (“lease”), which has a physical address of _____ (the “unit”); and

WHEREAS, as a material condition of the Association’s decision to approve the lease, the Association has required the Landlord and Tenant to adopt this Lease Addendum, which supplements and amends the lease.

NOW, THEREFORE, for and in exchange of good and valuable consideration, the receipt of which is hereby acknowledged, Landlord and Tenant agree as follows.

1. The above recitals are true and correct.
2. Only entire units may be rented. The unit may not be leased more often than two (2) times in any calendar year, and the unit shall not be leased for a term of less than six (6) months (or 180 days). The first day of occupancy under the tenancy shall determine when the lease term commences. No subleasing or assignment of lease is allowed for any portion of the unit.
3. Any extension or renewal of a lease shall be treated as a new lease such that the Board of Directors has the right (but not the obligation) to require notice and approval of such extended or renewed lease. Any Owner with a lease renewal that is not submitted at least thirty (30) days prior to the lease expiration date, will be subject to a fine of \$100.00 per each day it was late.
4. Only the lessee, his or her family members within the first degree of relationship by blood, adoption or marriage, and his or her spouse may occupy the unit. The total number of overnight occupants of a leased unit is limited to two (2) persons per bedroom.
5. If the lessee absents himself or herself from the unit for any period during the lease term, his or her family within the first degree of relationship already in residence may continue to occupy the unit and may have house guests. If the lessee and all the family members mentioned in the foregoing sentence are absent, no other person may occupy the unit.
6. To prevent overtaxing the facilities, a unit owner whose unit is leased may not use the recreation or parking facilities during the lease term.

7. All of the provisions of the Homeowners' Act ("HOA Act"), the governing documents for Milano Recreation Association, Inc. and applicable sub-neighborhood association (i.e., Milano I Residents' Association, Inc., Milano II Residents' Association, Inc., Milano III Residents' Association, Inc. and Milano IV Residents' Association, Inc.) and the rules and regulations of the Association shall be applicable and enforceable against any person occupying the unit as a lessee or guest to the same extent as against the owner. A covenant on the part of each occupant to abide by the rules and regulations of the Association and the provisions of the HOA Act and the Association's documents, designating the Association as the Landlord's agent with the authority to terminate the lease, or any extension thereof, and evict the Tenant in the event of breach of such covenant, shall be deemed to be included in the lease, whether oral or written, and whether specifically expressed in the lease or not. The Association's right to terminate the lease and evict shall be under section 83.56(2)(a), Florida Statutes, and in such event, the Association shall have a right of action for possession under section 83.59, Florida Statutes. Should the Association exercise such rights to evict and take possession, it shall do so without any liability to the Landlord, and the Landlord hereby releases and holds the Association harmless for any loss, damage or other liability incurred as the result of the Association pursuing the above remedies. The Association's current rules and regulations are attached and incorporated into this Lease Addendum.

8. In the event of a conflict between any provisions of the lease and this Lease Addendum, this Lease Addendum shall control.

Agreed and acknowledged this ____ day of _____, 20 ____.

Landlord / Unit Owner

Tenant

 Print Name: _____
 Date: _____

 Print Name: _____
 Date: _____

 Print Name: _____
 Date: _____

 Print Name: _____
 Date: _____

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.
- \$100 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 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 approved 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:

Milano Section I, II, III & IV

Frankly Coastal Property Management/Collier Financial
4985 Tamiami Trail East
Naples, FL 34113
239-774-7088

Frank Parrish, CAM
fparrish@franklycoastal.com

Carol Tickel, CAM
ctickel@franklycoastal.com

Sheri McCreight, Sales/Rentals
smccreight@franklycoastal.com

Susan Beuschel, Bookkeeping
sbeuschel@franklycoastal.com or
support@collierfinancial.net

Morely's Towing	
6344 Janes Lane	Patrol Operation: 239-213-4808
Naples, FL 34109	Sheriff's Office: 239-774-4434
239-597-6711	

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



MILANO GATE FOBS AND CAR DECAL STICKERS

Parking Decal Stickers and Gate Fobs are distributed by Frankly Coastal Property Management. You will need to complete the Vehicle Registration Form to be issued both decal tickers and fobs.

DECAL STICKER:

Two (2) **RED** Stickers for OWNERS or two (2) **GREEN** stickers for TENANTS will be issued and dispensed, upon the initial move-in to the unit or in the case of a new vehicle being acquired, to the specified vehicular license plate numbers recorded for each unit. Stickers must be displayed on all vehicles on the driver side rear window of your car(s) within 2 weeks of receiving them or you will be subject to towing and/or fines.

**ONLY APPROVED LEASES WILL RECEIVE GREEN PARKING STICKERS.*

STICKERED CARS MAY:

- Park in driveways as defined by the Governing Documents of Milano.
- Park at the pool or basketball courts from DAWN to DUSK ONLY while using the facility.

STICKERED CARS MAY NOT:

- Park in GUEST parking from DUSK to DAWN when recreational facilities are closed. Vehicles that are parked overnight or for extended period of times while not using the facilities are subject to towing
- Park in another Owner's driveway unless explicit WRITTEN permission from the Owner has been filed with the management and towing companies.

KEY FOB:

Owners are given two gate fobs upon move in. Lease Tenants must obtain their fobs from the Owner of the unit they are renting from. Please note that each key fob is assigned to the Individual not the Unit number. Fobs and decal stickers are not transferrable. You may pick up your decal sticker/fob at Frankly Coastal or you may coordinate with the property manager on certain days the manger will be onsite.

PAYMENT: ALL FOBS are \$75.00

NO CASH – CHECKS ONLY – PLEASE MAKE CHECKS PAYABLE TO MILANO RECREATION ASSOCIATION

MANAGEMENT COMPANY

Frankly Coastal Property Management/Collier Financial
4985 Tamiami Trail East
Naples, Florida 34113
Office Hours: 9:00 a.m. - 4:00 p.m. Monday through Friday
(239) 774-7088 FAX: (239) 774-1512





MILANO PARKING AND TOWING POLICY

Milano has limited guest parking. In order to provide space for community guests, please be considerate and follow the parking rules below. **Please refer to your copy of Rules and Regulations or visit the website at: MilanoNaples.com to download a copy.**

PARKING AND TOWING

No parking of any vehicle is allowed on any common ground areas not designated for parking, including, but not limited to: grass, sidewalks, tandem parking, and parking parallel to the curb behind other vehicles. Owners, Tenants or Guests are not allowed to park at the pool or basketball parking lot. Park in GUEST parking from DUSK to DAWN when recreational facilities are closed.

Park in another Owner's driveway unless explicit WRITTEN permission from the Owner has been filed with the management and towing companies. **Vehicles in violation of the above will be towed.**

DECAL PARKING STICKERS:

Two (2) **RED** Stickers for OWNERS or two (2) **GREEN** stickers for TENANTS will be issued and dispensed, upon the initial move-in to the unit or in the case of a new vehicle being acquired, to the specified vehicular license plate numbers recorded for each unit. The RED or GREEN stickers **MUST** be displayed on all vehicles on the driver side rear window of your car(s) within 2 weeks of receiving them or you will be subject to towing and/or fines. **ONLY APPROVED LEASES WILL RECEIVE GREEN PARKING STICKERS**

STICKERED CARS MAY:

- Park in driveways as defined by the Governing Documents of Milano.
- Park at the pool or basketball courts from DAWN to DUSK ONLY while using the facility

STICKERED CARS MAY NOT:

Owners/Tenants are allowed to have two (2) vehicles parked in common elements - **a third vehicle is not** permitted in common elements i.e., Guest Parking, Community Pool and Basketball Court Parking lots.

Milano Owners/tenants may not park their vehicles in guest parking located at the basketball court and pool. Guests are required to hang their guest parking pass from their rearview mirror while parked in guest parking.

Please return this form to with copy of driver's license(s) of vehicles at residence:

Frankly Property Management

Fax: 239-774-1512

E-mail: ndigiovanni@franklycoastal.com

