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NA PALI GARDENS HOUSE RULES

Please read these House Rules and Supplements to the House Rules carefully. If you have any questions you may contact the Manager or the Association. References to the Association refer to the Association of Apartment Owners of the Na Pali Gardens Condominium (AOAO) acting through the Board of Directors of the AOAO. You may contact the AOAO Board of Directors by mailing a letter to the following:

AOAO Board of Directors for Na Pali Gardens
Hawaiiana Management Company, Ltd.
711 Kapiolani Boulevard, Suite 700
Honolulu, Hawaii 96813

The House Rules have been revised, and all other House Rules prior to this revision have been superseded, and are no longer valid and should be discarded. Many of the House Rules are in the By-Laws and/or Declaration of Condominium Property Regime in more detail. All owners should have a set of the By-Laws and the Declaration. House Rules are subject to change and modification. It is the owner's or the owners' legal representative's responsibility to give a copy of the current House Rules to their tenants.

It is the owners' responsibility to ensure that all new residents are registered with the Manager prior to moving in. Parking decals will be issued at this time. Moving in/out must be coordinated in advance with the Manager. Moving in or out will be done between the hours of 8:00 a.m. and 5:00 p.m. Keys are issued only to owners or their certified representatives. Money for returned keys will be given only to owners or their certified representatives.

All new residents are required to give the Property Manager telephone contact information and emergency telephone contact information. If this information has changed at any time, the resident is required to provide current contact and emergency contact information.

Any owner who employs a rental agent shall provide the Association with the agent's name and contact telephone numbers. The Association shall be provided a copy of all rental agreements by owners or the owners' agent. Only those individuals listed as occupants will be considered Na Pali Gardens' residents.

Consequences of violating House Rules are as follows:

1. Owners are responsible for the actions and any damage caused by the owner, the owner's family, guests, tenants, tenants' guests, workers, or contractors.
2. A citation will be issued for any violation. A letter from the Property Manager will follow, documenting the nature of the violations. Fines are all as follows:

\$ 25.00 for the First House Rule violation.
(Resident has 30 days to remedy non-compliance.)

\$ 50.00 for Second Notice for same repeated violation non-compliance.
(Resident has 30 days to remedy non-compliance.)



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\$ 75.00

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for Third Notice for same repeated violation non-compliance.
(After 30 days of non-compliance, the violation will go to legal
counsel.)

3. Where there is a disregard for the safety, health or wellbeing of others; reckless endangerment; blatant disregard for House Rules and other regulations; or violent or criminal acts fines up to \$500 may be levied immediately or as appropriate as determined by the sole discretion of the Board, and the matter may be referred to legal counsel for appropriate action.
4. If there are no subsequent citations issued after one year, the owner's record may be expunged in regards to that specific rule violation.
5. Appropriate legal action will be taken by the Association when warranted, including but not limited to the removal of offenders to include owners, guests, tenants, tenant's guests, workers, contractors or intruders, and the seeking court "cease and desist" orders and other injunctive relief.
6. Any owner accused of a violation is afforded the right to appeal. Appeals must be received in writing, along with payment of any fine associated with the appeal, within 30 days of notice of a violation. If an appeal is not granted via written request, the owner has a right to be heard in person, or through a spokesperson, before the Board of Directors. A decision by the Board may be further appealed as stated in the By-Laws. In accordance with Hawaii Revised Statutes ("HRS") Chapter 514B no unit owner shall withhold payment of a fine for any reason. Payment in full of the fine does not prevent the owner from contesting the fine or receiving a refund of the fine if successfully appealed. Unpaid fines will be subject to late fees and liens per the By-Laws of the Association.

None of the provisions of the governing documents of the AOA are intended to be in contravention of the City and County of Honolulu, State of Hawaii or Federal Laws. The Association, will at all times comply with the provisions of the City and County of Honolulu, State of Hawaii or Federal Laws, when acting upon requests from - handicapped owners or residents for reasonable modifications and/or reasonable accommodations.

A. GENERAL

1. Have the same consideration and tolerance of your neighbors that you expect from them. If you have an issue with your neighbors, talk to them and try to work out a solution. If that does not work, write a letter to the Association, so that the appropriate action may be taken. If the situation requires immediate action please call or visit the Manager or Security. In the case of an emergency call 911.
2. Loud noise is to be avoided at all times, but especially between 5:30 p.m. and 8:00 a.m. Say good-bye to guests inside your apartment, not in common areas. At no time will loud noise from power saws, drills, construction, or any other excessive noise activity be conducted after 5:30 p.m.



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3. Residents will not entertain guests or loiter in the lobby. Residents while waiting for mail delivery or for someone to arrive may wait for a short period of time.
4. There is no loitering on the benches fronting A and B Buildings. Residents while waiting for someone to arrive may wait for a short period of time.
5. Residents must make arrangements with the Manager for Bulk Items for removal.
6. Na Pali Gardens' employees are not permitted to perform private services during duty hours.
7. The Manager's and Security phone numbers; office hours; information and notices; and other important alerts are located on the Manager's door located near the lobby.
8. Only those shopping carts owned by a resident are allowed on the property, and must be stored in residents' unit(s).
9. Waterbeds may be used only if they have a safety liner.
10. With the exception of small butane gas or electric grills, there will be no charcoal grills, hibachis, smokers or any other similar devices that use wood, charcoal, flammable fluids such as gasoline, kerosene, lighter fluids or any other similar substances on the premises of Na Pali Gardens. This will help to prevent fires, and smoke that causes breathing difficulties for resident with respiratory illnesses such as asthma and bronchitis. This is a Health and Safety issue and will be strictly enforced. There will be no grilling after 8 p.m.
11. The AOA Manager; Staff Personnel; and Security Guard will not assume responsibilities for supervision or management of children on Association grounds, common areas, and limited common areas, regardless of whether the children are within AOA designated play areas.
12. Owners are responsible for submitting and keeping current their Registration Information Form.
13. There is no soliciting at Na Pali Gardens.
14. Dressing in a manner which would constitute nudity or indecent exposure or would constitute the display of indecent matter if contained in a photograph, drawing, sculpture, or similar visual representation, is prohibited in the common elements and in limited common element areas that are open to public view.
15. Appropriate swimming attire will be worn while in swimming pool area. Everyday clothing is not to be worn in the pool.



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16. Care must be taken to prevent irrigation or cleaning water, detergents and other fluids, dust, litter, etc. from running and dripping over the edges of the lanai area onto lanais below. Each owner should assure that potted plants have appropriate catch canisters underneath them.

B. COMMON AREAS

1. There is to be no loitering in any common area at any time except in designated play areas. Move quietly to and from your residence. Do not entertain your guests in the lobby.
2. Flammable fluids such as charcoal starter, gasoline, kerosene or any other hazardous fluids are not allowed. Explosives of any type are strictly prohibited.
3. Fireworks anywhere on the grounds or in the buildings are prohibited.
4. Climbing of trees, fences, walls or any structures is prohibited.
5. Additions and alterations may not be made to any common area.
6. Littering and graffiti are strictly prohibited.
7. No personal items, including plants, may be kept in any common area including under or around stairwells.
8. Consuming beer or other alcoholic beverages in common areas is not permitted. Carrying an open container of alcoholic beverage will be considered as consuming it.
9. In accordance with State law and the ordinances of the City and County of Honolulu, smoking is not allowed in any enclosed or partially enclosed areas including but not limited to elevators, walkways, stairwells, lobby areas, pool area, designated play areas, offices, recreation room, parking areas, Laundromat, benches fronting A and B Buildings or any common or limited common area including lanais, and within a distance of twenty feet from all entrances, exits, windows that open, and ventilation intakes that serve any enclosed or partially enclosed area where smoking is prohibited. All cigars, cigarettes, pipes, or any similar smoking device substance will be allowed only inside residents' units. At no time will cigar, cigarette or similar substance be disposed on any common or limited common grounds, including parking area of Na Pali Gardens. This is a Health and Safety issue and will be strictly enforced.



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10. Disposal of any bulk items such as mattresses, bedsprings, furniture of any type, appliances or any other bulk items anywhere on the property is strictly prohibited. All such items requiring disposal will be the responsibility of the owner of the unit(s). Owner will be required to pay for the cost for the removal of any item left in these areas. Residents are to check with the Manager prior to placing bulk items for pickup.
11. Bicycles may be allowed on a first come first served basis in the bicycle rack next to the pool. All other bicycles must be kept in units. Bicycles may not be kept on lanais or any common or limited common areas. Bicycles with flat tires, broken chains, or any other defect must be removed from the bicycle rack. Any bicycles found not in good working order or not having a current registered City and County of Honolulu sticker will be removed from the bicycle rack. Chains and/or locks may be cut for removal of bicycle from rack. If the Association is not contacted within fourteen days in regards to removed bicycles or other items, then bicycles or other items may be considered abandoned and disposed of accordingly as provided by the State of Hawaii and City and County of Honolulu. No motorized bicycles or any other type of motorized vehicles may be kept in the bicycle rack. Bicycles are placed in the bicycle rack at the owner's risk. The Association is not responsible for loss of or damage to any bicycles left in the rack.
12. There is no loitering on any floor of the High-rise or Low-rise Buildings. Only those residents who live on a particular floor and their invited guests are authorized access to that floor. At no time is anyone to use the higher floors for sightseeing. Residents and guests of a particular unit should transit to and from the unit as directly as possible and without lingering in walkways.

C. PARKING AREA

1. Residents of Na Pali Gardens may not use the Visitor Parking. Vehicles identified as belonging to residents which are found parking in Visitors Parking stalls will be cited, fined, and towed at the owner's expense. Hours for the Visitor Parking are 8:00 a.m. to 10:30 p.m. There is a four-hour time limit.
2. Guests using Visitors Parking must display a note on the dashboard that can be read from outside of the vehicle, identifying the unit where the driver may be located. The note must be legible from outside of the vehicle. Repeat offenses may result in the owner of a unit losing guest parking privileges. Guests or visitors who cannot, for whatever reason, comply with these rules must find street parking or be towed.
3. The Visitor parking stalls may be used for special occasion parking such as the (AOAO) Annual Meeting and other Association sanctioned events. In such cases only persons attending sanctioned events will be allowed to park in Visitor Parking. Only the Association may authorize the restricted use of the Visitor parking stalls.
4. Anyone using a resident's stall, with permission from the resident, must display a note on the dashboard indicating the unit number where they are located.



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5. The parking stall marked by special striping in front of "A" Building is for the use of commercial and security vehicles only. A note must be displayed on the dashboard identifying unit being served.
6. Vehicles of residents must be parked within their assigned stall and must have a serially numbered Na Pali Gardens' identification decal. Vehicles must not extend beyond the striped lines of the parking stall.
7. Residents must obtain the serially numbered decals from the Manager. They must be receipted for in writing. A log of numbered decals issued will be maintained.
8. Vehicles not parked in authorized stalls will be cited and may be towed at the owner's expense.
9. Attended vehicles actively engaged in moving residents in or out may be permitted temporarily the use of NO PARKING areas if authorized by the Manager when other nearby space is not available. This is only if the vehicle can be moved when necessary to accommodate other traffic. Moving in or out must be coordinated with the Manager at least three days in advance.
10. The area fronting A and B Buildings designated as a Loading/Unloading area is to be used for no longer than 15 minutes. Unoccupied vehicles must turn the motors off and leave a note on the dash identifying the unit where the driver can be located. Vehicles requiring more time must get permission from the Manager or Security Guard prior to leaving vehicle. Violations will result in the owner of the unit being cited, fined, and vehicles being towed.
11. Apartment Owners must maintain and keep in good order and condition their assigned parking space. Oil stains and other leakages in parking stalls or other common areas must be cleaned and/or removed by the apartment owner. The apartment owner should have vehicles having leakage issues immediately removed and the vehicle parked at some other location outside of the Na Pali Gardens premises until after repairs are made to the vehicle. If the owner has not had the vehicle removed or repaired within seven (7) days after the date of the citation and fine notice letter issued to the apartment owner, then the vehicle may be towed without further notice at the vehicle owner's expense. The vehicle will not be allowed back on property until repairs have been made to stop the leakage. Apartment Owner must clean or remove all leakage within seven (7) days after the date of the written citation or the area will be cleaned by the Association and costs incurred shall be at the apartment owner's expense. At the Board's sole discretion, the seven day rule cited here may be modified as necessary depending upon the severity and quantity of the leakage and what is being leaked from vehicle, but any such modification shall be specified in the written citation. In any case a citation and a fine will be issued, and the apartment owner is responsible for any other related costs.



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12. All vehicles on the premises must have a current state license plate and safety stickers. Vehicles that do not have current state license plate or current safety check stickers cannot be driven or parked anywhere on the premises. Those vehicles that are parked on premises will be cited, fined and towed at the owners' expense.
13. Repairing vehicles on the premises is not allowed, except for jump-starts, flat tire changes and similar emergencies. Bucket washing of cars in the resident's stall is permitted.
14. Vehicle is to be understood to mean motor vehicles with wheels that are used for land transportation that are legal to travel on roads and highways such as automobiles, trucks, motorcycles, etc. and must be registered for that purpose. Vehicles must have current registration, safety check, insurance, and be in safe working order. No vehicle of any type will be parked or stored in a common or limited common area at any time, including parking beyond a stall onto grassy area.
15. Owners will be cited and fined and the police called for vehicles parked in the No Parking Zones located on both sides of Na Pali Gardens' driveway for exiting and entering the property on Luluku Road. This is not a common area of Na Pali Gardens, but anyone parking in the No Parking Zone blocks the view of the oncoming traffic and creates a serious safety hazard.

D. PLAY AREAS FOR CHILDREN

1. Parents and guardians are responsible for the safety and supervision of their children at all times.
2. Play is only permitted in the designated play areas located next to K and L buildings and in the fenced play area next to C Building. The play area is open from 8:00 a.m. until Sundown. For the safety of younger children, it is recommended that the designated play areas be used by children of 13 years of age and under. Owners are responsible for the actions of their children, and the children of guests, tenants, tenants' guests and any other children they permit to be on property.
3. Any type of playing or recreational use of areas outside of the designated play areas, especially the parking areas, is strictly prohibited. Violations will be subject to fining, injunctive action, and any other remedies available to the Association.

E. POOL

1. The use of the pool and pool area privileges may be revoked indefinitely for anyone who does not follow the pool rules, and the owners cited and fined. Individuals using the pool will be asked to vacate the pool area and the pool may be closed to all residents and guests when the pool rules are not being observed.
2. The pool is for residents and no more than two accompanied guests.



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3. Pool hours are 10:00 a.m. to 6:00 p.m. or until Sundown, whichever occurs first.
4. Non-competent swimmers must be accompanied by a competent swimmer. It is recommended that children younger than 14 years be supervised by an adult competent swimmer.
5. No street clothes are to be worn in the pool.
6. No scuba equipment, beach balls, or any “toys” are allowed in the pool area. In order to maintain cleanliness, no smoking, drinking, eating or chewing gum is allowed in the pool area.
7. For the safety of all, no boisterous behavior or horseplay will be allowed in the pool area. Swearing and vulgar language or other inappropriate behavior is not allowed.
8. Remember to towel off before leaving the pool area.
9. Incontinent persons are required to wear a swim diaper in the swimming pool. A swim diaper is not a typical diaper. It is a tight-fitting nylon or latex alternative for a typical diaper that is specifically designed for use in the water such as Huggies Little Swimmers. Typical disposable or cloth diapers are not permitted in the swimming pool. Apartment owners shall reimburse the Association for all costs and expenses incurred in decontaminating the swimming pool in the event of contamination by urine or fecal matter or any other substance by any owner, resident or guest.
10. There is a sign at the entrance of the pool with instructions to be followed by individuals using pool.
11. If there is any discrepancy for pool use between the House Rules and any other regulations, then the House Rules are to be followed.

F. RECREATION ROOM

1. The Recreation Room is available for noncommercial recreational use by Na Pali Gardens residents. It is available from 8:00 a.m. to 10:00 p.m. Reservation requests may be submitted to the Manager up to one month in advance by Owners and up to three weeks in advance by all others. Priority of use will be (1) Board of Directors Meetings and Board of Directors sanctioned events (2) Owners (3) all others. Once confirmed, reservations remain firm. A request form must be completed and signed by an owner before authorization to use the Recreation Room will be granted. The Association reserves the right to refuse use to anyone without cause. The Recreation Room may be used for social purposes only and not for any commercial money-making or fundraising purposes.



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2. The key must be signed out by an adult resident. The owner is responsible for the security of the room and its furnishings; the conduct of all persons; post event clean up; and return of the key. Failure to return the key will result in a fine to owners of \$100.00, and cost of new key to the owner and if deemed necessary cost of new lock. The owner will be responsible for the cost of needed repairs or replacement cost, including labor for damaged caused by anyone during the use of Recreation Room.
3. The owner that is responsible when Recreation Room is being used is responsible for the restroom located on the bottom floor of A Building. Adult resident signing for the key for the Recreation Room must also sign for the restroom key. All supplies for restroom such as paper towels and toilet paper must be supplied by the user of the Recreation Room. The restroom must be cleaned. The owner responsible for the Recreation Room will be charged for cleaning if not cleaned, and for any and all damages to restroom.

G. LANAIS

1. High-rise lanais are not to be used as storage or work areas. They are for suitable plants and lanai furniture only. The low-rise unit's walkways must be free of all obstacles in order to allow for a clear exit path in case of fire or other emergency. No boxes, shelves, furniture, containers or any other obstacle that could block someone's escape should be left on walkways.
2. No rugs, towels, clothes or other objects shall be hung from the lanais. No clothes lines are to be on lanais.
3. Lanai railings may only be lined with uncolored or solid black netting or wire with a mesh of not more than 1/2 inch.
4. Nothing is to be thrown, hung or shaken from lanais, windows or walkways. Lighted tobacco products such as cigarettes are especially hazardous, and are not allowed on lanais.
5. In order to control our wild bird population and to prevent the health, property damage, and safety hazard caused by the same, residents will not feed wild birds on the property and will not place caged birds upon their lanais.
6. There is no smoking of cigarettes, pipes, cigars, tobacco or any other smoke creating devices on lanais. This is a health and safety issue and will be strictly enforced.
7. No decorative finished floor covering such as carpet or tile may be installed on the apartment lanai floors, as this may result in premature deterioration of the lanai concrete slab, and rusting of rebar. Any such floor covering which was not expressly authorized by the Board must be removed. If the unauthorized floor covering is not removed, and results in damage to the common elements or any other apartments, the owner of the



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unit upon which the floor covering was installed shall be responsible for reimbursement to the Association or other owners, of any and all expenditures incurred in repairing or replacing the damage or loss resulting from the unauthorized lanai floor covering.

H. HIGH-RISE BUILDINGS

1. No one is to play or loiter in elevators or walkways of High-rise Buildings.
2. Only residents of a floor and invited guests of such residents are allowed on that floor.
3. Clean bicycles may be taken in an empty elevator for transit to apartments.
4. Trash chutes are not to be used between 10:00 p.m. and 7:00 a.m.
5. Wrap trash in paper or small plastic bags that slide easily down the chute. Large items, including flattened cardboard boxes, must be carried down to the dumpster.

I. LOW-RISE BUILDINGS

1. The Low-rise Units with limited common area yard must keep respective yard areas neatly groomed and maintained.
2. Low-rise Units with limited common area yards will have no trees or large shrubs planted in the ground or grown in pots. Trees or Shrubs are to be understood as any plant in this limited common area. No plants of any type will be over 6 feet tall.
3. Gasoline power mowers or other power tools that use gasoline or other flammable liquids are not allowed.
4. Any modifications of common or limited common areas must have the Association's approval in writing prior to changes being made.
5. Doors or gates may have a bell, electronic alarm device or other such devices to provide an alert system for residents to be aware that someone is entering their area.
6. Low-rise buildings walkways are not to be entered without permission, except for emergencies. All low-rise building walkways are considered emergency escape routes. Low-rise buildings walkways must be kept free of items that may block a clear and straight path for escape routes in case of an emergency.
7. Owners of first floor low-rise Units may place a device to store gardening tools within their yard space. Such device shall be temporary and non-permanent. These storage devices are personal property and must be removed when the owner/resident vacates. Storage devices shall not exceed 6 feet high by 6 feet wide by 4 feet deep. These devices are sold at retail stores Island wide.



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8. The yard areas in low-rise buildings may not be cemented over or covered with any other type of covering. These yard areas are for the limited use by the owner or residents, but they are limited common areas and must be maintained in a natural state with grass and appropriate plants or as otherwise directed by the Association.

J. PETS AND ASSISTANCE ANIMALS

1. The Association accommodates assistance animals as required under federal and state law. All requests for reasonable accommodations in the form of an assistance animal should be submitted to the Board of Directors of the Association via the Association's Managing Agent, either in writing or verbally. See attached "Certification Letter Re: Request for Accommodation of Assistance Animal" that a resident in need of an Assistance Animal may complete and submit to the Board of Directors for approval.
2. The Association reserves the right to verify requests for reasonable accommodation in the form of assistance animals by engaging in an interactive process with the requestor, for the purpose of verifying that:
 - a. the individual has a disability, as defined in Hawaii or federal statutes, provided that medical records, access to health care providers, a diagnosis, nature or severity of the individual's disability is not requested; and
 - b. if the disability related need for an assistance animal is not readily apparent, verification that the assistance animal is needed to alleviate one or more symptoms of the individual's disability.
3. All assistance animals shall be registered using the Association's Animal Registration Form attached hereto. This shall be done within five (5) business days of notice from the Board of the approval of the assistance animal. In addition, proof of licensing by the county, if applicable, and proof of vaccinations are required. All of the aforesaid documentation must be submitted to the Association's Managing Agent.
4. All other persons bringing an assistance animal to the Association must notify the Resident Manager upon doing so, if not before, and may be asked if the person is disabled, and if the animal alleviates a symptom of the disability.
5. Whenever in the common areas of the Association, an assistance animal must be under the control of the animal's owner or handler by use of a harness, leash, tether, cage or other means of physical control. If the nature of the person's disability makes physical control impracticable, or if physical control would interfere with the assistance that the animal is providing, the assistance animal must be under the control of the animal's owner or handler by voice control, signals, or other effective means.
6. Owners of assistance animals are responsible for cleaning up after their animals and discarding securely bagged pet droppings in garbage bins. Assistance animals shall not be permitted to relieve themselves in the common areas of the Association.



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7. Owners of assistance animals are required to maintain minimum sanitary standards for their assistance animal.
8. Owners of assistance animals are solely responsible for any and all damages and/or injury caused by the assistance animal.
9. The Board of Directors reserves the right to cite, fine and ultimately require removal of an assistance animal if the animal bites, acts in a threatening manner, becomes a nuisance or is destructive to common areas.
10. Owners of assistance animals shall clean the unit upon vacating it, by fumigating, deodorizing, professional carpet cleaning and/or other appropriate methods at the owner's sole expense.
11. Assistance animals may not accompany their handlers in areas on the property where the animal may pose a significant health or safety hazard.
12. The only accepted pets are fish in aquariums and birds in cages. Birds in cages cannot be kept on lanais.

K. ATTACHED SUPPLEMENTS

Compliance with the requirements of the attached supplements is subject to the same respect, enforcement, and consequences as are other house rules. Included are specifications for air conditioners, jalousie window replacement, and similar requirements.

Notice: Any Exceptions or Variations to the House Rules or House Rules Supplements will require a letter of approval from the Association's Board of Directors prior to any action(s) being taken by owner(s) or residents. Owners who receive a letter of approval for exceptions or variations from the Association's Board of Directors must retain that letter for future reference and verification of approval by the Association's Board of Directors.