

Questions and Answers for the Curious:

What are the Condo Fees?

[Sanctuary I](#)

[Sanctuary II](#)

[Sanctuary III](#)

[Sanctuary IV](#)

[Sanctuary Community](#)

How are maintenance fees paid?

Every year, usually in December owners will receive a coupon book in the mail for the following year. There will be no quarterly invoices sent. Please detach a coupon every quarter, place it with your check and mail it to Truist Bank Lockbox. Checks should be made payable to: Sanctuary I, Sanctuary II, Sanctuary III, or Sanctuary IV, depending on which Association you belong to.

One payment is made quarterly, this payment is the total due for maintenance on BOTH the Community and the Sanctuary 1, 2, 3, or 4. (As a unit owner at The Sanctuary, you are required to pay two assessments each quarter. One assessment is for your individual Condominium Association. The second is for the Sanctuary Community Association and covers maintenance on the common areas outside of your individual building.) If your Association has any special assessments or loan assessments, these will be in addition to the two maintenance assessments.

Association maintenance fees are due and payable on the first day of each quarter. Assessments that are not paid when due shall be charged interest at the highest rate permitted by law.

Can I prepay or automatically pay my maintenance fees?

Yes, you are welcome to prepay. If you choose to use autopay, please follow the directions in your coupon book, remember to include a voided check.

What amenities are at the Sanctuary?

The community has two beach access walkways leading to the gulf beach. There is a large lap pool, jacuzzi, tennis courts and smaller children's pool. The clubhouse has a full kitchen, party room and fitness center. Each residential building has their own card room (with the exception of Sanctuary 1).

What are the Rules and Regulations?

How are the Rules and Regulations enforced?

Violations should be reported, in writing, (except for emergencies) to the Condominium Manager, not to the Board of Directors.

To Report Emergencies or Rule Infractions call 383-6021. For matters requiring immediate attention or assistance after business hours or on weekends and holidays call the Gatehouse at 383-8527.

Repeated infractions and violations of a more serious nature will be referred to the Board of Directors for adjudication and appropriate action as provided for in the Bylaws of the Sanctuary Community Association, Section X, paragraph C.

Are there restrictions on vehicles?

No commercial vehicles, trucks, boats or campers are permitted to be stored on the property. Motorcycles must not be revved up or operated on the main road.

Can I rent out my unit?

Yes, but rentals must be at least 90 consecutive days AND are limited to one rental a year.

Written application for approval of leasing must be received by your Sanctuary Association at least thirty (30) days before the start of the leasehold period and must be accompanied by a non-refundable check for \$50.00. Sanctuary I requires an application fee of \$100.00, and a security deposit of \$1500.00. In the event the application is not approved, the unit may not be leased to the applicant.

Application must be made as outlined above, including the \$50.00 fee, for a lessee who has previously been accepted and wishes to return for a subsequent rental period. Your Association has the right to accept or reject the application. No fee is charged for the extension of a lease.

A unit owner may not lease less than an entire unit or lease an entire unit for a period of less than (90) ninety consecutive days or enter into leases such that more than one lease commences in any one calendar year.

During the time a unit is leased, the unit owner shall not have the right to use the common elements, association property, and common facilities except as a guest of a unit owner.

Please inform the office of the expected date of arrival and departure.

Owners are asked to avoid embarrassment to their lessees by making sure the lessees fully understand that The Sanctuary is a residential community – not a resort. The Condominium Manager will give them the Community's Rules & Regulations and they will be required to sign a statement of their willingness to comply with them. In no event may a unit be permanently occupied by more than two (2) persons per bedroom, as per Longboat Key Statute and Condominium Documents.

Upon arrival, lessees are to obtain gate passes from the Condominium Manager's office and place them on the driver's side of the dashboard of their cars. The pass will show the parking space number to be used and dates in residence.

Are there any restrictions that pertain to selling my unit?

The Declaration of Condominium, Articles of Incorporation, and Bylaws of your Sanctuary Association set forth all conditions that apply to the sale of a unit. Highlights are as follows:

The Board of Directors of your individual Sanctuary Association shall consider as a qualified prospective owner anyone intending to use the unit exclusively as a one family residential dwelling.

As outlined in the Declaration of Condominium, any prospective owner must be approved in writing by the Board of Directors of your individual Sanctuary Association BEFORE purchase of any unit. Applications to sell may be obtained on this Website or from the Sanctuary Office and are to be accompanied by a (\$50.00) fifty-dollar application fee.

Seller must turn in entry clickers and smart passes to the new owners when selling a unit.

The Sanctuary Condominium Manager is to be advised when a unit is offered for sale, so proper condominium sales procedures can be followed.

If any real estate agent is involved in a sales transaction, it is the owner's responsibility to see that the agent is familiar and complies with all of the Sanctuary Bylaws, Rules and Regulations and Documents.

Can I have pets?

Yes and No. Owners are permitted one pet as long as it weighs less than 30 pounds. Renters are not permitted to have pets.

Pets may be kept on the premises only under the terms and conditions of the Condominium Documents. The Declaration of Condominium does not allow any animal to be kept in a unit other than caged birds, fish, one cat or one dog, no more than 30 pounds in weight. All owners must register their pets and obtain prior written authorization from the Community Association Board in order to have a pet at the Sanctuary. Dog breeds, which can exceed 30 pounds at maturity, will not be approved.

Unit owners who initially purchased their unit from the developer are allowed to keep up to two pets (i.e., one cat and one dog, or two cats or two dogs) weighing not more than 50 pounds each. At the demise, give away, etc. of original pets the original owner will then be allowed to replace ONE PET not to exceed 30 lbs.

In the event any pet becomes a nuisance to the other unit owners, in the sole opinion of the Board of Directors, such animals shall be removed from the unit immediately. Authorized pets are only allowed on the Association property or common elements when on a leash, accompanied by its owner and then only so long as the pet does not create a disturbance. No exotic pets, e.g., snakes, are allowed.

Guests of owners or lessees are not permitted to have pets.

In compliance with ordinances, pets will not be allowed in the swimming pool area or on the beach.

Seeing eye dogs, and dogs used by hearing impaired persons are exempt.

All excrement must be removed in accordance with the Town of Longboat Key Ordinance §91.22. The failure to remove the excrement may lead to a fine not exceeding \$500 or by imprisonment for not more than 60 days, §91.99.

General Pet Rules:

- A. Dogs must be licensed and wearing ID tags. Cats should have an ID tag.
- B. Control excessive barking.
- C. Pets must be walked off premises.