

# **BAY & BAYSIDE VILLAS CONDOMINIUMS**



**Managed By**

**Bluewater Association Management**

**Merchant's Walk 4400 Highway 20, East, Suite 311**

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# NOTICE

REGISTRATION FORMS ARE REQUIRED FOR ALL VISITORS AND MUST INCLUDE THE FOLLOWING INFORMATION.

OWNER OF UNIT

NAMES OF UNIT OCCUPANTS

RENTAL COMPANY INFORMATION

VEHICLE IDENTIFICATION

**ALL VISITOR VEHICLES MUST DISPLAY A PARKING PERMIT**

The pleasantness of condominium living is greatly enhanced by a congenial atmosphere in which all residents have proper regard for the comfort of others. For this reason, these rules and regulations have been adopted for BAY & BAYSIDE VILLAS CONDOMINIUMS, in order to assure residents and their guests that the Condominium property will be properly used for the benefit of all these persons. All residents are requested to cooperate with the management in seeing that the rules and regulations are observed.

## RULES & REGULATIONS

Revised and Adopted January 16, 2015

### Condominium Living

- Condominium living requires that each resident regulate the occupancy and use of his unit so as not to unreasonably or unnecessarily disturb any other resident in the occupancy and use of his unit. All residents are requested to use their units accordingly.

### Grounds Upkeep

- The Bay & Bayside Villas complex requires a high degree of grounds maintenance.
- Absolutely no littering of the grounds, parking areas or docks is permitted.
- Residents are encouraged to pick up litter around their areas.

### Dumpsters

- All trash is to be placed in plastic or paper bags and sealed before placing in dumpster.
- No trash, garbage, rubbish, debris, waste material or other refuse shall be deposited or allowed to accumulate or remain around any part of a unit or the dumpster.
- All trash containers shall be kept inside the units until placed in the dumpsters.
- New residents must discard boxes promptly upon moving into Bay or Bayside Villas.
- Break-down boxes before placing in the dumpster.
- No discarded boxes may be left outside of the unit.

### Pets

#### **Pet Prohibition**

- **Vacation Renters and Long Term Tenants** are not authorized to keep pets of any kind in a unit.
- Owners must insure that perspective renters and tenants are advised directly or through applicable rental management agencies or individuals, of the **NO PET POLICY**.
- Owners will be assessed a fine of one hundred dollars (\$100.00) for any violation that is not corrected, immediately. Additional fines of one hundred (\$100.00) will be made for each three (3) day period, thereafter up to \$1,000.

#### **Owner's Pets**

- No more than one (1) dog (40 lb. limit) or one cat may be kept in a unit provided that such pets are not kept, bred or maintained for any commercial purpose.

#### **Control of Pets**

- Pets will be kept on a leash at all times when outdoors.
- Pets are not allowed on the beach or water side of the property.

- Pets are not allowed to relieve themselves on the common grounds which include sidewalks, lawns, shrubbery, flower beds, etc.
- Dogs must be walked on the public areas along Bay Drive.
- Owners must clean up after their animals per Okaloosa County ordinance.
- Owners will be assessed a fee of one hundred dollars (\$100.00) for each verifiable violation of this rule which occurs on common property. To be a verifiable violation two owners or members of management must observe and document infractions.

#### **Pet Disturbance**

- Owners will control dog barking.
- Owners who have dogs which unreasonably disturb other occupants may be required to remove the dog from the premises.
- No more than one (1) dog (40 lb limit) or one (1) cat or one (1) bird may be kept in a unit, provided that such pets are not kept, bred, or maintained for any commercial purpose.
- Pets are to be kept on a leash at all times while outdoors, and shall not be allowed to roam unattended. Voice command methods may not be employed for control.
- Pets may not be tethered, per Okaloosa County ordinance, at anytime.

#### **Entrance, Hallways, Walks, Lawns**

- Entrances, hallways, walks, lawns and other public areas should not be obstructed or used for any purpose other than their intended purpose.

#### **Alterations**

- See Condominium Declarations. Approval is required by the Board prior to beginning renovations, window changes, awning or storm door installation or door painting.

#### **Window Air Conditioners**

- No window air conditioners shall be installed in any unit.

#### **Antennas, Signs and Flags**

- Radios, television and CB aerials shall not be placed or erected on the roof or exterior of any building, or from the windows of any building unless within the limited common element of the unit.
- No attachments are to be made to exterior of any unit or the buildings unless otherwise approved.
- Flags may be displayed only from rear of units unless otherwise approved.

#### **Patios and Balconies**

- Only typical patio or balcony furnishings will be allowed on patios and balconies.
- Patios and balconies may not be used for storage.
- No grills with open flames are allowed on patios or balconies, only electric grills.
- Grills placed on common areas must be removed when grilling is complete.
- Grills must be attended at all times.

#### **Drapes and Blinds**

- To enhance the exterior appearance and allow for consistency, all curtains, drapes or blinds must be white or lined with white.

#### **Noise**

- The owner's family, tenants, and guests must have due regard for the comfort and enjoyment of all residents in the complex.
- Televisions, stereos, radios and musical **instruments will not be played at such volume at any time that will annoy persons in other units.**
- Appliances such as washing machines, dryers, dishwashers, vacuum cleaners or any other similar machines or equipment **shall not** be operated between the hours of 10:00 p.m. – 8:00 a.m.

#### **No Offensive Activities**

- No illegal, noxious or offensive activities shall be permitted or carried out in or around any unit, nor shall anything be permitted or done therein which is or may become a source of embarrassment, discomfort or annoyance to the neighborhood.

### Clothes Lines

- The hanging of clothes, towels, rugs or other such items outside of any unit is not permitted, except on free standing drying devices. Items must be removed promptly when dry.
- Balcony railings may not be used as drying devices, under any circumstances.

### Speed Limit

- The maximum speed limit throughout the Bay and Bayside Villas parking lots is 5 MPH. Please observe posted signs and drive carefully.

### Parking, Repair and Maintenance of Vehicles, Boats, etc.

- **No more than two (2) vehicles per unit will be allowed to park on the property.**
- **Parking permits are required for all visiting vehicles.**
- Wheeled vehicles, such as or similar to mobile homes, motor homes, self-contained or otherwise, travel trailers, commercial trucks, and campers; boats or any offensive objects may not be parked or kept on the common areas of the Bay & Bayside Villas complex, including the parking areas in front of each building. Passenger vehicles only may be parked in the paved, marked parking areas serving the units.
- Disabled vehicles may not be kept in the parking lot. Therefore, all motorized vehicles on the property shall be in operable condition, properly tagged and licensed and operated by licensed drivers while in the Bay & Bayside Villas complex. Vehicles not falling under these guidelines may be towed away at the Owners' expense. A maximum of two vehicles per unit will be allowed to park in the complex parking area.
- No repairing, lubricating, washing or maintenance of any type or kind is permitted in the parking lot or grassy areas within the Bay & Bayside Villas complex. Note exception: Commercial auto cleaning services are permitted.

### Motorcycles, Moped and Mini-Bikes

- All state regulations applicable to motorcycles, motor bikes, mopeds and mini-bikes that apply on public streets and highways will apply within the complex area. All must be licensed. Please coast in and out of the Bay & Bayside Villas complex.

### Bicycles Skateboards and Play Areas

- All bicycles must be stored in designated areas or in your unit. All other riding toys must be stored inside your unit. No kiddie swimming pools or other toys are allowed to be stored under stairwells or on common grounds.
- Bicycles may not be stored next to unit doors or ridden along the walkways. This scuffs the concrete stain and creates additional maintenance.

### Skateboards and Play Areas

- Skateboarding is not allowed at Bay & Bayside Villas. Please consult the local recreation facility for designated areas.
- Children are not allowed to play on stairs or exterior "parking side" porches and walkways.
- Resident and non-resident children may not play on the elevator.
- Children may not play around the irrigation sprinkler system when it is engaged, this is not potable water.
- Children and pets should be kept away from areas where pesticide spraying is taking place. Warning signs are posted after each application.

### Golf Equipment

- Golf carts and other golf equipment are not permitted under steps or in stairwells.
- Golf carts must not be parked on patios, walkways, grass or other common areas.
- Golf carts may park in the parking lot but may not be stored on property.
- No spiked shoes, such as golf shoes, shall be worn on the wood stairways.

### Private Property: No Unauthorized Persons Allowed

- Trespassers found on the property will be referred to the Sheriff's office for prosecution. This applies to unauthorized parking, beach use, skateboards, cyclists and children tampering with the elevators.

### Beaches and Piers

- Boats or other water craft may not be anchored or docked along the pier.
- Swim in the Bay at your own risk.
- The Association accepts no responsibility for accidents related to the use of the beach or pier.

### **Late Fees and Interest**

- The due date on all regular assessments shall be the first day of the month. All regular assessments shall be considered late if not paid by the tenth of the month.
- The due date and the late date on all special assessments shall be the dates specifically stated in the notice of special assessment.
- A late fee of \$25.00 per month shall be paid for all assessments not received by the established date.

### **Posting of Rules and Regulations in Rental Units**

- Owners are responsible for posting an updated copy of the Rules & Regulations in rental units.
- Owners are responsible for providing updated copies of the Rules and Regulations to Management Companies and/or Representatives.
- Owners are responsible for insuring that the Management Company and/or Representative provide copies to tenants during the lease process.
- Updated copies can be obtained from Bluewater Management Services. However, it will be the sole responsibility of the owner to ensure compliance with this rule.
- Owners, guests and tenants are treated equally under the provisions of the Bay & Bayside Villas Condominium Covenants/Rules and Regulations. However, it is the sole responsibility of the Owner to assure compliance with the provisions of these documents. Therefore, owners must provide contact information which includes name address and phone numbers to the Association Management Office. Just as owners' privileges are afforded to guest and tenants so shall compliance with the Rules and Regulations, apply.

### **Violations, Reporting, Notification, Compliance and Enforcement**

- Violation of the rules governing Bay & Bayside Villas will not be tolerated.
- Infractions may be reported to the Association Management Office for review and resolution.
- Notification will be made in writing to the unit owner in question. When infractions involve rental units all parties will be notified including the owner, tenant and rental management company.
- Compliance will be expected within the perimeters set forth in the notification.
- Failure to comply with a notification will result in a review by the Board of Directors to determine the legal remedies available. Appropriate enforcement action will be taken.
- *Follow these simple guidelines for reporting violations*
  1. *Attempt to resolve noise complaints by speaking to the offending person.*
  2. *Contact the Association Office if you are unable to resolve the problems.*
  3. *Report any criminal activity or suspicious persons to the Sheriff's Department.*

### **Unit Access**

- Management must be provided immediate access to a unit therefore a current key is required for each unit.
- Fire codes require access to unoccupied units in case of a fire and all units in case of a medical emergency.
- When keys are unavailable, doors will be removed or locks changed at the owner's expense. Furthermore, when other types of emergencies occur, such as broken water pipes, electrical damage and water overflow, it is essential for Management to have immediate access to prevent further damage. Keys are secured in a lock box and are strictly controlled.

### **Events**

- No outdoor events are permitted without prior Board approval. Requests must include the type of event, the date and time and number of people.

### **Important Note to Rental Unit Owners**

**Please post pages one through three in rental units.**

Page four is directed to owners and their representatives and need not be provided to the tenant. The attached acknowledgment and acceptance form may be reproduced. Have the tenant sign the form, copy for your files and fax a copy to the Association Office at 850-897-9211.

# BAY & BAYSIDE VILLAS CONDOMINIUM

## Condominium Tenant Information Form

### INFORMATION

Unit # \_\_\_\_\_ Owner Name \_\_\_\_\_ Phone \_\_\_\_\_

Tenant Name \_\_\_\_\_ Phone \_\_\_\_\_

Rental Agent \_\_\_\_\_ Phone \_\_\_\_\_

Number of Individuals Residing in the Unit \_\_\_\_\_ Dates of Occupancy \_\_\_\_\_

Names \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### VEHICLE INFORMATION (ONLY TWO TENANT VEHICLES ALLOWED)

Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_ Tag \_\_\_\_\_

Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_ Tag \_\_\_\_\_

### COPY OF RULES AND REGULATIONS RECEIVED

Primary Resident Signature \_\_\_\_\_ Date \_\_\_\_\_

RETURN COMPLETED AND SIGNED FORM TO BLUEWATER ASSOCIATION MANAGEMENT 850-279-6050, EMAIL [office@bam.gccoxmail.com](mailto:office@bam.gccoxmail.com) or USPS.