Approved 6/6/2016

SUNSET HARBOUR
AN ADULT CONDOMINIUM
RULES AND REGULATIONS

The Rules and Regulations contained herein appear in the Condominium Documents. They are established for the comfort, welfare, contentment and safety of the Unit Owners/Lessees. Conscientious cooperation in abiding by these requirements is essential.

A. COMMON AREAS

1. PARKING:
   a. Parking shall be limited to passenger vehicles, non-commercial vans and covered bed-trucks. The covered bed trucks must be a vehicle of one-half (1/2) ton rated weight, or less, carrying capacity no longer than 200 inches – which is used solely as a passenger vehicle and not as a commercial vehicle.
   b. No campers (nor camper tops), RV vehicles, no trailers of any kind, golf carts or motorcycles allowed to park on our property overnight.
   c. Vehicles may not be parked in any manner that encroaches onto adjacent parking spots/and/or walkways. Parking must be with the gas tank to the outside of the building – for fire safety reasons.
   d. Policing of the Parking Area for cleanliness is the responsibility of all residents.
   e. All vehicles must turn off their engines when parked.
   f. NO propane tanks in any vehicle are allowed in our parking area.

2. POOL AREA:
   a. There is no lifeguard on duty; therefore, all persons using the pool – do so at their own risk.
   b. Pool hours are posted in the pool area (1/2 hr. after sunrise until ½ hr. before sunset).
   c. Children under ~~18~~ 15 years of age are not allowed in the pool area without the supervision of an adult.
   d. Children in diapers are not allowed in the pool at any time. ~~All children MUST BE potty trained.~~ No person who is incontinent or any child who is not potty trained shall use the pool without wearing proper swimming attire. Swimming attire shall be tight fitting plastic pants that prevent leakage.
   e. Only owners/lessees and guests can use the pool.

3. ELEVATORS:
   a. No smoking is allowed on the elevators or lobbies.
   b. Children under ~~18~~ 15 years of age must be accompanied by an adult when using the elevators and must not be allowed to play with the elevator call buttons whether in the lobby or individual units.
   c. Individuals using the pool, or coming from the Beach, must remove sand and dry off thoroughly before entering the Lobby and/or Elevator.
   d. For moving furniture, appliances, deliveries, etc. You must use the elevator pads and the hard floor mats located in the Bike Room to prevent scratching the walls of the elevator or marring the floor of the elevator. The Unit owner **WILL** be held responsible for any damage.

e. Moving of furniture, etc. shall be done ONLY Monday through Saturday between the hours of 8:30 AM and 5:30 PM.
f. Unit Owners/Lessees are responsible for cleaning the floor of the elevator, lobby or lobby entrance should they or their guest(s) or employees soil these areas for any reason.

4. STAIRWELLS:
   a. Fire Regulations require that the stairs and landings be kept clear at all times.
   b. No storage of items of any kind is allowed in the stairwells.
   c. This is a "NO SMOKING" area.

5. SIGNS:
   a. No displays, signs or advertising of any kind shall be posted on any part of the common areas or units.

6. GRASS AREAS:
   a. No activity which could cause damage to the grass and landscaped areas is permitted.
   b. No activity which could facilitate the danger of falling from the West Sea Wall will be allowed.
   c. Children under ~~18~~ 15 years of age must be accompanied by an adult at all times when in the lawn area.
   d. Policing of the grassy areas for cleanliness is the responsibility of all Residents.

7. CLUB ROOM:
   a. The Club Room is for the exclusive use of Unit Owners/Lessees and their guests.
   b. It is a limited facility; therefore, persons using the room must be at least ~~18~~ 15 years of age, with owner in attendance at all times.
   c. Individual users are responsible for complete clean-up after its use and for any damages done to the facility or its contents.
   d. Unit Owners/Lessees wishing to reserve the Club Room – may do so by contacting a Board Member a minimum of 48 hours in advance.
   e. The Board reserves the right to limit or set restrictions for its use when it is in the best interests of the membership as a whole.
   f. When not in use, the Club Room doors must be kept locked and the air conditioner must be set at 78°.
   g. This is a "NO SMOKING" area.
   h. Board has the right to offer the use of the Club Room for neighbor condo meetings.

8. BICYCLE ROOM:
   a. A Storage Room is located on the Ground Level and is available for storage of Resident's bicycles only.
   b. Space is limited and on a first-come basis.
   c. The door must be kept locked at all times.
   d. The Association is not responsible for lost, stolen or damaged bicycles.

9. FIRE ALARM SYSTEMS:
   a. Each resident should be aware of how the fire alarm system works.
   b. Instructions on how to respond to the alarm are located in the POLICIES AND PROCEDURES Section.

c. The Alarm System is housed in the Electric Room located on the North East side of the building, on the Ground Floor.
d. Access requires the Common Area Key to the Electric Room and each Unit Owner/Lessee must have this key, properly identified and easily located.

10. NUISANCES:
    a. No Unit Owner/Lessee shall use, or permit their guest(s) to use the premises or individual units in any manner which threatens the peaceful enjoyment, safety, welfare or rights of any other Resident.
    b. Absolutely NO feeding of sea gulls or other birds is allowed on the premises.

B. INDIVIDUAL UNITS

1. PERMANENT RESIDENT:
    a. The term "PERMANENT" as set forth in Section 12.11 of the Declarations as amended shall be defined as occupancy of a Unit in excess of thirty (30) days per calendar year.

2. GUEST:
    a. All overnight guest(s) occupying units must be accompanied by the Unit Owner/Lessee or by members of their immediate family.
    b. In the event that the Unit Owner/Lessee is not present, the Board of Directors must be given seven (7) days advanced notice as to which family members will be present and the number of guests in occupancy.
    c. Two Visitor Car Tags will be available to Unit Owners to use when guests are visiting. In the event a guest will be staying overnight for a period longer than two nights, the tag must be displayed on the dash board of the vehicle to avoid the possibility of being towed. The purpose of the tag is to confirm that a vehicle belongs to someone visiting a unit owner within the Sunset Harbour Community as opposed to an unauthorized individual parking their vehicle within the community indiscriminately.

3. SINGLE FAMILY LIMITATIONS ON OCCUPANCY:
    a. Two (2) bedroom units shall have no more than four (4) permanent residents.
    b. Penthouse units shall have no more than six (6) permanent residents.

4. CHILDREN UNDER 18 YEARS OF AGE:
    a. Overnight visits by children under 18 years of age are strictly limited to ***30 days per calendar year.***
    b. This applies to all children whether a family member or a guest, residing locally or out of town.

5. PETS:
    No pets are allowed except Service Dogs with the proper paperwork and service dog vests worn at all times.

6. TRASH:
   a. ALL trash must be placed in plastic bags and securely tied before being placed in the trash chutes.
   b. Break down empty cartons and carry to the dumpster room. Don't force boxes down the Trash Chute.
   c. Strict adherence is necessary to ensure the best possible sanitation and to prevent rodent and insect infestation.
   d. Trash Room doors should be kept closed at all times.
   e. Construction and carpeting waste are not allowed in the Dumpster – proper disposal is the responsibility of the Contractor doing the work. Disposal of appliances is the responsibility of the unit Owner.

7. BALCONIES:
   a. No beach towels, bedding, laundry, rugs, etc. are to be displayed on the balcony or railings.
   b. No hosing, sweeping, shaking of tablecloths or rugs, or similar activity which allows for falling residue, shall be allowed.
   c. The use of gas and charcoal barbecue grills is prohibited on the balconies; electric grills are permitted.
   d. No structural changes, additions or improvements are allowed without prior written approval of the Board.

8. HURRICANE SHUTTERS:
   a. Unit Owners may have hurricane shutters installed on the West and/or East balconies and outside windows at their own expense.
   b. Shutters must conform to the specifications of existing units.
   c. The specifications must be obtained from the Board of Directors prior to purchase and installation.
   d. Maintenance and repair of the Shutters is the responsibility of the Unit Owner.

9. WINDOWS:
   a. Unit Owners may replace windows at their own expense.
   b. Replacement windows must conform to original windows in style, size, bronze color, same reflective coating, etc.
   c. Specifications on file must be obtained from the Board before new windows are purchased and installed. Any deviation must be approved by the Board.
   d. All window treatments (drapes, blinds, verticals, etc.) must appear as a neutral color from the exterior of the building.

10. EXHAUST FANS:
   a. Kitchen exhaust fans must be operable and exhaust to the outside of the building as originally installed (not recirculating fans) – must be used when cooking.
   b. Clean dryer exhaust lines bi-annually – for safety purposes. All exhaust fans should be cleaned semi-annually.

11. A/C Lines:
    Clean a/c lines at least every six (6) months and change filters frequently.

12. STRUCTURAL CHANGES:
    a. Need Board Approval (minimum of two weeks before starting project) be commencing any interior or exterior modifications. Must obtain a City of Dunedin Building Permit prior to start of the renovation project. All work must be completed by licensed contractor. It is also recommended that you make sure the contractor has liability and workman's comp insurance coverage.

    b. Hours of construction or remodeling should be Monday – Friday from 8:30 a.m. to 5:00 p.m. **ONLY**.

13. ABSENTEES: (2 weeks or more)
    a. Residents who leave their Units MUST notify the Board and leave an address and phone number where they could be reached.
    b. The Unit's water supply must be shut off, hot water heater cut off at the breaker box to prevent unexpected damage to other units should a leak occur.
    c. Should a leak occur, as a result of the failure of the Unit Owner/Lessee to shut off the water supply, damages may be assessed against the Unit Owner where the leak occurred.
    d. It is recommended that you set your a/c unit thermostat at 78° to prevent mold from building up in your unit while you are away.