

The Sea Breeze South
Apartments
a Condominium
Rules & Regulations
March 23, 2022
(Revised)

Table of Contents

1. Introduction	3
2. Air Conditioners	3
3. Bicycles	3
4. Building Walkways and Furniture	3
5. Clubhouse	4
6. Condo Remodeling and Reconstruction	4
7. Doors, Screen Doors and Windows	4
8. General Rules	5
9. Grills and Shuffleboard Area	6
10. Insurance	6
11. Keys	6
12. Laundry Room	6
13. Parking and Parking Passes	7
14. Pets and Service Animals	7
15. Pool Rules	8
16. Rentals and Leases	9
17. Smoke Detectors	9
18. Smoking	9
19. Trash and Recycle Receptacles	9
20. Violations	10
21. Violations Rules Committee	10
22. Water Heaters	10

New owners and renters will be asked to sign a form acknowledging that you have received a copy of these rules and regulations.

Introduction

1. The first directive of the Board of Directors is the responsibility it has to the Sea Breeze South Members. The Board of Directors has an obligation to provide protection against loss of property values and protect the assets of the Association. A Board that fails to enforce the rules will, in the long run, lower property values. The members must support the Board as they enforce the rules on behalf of the Association.

The Condominium Act of Florida permits the Association to levy fines daily for each violation of the Sea Breeze South Rules and Regulations. Therefore after having been duly notified and afforded an opportunity for a hearing, any person not adhering to these Rules and Regulations will be fined the maximum amount allowed by the law.

These Rules and Regulations are applicable to Owners, Renter and Guests. It is mandatory to post these Rules and Regulations in your unit when rented or used by guests.

2. Air Conditioners

- a. Air conditioners must have a sleeve on them.
- b. They must be installed with the proper venting (rear venting) and drip eliminators.
- c. Window air conditioners will not be an appropriate substitute for "in wall" units.
- d. All air conditioners must be approved by the property manager (Volhr) prior to installation.
- e. (Separate procedure for "split system" air conditioners will be included in the near future and must be followed before, during and after installation.

3. Bicycles

- a. Bicycles as well as motorbikes, motorcycles, skateboards, scooters, roller skates, roller blades and and hover boards, and any other non-medical wheeled or powered implement, may not be operated on Sea Breeze South walks, walkways, recreational and parking areas.
- b. The area under the stairwell may be used to store bicycles, medical wheeled equipment, and any other small wheeled equipment, when the unit is occupied. If there is no room under the stairwell you would normally have to store the bicycle in your unit.
- c. Bicycles may not be stored in the storage locker areas.
- d. Bicycles and other authorized items placed under the stairwells must be locked and clearly identified with your unit number.

4. Buildings, Walkways and Furniture

- a. Marco Island Fire Department requires at least 36 inch clearance from the edge of your outdoor furniture, to the support beam or railing. There must be room for wheel chairs and/or stretchers to pass without obstruction.
- b. Common areas, including walkways in front of each unit, shall not be obstructed, littered or defaced, or misused in any way.
- c. Patio furniture must be light enough to move indoors during periods of absence of 48 hours or longer or when high winds are expected.
- d. Each unit owner is allowed to place two (2) chairs and one (1) small table in front of their unit. We recommend that they be white or off-white to create some uniformity.
- e. Unit owner must remove any porch furniture, flower pots, tables and doormats during an absence of 48 hours or longer or during high wind occasions.
- f. In order to avoid staining on the walkway, flower pots and planters must be on a table and not placed on the walkway.

- g. Patio furniture must be constructed of a material that will not rust or stain the walkway, and must be kept clean and have a neat appearance.
- h. No heavy overstuffed furniture is allowed.
- i. Unit owners are responsible for any damage caused by furniture outside of your unit.

5. Clubhouse

- a. **No smoking is allowed in the clubhouse!**
- b. Sign up on the calendar in the clubhouse when you plan to use it for an activity. It is available on a first come basis with the exception of regularly scheduled Sea Breeze South activities and Sea Breeze South Board Meetings.
- c. Let the office manager know when an activity is planned.
- d. The clubhouse cannot be used for outside fund raising activities.
- e. If the activity includes alcohol and/or guests from other than Sea Breeze South, please call your insurance company for a rider to your policy. Provide the office manager with a copy at least one week prior to the scheduled activity.
- f. Exclusive use of the clubhouse requires SBS Board approval.
- g. The television is available for everyone's enjoyment. It should not be used if a group has an activity scheduled unless that activity includes the use of the television.
- h. Vacuum and clean the clubhouse when your group leaves. Don't leave any cleanup for the next day. Spills on the carpet must be cleaned immediately.
- i. Check with the office manager about set up of tables and chairs for the next day. Set up the room accordingly before you leave.
- j. Turn off the lights and fans, close all windows and sliders and remove all garbage when your group leaves the clubhouse.
- k. There is a 10:00 PM curfew unless special late privileges are granted by the Board of Directors.

6. Condo Remodeling and Reconstruction

- a. All work done in a Sea Breeze South unit must comply with Florida, Collier County and the City of Marco Island building codes.
- b. If work requires a permit it must be obtained from the City of Marco Island and displayed prior to the start of work.
- c. The Sea Breeze South manager must be notified of any work requiring a permit prior to starting work.
- d. No structural changes or alterations shall be made in any unit unless first approved by the Sea Breeze South Board of Directors.
- e. Contractors must clean up and remove all debris from the work site. Large items are not to be deposited in the dumpsters or left in the dumpster area.
- f. No cutting with power or hand tools is permitted on the upper or lower walkways of the buildings. This work must be performed on the sidewalk or lawn with as little inconvenience to others as possible.
- g. All Handymen and/or Contractors should have a proper license from the city of Marco Island and/or Collier County.
- h. All workers should have the appropriate Insurance coverage as well as Workers Compensation for themselves and their employees.
- i. All commercial vehicles used may not arrive prior to 8:00 AM and must be moved by 5:00 PM.

7. Doors, Screen Doors and Windows

- a. All units have hurricane rated windows and doors. If there is damage to any window or door contact the Sea Breeze South office for the name of a current vendor for repair, replacement and warranty work if it applies.
- b. Any new doors, screen doors and windows purchased must first be approved by the Sea Breeze South Board of Directors.
- c. Screen doors must be maintained and free from cuts, tears, rust or missing sections.
- d. If screen doors or window screens are not properly maintained, a notice to repair/replace will be delivered to the owner. If the notice is not complied with, Sea Breeze South will hire a contractor

- to repair/replace the door and the unit owner will be billed for the work.
- e. Hurricane Shutters must first be approved by the Sea Breeze South Board of Directors. The installed windows and doors meet Miami-Dade Hurricane Standards and diminish the need for Hurricane Shutters.

8. General Rules

- a. Smoking is not allowed on Sea Breeze South Common Areas (including walkways in front of Units).
- b. All owners, renters, and guests are required to register with the Sea Breeze South office within 48 hours of arrival. Office Manager is available 9:00 am to 1:00 pm daily. Volhr Corporation, our management company has an answering service to handle all calls, including Sea Breeze South calls, day or night. Volhr Corporations phone number is 239-389-3600. After hours phone number is 239-389-0437.
- c. Occupancy limit is as follows: two (2) bedroom – seven (7) persons; one (1) bedroom – five (5) persons; efficiency unit – three (3) persons.
- d. When a unit is occupied by a renter, or a paying guests, an owner passes to them all of the owners' rights and the owner may not use the parking, recreational or common areas of Sea Breeze South.
- e. Any damage to the common areas of Sea Breeze South (i.e. pool, shuffleboard courts, buildings, plants, and/or trees, laundry room area and machines etc.) caused by an owner, renter, or guest will be charged to the owner.
- f. Each condominium is assigned one (1) parking space. You must park in your assigned space. The visitor's spaces are for guests. (See also Parking Rules.)
- g. The area under the stairwells may be used to store bicycles while your unit is occupied. Bicycles must be locked and clearly identified with the unit number. (See also Bicycle Rules.)
- h. No storage of pesticides, fertilizers, gasoline, or other flammable or combustible items are permitted under the stairwells.
- i. Folding chairs, tables, boxes, ladders, gardening supplies, coolers or other large and bulky items are not permitted under the stairwells, or on the walkway in front of the units.
- j. Fish cleaning is not permitted in the condominiums or on Sea Breeze South property.
- k. No radio or television antennas or satellite dishes are allowed on the exterior of Sea Breeze South buildings.
- l. Rugs, clothing, towels, etc. may not be hung from the railings or left on lawns or shrubs. These items may not be hung in condominium windows where they are visible to others
- m. Plants and shrubberies are part of the common area and may not be planted, cut or dug up without prior permission from the Sea Breeze South Board of Directors or their designee.
- n. Each unit of the condominium property shall be used only for residential purposes. No business or commercial use is permitted.
- o. Care shall be exercised, by everyone, to minimize noise at all times. Everyone is expected to conduct themselves in a manner that will not disturb other residents. Please observe a quiet time from 10:00 pm to 8:00 am.
- p. Common areas, including walkways in front of each unit, shall not be obstructed, littered, defaced, or misused in any manner.
- q. No pets shall be kept or maintained in or about Sea Breeze South property except in accordance with the by-laws.
- r. The cost of repair for any damage to the common elements or equipment caused by a owner, renter or his guests will be charged to the unit owner.
- s. Parents shall be in control of their children at all times so they do not damage property or disturb others.
- t. Bird feeders are not allowed on the property. Do not feed the birds on any areas of the property.
- u. No advertising may be posted in the windows (i.e. For Sale signs, etc.)
- v. If a unit owner refuses interior pest control it must be done in writing. If we later find that pest control is necessary the unit owner who refused will be charged for the extermination service.
- w. If a unit owner wishes to change the lock to their unit door you must contact the Sea Breeze South office to schedule an approved locksmith. Marco Island Fire Department requires that all unit keys be keyed to the master key. Any cost to rekey will be the expense of the owner.

- x. Drones and toys that are motorized or radio controlled (such as planes, boats, cars, etc.) are not permitted to be operated on Sea Breeze South property without Sea Breeze South Board approval.
- y. Personal security or surveillance systems cannot display any signs or use cameras that might inadvertently invade another's privacy.

9. Grills and Shuffle Board Area

- a. Sign up to use the grills on the calendar in the clubhouse. Put down your name, unit number, and the time you want to use the grill.
- b. Clean the grill each time you want to use the grill.
- c. Make sure to turn off the grill and the gas tank, when you are through using it.
- d. Please report any empty gas tanks to the Sea Breeze South office.
- e. All of the shuffle board equipment is located at the end of the courts.
- f. Please use the equipment as it was intended and return everything to the locker when you are finished.
- g. Please be courteous and let others have a turn.
- h. When not used by a league or for a tournament the shuffle board courts are available on a first come basis.
- i. Please avoid walking on the shuffleboard surface.
- j. No smoking in the shuffleboard area.

10. Insurance – (To better protect yourself and your unit, please follow these recommendations.)

- a. All contractors doing work in your unit are to be licensed and insured. Certificates presented should be printed within the last 15 days and policy dates not expired. Contractors should have policies for Liability and Workers Compensation.
- b. Use housekeepers with excellent references, preferably housekeepers who have Workers Compensation and Liability Insurance.
- c. Unit Insurance is highly recommended. Mold, water leaks and hurricanes are a way of life and you should protect yourself from losses.
- d. It is important and highly recommended that you have an insured home watch person to check your unit if leaving for over 30 days.
- e. Air conditioner thermostats should be set no higher than 79 degrees.
- f. Water should be turned off at sinks, toilet, over hot water heater and behind your building at the unit shutoff when your unit is unoccupied for over 48 hours.

11. Keys

- a. If an owner wishes to change the keying to the lock, arrangements can be made through the Sea Breeze South Office. The new key must be keyed to the master. Any changes to the lock will be done with the cost paid by the owner.
- b. If a unit owner arranges for work to be done in their unit the Sea Breeze South Office must be notified. The office staff can provide access.
- b. If a unit owner hires a home watch service or a cleaning service they should sign in at the Sea Breeze South office and sign out when finished.

These rules are for the security of the unit owners. It will provide a listing of anyone who has been in your unit, the reason they were there and how long they stayed.

12. Laundry Room

- a. No smoking in the laundry room
- b. Do not overload the machines.
- c. Clean the lint trap each time after using the dryer.
- d. Close the washer/dryer door when leaving.
- e. Remove the laundry from the washer or dryer within 15 minutes of completing your load. If someone wishes to use the machine and your cloths are still in there 15 minutes after completion, they may remove your clothes and place them on the table.

- f. Do not leave clothes hanging in the laundry room overnight.
- g. Turn off the lights and the fan when you leave.
- h. If you use the boom and dust pan to clean the floor, please return them for another to use.
- i. Report any problems with washer/dryers to the Sea Breeze South office on an "Action Needed Form".

13. Parking and Parking Passes

- a. All vehicles parked at Sea Breeze South must have a current parking pass that has been authorized by the Sea Breeze South Board of Directors and issued by the Office Manager or his/her representative.
- b. Each unit owner has been assigned one (1) permanent parking space. If an additional vehicle will be used by the unit owners, renters or guests they should be parked in a guest parking space and a temporary pass must be obtained.
- c. The permanent parking sticker must be affixed inside the rear window on the driver's side of the of the vehicle
- d. Each renter/guests must have a temporary parking pass. The parking pass will be issued at the time of registration in the Sea Breeze South office.
- e. When a unit is occupied by anyone other than the owner, the owner passes to them all of the owners rights and the owner may not use the parking, recreational or common areas of Sea Breeze South.
- f. A residential lease form must be completed by the owner prior to letting another person use their unit. No temporary parking passes will be issued without completing these forms.
- g. The temporary parking pass must be hung from the rearview mirror when it is parked in any Sea Breeze South parking space.
- h. A vehicle that does not have a permanent or temporary parking pass issued by Sea Breeze South may be towed off of Sea Breeze South Property. The fee for towing and storage are the responsibility of the vehicle owner.
- i. Two (2) separate violation warnings may be issued to any vehicle parked without the proper parking pass. For a third (3rd) violation the vehicle will be towed at the expense of the vehicle owner.
- j. Trucks over ¾ ton, commercial vehicles, boats, trailers, motorcycles, scooters, motorbikes and and campers are not permitted at Sea Breeze South.
- k. Parking is not allowed on the grass areas.
- l. Use of Sea Breeze South water to wash vehicles is prohibited. You may use a bucket of water from your unit.
- m. If your vehicle leaks fluids that damage the parking lot the unit owner will be charged for any repairs required.
- n. No electric automobiles, or other electric vehicles, may be charged in the Sea Breeze South Parking Lots or on Sea Breeze South Property, due to the danger of extension cords across the walkways.

14. Pets and Service Animals

- a. A Unit Owner shall not keep any pets in or about the Condominium Property or Unit except cats and small canines
- b. The pet cannot weigh more than (8) eight pounds at maturity.
- c. All pets must be registered in the Sea Breeze South Office.
- d. Annual proof of proper checkups and shots must be registered in the Sea Breeze South office.
- e. All pets must be on a leash when not in your unit.
- f. Owners are required to clean up after your pet.
- g. Owners must control all pet noise.
- h. Renters are not allowed pets.
- i. Owners requiring a service animal must submit an opinion from a doctor who is knowledgeable about their disability and manner in which the service animal can ameliorate the effects of the disability.

15. Pool Rules

- a. Pool hours are 7:00 AM to dusk.
- b. No lifeguard is on duty. Swim at your own risk.
- c. No smoking is allowed in or around the pool, shuffleboard or clubhouse areas.
- d. Be responsible when consuming alcoholic beverages at the pool.
- e. No bottles or glassware are allowed in the pool area. Drinks are permitted in plastic or metal containers only.
- f. Put all trash in containers. Leave the area clean and neat when you leave.
- g. No animals are allowed in the pool or on the pool deck.
- h. Do not ride bicycles or other non-medical wheeled devices on the pool deck.
- i. Do not run on pool deck or throw objects while in the pool or on the pool deck.
- j. Proper swimwear is required in and around the pool.
- k. No diapered babies in the pool. Disposable swim diapers must be used on babies and children who are not potty trained.
- l. Florida State Law requires children less than twelve (12) years of age must be accompanied by a responsible adult.
- m. Owners and Renters who invite guest(s) must accompany them at all times. Owners shall, in all cases, be responsible for the conduct of their guests.
- n. Shower before entering pool. Shower is located behind the pool bathrooms.
- o. Do not swim immediately after applying sun tan lotion until the oils have worked their way into the skin and will not wash off in the pool.
- p. Do not hang on the rope dividing the shallow and deep ends of the pool. If you remove the rope to swim laps be sure to reattach it to the hooks.
- q. Do not leave towels or personal items in pool area overnight.
- r. No diving, or jumping in to the pool is prohibited for your safety.
- s. No running, pushing or shouting is allowed in the pool area.
- t. No unnecessary splashing is allowed in the pool area.
- u. No throwing objects of any kind are allowed in or near the pool.
- v. Sea Breeze South will not be responsible for any claims of injury.
- w. When you are through using Sea Breeze South noodles, please return them to the storage container. Be considerate in the use of the noodles and do not hog them.
- x. No Frisbee, ball playing or games that involve running and/or throwing are allowed in the pool area.
- y. Radios, iPods, CD's, tape players etc. must be used with headsets. No face time conversations or loud cell phone conversations allowed.
- z. No radio controlled boats, vehicles or drones are allowed in the pool area or other areas in Sea Breeze South.
- aa. Lounge chairs and tables cannot be reserved. Once you leave the pool area the lounge chairs and tables are available for anyone to use.
- bb. Everyone is to conduct themselves in a manner that will not disturb others.
- cc. When you are through using any of the chairs, table or umbrellas, return them to their original locations.
- dd. Do not block the walkways with chairs or lounges. Wind down the umbrellas when you are through.

16. Rental and Leases

- a. Advanced written notice using the current Sea Breeze South Lease Application is required 20 days prior to any rental or lease. Our Residential Lease is also required by all rental agents.
- b. A Residential Lease (which can be obtained from the Office Manager) is required for everyone paying a fee for the use of a unit, or using the unit as a guest, at Sea Breeze South, the Residential Lease is required even if the individual(s) has/have rented or leased at Sea Breeze South previously.
- c. The Sea Breeze South Residential Lease must be accompanied by the \$100.00 non refundable application fee, due at the time of submission.
- d. The Application will be submitted for a background check.
- f. The completed Application and background check will be submitted to the Sea Breeze Board of Directors for approval. The Board has 21 days to approve or deny the application.
- g. If the application is approved the owner can enter into a lease agreement for no less than 30 days and no more twelve (12) months. At this time a parking pass will be issued

17. Smoke Detectors

- a. The hard wired smoke detectors in all units may be inspected once each year.
- b. The backup smoke detectors should also be tested once or twice each year. A good time to check the batteries is in the Spring when the clocks move ahead one hour and in the Fall when the clocks move back one hour.
- c. Make sure that the circuit including the smoke detector and hall light is left on or active at all times. Label your circuit panel to clearly identify this switch. The use of black electrical tape is allowed to "lock down" the circuit breaker switch.
- d. Any test failure will be reported to the City of Marco Island Fire Marshall.

18. Smoking

- a. Smoking is not allowed on any of the common areas of Sea Breeze South.
- b. Do not discard cigarette butts in the parking areas or on the walkways.
- c. Make sure that your smoke does not drift in to other units and disturb your neighbors.

19. Trash and Recycle Receptacles

- a. Garbage must be properly secured in plastic bags before disposal in the dumpsters and only in the "Trash" dumpsters.
- b. Recyclable items are to be deposited in the yellow top recycle bins. There are three sets of recycle bins, one set beside the K,L,M laundry room, one set beside the N,O,P laundry room and one set beside the T,V laundry room.
- c. Recyclables include newspapers, bottles, tin and aluminum cans, plastics and cardboard. Cardboard boxes must be broken down before putting them in the recycle bins.
- d. Large household items such as air conditioners, stoves, furniture, refrigerators, water heaters, cabinets and other large items are not to be put in or near the dumpsters. These items must be disposed of by the owner, and at the owner's expense. Owner is to contact the Sea Breeze South office for them to arrange for a special pickup and Sea Breeze South will bill the owner. Any large items left outside of the dumpsters, which Sea Breeze South is charged for, will be billed to the unit owner.

20. Violations

- a. A violation can be noted by observation or by a personal complaint. It must then be registered and signed when presented to the Office Manager on an official Complaint Form.
- b. The offender will receive a letter explaining the violation and instruct them that they will have fourteen (14) days to become compliant.
- c. If the violation is not corrected a second letter (certified) will be sent to the offender to cease and desist their violation immediately or the matter will be turned over to our Rules Violation Committee for arbitration. A fine of \$100.00 per day of violation (up to a maximum of \$1,000.00) may be assessed.
- d. The Rules Violation Committee will be composed of three owners. None of whom will be members of the Board of Directors, or related to a member of the Board of Directors.
- e. After fourteen (14) days, a third letter (also certified) will be sent to the offender notifying them that matter has been turned over to the attorney for collection and/or expulsion from the use of common areas.
- f. Any questions or responses must be submitted, in writing, to the Board of Directors of Sea Breeze South.

21. Rules Violation Committee

- a. The Rules Violation Committee will be composed of three Owners who are not on the Board of Directors and do not have a relative on the Board of Directors.
- b. After a fourteen (14) day written notice a rules violator will have an opportunity of a hearing.
- c. The Rules Violation Committee is limited to determining whether to confirm or reject a fine or suspension levied by the Board of Directors.
- d. Fines may not exceed \$100.00 per day or \$1,000.00 in the aggregate.
- e. The Association may suspend, for a reasonable period of time, the right to use common elements. (This does not apply to parking spaces.)

22. Water Heaters

- a. Water heaters have useful life of approximately ten (10) years. They are one of the largest causes of loss to property due to leaks.
- b. Turn off your water heater when you are going to be out of your unit for more than 48 hours. The turn off switch is located in the closet above the hot water heater. The main water shut off is behind your building and labeled with your unit number.
- c. Inspect your water heater frequently and consider replacing yours every ten (10) years.
- d. Register your new water heater with the Office Manager.
- e. Your plumber should get a building permit.
- f. On Demand Heaters are not allowed in our complex by order of the Marco Island Building Inspector and Fire Marshall.