



OCEAN HARBOUR NORTH

**On Site Regulations
Grounds and Buildings Rules**

2024

Ocean Harbour North Information

| | |
|----------------------------------|----------------|
| MARINA CLUBHOUSE | 772-464-1670 |
| POOL CLUBHOUSE | 772-595-1936 |
| OCEAN HARBOUR MAINTENANCE OFFICE | 772-465-4030 |
| COMCAST | 1-888-266-2278 |

Management

| | |
|--------------------------------------|---|
| Elliott Merrill Community Management | 772-466-2630 |
| 835 20 th Place | Fax: 772-569-4300 |
| Vero Beach, FL 32960 | Email: juliet@elliottmerrill.com |

Government Services

| | |
|-----------------------------------|----------------|
| ALL EMERGENCIES | 911 |
| AUTO LICENCE TAGS | 772-462-1650 |
| COUNTY COURTHOUSE | 772-462-1100 |
| COUNTY SHERIFF (St. Lucie) | 772-462-7300 |
| DRIVERS' LICENCES | 772-468-3957 |
| FLORIDA HIGHWAY PATROL | 1-800-356-8921 |
| FLORIDA MARINE PATROL | 772-624-6935 |
| FLORIDA POISON INFORMATION CENTER | 1-800-282-3171 |
| FLORIDA POWER & LIGHT | 1-800-4OUTAGE |
| INTERNAL REVENUE SERVICE | 1-800-829-3676 |
| LIBRARY | 772-462-1615 |
| SOCIAL SECURITY | 1-800-772-1213 |
| VOTER REGISTRATION | 772-468-1500 |

Hospitals

| | |
|-----------------------------|--------------|
| LAWNWOOD MEDICAL CENTER | 772-461-4000 |
| INDIAN RIVER MEDICAL CENTER | 772-567-4311 |

AED located in Pool Clubhouse

DIRECTORY REPRESENTATIVES

| | | |
|-------------------|----------------------------|---------------------|
| A Building | Barbara Fitzgerald | 772-429-0211 |
| B Building | | |
| C Building | Rosemary Cunningham | 772-466-9519 |
| D Building | Nancy Rebik | 772-464-4240 |
| E Building | Carol Armel | 863-224-3452 |

Please notify Carol Armel with any changes to the directory.

**OCEAN HARBOUR CONDOMINIUMS ASSOCIATION (OHN)
RULES AND REGULATIONS**

TABLE OF CONTENTS

| | |
|--|----------------|
| Emergency Numbers | 1 |
| Building Representatives | 2 |
| Welcome: Scope and Purpose | 4 |
| PRIVATE AND LIMITED COMMON ELEMENTS | |
| 1. Condominium Units/Owner Responsibilities and Liabilities | 5/6 |
| 2. Balconies, Porches, Shutters, Doors | 6/7 |
| 3. Contractor/Owner Renovations and Repairs | 7/8 |
| 4. Nuisance | 8 |
| 5. Pets, Service and Emotional Support Animals, Wildlife | 8/9 |
| COMMON ELEMENTS | |
| 6. Use and Care of Public Areas | 9/10/11 |
| 7. Building Structure and Maintenance | 11/12 |
| 8. Parking | 12/13 |
| 9. Vehicle Registration | 13 |
| 10. Swimming Pools and Pool Deck Areas | 14 |
| 11. Pool Clubhouse and Marina Clubhouse | 14/15 |
| VISITORS, TENANTS, REALES | |
| 12. Visitors and Guests | 16 |
| 13. Rentals/Leases | 16 |
| 14. Resales | 17 |
| Declaration of Condominium | 17 |
| ATTACHMENT A: Signature Sheet | 18 |

Welcome: Scope and Purpose

Welcome to our tropical paradise on the Treasure Coast! Whether you are a tenant, guest, or owner, please remember that we are not a resort, but a residential community. These Rules and Regulations are not meant to curtail unreasonably the enjoyment of our amenities, but to encourage personal behavior that does not infringe on the freedom and safety of others. These rules also include items designed to ensure the aesthetic appeal and safe maintenance of the grounds and buildings. Help us create a warm and friendly environment.

Everyone at Ocean Harbour North (Ocean Harbour Condominiums Association, or OHN) must follow the rules and regulations in this booklet. These regulations comply with the provisions of the Articles of Incorporation, the Declaration of Condominium, and the provisions of the Condominium Act, Chapter 718, of the Florida Statutes. If there is a question about the Rules, please contact Elliott Merrill Management (hereafter referred to as "Management"). Information is also found on the OHN Portal online.

Owners are encouraged to help maintain a safe and orderly condominium community. If a violation of rules is observed, a complaint should be sent via email (juliet@elliottmerrill.com) to management, and they will address the issue with the person(s) in violation. If possible, include the following information when reporting a violation: brief description of the violation (including location, date, and time), name of violator and/or unit number.

RULES AND REGULATIONS

PRIVATE AND LIMITED COMMON ELEMENTS

1. CONDOMINIUM OWNER RESPONSIBILITIES AND LIABILITIES

- A. Each unit owner, or his properly authorized tenant, must ensure that family members and/ guests comply with the Declarations of Condominium and these Rules and Regulations.
- B. The interior of the condominium is the owner's private home. The owner is responsible for maintaining it.
- C. Certain restrictions are imposed by the Declaration of Condominium, the By-laws and these Rules and Regulations. Each owner, tenant, member of the family, and guest must know and abide by the following limitations:
 - 1. No resident shall make or permit any disturbing noise in the building nor permit anything to interfere with the rights, comfort, or convenience of other residents. Noise of all kinds shall be kept low enough so as not to disturb neighbors on the same floor, or the floor above or below. Exceptions may be made for structural repairs and restorations, which by their nature entail noise.
 - 2. All flooring changes must provide for underlayment that meets current standards to prevent noise or vibrations. The owner is responsible for ensuring that sound proofing specifications are properly followed and submitted for approval by the Board of Directors, via Management, **PRIOR TO** installing new floors. Standards are found at the portal or through Management. Interior carpeting with padding does not need prior Board approval.
 - 3. If necessary, other sound mitigating methods such as rugs or chair leg pads should also be used to alleviate noise transmission to other apartments.
 - 4. To protect condominium common elements and other units, all residents must turn off the water supply to the condominium and electric power to the water heater if they plan to be absent from their unit for 24 hours or more. All units have the water shutoff near the water heater; additionally, A, B, and C buildings have water turnoffs under the kitchen sink. Signage should be posted near the water heaters to create awareness for guests, tenants, and contractors.

Failure to shut off water and power will be deemed gross negligence by the owner, who will be liable for all resulting damages.

- 5. Air conditioners require regular maintenance and treatment of the condensate lines to prevent algae growth. Consult your manufacturer for proper maintenance to prevent blockage and damage to your unit or those below you.
- D. Maintenance issues outside of an individual unit are to be addressed by Management, **NOT BY THE INDIVIDUAL OWNER**. When reporting a maintenance issue include a description of the problem and location. Also include the date and time the problem was initially noticed.

E. Assessments and Maintenance Charges

1. Assessments shall be payable at such times as may be fixed by the Board of Directors. All notices of assessments to the unit owners shall designate when they are due and payable.
2. Assessments and installments thereof not paid when due shall bear interest from the due date at ten percent (10%) per annum.
3. Maintenance charges shall be billed quarterly on January 1, April 1, July 1, and October 1, payable in advance.

F. Roster of Owners and Occupants

1. In order to maintain a public contact roster, owners are requested to provide the Board of Directors, via Management, their:
 - permanent legal address
 - local and long distance/mobile phone numbers
 - email addressesand to notify Management of any change.
2. Tenants must provide the same information to Management on their rental/lease application.
3. The roster will be available at the secure online portal and in print.

2. BALCONIES AND PORCHES, SHUTTERS, WINDOWS, AND DOORS

- A. Balconies and first-floor porches are limited common elements and the responsibility of OHN. Painting of the balconies is done every seven years or sooner when the buildings are painted. Please contact Management for paint specifications if your balcony needs to be painted in the interim, as there is a specific type of paint that must be used. If any repairs are done to your unit by OHN, Management will repaint after repairs are completed.
- B. Tile or carpeting cannot be installed on balcony floors.
 1. If your balcony is currently tiled, you will not be required to remove, but if your tile has to be removed for any reason, it may **NOT** be replaced.
 2. Carpets, which cause premature rebar rusting, are specifically prohibited.
- C. All balcony changes/additions (screens, shutters, etc) must have prior approval from association. Specifications have been developed and copies are available from management. **Drilling is strictly prohibited without association approval.**
- D. Awnings, window guards, or air conditioning devices shall not be placed on or about the common areas of the building.
- E. Dirt or refuse shall not be kept on or swept, poured, shaken, *et al.*, from any balcony or passageway.
- F. Residents will not hang, display, or place anything on the exterior walls, doors, or windows of the building, and will not otherwise change the appearance of any portion of the exterior of the building without prior written consent of the Board of Directors. Residents should not drill into walls, as that may allow the entry of moisture, resulting in considerable damage to the building.

G. Signs are not allowed on balconies and porches or any other part of OHN property without the written consent of the Board of Directors.

H. Storm Shutters

1. White aluminum storm shutters must be installed and operational on all unit windows and sliding glass doors. Shutters must meet OHN-approved specifications, as found at the online portal (also obtainable from Management).
2. Because of the potential damage from tropical storms and hurricanes, residents **MUST** ensure that shutters are closed when leaving for 48 hours or longer. Closure is mandatory when tropical storms are forecast, during hurricane season (June 1st to November 30th), or when an evacuation order is issued by authorities.
3. **IF SHUTTERS ARE NOT CLOSED** during absence or storm warnings, the owner will be responsible to pay for costs of closure and will be fined.

Failure to close storm shutters will be deemed gross negligence by the owner, who will be liable for ALL resulting damages.

- I. **Gas or charcoal grills are NOT permitted on balconies or porches.** Electric grills are allowed, but the cooking surface must not be larger than 200 square inches. Gas or charcoal grills may be used only in designated areas (for Building E, west side; for other buildings, east side of the Pool Clubhouse), as approved by the Board of Directors and complying with the Fire Marshall's rulings.
- J. **Storm doors**, if installed or replaced, must meet the type, color, and material requirements approved by OHN. Information on appropriate doors is found on the Board bulletin board in each building or may be obtained from Management.

3. CONTRACTOR/OWNER RENOVATIONS AND REPAIRS

- A. Owners must notify Management of renovations and proposed start date. Owners have the right to do their own work but must obtain the appropriate permits.
- B. Contractors must obtain necessary permits and must be licensed and insured.
- C. Contractors must be made aware of air conditioner lines, plumbing shutoffs, and post-tension cable drilling restrictions.
- D. Contractor work hours are limited to 8:00 a.m. to 5:00 p.m. Monday through Friday, excluding holidays. No contractor work is allowed on Saturdays and Sundays, unless the work does not disturb any of the residents. However, emergency repair work can be performed at any time.
- E. Owners of a unit are responsible for any damage caused to common areas or other units in the course of renovations or repairs, whether caused by themselves or by their contractor.

- F. Owners/contractors may not dispose of debris, appliances, or building materials in the dumpsters.
- G. Owners/Contractors must not leave any construction materials or tools in any passageway, stairwell/fire escape, or elevator, nor shall they block any stairwell/fire escape, doorway, or elevator at any time. Such violations will be deemed a safety hazard and may cause the unit owner to be fined.
- H. No glass-top tables, or any type of glass furniture, are allowed on unit balconies.

Owners are responsible for any damage to persons or property resulting from furniture or decorative items leaving the balcony of their property.

4. NUISANCE

- A. No person or pet at OHN will be a nuisance or create a nuisance that interferes with the day-to-day use of the property or the well-being or rights of its residents.
- B. All parts of the condominium, including passageways and balconies, will be kept in a clean and sanitary condition. No rubbish, refuse, or garbage is permitted to accumulate-or create a fire hazard.
- C. No unit owner will use or permit the use of any-unit or common grounds in a way that will increase the cost of insurance upon the condominium property.

5. PETS, SERVICE AND EMOTIONAL SUPPORT ANIMALS, WILDLIFE

Tenants and Guests are NOT allowed to have pets at OHN.

- A. One pet weighing no more than 20 pounds at maturity is allowed per unit.
- B. Service animals**, as defined by Florida Statutes 413.08, Section (1)2.d, must be well behaved and housebroken; see Florida Statutes 413.08, Section (3)(d), (e), and (f). Service animals have registration requirements under Florida Statutes 413.08, Section (3)(b):
 - 1. A statement affirming that the animal is necessary because of a disability.
 - 2. A statement explaining what work or task the animal has been trained to perform.

WARNING: It is a crime to represent your animal as a service animal when it actually is not. See Florida Statutes 413.08, Section (9).

- C. Owners of emotional support animals** are required to follow the same pet rules as other owners. Emotional support animals have additional information to register:
 - The owner's licensed attending physician's letter affirming the owner's need for a support animal.
- D. To ensure animals do not constitute a nuisance to others:**
 - 1. All pets, including service and emotional support animals, must be well behaved, and housebroken.
 - 2. All pets, as well as service and emotional support animals, are required to be leashed when outside their unit, and handlers must be able to control the leash.

Some exceptions may be made for service animals performing their trained tasks, e.g., searching a building.

3. An animal shall never be left alone on a patio or balcony.
4. Dog walk areas are provided at the extreme north edge of the property behind the garages along Building B, the extreme north edge along C and D parking lots, and the south edges of A and E parking lots.

OWNERS ARE RESPONSIBLE FOR REMOVAL OF PET FECES. DOGS SHOULD RELIEVE THEMSELVES IN DESIGNATED GRASS AREAS.

E. Pets are not permitted in the OHN clubhouses, tennis courts, and pool areas. **Florida Administrative Code – 64E-9.004(4)** Animals and glass containers are prohibited within the fenced pool area, or 50 feet from pool edge when no fence exists.

F. Residents are not allowed to feed wildlife including birds and manatees, since this may cause nuisance problems or endanger the health of wildlife.

Animal owners shall have sole liability for all damages claimed by any person harmed by their pet, service animal, or emotional support animal, and shall be responsible and hold harmless OHN for such damages.

COMMON ELEMENTS

6. USE AND CARE OF PUBLIC AREAS

- A. Passageways, stairs and stairwells/fire escapes, staircase doors, and elevators must be kept clean and free of all personal items and debris at all times, per Florida Fire Codes. In the event of an emergency, staircases will be the only way out and must be kept accessible.
- B. Clothing, towels, shoes, etc., shall not be placed in passageways or hung on balcony railings.
- C. Children, like adults, are expected to observe the rules of reasonable, prudent behavior. Parents must ensure that children do not play in public areas in a way that may constitute a nuisance to others or a hazard to themselves. Children in parking lots and in pools must be accompanied by adults.
- D. No public areas shall be decorated or furnished by an individual owner or group of owners in any manner, except with the written approval of the Board of Directors.
- E. **SMOKING**
Smoking is prohibited in any building, stairwell and entrances to the buildings, Including clubhouses, pool areas and tennis courts.
The American Lung Association recommends that outdoor smoking areas be at least 25 feet away from building entrances, exits, windows and vents to prevent smoke from drifting into the building.

F. Trash

1. Open waste constitutes a health hazard and a nuisance.
2. Trash and recycle bins are located on the first floor of each building. Trash chutes are located on each floor.
3. Because of excessive noise and possibility of damage to the dumpster, heavy items, glass, etc., should not be dropped down the chutes, but carried to the dumpsters on the ground floors. In order not to disturb residents, chutes should be used only between the hours of 8 AM and 8 PM.
4. All waste must be in strong bags, securely closed.
5. Construction materials, furniture, appliances, water heaters, etc., are not to be placed in the trash rooms or dumpsters.
6. Recyclable items, such as plastic, glass, cardboard (flattened or cutup), and paper goods, should NOT be placed in plastic bags, but directly into recycle bins.
7. Paint and other chemicals must not be placed in the trash. Liquids that flow out of the dumpster may contaminate the marina. Contact St. Lucie County for proper disposal.

G. Storage Rooms

1. For buildings A, B, C, and D, stored bicycles must not impede access. For building E, bicycles may be stored in the remote bicycle garage.
2. To control abandonment, bicycles must be tagged with the unit number, the bicycle owner's name, and the date when the bicycle was placed in the room.
3. Storage room passageways shall be free from all items. Items not stowed in a locker will be removed and disposed of.

H. Keys and Codes

1. Owners, whether resident or not, are required to provide keys and/or codes for their units and garages to Maintenance for emergency use.
2. The garage door emergency disconnect lock must be maintained (and lubricated as necessary) so that it is operational and functional.
3. In an emergency, the absence of a key/code to the unit or garage may necessitate forced entry. Costs for such entry will be borne by the unit owner.

H. No door-to-door solicitation shall be permitted unless the Board of Directors has granted prior written approval.

I. Elevators

1. Smoking is not permitted in the elevators or lobbies.
2. Elevator service shall not be delayed by jamming or holding the door by hand, as this will cause malfunction and the elevator will shut down. Use the **DOOR OPEN** button to keep the door open for a reasonable amount of time.
3. In the interest of health and safety, no bare feet or dripping wet swimsuits are permitted in the elevators or lobbies.
4. In case of power failure, elevators should return automatically to the ground floor. Use elevators as little as possible during electrical storms. If caught in the elevator, press the **HELP** button. A monitoring service will answer and provide assistance.
5. Elevator pads for the protection of the walls are required when moving large items in the elevator. Contact Maintenance to have the pads installed and removed when done.

7. BUILDING STRUCTURE AND MAINTENANCE

- A. Structural changes or alterations within the condominium unit or any part of the building are not permitted without prior approval of Management. Pertinent County or State approval must be obtained.
- B. The maintenance and repair of all structural parts and all facilities, equipment, and appliances within each condominium unit, including doors, windows, walls, air conditioning and heating units, water heaters, drains, plumbing and fixtures, etc., are the personal responsibility of the owner and at his own personal expense. Air conditioning units and water heaters must be serviced at regular intervals to ensure proper operation, and to prevent damage to other units and passageways. It is recommended that water heaters be replaced before completing 10 years of service.

Owners are financially responsible for all damages caused to other units or to common elements.

C. Drilling - Floor and Ceiling

1. Drilling in the floor and ceiling concrete slab of any unit in D and E buildings is **STRICTLY PROHIBITED** and subject to a fine, since damage to the post-tension cables in these two buildings by contact with a drill may cause very expensive and potentially devastating damage to the building.

Drilling into the floor or ceiling will be deemed gross negligence by the owner, owner, who will be liable for ALL DAMAGES that result. The unit owner is also liable for the mistakes of his/her contractor.

2. For installation of exterior shutters, screen enclosure or sunshades or installation of any interior light fixtures or shades, strict protocol must be followed:

*Notify Elliott-Merrill of proposed construction and start date.

*The drilling area MUST first be x-rayed to determine where the post tension cables and/or rebar are located - D AND E ONLY.

*Elliott-Merrill will provide the contractor information for the x-ray. With approval, installation may proceed.

D. The condominium is provided with a cable TV system. Installation of an antenna/satellite system outside of units is not permitted.

E. Requests for maintenance service to common areas shall be made via work order to Maintenance, and in some cases must be approved by Management. Work order tickets may be found at the online portal or on owners' bulletin boards or may be obtained from Management. If you wish to have work done in your unit by staff employees, arrange for this work to be done after working hours at your own expense.

8. PARKING

A. Permits

1. Owners must obtain an OHN parking sticker, which is to be adhered to the rear window.

2. Guest parking overnight requires a pass stating the arrival and departure dates, along with the resident's building and number.

3. Permits can be obtained from Maintenance between 3:30 and 4:00 p.m. Monday through Friday.

B. There are no assigned parking spaces except for E building. Parking is on a first-come, first-served basis. Parking is for permitted vehicles only and shall not exceed two vehicles per unit. Owners of Building C garages must use their garage or driveway space for parking.

C. Vehicles may not be parked on roadways, building entrances, or non-paved surfaces, nor may they be parked in any area that may prevent access to or egress from any building or common area.

D. Vehicles in violation of parking rules will be given a warning on the first day. If there is no response, a final warning will be issued. After the final warning, the vehicle will be towed at the owner's expense.

E. Overnight Exceptions:

Vehicles and road equipment that do not meet OHN Vehicle Restrictions (Section 9), including but not limited to motor homes (regardless of size), oversized trucks, campers, motorcycles, trailers, boats/boat trailers, will be limited to 24 hours' parking. Management must be notified in advance. Such vehicles will occupy rear parking spaces and should not impede ingress and egress of garages or access by other traffic, including emergency vehicles.

F. Parking areas or any common property will not be used for the purpose of performing automobile maintenance or repair. Use of the facility for these purposes constitutes an unacceptable infringement on the rights of others.

G. Vehicle washing locations are marked on each parking lot. Please conserve water at all times.

NOTE: Nothing contained herein shall be interpreted to prohibit temporary parking of service or delivery vehicles for work,-nor shall the Board of Directors be restricted from granting temporary exceptions on an emergency basis.

9. VEHICLE RESTRICTIONS

The intent of these Restrictions is to ensure that vehicles parked at OHN are typical passenger vehicles of good repair and condition and do not reflect commercial, work, or extreme sport vehicles. Vehicles are defined as two- and four-door sedans, station wagons, SUVs, and pick-up trucks. Also included are vans with four or more seats (non-cargo carrying types). Vehicles cannot exceed 20 feet in length. Handicap vehicles are exempt from modification restrictions. Vehicles equipped with handicap equipment are exempt.

Vehicles, with the exception of handicapped vehicles, must meet the following restrictions:

- A. Vehicles must be operable and legally registered.
- B. Vehicles cannot exceed 20 feet in length and cannot extend beyond the size of the OHN parking space where they are parked. This includes any equipment/ or additions to the rear and front of the vehicle, such as trailer hitches, cargo carrier hitches, grill guards, winches, etc.
- C. Increased vehicle height not installed by the vehicle manufacturer is not allowed.
- D. Open beds must be covered with a manufacturer or OEM (Original Equipment Manufacturer) bed cover. Storage boxes must be closed or covered.
- E. Racks installed on vehicles must be for recreation equipment (kayak, bikes, etc.) only. Racks or frames for commercial purposes are not allowed.
- F. Dual-wheel vehicles and/or out-sized fenders are not allowed.
- G. Only stock-type mufflers are permitted on-all vehicles to keep the noise level down.
- H. Commercial or offensive lettering or decorations are not permitted.
- I. New owners and renters must provide documentation to verify their vehicle(s) meets the requirements specified in Section 9 Vehicle Restrictions.
- J. Violations of parking rules should NOT be enforced by owners themselves. Owners should report a parking violation to management (juliet@elliottmerrill.com).

All vehicles of owners, guests, and tenants MUST meet all the conditions specified in this section.

Failure to meet these restrictions will result in fines and/or towing.

10.-SWIMMING POOLS, POOL DECK AREAS, SAUNA, SPA

- A. The swimming pool facilities are restricted to use by owners, tenants, and their guests. Swimming pools, sauna, and hot tub hours are 30 minutes before sunrise to 30 minutes after sunset. The pool areas are not available for private parties.
- B. Any person with skin rashes or skin conditions or communicable disease is not permitted to use the pools, sauna, or spa. Persons with open cuts or skin abrasions are requested not to use the pools, sauna, or spa.
- C. Glass containers of any kind are not permitted in the pool areas, sauna, or spa. Broken glass in these areas can necessitate closure and cleaning at the responsible owner's expense.
- D. Staff does not police the pool areas after each resident. Please be considerate of others in cleaning up refuse, replacing furniture, putting umbrellas down, and stowing them in the bathroom area for the main pool, or securing them on their hooks at the Building E pool.
- E. Pets shall not be taken to the pools, pool areas, sauna, or spa at any time.
- F. Furniture or equipment shall not be removed from the pool decks by anyone at any time. Furniture in the pool areas and sauna must be covered with a towel before use by persons wearing lotions or creams. Pool furniture cannot be reserved.
- G. Children under 12 are not permitted in the hot tub or sauna. An adult must supervise children under 12 and be responsible for children's safety and behavior in the pool/spa areas.
- H. Incontinent swimmers must use waterproof pants. Violation of this rule will mean loss of swimming privileges.
- I. Rafts and scuba tanks are not permitted in the pools. Swim assists secured to the body may be used.
- J. Running, horseplay, jumping, and diving, are not permitted in the pool areas. Pool games are not permitted when others are in the pool.
- K. Loud music is not permitted, except for water aerobics classes.
- L. Everyone must shower before entering the pools, spa, or sauna.

No liability whatsoever is assumed by the Ocean Harbour Condominium Association for the use of any facilities.

11. POOL CLUBHOUSE AND MARINA CLUBHOUSE

The OHN Pool Clubhouse and Marina Clubhouse are for the use of owners, tenants, and their guests. The following rules are an attempt to maintain the integrity and purpose for which the clubhouses were built.

- A. The Marina Clubhouse will be open daily from 8:00 a.m. to 4:00 p.m. The Pool Clubhouse is never locked.

- B. A first aid kit is located at each clubhouse. An AED (defibrillator) is located in the Pool Clubhouse (cupboard to the right side of the door).
- C. The clubhouses may be used during the evening hours with the understanding that the premises must be vacated by 11:00 p.m. The clubhouses and their amenities must be put back in order by 9:00 a.m. the following day. Owners are entitled to keys for the clubhouses and restrooms, which can be requested from Maintenance.
- D. All persons using the clubhouses are responsible for keeping them clean and litter free.
- E. Smoking is not permitted in either of the clubhouses.
- F. Children under the age of 15 are not permitted to use exercise equipment unless accompanied by an adult.
- G. Wet clothing or bare feet are not allowed in the clubhouses. Shoes, shirts and/or cover-ups must be worn at all times. Check for tar before entering the buildings from the beach.
- H. Furniture must not be removed from the Pool Clubhouse unless signed out with the clubhouse representative. (Contact information is on the clubhouse bulletin board.) Marina Clubhouse furniture cannot be borrowed.
- I. Stereo equipment is reserved for OHN functions exclusively. There is TV, telephone, and Internet service in both clubhouses.

J. Exclusive Use of Pool or Marina Clubhouse

Unit owners (or tenants providing an owner's written request) may have exclusive use of the clubhouses up to four times a year on a first-come, first-served basis for an occasion involving at least fifteen people. OHN and Board functions, including meetings and social hours, take precedence over all other activities. These functions, insofar as possible, will be announced in the fall for the ensuing year. The clubhouses may be reserved up to two months in advance. The following reservation procedures must be observed:

1. Requests for reservations must be made in writing and in duplicate by the owner to the clubhouse representative. (Contact information is on the clubhouse bulletin board.)
2. A refundable security deposit of \$100.00, payable to the Ocean Harbour General Fund must accompany the request.
3. If, after inspection, cleaning and/or repairs are required due to this usage, the security deposit will be used to defray the cost; otherwise, the \$100.00 will be returned. Any damage in excess of \$100.00 will be repaired at the unit owner's expense.
4. When approval is granted, the clubhouse representative will post a notice of the private use on the clubhouse bulletin board or entry door.
5. The premises must be vacated by 11:00 p.m. on the same day. The clubhouses must be returned to their original condition by 9:00 a.m. the following day.

VISITORS, TENANTS, REALES

12. GUESTS AND VISITORS

- A. An owner not in residence **MUST** notify Management of the proposed occupancy of his unit by any person other than the owner. Owners are liable for any damages caused to OHN property by their guests.
- B. When an owner or tenant is not present, guests may not, in turn, invite guests or visitors to use OHN facilities.
- C. In the absence of the unit owner or tenant, guests may not stay over two weeks without prior Management approval.

13 RENTALS/LEASES

- A. All rentals and leases must be in conformity with the condominium documents and must not be for less than 30 days. Tenants are not permitted to sub-lease.
- B. Condominium units or parts thereof shall not be used by the owner or tenant used as a hotel, transient apartment, or motel. The condominium unit, and all parts thereof, shall be used only as the personal residence of the owner and his/her immediate family, or his/her tenant and immediate family, and for no other purpose whatsoever.
- C. A leased condominium unit shall not be occupied overnight by more than six (6) people in 2-bedroom units or eight (8) people in 3-bedroom units.

D. Lease Applications

- 1. Lease applications may be obtained from the OHN portal or from Management.
 - 2. The owner will provide the tenant with a copy of the Rules and Regulations.
 - 3. All areas of the application must be completed and legible to be approved.
 - 4. Completed applications are to be submitted to Management.
 - 5. Leases are approved by a designated representative of the Board of Directors.
 - 6. Requests for annual and seasonal renewals must be resubmitted to the Board (via Management) for approval.
- E. Units cannot be leased to a corporation, company, partnership, or any other business or commercial organization.
 - F. Unit owners shall be responsible for all damages to buildings, equipment, or common property caused by his/her tenant.
 - G. Because of the volume of lease requests, such requests must be submitted no later than 30 days prior to the start of occupancy, allowing Management and the Board of Directors to have sufficient time to process the application, complete background checks, etc. If the request is not sent to Management in this time frame, the owner will be subject to a late fee. Increased fees will be assessed for repeat late requests.

14. RESALES

- A. The Florida Condominium Act requires complete disclosure on resales of condominium units. In processing a request for approval for resale, an owner shall certify that he has provided the prospective purchaser with the following documents:
1. A copy of the Declaration of Condominium
 2. A copy of the Articles of Incorporation of OHN
 3. A copy of the approved operating budget for the current year, including the quarterly assessments for the unit and for the common property
 4. A copy of the By-laws of OHN
 5. A copy of these Rules and Regulations.
- B. All of the above information shall be furnished to the prospective buyer by the owner/realtor before the closing of the sale. Before approval of the resale of a unit, the Board will require certification that the prospective purchaser has read the above document package and, subject to its provisions, is satisfied to purchase the unit.
- C. The owner submitting an application for resale shall accompany it with an Application of Membership Questionnaire duly filled out and signed. A copy of the signed Certification and the Questionnaire shall be delivered to the Board of Directors, via Management, within ten days after the date of closing.

DECLARATION OF CONDOMINIUM 15.4.:

"THE ASSOCIATION MAY ASSESS A FINE FOR VIOLATION OF THE RULES AND REGULATIONS, RESTRICTIONS OF THIS DECLARATION, OR THE ARTICLES OR BY-LAWS AGAINST ANY OWNER. OWNERS ARE RESPONSIBLE FOR COMPLIANCE BY ALL TENANTS, GUESTS AND LESSEES. -THE FINE PROCEDURE SHALL BE IN ACCORDANCE WITH FLORIDA LAW."

NOTE: Nothing contained or implied in these *Rules and Regulations* shall be construed as a limitation on the condominium documents, nor as a restraint on the authority of the Board of Directors of Ocean Harbor Condominiums Association.

Attachment A: Acknowledgement Signature Sheet [\[separate page\]](#)

ACKNOWLEDGEMENT

Unit owners must provide a copy of the Regulations & Rules in each unit to be rented or leased. This signed statement shall be turned in by the seller or lessor/renter (or their lawful representative).

I/we have read the ***Rules and Regulations*** and agree to comply.

Owner(s):

Print Name

Signature

Print Name

Signature

Date

Building/Unit #

Tenant(s)

Print Name

Signature

Print Name

Signature

Date

Building/Unit #

This signature page is to be returned to:

Elliott Merrill Community Management - OHN
835 20th Place
Vero Beach, FL 32960

[This page left blank for tear-out of Attachment A]