

St. Augustine Ocean & Racquet Club Condominium Association, Inc.

Rules and Regulations

Adopted by the Board of Directors on April 7, 2022

Balconies & Patios: Patios and Balconies may be used for recreational use only. Storage of any items is NOT allowed. This includes, but is not limited to, mops, clothes, blankets, shoes, socks, garbage cans, construction material and bicycles. There should not be any items hanging over the balcony or any decorative items outside the confines of the patio. **No towels, clothing or cords should hang from the balcony.** Indoor furniture such as couches, and chairs are NOT permitted on balconies and patios. Owners and renters must keep items on their patio or balcony neat, clean, tidy, and orderly, and not appear cluttered or unkempt. No charcoal or gas grills are permitted to be used or stored on balconies and patios. Charcoal grills are available for use in designated areas on the property. Electric grills are permitted to be used on patios and balconies. It should be noted that it has been reported some electric grills overdraw power in the electric box which has resulted in tripping of the circuit breaker in the unit. Radios or electronic equipment used on patios and balconies must not be left outside when a residence is not using the area. This kind of equipment is not considered furniture that is designed for outdoor use and thus must not be left outside overnight.

Beach Gates: The code to the beach will be updated quarterly and posted on the Owner's Corner. The beach gates are to always remain locked. Anyone found tampering with the locks, climbing over the gates, or leaving the gates open will be fined.

Bicycle Storage/ Leisure Vehicles: The bicycle storage area at Ocean & Racquet Resort is located behind building 8. All bicycles shall be registered with the Community Service Officer (CSO) and an identifying sticker be placed on the bicycle. Storage is not open-ended, and owners/renters of bicycles are responsible for keeping their registration current. If bicycles are removed permanently, it is the owner's/guest's responsibility to notify the CSO that the registration is vacated. Owners of bicycles fully accept and assume all risks and responsibilities for any loss, injury and/or damages to owner or any other person in connection with the owner's storage of a bicycle in the bicycle storage area, and for transporting the bicycle through the building's common areas to either the outside or to the owner's unit. The Association, Board, and Management Company, and their employees are not responsible for any damage or theft to any bicycles or bicycle equipment stored in the bicycle room. Unregistered bicycles and bicycles not displaying a registration decal will be removed and disposed of with no liability to the Association, Board, Management Company, or their employees. Bicycles should be removed when owners or renters leave the area for a 30-day period or longer. Owners not on the rental program may store their bikes in their unit for long term storage but are NOT permitted to store bikes on patios or balconies. Management will review the bicycle area quarterly and dispose of any bikes that appear to have been abandoned or are in unusable condition (rusted, flat tires, missing parts, etc.) or are unidentified. Owners/Renters will make all reasonable effort to keep the bicycle storage area and access to bicycles free and clear of all debris which may result from their storage, and from use of the bicycle storage area. Bicycle storage will be on a first come first served storage basis. If the area is full, the Owner/Renter wishing to store their bike, CSO may add them to a waiting list until a space becomes available.

Owners/Renters are reminded that riding of bicycles is NOT permitted in the common areas of the O&R complex. Bicycles must be walked to exits of the complex.

Including but not limited to bicycles, skateboards, Rollerblades, Segway's, hover boards, drones, scooters, and other self or automatically propelled, leisure vehicles that are not licensed to be driven on city, county and state roadways are not allowed to be utilized or parked on the property. Storage of these vehicles is only allowed in the designated storage area. The Board has the right to ban any leisure vehicles from the property if it poses a threat to the safety of the residents and the property.

Cameras: The Ocean and Racquet Club installed cameras to assist Management in alleviating property damage caused by renters and trespassing from non-renters to use the club facilities. The cameras are installed to monitor public areas where the expectation of privacy is not violated (i.e., an area where anyone could openly observe the area where the camera is located). The cameras are for monitoring purposes only and are not a guarantee of safety. They are merely installed to assist Management and the Community Service Officers with their duties. Any owner, renter or guest should not have any expectation of enhanced security on the property. It is the owner's responsibility to convey this message to any visitor that has not rented their unit through the Ocean and Racquet rental program. No video or portion of video will be voluntarily released to any entity except the police department and only if Management feels it will assist the police in their investigation of any vandalism or trespassing.

Clubhouse: The clubhouse is available for anyone to rent. Catered events will require a cleaning fee, and other use will be a leave it as you found it term. Quiet Time is at 10:00 P.M. The Clubhouse MUST be vacated before or by 10:00 P.M. No items shall be removed from the clubhouse. Nothing should be affixed to the walls, tables, blinds, doors, glass, appliances, or countertops. (i.e., tape, nails, Velcro, etc.) Decorations must be stand alone or tabletop only (no banners). Setup and takedown will be performed by the renter unless advance arrangement is made for setup of tables and chairs. The setup charge for tables and chairs is \$50.00.

No more than 100 people can occupy the clubhouse at any given time. Renters and guests are limited to clubhouse area only. The clubhouse renters and their guests are PROHIBITED from using any of the property's amenities, including both pools, the hot tubs and tennis courts. Any damages either by guest or owners, missing items, or violations of these rules will result in charges to the renter of the Clubhouse. Do not leave food, drink or any other items in the refrigerator or cabinets. Trash removal is required prior to departure. All vendors used by party renting the Clubhouse must provide a W-9 and a Certificate of Liability Insurance naming St. Augustine Ocean and Racquet Resort in addition to the name of the renter in the certificate holder section.

Common Areas: There shall be no obstructions or cluttering of the condominium property including without limitations, sidewalks, driveways, parking areas, lawns, patios, courts, or other common areas. Nothing shall be affixed to any area of the common grounds including the building and the landscaping. The property grounds (parking lot and landscaped areas) are not for leisure use such as sunbathing, picnics, parties and/or sports (ball playing). *All guests must be accompanied by a tenant or an owner while using any community amenity or common area.*

Elevators: Elevators are not to be misused. Misuse could result in malfunction. Anyone found misusing this equipment will be responsible for any or all repair costs.

Fire Alarms: Fire alarms are not to be tampered with. Anyone found tampering with the equipment will have charges filed and will be responsible for any or all repair costs.

Guest Responsibility: Each owner or guest of the resort is responsible for the actions of anyone they invite on the property. Any damage to any unit, building, amenity, or common area will be assessed to the owner or guest attributed to the responsible party.

Noise and Quiet Time: All noise, including without limitations--talking, singing, television, radio, stereo, electronic devices, and musical instruments shall be kept at a volume not audible outside the boundaries of the unit in which it originates. Excessive noise between the hours of 10:00 pm and 7:00 am will be considered a more serious violation and may result in a fine or immediate removal from the property.

Office Hours: Monday-Saturday 9:00 am – 5:00 pm and Sunday as needed. The office will close at noon on Christmas Eve and be closed on Easter, Thanksgiving and Christmas.

Occupancy Limit: No more than six (6) persons may occupy any unit at any time. This is according to fire and health regulations. Additional guests will be turned away.

Parking: Pursuant to the rules of the Association, each owner/renter is entitled to **two parking spaces** on the premises. Vehicles must always display a valid parking permit while on the premises. Owners/Guests must request non-family guest/rental parking passes for which a fee will be imposed. Both owner and guest parking passes are available online.

Visitors and Guests - Owners and renters are permitted to have two (2) daily visitor passes for the purpose of having visitors and guests access the premises. Exceptions will require notification to the Community Service Officer (CSO) on duty. It will be the responsibility of the owner or renter to notify the guardhouse of any visitor to their condo for the purpose of issuing a visitor pass. Upon entering the property, the guard on duty will issue the pass to the driver and note the make, model, and license plate number of the vehicle. The pass will include the name and date of the visitation. Visitor passes must be returned to the guardhouse upon leaving the property.

ENFORCEMENT: Failure to abide by the Ocean & Racquet parking policies may result in towing and/or the revocation of parking permits or privileges. Any duplication or facsimile of the original parking permit will be considered counterfeit, and the vehicle will be subject to towing and additional penalties.

An approved vehicle shall include any conventional passenger vehicle (including passenger "vans"), motorcycles, and trucks, or commercial vehicles of less than 2.5 ton in gross weight which bears no visible advertising signs. **Vehicles may park in one parking space on the premises for a period of not more than two (2) weeks.** Without the vehicle being moved during this period, it is considered STORAGE. Any parking of vehicles for more than two (2) weeks in a particular parking space must have prior approval of the Board or its agent. This rule applies to motorcycles and mopeds as well. These vehicles will be considered unattended.

All motor vehicles shall display current licenses/tags and display a current parking pass issued by the Ocean & Racquet Resort and be maintained in proper operating condition so as not to be a hazard or nuisance by noise, exhaust emissions, or appearance.

Commercial vehicles and general-purpose trailers, commercial trucks (over 2.5 tons in gross weight), campers, motor homes, or house trailers shall NOT be parked in the parking areas without prior written permission of the Board or its Agent. Under no circumstances will any platform addressed in this paragraph be permitted on the premises for longer than forty-eight (48) hours.

Any vehicle that is parked in violation of this section may be towed at the owner's expense.

Only vehicles displaying handicap permits may use the designated handicap spaces. Spaces in the complex are for vehicle parking only. Storage of personal items, including bicycles, is prohibited in parking spaces. Vehicles must not exceed 15 miles per hour on the condo property. Vehicles may not be washed within the condo complex. Rinsing vehicles is permitted on the west side of the large pool.

Boats/boat trailers, or the equivalent, shall NOT be parked in the parking areas for longer than a two (2) week period without approval of the Board or its agent. Any boat or boat trailer that is parked in violation of this paragraph may be towed at the owner's expense.

There shall be no parking of any vehicles without express permission from the Board or its agent that encumbers ingress/egress to any portion of the premises. All vehicles must park in designated parking spaces and shall not be parked parallel to the marked parking spaces. Vehicles are prohibited from parking in yellow striped loading and unloading spaces. Striped loading and unloading spaces are for that purpose only and for short periods of time. When loading and unloading is complete, vehicles must be moved.

The security patrol will be instructed to report vehicles that are out of place and not displaying passes in accordance with these rules. Agent is authorized to take necessary steps to enforce these regulations.

Pets: Pets are not permitted.

Pools & Hot Tubs:

- Children under 12 must be accompanied by a responsible adult when using these amenities.
- Pools and hot tubs are open to the resort owners and guests between 9:00 am and 11:00 pm.
- No glass containers or food is allowed in the pool or hot tub area.
- No floats, rafts or other pool accessories are allowed except for aides attached to a swimmer.
- Chairs and loungers must be covered with a towel for those who are wearing suntan products.

Speed Limit: The speed limit is posted upon entrance to the property and is strictly enforced.

Sprinklers: The irrigation system is sensitive and should not be adjusted by anyone but the maintenance staff. Anyone found tampering with the irrigation system will be responsible for the repair costs.

Unit Access: The Board and management reserve the right to enter any premises in case of an emergency. It is within the owner's best interest to have a valid key on file with the front office. If no key is available and an emergency occurs, management has the right to access the unit by any means necessary and any damages or cost to enter will be incurred by the owner.

Wildlife: Feeding wildlife from the patios, balconies or common areas is not permitted at any time. Please do any feeding by the ponds or the beach. Please use caution when approaching any wildlife as they can be aggressive.